

**MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
SPECIAL MEETING AND BUDGET WORKSHOP  
Wednesday, June 27, 2012  
County Courthouse, Rawlins, Wyoming**

A special meeting and budget workshop of the Board of Carbon County Commissioners (BOCC) commenced Wednesday, June 27, 2012 at the County Courthouse in Rawlins, Wyoming. Attending the meeting were Chairman Terry Weickum; Vice-Chairman Jerry Paxton; County Treasurer Cindy Baldwin; and County Clerk Gwynn Bartlett. Commissioner Leo Chapman participated by telephone for part of the meeting.

Chairman Weickum called the meeting to order at 9:02 a.m. It was noted that Commissioner Chapman was present via telephone at this time.

**BUDGET AMENDMENT FY 2012**

Chairman Weickum opened a public hearing at 9:03 a.m. to hear comments on amending the county's fiscal year 2011-2012 budget.

Clerk Bartlett noted that notice of this public hearing was advertised in the Saratoga Sun June 20. She stated the following budgets will be amended by adding the specified amounts to the FY 2012 budgets. Commissioners \$4,855.19 mainly due to travel, Coroner \$7,201.64 for a portion of a cot the BOCC approved late last calendar year, Courthouse \$3,252.33 for investigation and repair of a leak in the Courthouse, Senior Center \$204.94 for utilities, and Elections \$1,061.30 for polling place rent down payments and an advertisement for the Primary Election. Clerk Bartlett noted the funding was taken from reserves. Chairman Weickum explained that the current fiscal year was expected to have numerous amendments due to the fact the budgets were trimmed so tightly due to lack of funding.

The Library also requested an amendment adding an additional \$330,082.00 noting the additional revenue came from unanticipated library foundation endowment, additional grant revenue and customer fees.

Chairman Weickum called for comments and hearing no comments, closed the public hearing at 9:06 a.m.

Commissioner Paxton moved to adopt Resolution 2012-22, FY 2012 Budget Amendment Number One noting the amounts contained within the resolution. Commissioner Chapman seconded and the motion carried unanimously.

**RESOLUTION 2012 - 22  
FY 2012 BUDGET AMENDMENT NUMBER ONE**

**WHEREAS** Carbon County adopted the Fiscal Year 2012 Budget in accordance with the Wyoming Uniform Fiscal Procedures Act; and

**WHEREAS** the Board of Carbon County Commissioners wishes to amend the adopted budget in accordance with the same Act;

**NOW, THEREFORE, BE IT RESOLVED** that the following budget amendments are made.

Fund/Entity	11-12 Approved	Amendment Amount & Source	11-12 Amended Budget
Carbon County Library System	\$851,918.00	Increase \$330,082.00 Unanticipated foundation and grant revenue, and customer fees	\$1,182,000.00
Commissioners (410)	\$109,100.00	Increase \$4,855.19 County Reserves (595)	\$113,955.19
Coroner (480)	\$110,000.00	Increase \$7,201.64 County Reserves (595)	\$117,201.64
Courthouse (520)	\$135,188.00	Increase \$3,252.33 County Reserves (595)	\$138,440.33
Seniors (526)	\$356,800.00	Increase \$204.94 County Reserves (595)	\$357,004.94
Elections (550)	\$28,309.00	Increase \$1,061.30 County Reserves (595)	\$29,370.30

**PASSED, APPROVED AND ADOPTED** this 27 day of June, 2012

CARBON COUNTY, WYOMING

-s- Terry Weickum, Chairman  
-s- Jerry Paxton, Vice-Chairman

**ATTESTED:** -s- Gwynn G. Bartlett, County Clerk

**YOUTH CRISIS CENTER**

Clerk Bartlett advised she has received the required 70% consensus of the municipalities to apply for an additional \$70,000.00 of consensus list funds for the crisis center. She reported the county had only secured \$200,000.00 consensus funds and the project will cost approximately \$264,000.00 plus some additional work to the curb is likely. She noted Elk Mountain and Medicine Bow did not favor the application and Saratoga has not yet discussed it. That left the other 7 out of 10 municipalities approving the application. Clerk Bartlett stated that this application would be submitted to the State Lands Office and considered August 9 and if approved this funding would be added to the \$200,000.00 already approved. She also explained she has requested a waiver from the Governor’s Office removing the requirement to submit a plan regarding the employment of a resident design firm because the project is a design/build and the county and construction manager at risk will not be hiring an architect or engineer.

Commissioner Paxton moved to approve Joint Resolution 2012-23, Countywide Consensus Block Grant Application to add additional consensus list funds to the construction of the crisis center in the amount of \$70,000.00. Commissioner Chapman seconded and the motion carried unanimously.

**Resolution 2012-23  
County Wide Consensus Block Grant Application Form  
BY13/14 Funding**

**JOINT RESOLUTION**

We, the undersigned Carbon County Board of Commissioners hereby certify that the Board and at least seventy percent (70%) of the incorporated population within Carbon County have reached agreement on the following project(s) to be funded under Chapter 26, Section 324 and in compliance with rules promulgated by the State Loan and Investment Board, Chapter 32.

**County Consensus List  
Priority List**

Project Owner	Project Name	Total Estimated Project Cost	Total Funding Secured & In Place	Amounts of Grants, Loans, and other types of previously secured funding	Grant #, Loan #, Other Information for Previously secured funding	Local match if any	Local Match if any (please provide detail)	Other Match	Other Match if any (Please provide detail)	Percentage of Total Project Already Funded	Balance of Project funding needed	Project Share requested from this consensus list	Amount of Project not funded after consensus list funding request	Percentage of Project not yet funded
Carbon County	Youth Crisis Center	310,000	240,000	200,000	\$200,000 MRG-1192 Cb.	0	n/a	40,000	Juvenile Services Board funds for interior furnishings / equipment	77.42%	70,000	70,000	-	%
Page 1 Consensus Total:											70,000	70,000		
Page 2 Consensus Total:											0			
Balance after Priority Listing:											\$1,349,097			

-s- Terry Weickum, Chairman

Attest: -s- Gwynn G. Bartlett, County Clerk  
06/27/12

Clerk Bartlett asked if the BOCC has heard from Rocky Mountain Power (RMP) about waiving their fees. She also stated she believed the City of Rawlins opted to approve this application rather than waiving their fees. Chairman Weickum noted RMP cannot waive fees however their representative was going to investigate being able to donate to the project but he has not heard back.

Clerk Bartlett asked the BOCC to approve the bids opened at the June 5 meeting for the crisis center.

Commissioner Paxton moved to accept the low bids for the youth crisis center project from Shepard Construction for \$196,450.00 for the design/build, E&H Plumbing for \$13,600.00 for the water and sewer, and Childress Electric for \$6,400.00 for the electrical. Commissioner Chapman seconded and the motion carried unanimously.

Clerk Bartlett noted that the BOCC should have a construction manager at risk contract with LM Olson, Inc. by July 3 for consideration and that she would notify Gregg Olson that bids were accepted today.

## **AGENDA AMENDMENT**

Commissioner Paxton moved to amend the agenda to reflect an executive session at 9:15 a.m. Chairman Weickum seconded and the motion carried unanimously.

## **EXECUTIVE SESSION**

Commissioner Paxton moved to go into executive session at 9:15 a.m. for personnel with Clerk Bartlett and Deputy County Attorney Mike Kelly. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Chapman was present via telephone.

Commissioner Paxton moved to come out of executive session at 9:28 a.m. and noted no action was taken and advised the minutes would be signed and sealed. Commissioner Chapman seconded and the motion carried unanimously.

## **ASSESSOR CANDIDATES**

Clerk Bartlett advised that the statutory process has been followed to appoint someone to serve the remainder of County Assessor Sheryl Snider's term. On June 25, she received three names from the Democratic Party of individuals they felt qualified to fill the vacancy and she stated the BOCC has five days from receipt of the names to fill the vacancy. The three individuals are Wendy Briggs, Lois Genz, and Cheryl Ross. She informed the BOCC that she had all three scheduled to be present at 9:15 a.m. today for the BOCC to interview them.

Mr. Kelly stated pursuant to 18-3-201 of Wyoming Statutes the County Assessor must own real property and be a qualified elector and that no individual shall perform the duties unless he is certified by the Wyoming Department of Revenue however the person can serve the remainder of the unexpired term without certification if appointed. The Assessor also must attend continuing education classes.

Chairman Weickum asked Ms. Valerie Nelson-Hall to explain the process used by the Democratic Party to select the three individuals for consideration. She noted that she placed a notice of meeting in the newspaper and posted the notice on Facebook. They held their meeting June 23 and had interest from six individuals to fill the position. There were numerous votes held during that meeting and they continued voting until they were down to three candidates. The names of the three candidates were submitted to the County Clerk June 25.

Commissioner Paxton asked Mr. Kelly to explain the process when an elected official resigns prior to the Primary Election. Mr. Kelly stated pursuant to 22-18-111, when a vacancy occurs in a 4-year term after the first day of filing of applications for nomination, the appointed person fills the remainder of the term. Had the resignation taken place prior to this date, the vacancy would have been on the Primary Election ballot. Chairman Weickum asked if there were any other questions about the process and there being none, he stated he would interview the ladies in the order listed on the letter submitted by the Democratic Party. He asked the two not being interviewed to wait outside the room so to not give them an unfair advantage.

Wendy Briggs was interviewed for the position. Commissioner Paxton disclosed that he and Ms. Briggs worked together at a school where Ms. Briggs was the administrative assistant during two school years where he was the principal. Chairman Weickum stated that per the County Attorney's Office, this was not deemed a conflict for Commissioner Paxton. Lois Genz was then interviewed followed by Cheryl Ross.

Each candidate was asked if they are property owners, registered voters, and if they were willing to take the necessary training to become certified per statute and all met these requirements.

Chairman Weickum declared that each Commissioner received an unsigned letter and the County Attorney received a different unsigned letter related to one of the candidates for this appointment. Chairman Weickum stated that he feels the position should have been filled at an election by the general public however circumstances have made this board have to make the decision. Commissioners Paxton and Chapman agreed with these comments. There was further discussion about the candidates.

Commissioner Chapman moved to appoint Cheryl Ross as the County Assessor effective July 4, 2012 to fill the vacancy through December 2014. Chairman Weickum seconded and the motion carried with Commissioner Chapman and Chairman Weickum voting for the motion and Commissioner Paxton voting against the motion.

### **RECESS**

Chairman Weickum called a recess at 10:19 a.m. and reconvened at 10:34 a.m.

Commissioner Chapman ended his telephone call at 10:19 a.m.

### **BUDGET CUTS**

Clerk Bartlett reported that the BOCC, Treasurer, and herself met last week with county department heads and entities receiving funds from the county's 12 mill levy. She then requested each department and entity resubmit requests cutting themselves down to their FY12 allocation or less. She noted that all departments submitted revised budgets and most were at or below the current funding level while some were slightly above. She discussed that she expected to have to cut additional funds from the budget today because anticipated revenue has decreased from FY12 and the assessed valuation decreased from FY12 both resulting in approximately \$1 million less for the county to allocate however because the cash carryover is approximately \$1.6 million above where it was FY12, she estimates that \$600,000.00 can be added back in to the budget. She warned this figure depends on numerous decisions the BOCC should make including what level to fund outside agencies at, and other items she has noted after reviewing the revised budget submissions. The group continued working on balancing the budget.

### **RECESS**

Chairman Weickum recessed for lunch at 12:01 p.m. and reconvened at 1:32 p.m. Budget discussions were continued.

**RECESS**

Chairman Weickum called a recess at 3:10 p.m. and reconvened at 3:15 p.m. Budget discussions were continued.

**ADJOURNMENT**

Commissioner Paxton moved to adjourn the meeting at 4:02 p.m. Chairman Weickum seconded and the motion carried unanimously.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 3rd day of July 2012

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- Terry Weickum, Chairman