

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 7, 2015  
County Courthouse, Rawlins, Wyoming**

A full report of the proceedings as taken by the County Clerk is attached to the Official Minutes after approval. The report is available at [www.carbonwy.com](http://www.carbonwy.com), via e-mail to [kathyturner@carbonwy.com](mailto:kathyturner@carbonwy.com) or by calling the County Clerk's Office at (307) 328-2718 or 1-800-250-9812.

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, April 7, 2015 at the County Courthouse in Rawlins, Wyoming. Attending the meeting were; Chairman John Espy; Vice Chairman John Johnson; Commissioners Lindy Glode, Leo Chapman and Sue Jones.

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

**ADDITIONS / CORRECTIONS**

Commissioner Johnson moved to add US Forest Service Travel Management Plan under Planning, Assessor TY Pickett contract and move the Dixon Airport bid opening to the next order of business. Commissioner Chapman seconded and the motion carried unanimously.

**ASSESSOR**

Commissioner Chapman moved to waive the procurement policy and accept a proposal of \$42,315.00 per year for three years from TY Pickett for the county's industrial appraisal contract. Commissioner Jones seconded and the motion carried unanimously.

**VOUCHERS**

Commissioner Glode moved to approve the report of expenditures in the amount of \$649,377.79. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Chapman moved to pay bills to Rawlins Automotive for \$2,612.39, Shively Hardware for \$858.26 and True Value of Rawlins for \$2,571.73 for an aggregate total of bills paid today of \$655,420.17. Commissioner Jones seconded and the motion carried with all voting for the motion except Commissioner Glode who abstained due to personal conflicts.

Vendor	Detail Line Description	Total
AIT LABORATORIES	DRUG TESTING	\$250.00
ALL IN 1 CONSTRUCTION LLC	POLE LIGHTS/BUCKET TRUCK	\$520.50
ALLEN, PATRICK C MD PC	ROUTINE AUTOPSY	\$1,040.00
ALLIED INSURANCE	FALL NOTARY BOND	\$50.00
AMERIGAS	PROPANE SERVICES	\$1,556.02
BANK OF COMMERCE (DEBIT CARD)	VARIOUS CHARGES	\$2,946.78

BEACH, HOMER	SNOW REMOVAL	\$245.00
BESEL, KEN	MILEAGE	\$24.00
BOB BARKER COMPANY, INC.	PENS	\$53.81
BOYS & GIRLS CLUBS OF CARBON COUNTY	CSBG FUNDS USED	\$495.00
BROWN'N GOLD CONTRACTING	SNOW REMOVAL	\$120.00
BUILD RITE LUMBER SUPPLY	SUPPLIES	\$151.78
C & B SAND & GRAVEL	ROADBASE	\$769.80
CANDY MOUNTAIN	WATER/EQUIPMENT RENTAL	\$82.50
CARBON COUNTY 4-H	OFFICE HEATER	\$42.88
CARBON CTY ECONOMIC DEVELOPMENT	SEVERANCE PAYMENT	\$3,750.00
CARBON COUNTY SENIOR SERVICES	4TH QTR MATCHING/HLTH SUBSIDY	\$66,750.00
CARBON COUNTY TREASURER	VARIOUS CASH ITEMS	\$1,352.31
CARBON COUNTY YOUTH CRISIS CENTER	CSBG FUNDS USED	\$1,601.71
CASPER STAR-TRIBUNE	NEWSPAPER ADS	\$528.70
CASPER WINNELSON CO	BEARING ASSEMBLY/COUPLER	\$200.01
CATHEDRAL HOME FOR CHILDREN	YOUTH CRISIS CENTER FUNDING	\$30,000.00
CBM FOOD SERVICE	JAIL MEALS	\$10,573.10
CEDARS HEALTH	MEDICAL SERVICES	\$170.00
CENTURY LINK	TELEPHONE SERVICES	\$73.61
CESKO FAMILY MEDICINE, PC	MEDICAL SERVICES	\$1,689.00
CHARTER COMMUNICATIONS	CABLE SERVICES	\$34.04
CNA SURETY	LAW NOTARY BOND	\$50.00
COOKS CORRECTIONAL	REPLACEMENT TIMER	\$94.05
COUNTY CLERKS ASSOCIATION OF WY	2015 DUES	\$100.00
COWBOY SUPPLY HOUSE	CLEANING SUPPLIES	\$1,197.52
CRAIG, CATHY	REIMBURSEMENT	\$43.90
DAVIDSON FAMILY DENTAL	DENTAL SERVICES	\$377.00
DELEON, JOHN	LEGAL SERVICES	\$1,203.75
DEVINE LAW	LEGAL SERVICES	\$2,960.00
DIRTY BOYZ SANITATION, INC	GARBAGE SERVICES	\$490.00
DIXON, TOWN OF	WATER SERVICES	\$292.60
DJ'S	GLASS REPAIRS	\$321.44
DUBOIS TELEPHONE EXCHANGE	TELEPHONE SERVICES	\$40.21
EASTMAN, PATRICK	MILEAGE	\$28.80
EDA CONSULTING ENGINEERS	CONSTRUCTION DOCUMENTS	\$1,045.00
ERICKSON & ROBERTS	LEGAL SERVICES	\$55.00
FARMER BROTHERS COFFEE	COFFEE	\$101.59
FEDERAL PUBLISHING	OSHA COMPLIANCE JOURNAL	\$298.50
FRANCE, TARA	TRANSCRIPTION	\$167.50
FREMONT MOTORS - RAWLINS	VEHICLE MAINTENANCE	\$781.33
FRUDE, CANDICE	SUPPLIES	\$62.79
GALLS/QUARTERMASTER	SHERIFF UNIFORMS	\$47.95
GLAXOSMITHKLINE PHARMACEUTICALS	PH HEALTH VACCINE	\$366.30
GLOBAL EQUIPMENT COMPANY	SIGN BASE	\$634.53

GRAINGER	SUPPLIES	\$412.82
GRAPHIC SPORTS	TITLE ENVELOPES	\$214.50
HANNA, TOWN OF	WATER SERVICES	\$101.26
HEIMAN FIRE DEPARTMENT	SETTLEMENT VEHICLE	\$168.25
HIGH PLAINS POWER	ELECTRICAL SERVICES	\$456.92
HIGH PLAINS VISION CENTER	VISION SERVICES	\$445.00
HI-TECH AUTO	OIL CHANGE	\$59.95
HORIZON LABORATORY, LLC	LABORATORY SERVICES	\$470.75
INGRAM, SUSAN, RPR, CRR	TRANSCRIPTION	\$113.75
J H KASPAR OIL COMPANY	FUEL/OIL/ANTIFREEZE	\$1,454.18
JACKALOPE PRINTING	SUPPLIES	\$49.58
JERRY'S DONUTS	DONUTS	\$94.41
KALUZNY, EMILY	MEALS/MILEAGE	\$414.45
KENCO SECURITY AND TECHNOLOGY	ALARM MONITORING	\$36.00
KILBURN TIRE COMPANY	OIL CHANGE/TIRE REPAIRS	\$183.37
KIRSCH, ARCHIE P	COUNTY HEALTH OFFICER	\$1,300.00
KNF FLEXPAC CORPORATION	TRANSPORT BAGS	\$536.06
KONE ELEVATORS ESCALATORS	ELEVATOR MAINTENANCE	\$335.85
L N CURTIS & SONS	PARTS	\$987.29
LONG BUILDING TECHNOLOGIES, INC.	BUILDING REPAIRS	\$1,068.92
MARTINEZ, JANICE	SUPPLIES	\$41.90
MEDICINE BOW HEALTH CENTER	SEVERANCE PAYMENT	\$12,025.00
MEMORIAL HOSPITAL OF CARBON COUNTY	MEDICAL SERVICES	\$163.00
MILLIKEN, ASHLEY	MILEAGE/SUPPLIES	\$20.12
MOSS, BARBARA	MILEAGE	\$57.60
MT HOOD SOLUTIONS	CLEANING SUPPLIES	\$488.00
MURANE & BOSTWICK, LLC.	PROFESSIONAL SERVICES	\$1,052.80
MY OFFICE ETC.	SUPPLIES	\$1,011.52
NEUTRON INDUSTRIES	CLEANING SUPPLIES	\$562.20
NORTH PARK PROPANE, LLC	PROPANE SERVICES	\$297.55
OFFICE DEPOT	SUPPLIES	\$82.17
OLD PENITENTIARY JOINT POWERS BOARD	SEVERANCE PAYMENT	\$3,750.00
O'REILLY AUTO PARTS	LIGHT BULBS	\$44.64
PAHL ARCHITECTURE	DESIGN DEVELOPMENT	\$23,806.81
PATTON, ROBERT L.	MILEAGE	\$25.80
PITNEY BOWES INC	MACHINE LEASE	\$1,478.19
PRAIRIE DOG ELECTRIC, LLC	BALLASTS/LAMPS	\$117.34
PRAIRIE PELLA WYOMING LLC	PRIMUS KEYS	\$48.00
PUBLIC SAFETY CENTER, INC	SWAB BOXES	\$86.50
QUILL CORPORATION	SUPPLIES	\$1,108.77
RAWLINS - C.C. CHAMBER OF COMMERCE	NEW MEMBERSHIP DUES	\$100.00
RAWLINS AUTOMOTIVE	PARTS	\$2,612.39
RAWLINS CARBON COUNTY AIRPORT BD	SEVERANCE PAYMENT	\$10,000.00
RAWLINS EYE CARE	VISION SERVICES	\$225.00

RAWLINS URGENT CARE	MEDICAL SERVICES	\$1,225.00
RAWLINS, CITY OF	WATER SERVICES	\$1,357.50
REDWOOD TOXICOLOGY LAB, INC.	DRUG TEST KITS	\$81.00
RELIABLE	NORTON ANTIVIRUS	\$99.99
RESERVE ACCOUNT	POSTAGE	\$10,000.00
REYNOLDS, DEZIREE	MILEAGE	\$57.00
RIEHL, MATTHEW E. P.C.	LEGAL SERVICES	\$547.50
RIETVELD, TONI	MEAL/SUPPLIES/MILEAGE	\$157.01
ROBIDOUX ENTERPRISES	BATTERIES	\$458.85
ROCKY MOUNTAIN POWER	ELECTRICAL SERVICES	\$16,895.43
ROD'S BACKHOE SERVICES, INC	BRUSH CREEK BDG REPAIR	\$10,000.00
ROSS' AUTOMOTIVE SERVICES	VEHICLE MAINTENANCE	\$236.61
RYAN ELECTRONICS INC	MOBILE RADIO/SUPPLIES	\$4,737.40
SAFEGUARD BUSINESS SYSTEMS	PAYROLL CHECK STOCK	\$118.44
SARATOGA AUTO PARTS, INC.	PARTS	\$363.57
SARATOGA FEED & GRAIN	SALT	\$343.00
SARATOGA SUN	NEWSPAPER ADS	\$688.00
SARATOGA, TOWN OF	WATER SERVICES	\$17.00
SHEPARD CONSTRUCTION INC	MHCC ED REMODEL	\$36,066.60
SHIVELY HARDWARE	SUPPLIES	\$858.26
SNAP-ON TOOLS	TOOLS	\$245.00
SOURCE GAS	GAS SERVICES	\$14,823.82
SOUTH CENTRAL WY EMS	SEVERANCE PAYMENT	\$12,500.00
SOUTHEASTERN WYOMING GARAGE DOOR	GARAGE DOOR REPAIRS	\$1,125.00
SPECIALIZED PATHOLOGY CONSULTANTS	ROUTINE AUTOPSY	\$1,065.00
STAPLES ADVANTAGE	OFFICE SUPPLIES	\$554.94
STEPHENSON, LEE ANN	MILEAGE	\$37.20
STODDARD, CURTIS T.	DENTAL SERVICES	\$300.00
TERMINIX	PEST CONTROL	\$849.00
THE MASTERS TOUCH, LLC	MAILING SERVICES	\$1,671.01
THOMSON REUTERS-WEST PYMT CENTER	INFORMATION CHARGES	\$1,382.27
THOS. Y. PICKETT & CO., INC.	2015 VALUATION CONTRACT	\$9,315.00
TJ'S AUTO REPAIR	OIL CHANGE	\$75.53
TRADING POST	FUEL	\$23.95
TREVATHAN, SABRINA RMR	TRANSCRIPTION	\$154.00
TRUE VALUE OF RAWLINS	SUPPLIES/PARTS	\$2,571.73
UNION TELEPHONE COMPANY	TELEPHONE SERVICES	\$218.02
US BANK	VARIOUS CHARGES	\$5,399.35
US BANK TRUST N.A.	2010 C BOND PAYMENT	\$282,200.00
UW BIODIVERSITY INSTITUTE	BOOKS	\$50.00
V-1 PROPANE	PROPANE SERVICES	\$3,364.98
VALLEY OIL COMPANY	FUEL	\$1,262.43
VAN'S WHOLESALE LLC	CLEANING SUPPLIES	\$892.05
WACO	2015 COUNTY DUES	\$300.00

WELLS, JACQUELIN	MILEAGE	\$9.50
WILKERSON, JAMES A IV M.D.	ROUTINE AUTOPSY	\$1,040.00
WILLIE, O.R.	MILEAGE	\$45.00
WILSON, MARGARET	PATCHES	\$96.00
WIMPENNY, ROBERT G DDS	DENTAL SERVICES	\$339.00
WY ATTORNEY GENERAL	KELLEY CONFERENCE REG	\$100.00
WY BEHAVIORAL INSTITUTE	MEDICAL SERVICES	\$192.00
WY COUNTY TREASURER'S ASSOCIATION	2015-2016 DUES	\$100.00
WY DEPT OF HEALTH	MOTOR VEHICLE BILLING	\$254.00
WY DEPT OF TRANSPORTATION	MED BOW RIVER BRIDGE	\$4,064.19
WY LAW ENFORCEMENT ACADEMY	AMMUNITION	\$791.07
WY MACHINERY COMPANY	PARTS	\$17,324.39
WY WASTE SERVICES-RAWLINS	GARBAGE SERVICES	\$1,363.32
WYOPASS	2015 MEMBERSHIP DUES	\$440.00
YAMPA VALLEY ELECTRIC	ELECTRICAL SERVICES	\$610.34
YOCUM, LEO	MILEAGE	\$24.00
GRAND TOTAL		\$ 655,420.17

## **CONSENT AGENDA**

Commissioner Johnson moved to approve the consent agenda. Commissioner Chapman seconded and Clerk Bartlett noted the consent agenda includes the March 17, 2015 regular meeting minutes; a bond for Lezlee Musgrave, Clerk Treasurer for the Town of Sinclair in the amount of \$8,000.00; a bond rider for a name change for Beverly Hannum, Treasurer for the City of Rawlins; County Clerk receipts for \$24,157.50; Planning and Development Department receipts for \$1,206.00 and Road & Bridge Department receipts for \$50.00. The motion carried unanimously.

## **ELECTED OFFICIALS / DEPARTMENT HEADS**

### **Emergency Management**

Commissioner Johnson moved to authorize the Chairman's signature on the Wyoming Jurisdiction Quarterly Report presented by Mr. Zeiger. Commissioner Glode seconded and the motion carried unanimously.

### **Planning and Development**

Commissioner Jones moved to authorize the Chairman's signature on Resolution 2015-07, A Southwest Wyoming Joint County Resolution Supporting the Development of the Proposed Mead Industrial Megaplex Project in Southwest Wyoming. Commissioner Chapman seconded and the motion carried unanimously.

## **Buildings & Grounds**

Commissioner Glode moved to authorize the Chairman's signature on a contract with Jacob Gilbert White for the Medicine Bow Clinic roof. Commissioner Johnson seconded and asked if the contractor has read it. Mr. Jones stated not yet and he thinks the contractor may withdraw his bid over it due to the insurance requirements and bond requirement. Mike Kelly, Deputy County Attorney stated statutorily any public building project is required to be bonded if the amount is over \$7,500.00. The BOCC asked Mr. Jones to have the contractor review it and return with it if the contractor signs it. Commissioner Glode rescinded her motion and the BOCC asked Mr. Jones to allow the contractor time to review it first.

## **Treasurer**

Commissioner Chapman moved to adopt Resolution No. 2015-08 a Resolution Authorizing Renewal of that Certain Lease and Agreement, Dated as of December 23, 2010, Between Carbon County, Wyoming and the Carbon County 2009 Specific Purpose Tax Joint Powers Board, Through the Budget and Appropriation of Funds for the Payment of Rental Payments and Additional Rentals Thereunder for Fiscal Year 2015-16. Commissioner Glode seconded and the motion carried unanimously.

## **Clerk**

Commissioner Jones moved to authorize the Chairman's signature on the Temporary Assistance for Needy Families Community Partnership Initiative Grant Application. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Glode moved to authorize the Chairman's signature on the Countywide Consensus Block Grant Application forms and BFY13/14 Funding Joint Resolution for the reallocation of \$16,949.33 to the Jeffrey Center Electrical Upgrade project providing a total of \$26,766.86 in Countywide Consensus funds. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Jones moved to approve the Cash Handling Policy for Carbon County Public Health Nursing. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Johnson moved to approve Change Order #3 in the amount of \$8,031.26 for the hospital's emergency detention remodel to add wardrobes and writing desks. Commissioner Glode seconded and the motion carried unanimously.

## **MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)**

Commissioner Glode moved to allocate the hospital's mill levy funds as follows: \$126,864.00 for the electronic records, OB software and high definition scopes and to reallocate \$18,498.00 for the intubation instrument. Commissioner Johnson seconded and the motion carried unanimously.

## **RECESS**

Chairman Espy called a recess at 11:49 a.m. and reconvened at 1:30 p.m.

## **PLANNING & ZONING**

### **Public Hearing – C.U. Case File No. 2012-02**

Commissioner Chapman moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2015-09, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding C.U. Case File No. 2012-02 to transfer a conditional use permit from State Line Energy, LLC/Wamsutter Wastewater Treatment Facility, LLC to OWL SWD Operating, LLC dba Oilfield Water Logistics. Commissioner Jones seconded and the motion carried unanimously.

### **Certifications**

Commissioner Glode moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for Zone Change Case File No. 2015-01 for Kevin and Laurie Woolfolk and schedule a public hearing for May 5, 2015 at 1:30 p.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Johnson moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for Minor Subdivision Case File No. 2015-01 for Kevin and Laurie Woolfolk and schedule a public hearing for May 5, 2015 at 1:30 p.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Chapman seconded and the motion carried unanimously.

## **ROAD & BRIDGE**

Commissioner Chapman moved to waive the procurement policy to allow Road & Bridge to purchase magnesium chloride from the vendor of their choice. Commissioner Jones seconded and Commissioner Glode asked if many vendors sell this product. Mr. Nation stated the single source for this portion of Wyoming is Dust Busters of Utah. Commissioner Johnson clarified that another vendor recently installed some. Mr. Nation stated this was the CMAQ project and Dust Busters installed the magnesium chloride as a subcontract with the contractor for the CMAQ project. Commissioner Glode stated there are a few places that don't want magnesium chloride however she noted that Mr. Nation is the best judge of what a road may need. The motion carried unanimously.

## **MONTH OF THE MILITARY CHILD**

A unified motion was made by all commissioners to approve a Proclamation in Recognition of April the Month of the Military Child. A unified second was made and the motion carried unanimously.

## **NATIONAL CRIME VICTIM'S RIGHTS WEEK**

A unified motion was made to declare the National Crime Victim's Rights Week April 19-25, 2015 Proclamation. There was a unified seconded and the motion carried unanimously.

## **EXECUTIVE SESSION**

Commissioner Johnson moved to go into executive session at 2:08 p.m. with Clerk Bartlett, Attorney Mike Kelly, Attorney Ashley Mayfield Davis and Matt Webster to discuss potential litigation and other matters considered confidential by law. Commissioner Jones seconded and the motion carried unanimously.

Ms. Davis and Mr. Kelly left the session at 2:14 p.m. and Mr. Webster joined the session. Mr. Webster left the session at 2:36 p.m. and rejoined it at 2:55 p.m.

Commissioner Johnson moved to come out of executive session at 3:08 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Jones seconded and the motion carried unanimously.

## **ADJOURNMENT**

Commissioner Johnson moved to adjourn the meeting at 3:36 p.m. Commissioner Chapman seconded and the motion carried unanimously.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 21st day of April 2015.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- John Espy, Chairman

A regular meeting of this Board will be held May 5, 2015 at 9:00 a.m. at the County Courthouse, 415 W. Pine St., Rawlins, WY. The public is invited to attend or you can listen online at the website listed below. To get on the agenda, call the Clerk's Office by the Thursday before the meeting. Per Wyo. Stat. §18-3-516(f), access to county information can be obtained at [www.carbonwy.com](http://www.carbonwy.com) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812