

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, December 20, 2016  
County Courthouse, Rawlins, Wyoming**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, December 20, 2016 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**

There were no additions or corrections to the agenda.

**VOUCHERS**

Commissioner Chapman moved to approve the report of expenditures in the amount of \$312,667.62. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Chapman moved to approve a bill to Sunrise Sanitation for \$65.00. Commissioner Johnson seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to a personal conflict.

Commissioner Chapman moved to approve a bill to Rawlins Automotive for \$140.91, Shively Hardware for \$915.80 and True Value of Rawlins for \$615.64 for an aggregate total of bills paid today of \$314,404.97. Commissioner Jones seconded and the motion carried with all voting for the motion except Commissioner Glode who abstained due to personal conflicts.

ALSCO, AMERICAN LINEN DIVISION	\$38.04	SHOP SUPPLIES
ASPEN FAMILY DENTAL	\$895.00	DENTAL SERVICES
BAGGS, TOWN OF	\$23.95	WATER/SEWER
BANGS, DANIELLE	\$30.00	MILEAGE
BANK OF COMMERCE (DEBIT CARD)	\$3,041.27	ASSORTED CHARGE ITEMS
BI INC.	\$500.50	MONITORING SERVICES
BLAKEMAN PROPANE	\$796.55	PROPANE
BOMGAARS SUPPLY	\$54.95	SUPPLIES
BUILD RITE LUMBER SUPPLY	\$19.40	BUILDING MAINTENANCE SUPPLIES
CARBON COUNTY 4-H	\$596.55	LODGING/MEALS
CARBON COUNTY COUNCIL OF GOVERNMENTS	\$200.00	2017 DUES
CARBON COUNTY VETERINARY HOSPITAL	\$71.31	DOG FOOD
CARBON POWER & LIGHT INC	\$2,414.49	ELECTRIC SERVICE

CARERIGHT TECHNOLOGIES, LLC	\$174.00	MONTHLY CHARGES
CASPER WINNELSON CO	\$255.00	FAIR REPAIR SUPPLIES
CBM FOOD SERVICE	\$7,595.72	JAIL MEALS
CDW GOVERNMENT, INC.	\$68.26	IT SUPPLIES
CENTURY LINK	\$88.19	PHONE SERVICE
CENTURYLINK-PHOENIX	\$395.57	PHONE LINES
CET FIRE PUMPS MFG	\$101,035.00	BRUSH TRUCK
CHARTER COMMUNICATIONS	\$120.08	JAIL CABLE
CNA SURETY	\$150.00	BONDS
COMMUNITY BUILDERS, INC.	\$4,183.55	FEASIBILITY STUDY
CORTHELL AND KING, P.C.	\$165.00	LEGAL SERVICES
COWBOY CHEMICAL	\$282.10	LAUNDRY SUPPLIES
CRAIG, CATHY	\$37.74	MEALS
CRESTLINE SPECIALTIES, INC.	\$565.64	PLANNERS
DAILY TIMES	\$498.48	ASSORTED ADVERTISING
DELEON, JOHN	\$2,289.00	LEGAL SERVICES
DIXON, TOWN OF	\$308.00	WATER/SEWER
DJ'S	\$410.00	WINDOW REPAIR
ELK MOUNTAIN, TOWN OF	\$53.00	WATER/SEWER
ENCAMPMENT, TOWN OF	\$85.00	WATER/SEWER
ENGSTROM, JAMES D. DDS	\$2,500.00	DENTAL SERVICES
FASTENAL	\$47.45	NUTS FOR PLOW
FLEXSHARE BENEFITS	\$719.02	INSURANCE COSTS
GCR ELECTRONICS, LLC	\$1,200.00	SITE RENTAL FEES
GERMAN, JENNIFER	\$45.00	MILEAGE
GLOBAL EQUIPMENT COMPANY	\$157.88	FLOOD LIGHT
GOLDEN, MARY	\$30.49	MILEAGE/POSTAGE
GRAINGER	\$869.47	BUILDING MAINTENANCE SUPPLIES
HAGOOD, VICKI	\$25.50	MILEAGE
HEROD, LORELL	\$50.00	SNOW CLEARING
HI-TECH AUTO	\$53.00	ALTERNATOR DRIVE BELT REPLACEMENT
INTERMOUNTAIN LOCK & SECURITY	\$1,069.80	DOOR REPAIRS
IRON J TOWING	\$140.00	TOWING SERVICES
J H KASPAR OIL COMPANY	\$3,234.15	FUEL
JACKALOPE PRINTING	\$123.75	OFFICE SUPPLIES
JACK'S BODY & FENDER REPAIR	\$173.00	TOWING SERVICES
JOHNSTON, RANAE	\$33.00	MILEAGE
KALUZNY, EMILY	\$576.00	MILEAGE/LODGING
KILBURN TIRE COMPANY	\$2,441.58	VEHICLE MAINTENANCE
KINETIC LEASING	\$25,038.00	LEASE PAYMENT
KING SOOPERS CUSTOMER CHARGES	\$183.98	MEDICATION

KIRSCH, ARCHIE P	\$3,451.52	CONFERENCE/LODGING/MILEAGE
KONE ELEVATORS ESCALATORS	\$4,627.47	MAINTENANCE CONTRACT
KTGA/KBDY	\$135.00	RADIO ADS
LARAMIE FIRE EXTINGUISHER	\$327.50	FIRE EXTINGUISHER INSPECTION
MATTHEW BENDER & CO, INC.	\$495.69	WY COURT RULES SUPP
MEDICINE BOW, TOWN OF	\$90.00	WATER/SEWER
MEMORIAL HOSPITAL OF CARBON COUNTY	\$286.50	LAB SERVICES
MERCEDES TRANSCRIPTION, INC	\$175.78	TRANSCRIPTION SERVICES
MERSEAL LAW, LLC	\$935.00	LEGAL SERVICES
MOORE MEDICAL CORP.	\$45.90	SHARPS COLLECTOR
MOUNTAIN WEST MOTORS	\$2,248.97	VEHICLE REPAIRS
MPM CORP / EVERGREEN DISPOSAL	\$145.00	140C
NORCO, INC.	\$778.04	CYLINDER RENTAL
OFFICE DEPOT	\$156.95	OFFICE SUPPLIES
ONE OF A KIND CANINE	\$100.00	BOARDING SERVICES
O'REILLY AUTO PARTS	\$25.37	BELT
PATTON, ROBERT L.	\$24.60	MILEAGE
PERKINS OIL CO	\$1,058.75	FUEL
PERUE PRINTING	\$1,290.00	RENEWAL POST CARDS
PICKETT, CHAD	\$40.20	MILEAGE
PITNEY BOWES	\$423.22	INK/LEASING FEE
PLUS ELECTRIC INC.	\$1,133.57	SHOP REPAIRS
PURCHASE POWER	\$38.60	ADMIN POSTAGE
QUILL CORPORATION	\$211.71	OFFICE SUPPLIES
RAWLINS AUTOMOTIVE	\$140.91	BULB
RAWLINS EYE CARE	\$984.00	VISION SERVICES
RESERVE ACCOUNT	\$10,000.00	POSTAGE
RICOH USA INC	\$191.42	IT COPIERS
RICOH USA, INC	\$4,694.31	COPIER LEASES
ROBIDOUX ENTERPRISES	\$381.98	VEHICLE MAINTENANCE
ROCKY MOUNTAIN POWER	\$11,574.11	ELECTRIC SERVICE
ROSS' AUTOMOTIVE SERVICES	\$235.47	VEHICLE MAINTENANCE
ROWAN, KRISTY	\$8.97	MEETING SUPPLIES
RYAN ELECTRONICS INC	\$4,127.88	MAINTENANCE CONTRACT FEE
SARATOGA AUTO PARTS, INC.	\$602.47	VEHICLE MAINTENANCE
SARATOGA, TOWN OF	\$76.27	WATER/SEWER
SCHILLING & WINN PC	\$481.41	LEGAL SERVICES
SECURENET SYSTEMS INC	\$594.00	AUDIO STREAMING
SECURITY TRANSPORT SERVICES, INC.	\$1,183.75	TRANSPORTATION SERVICES
SHEEHAN TRUCKING	\$475.00	WATER HAULING
SHEPARD'S	\$1,578.69	RED GREASE/FUEL

SHIVELY HARDWARE	\$915.80	TIRES/BUILDING SUPPLIES
SNAKE RIVER PRESS	\$30.00	RENEWAL
STAPLES ADVANTAGE	\$627.34	OFFICE SUPPLIES
STEPHENSON, LEE ANN	\$37.20	MILEAGE
STODDARD, CURTIS T.	\$706.00	DENTAL SERVICES
SUNRISE SANITATION SERVICE, LLC.	\$65.00	TRASH SERVICE
SWEETWATER COUNTY SHERIFF'S OFFICE	\$2,776.94	JUVINILE HOUSING
THOMSON REUTERS-WEST PAYMENT CENTER	\$707.72	JAIL DUES & SUBSCRIPTIONS
TRUE VALUE OF RAWLINS	\$615.64	BUILDING MAINTENANCE SUPPLIES
TYLER TECHNOLOGIES, INC	\$41,082.41	MAINTENANCE CONTRACT
U S POSTMASTER-RAWLINS	\$770.00	PO BOX RENEWALS
U S POSTMASTER-SARATOGA	\$70.00	BOX RENEWAL686
U W C E S	\$19,787.43	SALARY MATCHES
US BANK	\$5,653.26	VARIOUS CHARGES
VALLEY OIL COMPANY	\$392.33	FUEL
VAN'S WHOLESALE LLC	\$663.37	JAIL SUPPLIES
VAUGHN CONCRETE PRODUCTS INC	\$98.00	CONCRETE RISERS
VENTURE TECHNOLOGIES	\$387.50	INCREASE OF STORAGE
WALKER, JEANETTE R.	\$5.00	MILEAGE
WESTERN STATES FIRE PROTECTION CO	\$760.00	SPRINKLER INSPECTIONS
WEX BANK	\$80.26	FUEL
WILLIE, O.R.	\$45.00	MILEAGE
WY DEPT OF HEALTH	\$176.00	VEHICLE RENTAL FEE
WY DEPT OF TRANSPORTATION	\$195.26	SAVERY ROAD PROJECT
WY MACHINERY COMPANY	\$15,429.12	EQUIPMENT MAINTENANCE
WY SECRETARY OF STATE	\$30.00	NOTARY COMMISSION
WY STATE 4-H FOUNDATION	\$100.00	WAE4HA/NAE4HA DUES 20174
YOCUM, LEO	\$24.00	MILEAGE
YOUNG, CHARLES MD	\$446.00	MEDICAL SERVICES
<b>Grand Total</b>	<b>\$314,404.97</b>	

## **CONSENT AGENDA**

Commissioner Glode moved to approve the consent agenda. Commissioner Johnson seconded and Clerk Bartlett noted the consent agenda includes the December 6, 2016 regular meeting minutes and bonds for Deputy Treasurers in the amount of \$10,000.00 each for Eileen Keller, Patricia Bentsen, Sadie Martinez and Veronica M. Fernandez as well as a \$10,000.00 bond for Clerk of Court Mara Sanger. The motion carried unanimously.

## **ELECTED OFFICIALS / DEPARTMENT HEADS**

### **Fire**

John Rutherford, County Fire Warden presented the Natrona County Mutual Aid Agreement.

Commissioner Johnson moved to authorize the Chairman's signature on the Natrona County Mutual Aid Agreement. Commissioner Glode seconded and the motion carried unanimously.

### **Buildings & Grounds**

Jim Piche, Buildings and Grounds Manager provided the Driver's Services Extension of Lease Agreement for the Little Snake River Library.

Commissioner Glode moved to authorize the Chairman's signature on the Driver's Services Extension of Lease Agreement for the Little Snake River Library subject to approval of the library board and director. Commissioner Chapman seconded and the motion carried unanimously.

### **Road & Bridge**

Bill Nation, Road & Bridge Superintendent presented the Elk Mountain Bridge Certificate of Completion.

Commissioner Johnson moved to approve the WY Department of Transportation Certificate of Acceptance for the Elk Mountain Medicine Bow bridge replacement Project STP-BROS-CN06062. Commissioner Chapman seconded and Mr. Nation thanked the board for their support during the long project. The motion carried unanimously.

Bill provided an update on road conditions.

### **Planning**

Sid Fox, County Planning Director provided the Ryan Park Fire Division Conditional Use Permit Application and requested the Chairman's signature. Mr. Fox also said WLC Engineering is onsite performing a survey of the property. Mr. Rutherford reported he will visit with US Forest Ranger Melanie Fullman about any concerns she may have today. Mr. Fox reported a public hearing on this case will likely be March or April 2017.

Commissioner Jones moved to authorize the Chairman's signature on the Ryan Park Fire Division Conditional Use Permit Application for the Carbon County Fire station at Ryan Park. Commissioner Chapman seconded and the motion carried unanimously.

Mr. Fox reported the Saratoga Encampment Rawlins Conservation District released its draft long-range resource management plan and is requesting comments.

### **Clerk**

Gwynn Bartlett, County Clerk presented two letters of support for the Carbon County Counseling Center for their submittal of applications for funding for fiscal year 2018 and for gatekeeping funding for fiscal year 2018.

Commissioner Glode moved to authorize the Chairman's signature on the letters of support for the Carbon County Counseling Center for their application for funding for FY2018 and gatekeeping funding for FY2018. Commissioner Johnson seconded and the motion carried unanimously.

Clerk Bartlett proposed changes to the county's wellness program. She discussed options including having no wellness program, continuing with the current which she says is ineffective or completely changing the program. She suggests implementing a new program with an incentive being deposited into a health reimbursement arrangement (HRA) for employees and some other opportunities for employees to participate as well. Besides obtaining higher participation she hopes employees will see this as a benefit. She explained the HRA would not be taxable income to the participant and the employee can only use their balance for health related expenses. The employee also does not get to take the funds with them when they terminate employment, the county maintains the balance. The BOCC asked that she meet with the wellness committee and return with final recommendations.

### **Commissioners**

Commissioner Jones moved to authorize the Chairman's signature on the AIP Grant Oversight Risk Assessment for the Federal Aviation Administration for Dixon Airport. Commissioner Chapman seconded and the motion carried unanimously.

### **Treasurer**

Treasurer Baldwin explained impact assistance on the Chokecherry and Sierra Madre projects and how disbursements are calculated. She noted there is a baseline of \$370,056.45 for sales tax and a baseline of \$49,612.53 for use tax.

### **EXECUTIVE SESSION**

Commissioner Johnson moved to go into executive session at 10:28 a.m. with Clerk Bartlett, Ashley Mayfield Davis and Jim Piche to discuss personnel and potential litigation and other matters considered confidential by law. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Johnson moved to come out of executive session at 10:48 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Glode reported she attended her first public safety communications commission meeting representing county government. She also stated she will be interviewed by a forester

about an assessment associated with a 2015 final report regarding recent and ongoing NEPA analysis lands in WY.

Commissioner Jones forwarded the Capital Improvement Program (CIP) for the Dixon Airport noting it is due to the WY Department of Transportation soon. The 2017 project is safety grading and beacon replacement. Seal coat and marking for 2018 and a new master plan in 2019. She also reported she sat on a conference for the coal EIS where a summary of their scoping comments were presented.

Chairman Espy reported he is the co-chair for the Ag and Public Lands committee. A resource advisory council meeting is in January as well.

### **ADJOURNMENT**

Commissioner Johnson moved to adjourn the meeting at 11:06 a.m. Commissioner Jones seconded and the motion carried unanimously.

A regular meeting of this Board will be held January 17, 2017 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.