

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, November 18, 2025, 9:00 a.m.,  
Carbon Building – Courthouse Annex  
215 W. Buffalo St., Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, November 18, 2025, at 9:00 a.m. at the Carbon Building-Courthouse Annex, Rawlins, WY. Attending the meeting were Chairman, R. Travis Moore, Vice Chairman Gwynn Bartlett, Commissioners John Johnson, John Espy and Sue Jones.

Chairman Moore called the meeting to order at 9:00 a.m.

**ADDITIONS / CORRECTIONS**

Vice Chairman Bartlett moved to approve the agenda as amended. Commissioner Johnson seconded and the motion passed unanimously.

**VOUCHERS**

Commissioner Johnson moved to approve payment to Sunrise Sanitation for \$75.00. Vice Chairman Bartlett seconded and the motion passed with all voting for the motion except Commissioner Jones who abstained due to personal conflicts.

Commissioner Johnson moved to approve payment to Bartlett Oilfield in the amount of \$6,553.00 and to WY Diesel in the amount of \$726.38. Commissioner Espy seconded and the motion passed with all voting for the motion except for Vice Chairman Gwynn Bartlett who abstained due to personal conflicts.

Commissioner Johnson moved to approve October 2025 payroll and benefit expenses in the amount of \$1,058,655.41; insurance claim and premium expenses in the amount of \$274,542.27; the report of expenditures in the amount of \$633,845.71 for an aggregate total today in the amount of \$1,974,397.77. Commissioner Espy seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
71 Construction	Sage Creek Rd Retainage	\$22,132.04
Advanced Network Mgmt., Inc.	Managed Services Contract	\$6,974.55
All Traffic Solutions Inc.	EM Mapping Software	\$2,850.00
Amazon Capital Services	Flood Lights & Foldable Mobility Carrier	\$361.98
Apex Communications	Radio Contract Services & Site Maint.	\$8,256.40
APG Media of The Rockies	Jail Newspapers	\$187.92
Arca Search	Digital Archiving of Clerk Titles	\$1,166.00
Ardurra	Professional Services	\$3,477.50
AT&T Mobility - Sei Processing	CCSO MDT'S	\$999.90

Baggs, Town of	Water Service	\$188.60
Bank of Commerce	Blue Safety Checks	\$87.70
Bank of Montreal - Mastercard	Misc. Charges	\$31,896.31
Bartlett Oilfield Service, Inc.	Blade CR 100	\$6,553.00
Big Sky Communications Inc.	Headsets	\$1,575.00
Blackwater Septic Solutions	Portable Restroom & Handwash Rental	\$740.00
Blakeman Propane	Propane	\$1,055.04
Bob Barker Company, Inc.	Inmate Uniforms & Supplies	\$843.03
Bullock Law, LLC	Legal Services	\$1,679.00
Capital Business Systems Inc.	Copiers	\$2,768.17
Carbon Co. Fire Protection Dist.	Vehicle Maintenance	\$87.50
Carbon Power & Light Inc.	Electric Services	\$1,890.09
CareRight Technologies, LLC	Bed Fee	\$201.60
Charter Communications	Jail Cable	\$350.59
Cidnet	Data Purchased	\$1,650.00
Cortez, Jerry	Soberlink Monitor Refund	\$943.00
Cowboy Chemical	Dish Detergent/Odor Disinfectant	\$539.30
Elk Mountain, Town of	Water Service	\$77.00
Enbridge Gas UT WY ID	Gas Services	\$118.24
Encampment, Town of	Water Service	\$107.00
Engineering Associates	Engineering Services	\$1,221.49
Fatbeam LLC	Fiber Internet	\$4,679.70
Futurity IT, Inc.	Orion License Renewal	\$1,350.00
Grainger	Drinking Fountain/Shipping	\$1,389.20
Guardian Alliance Tech.	Pre Employment Screenings	\$310.00
Hanna, Town of	Water Service	\$303.07
Jones Simkins	June 2025 Audit	\$35,370.00
Kilburn Tire Company	Tires/Mount & Balance & Repairs	\$1,739.70
Konexus Inc.	Alert Software Core Plan	\$14,100.50
KTGA/KBDY	Radio Site Rent	\$150.00
Laramie GM Auto Center	Labor/Oil/Lube/Filter	\$342.52
Martinez, Arthur	Monitor & Charger Refund	\$875.00
Martinez, Natasha K., P.C.	Legal Services	\$657.50
Matthew Bender & Co, Inc.	2025 Court Rules	\$1,206.07
Medicine Bow, Town of	Water Service	\$180.36
Merseal Law, LLC	Legal Services	\$9,181.81
Midwest Card And Id Sol. LLC	Salamander Software	\$12,470.00
Motorola Solutions	Radio Tech & Radio Service for OEM	\$480.00
Mountain Trail Medical	Medical Services	\$6,500.00

MPM Corp / Evergreen Disposal	Trash Service	\$110.00
Norco, Inc.	Cylinder Rental & Supplies	\$1,746.13
O'Reilly Auto Parts	Gas Can	\$28.99
Perkins Oil Co.	Fuel	\$7,724.18
Pinnacle Public Finance, Inc.	HVAC Replacement System Payment	\$158,740.93
Post and Associates	Annual Fee	\$2,620.00
Quill Corporation	Misc. Office Supplies	\$332.72
R.P. Lumber Company, Inc.	Wood/Steel Track	\$59.72
Rawlins Automotive	Misc. Auto Parts & Supplies	\$2,347.52
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$441.20
Rawlins Hardware - 5465	Shop Rags/Marker	\$31.47
Rawlins, City of	Water Services & Landfill Fees	\$4,042.85
Rice - Prior, Denise	Mental Health Services	\$1,550.00
Rocky Mountain Reserve	FSA & HRA Replenishment Funding	\$3,582.88
Rocky Mountain Sewer Pros	Sewer Repairs Jeffrey Center	\$235,283.00
Rocky's Quik Stop	Fuel	\$1,546.95
Saratoga, Town of	Water Service	\$51.82
Shively Hardware	Tire Repair/Loctite/Sealant	\$59.25
Staples Advantage	Manilla Envelopes	\$34.38
State of Wyoming DCI	Sex Offender Changes	\$75.00
Stinker Stores Inc.	Fuel	\$5,949.28
Summit Food Service	Jail Meals	\$9,232.04
Sunrise Sanitation Service, LLC	Trash Service	\$75.00
Swanson Services Corporation	Commissary	\$1,400.80
Terminix	Monthly Service	\$193.00
The Masters Touch, LLC	Mailing Services for Registration	\$873.60
Tin Boy Garage	Tire Tube/Installation	\$105.99
Trevathan, Sabrina Rdr	Audio/Video Transcription & Listening	\$118.40
Triple X Contracting, Inc.	Trash Service	\$260.00
Voiance Language Services LLC	Interpretation Services	\$58.50
Webster, Matthew S.	Mileage Reimbursement	\$99.55
West End Sinclair	Fuel	\$243.71
Wex Bank	Fuel	\$1,482.85
World Wash LLC	Kitchen Exhaust Cleaning/Inspection	\$950.00
WY Behavioral Institute	Mental Health Services	\$1,508.00
WY Diesel Service	Actuator/Labor/Freight	\$726.38
WY Machinery Company	Misc. Supplies & Repair Fees	\$3,714.49
Y2 Consultants, LLC	Professional Services	\$470.00
Zumbrennen Electric Inc.	Electrical Services	\$1,066.13

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda, noting that any item could be removed for separate action. Clerk Smith noted the consent agenda includes the minutes from the Commissioner's meeting held on November 4 2025; monthly receipts from Carbon County Clerk in the amount of \$22,955.50, Clerk of District Court in the amount of \$3,268.00 and Planning and Development in the amount of \$1,400.00; and bonds for Cheryl A. Engstrom, Treasurer for the Carbon County Board of Cooperative Higher Education in the amount of \$50,000.00, Matthew Hall, Interim City Manager for the City of Rawlins in the amount of \$25,000.00, Stephanie Ann Irvine, Treasurer for the Carbon County Weed and Pest Control District in the amount of \$50,000.00, Travis Harding, Treasurer for Baggs Solid Waste Disposal District in the amount of \$10,000.00 and Clint Weber, Treasurer for Baggs Cemetery District in the amount of \$5,000.00; and Tax Roll Corrections in the amount of \$1,767.43. Vice Chairman Bartlett seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **IT**

Vice Chairman Bartlett moved to waive the procurement policy, approve and authorize the Chairman's signature on Astrophysics warranty agreement in the amount of \$25,975.00 pending legal review. Commissioner Johnson seconded and the motion passed unanimously.

## **Planning and Zoning Commission Board Interviews and Appointment**

Commissioner Espy moved to appoint Patti Davis to the Planning and Zoning Commission Board for a 3-year term ending November 2028. Vice Chairman Bartlett seconded and the motion passed unanimously.

## **COMMISSIONERS**

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on a letter to SLIB regarding a grant match in the amount of \$250,000.00 for the MHCC Elevator upgrade project. Commissioner Johnson seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 9:58 a.m. with Clerk Smith and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Vice Chairman Bartlett seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 11:11 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Jones seconded and the motion passed unanimously.

## **Public Hearing - Z.C. Case File No. 2025-04 – Has-See Inda, LLC**

Chairman Moore opened a public hearing at 11:32 a.m. to hear Planning & Zoning file type Z.C. Case File No. 2025-04 – Has-See Inda, LLC's request for a Zone Change from Rural Residential Agriculture (RRA-160) to Ranching, Agriculture and Mining (RAM) on approximately 174 acres located approximately 2 miles southeast of Dixon near Carbon County Road #607 (Dolan Lane). The RAM Zone is to preserve historic uses and open space areas of the County while at the same time permit ranching, agriculture, animal husbandry, forestry, and mining in a manner that attains this purpose. Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Moore called for comments for or against the case. There being no comments, Chairman Moore closed the hearing at 11:38 p.m.

Vice Chairman Bartlett moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2025-27, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding Z.C. Case File No. 2025-04, Has-See Inda, LLC's request for a Zone Change from Rural Residential Agriculture (RRA-160) to Ranching, Agriculture and Mining (RAM) on approximately 174 acres located approximately 2 miles southeast of Dixon near Carbon County Road #607 (Dolan Lane). Commissioner Jones seconded and the motion passed unanimously.

**Public Hearing - REPLAT SUB Case #2025-01 - Victor Gallagher (Old Baldy Village 5<sup>th</sup> Ad.)**

Chairman Moore opened a public hearing at 11:39 a.m. to hear Planning & Zoning Replat Sub Case File No. 2025-01, Victor and Pam Gallagher's request to Replat the Old Baldy Village First Addition, Block 1, Lot 1 to vacate the 16,027 sq. ft. (0.37 Acre) portion of Lot 1 to be merged with the Old Baldy Village Fifth Addition, Block 6, Lot 5 by a separate and concurrent replat to better accommodate the existing infrastructure for residential development and is located approximately 1 mile east of Saratoga off Carbon County Road #504 (Saratoga/Tenmile/Ryan Park Road) on the south side. This area is zoned Residential (RD). Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Moore called for comments for or against the case. There being no other comments, Chairman Moore closed the hearing at 11:45 a.m.

Commissioner Jones moved that based on the recommendation of the Planning & Zoning Commission and staff to authorize the Chairman's signature on the plat regarding Replat Sub Case File No. 2025-01, Victor and Pam Gallagher's request to Replat the Old Baldy Village First Addition, Block 1, Lot 1 to vacate the 16,027 sq. ft. (0.37 Acre) portion of Lot 1 to be merged with the Old Baldy Village Fifth Addition, Block 6, Lot 5 by a separate and concurrent replat to better accommodate the existing infrastructure for residential development and is located approximately 1 mile east of Saratoga off Carbon County Road #504 (Saratoga/Tenmile/Ryan Park Road) on the south side. Commissioner Espy seconded and the motion passed unanimously.

**Public Hearing - REPLAT SUB Case #2025-02 – Frank Semple (Old Baldy Village 5<sup>th</sup> Ad.)**

Chairman Moore opened a public hearing at 11:47 a.m. to hear Planning & Zoning Replat Sub Case File No. 2025-02, Frank Semple's request to Replat the Old Baldy Village Fifth Addition, Block 6, Lots 4 and 5. Expanding Lots 4 and 5 in a southeasterly direction to better accommodate the existing infrastructure for residential development and located approximately 1 mile east of Saratoga off Carbon County Road #504 (Saratoga/Tenmile/Ryan Park Road) on the south side. This area is zoned Residential (RD). Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Moore called for comments for or against the case. There being no other comments, Chairman Moore closed the hearing at 11:50 a.m.

Commissioner Johnson moved that based on the recommendation of the Planning & Zoning Commission and staff to authorize the Chairman's signature on the plat regarding Replat Sub Case File No. 2025-02, Frank Semple's request to Replat the Old Baldy Village Fifth Addition, Block 6, Lots 4 and 5. Expanding Lots 4 and 5 in a southeasterly direction to better accommodate the existing infrastructure for residential development and located approximately 1 mile east of Saratoga off Carbon County Road #504 (Saratoga/Tenmile/Ryan Park Road) on the south side. Commissioner Espy seconded and the motion passed unanimously.

#### **Road and Bridge**

Commissioner Johnson moved to approve waiving the procurement policy to work with Engineering and Associates for a design and an estimate on water issues on CR 603 (Fourmite Creek) in the amount not to exceed \$10,000.00. Commissioner Espy seconded and the motion passed unanimously.

#### **IT**

Commissioner Espy moved to waive procurement policy and authorize the purchase of a new storage area network from ANM (Advanced Network Management) to be installed in our data center in the amount of \$60,489.00, to be paid out of fund 001.595, pending legal review. Commissioner Johnson seconded and the motion passed unanimously.

#### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 12:39 p.m. with Clerk Smith and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Vice Chairman Bartlett seconded and the motion passed unanimously.


Commissioner Espy moved to come out of executive session at 1:21 p.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Bartlett seconded and the motion passed unanimously.

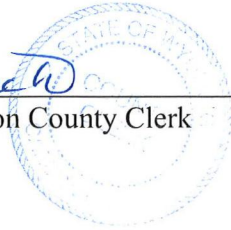
#### **ADJOURNMENT**



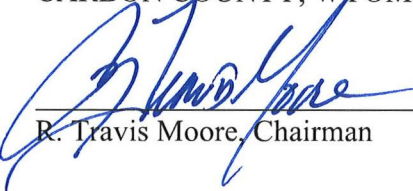
Commissioner Espy moved to adjourn the meeting at 1:21 p.m. Vice Chairman Bartlett seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, December 16, 2025, at 9:00 a.m. at the Carbon Building – Courthouse Annex located at 215 W. Buffalo St., Rawlins, WY. The public is invited to attend or listen online at the website listed below. To be placed on the agenda, call the Clerk's Office by Thursday before the meeting. Per Wyo. Stat. §18-3-516(f), access to county information can be obtained at [www.carboncountyyw.gov](http://www.carboncountyyw.gov) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.

  
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Lisa Smith, Carbon County Clerk



Approved this 2<sup>nd</sup> day of December 2025.  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

  
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R. Travis Moore, Chairman