

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 18, 2017  
Encampment Opera House, Encampment, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, April 18, 2017 at the Encampment Opera House in Encampment, WY. Attending the meeting were; Chairman John Johnson; Vice Chairman Lindy Glode; Commissioners Leo Chapman, and Sue Jones. Commissioner John Espy was absent.

Chairman Johnson called the meeting to order at 2:00 p.m.

**ADDITIONS / CORRECTIONS**

There were no additions or corrections to the agenda.

**VOUCHERS**

Commissioner Glode moved to approve the report of expenditures in the amount of \$447,778.56. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Chapman moved to approve payment to Sunrise Sanitation for \$65.00. Commissioner Glode 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 payment to Rawlins Automotive for \$457.69, Shively Hardware for \$64.48 and True Value of Rawlins for \$275.10 for an aggregate total of bills paid today of \$448,640.83. 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	\$75.53	SHOP SUPPLIES
BAGGS, TOWN OF	\$186.00	WATER/SEWER/RENT
BANGS, DANIELLE	\$39.00	MILEAGE
BANK OF COMMERCE (DEBIT CARD)	\$4,222.94	VARIOUS CHARGES
BARKHURST, BYRON	\$39.60	MILEAGE
BEHRMANN, ELEANOR	\$37.20	MILEAGE
BI INC.	\$1,228.50	MONITORING SERVICES
BLAKEMAN PROPANE	\$592.83	HEATING FUEL
BOB BARKER COMPANY, INC.	\$159.54	PROPERTY BAGS
BOMGAARS SUPPLY	\$119.96	TIRES/HYDRUALIC FLUID
BUILD RITE LUMBER SUPPLY	\$84.00	BUILDING SUPPLIES
C & B SAND & GRAVEL	\$10,865.90	HAULING SERVICES
CARBON COUNTY BAR ASSOCIATION	\$200.00	2017 DUES

CARBON COUNTY TREASURER	\$1,938.94	YOUTH CRISIS DONATION (RMP)
CARBON COUNTY VETERINARY HOSPITAL	\$31.10	K9 VACCINATIONS
CARBON POWER & LIGHT INC	\$3,703.59	ELECTRIC SERVICE
CARERIGHT TECHNOLOGIES, LLC	\$192.00	RECURRING MONTHLY BED FEES
CASPER STAR-TRIBUNE	\$106.08	NOTICE OF BID
CBM FOOD SERVICE	\$8,794.06	JAIL MEALS
CDW GOVERNMENT, INC.	\$3,649.32	VARIOUS IT SUPPLIES
CENTURYLINK-PHOENIX	\$378.50	PHONE LINES
CHARTER COMMUNICATIONS	\$122.21	JAIL CABLE
COOKS CORRECTIONAL	\$494.45	JAIL SUPPLIES
COWBOY CHEMICAL	\$586.10	LAUNDRY/DISH SUPPLIES
COWBOY SUPPLY HOUSE	\$29.73	WHEEL
DAILY TIMES	\$240.12	JAIL NEWSPAPERS
DBT TRANSPORTATION SERVICES LLC	\$1,667.44	MAINTENANCE
DEVINE LAW	\$3,763.75	LEGAL SERVICES
DH PACE COMPANY	\$92.09	DOOR KEY CARDS
DJ'S	\$1,139.25	GLASS REPAIRS
DRIFT LLC	\$20.00	SNOW REMOVAL
DUBOIS TELEPHONE EXCHANGE	\$813.29	PHONE/INTERNET LINES
E & H PLUMBING & CONSTRUCTION	\$782.36	GAS LINE INSTALLATION
ELK MOUNTAIN, TOWN OF	\$53.00	WATER/SEWER
ENGSTROM, JAMES D. DDS	\$2,500.00	DENTAL SERVICES
ERICKSON & ROBERTS	\$1,222.59	LEGAL SERVICES
E-Z LIFT GARAGE DOORS	\$926.00	DOOR REPAIRS
FATBEAM LLC	\$5,244.75	IT INTERNET & WEBSITE
FLEXSHARE BENEFITS	\$216.00	MAR ADMIN FEE
GCR ELECTRONICS, LLC	\$1,200.00	SITE RENTAL
GERMAN, JENNIFER	\$98.75	MILEAGE
GRAINGER	\$1,573.58	ASSORTED BUILDING MATERIALS
GRAPHIC SPORTS	\$412.85	NOTARY STAMPS/ENVELOPES
HAGOOD, VICKI	\$28.50	MILEAGE
HANNA, TOWN OF	\$206.16	WATER/SEWER
HERMAN, BOBBIE	\$27.00	MILEAGE
HIGH DESERT WELDING & MACHINE LLC	\$62.66	ELK MOUNTAIN BRIDGE PROJECT
HTO CHEMICAL COMPANY, LLC	\$435.00	TREATMENT SYSTEM
J H KASPAR OIL COMPANY	\$6,490.25	FUEL
JACKALOPE PRINTING	\$125.00	BUSINESS CARDS
JOHNSTON, RANAE	\$47.00	MILEAGE
KILBURN TIRE COMPANY	\$1,695.40	VEHICLE MAINTENANCE
KTGA/KBDY	\$75.00	NATIONAL AG WEEK AD
LACEY, JOSHUA W.	\$14.50	MILEAGE

LECC CONFERENCE	\$40.00	2017 REGISTRATION FEE
LEXISNEXIS MATTHEW BENDER INC	\$94.43	COURT RULES SUPPLEMENT
MCGRAW, JOAN	\$24.00	MILEAGE
MEDICINE BOW, TOWN OF	\$186.00	WATER/SEWER
MERCEDES TRANSCRIPTION, INC	\$167.86	TRANSCRIPTION SERVICES
MERSEAL LAW, LLC	\$900.00	LEGAL SERVICES
MILLER, JIM	\$30.60	MILEAGE
MOUNTAIN WEST MOTORS	\$544.05	VEHICLE MAINTENANCE
MPM CORP / EVERGREEN DISPOSAL	\$120.00	TRASH SERVICE
MUNIMETRIX SYSTEMS CORPORATION	\$39.99	IMAGE SILO
MY OFFICE ETC.	\$510.64	LEGAL FOLDERS
NORCO, INC.	\$800.61	WELDING SUPPLIES
OFFICE OF THE ATTORNEY GENERAL	\$30.00	FINGERPRINTS
OFFICE OF THE STATE PUBLIC DEFENDER	\$48,206.63	FY2017 COUNTY SUPPLEMENT
PERKINS OIL CO	\$3,103.38	FUEL/POWERTRAIN FLUID
PERUE PRINTING	\$272.00	ENVELOPES
PHILLIPS 66-CONOCO-76	\$28.85	FUEL
PUBLIC SAFETY CENTER, INC	\$269.70	GLOVES
QUEST DIAGNOSTICS	\$46.00	TESTING SERVICES
QUESTAR GAS	\$79.25	HEATING FUEL
QUILL CORPORATION	\$1,764.10	OFFICE SUPPLIES
RAWLINS AUTOMOTIVE	\$457.69	VEHICLE MAINTENANCE ITEMS
REGISTRATION FEE TRUST	\$2.00	DRIVING RECORD REQUEST
REGISTRATION MAX, LLC	\$750.00	SOFTWARE MAINTENANCE
RICOH USA INC	\$399.22	IT COPIERS
RICOH USA, INC	\$4,362.84	IT COPIERS
ROBIDOUX ENTERPRISES	\$213.46	VEHICLE MAINTENANCE ITEMS
ROCKY MOUNTAIN POWER	\$3,171.41	ELECTRIC SERVICE
ROWAN, KRISTY	\$10.47	MEETING SUPPLIES
RYAN ELECTRONICS INC	\$4,127.88	MAINTENANCE CONTRACT FEE
SARATOGA AUTO PARTS, INC.	\$628.43	VEHICLE MAINTENANCE ITEMS
SARATOGA SUN	\$562.20	VARIOUS ADVERTISING
SARATOGA, TOWN OF	\$133.96	WATER/SEWER
SARATOGA/PLATTE VALLEY	\$30.00	MARQUEE SIGN USE
SHIVELY HARDWARE	\$64.48	WASHERS/BOLTS
SLOW AND STEADY LAW OFFICE, PLLC	\$720.50	LEGAL SERVICES
STAPLES ADVANTAGE	\$570.25	OFFICE SUPPLIES
STATE OF WYOMING A & I	\$5.44	MAINFRAME ACCESS
STODDARD, CURTIS T.	\$733.00	DENTAL SERVICES
SUNRISE SANITATION SERVICE, LLC.	\$65.00	TRASH SERVICE
SWEETWATER COUNTY SHERIFF'S OFFICE	\$2,730.00	JUVENILE DETENTIONS

T.W. ENTERPRISES, INC.	\$434.45	GENERATOR SUPPLIES
TANDAN SANITATION SERVICES	\$80.00	TRASH SERVICE
THE QUIK LUBE	\$62.93	VEHICLE MAINTENANCE
TRADING POST	\$47.63	FUEL
TREVATHAN, SABRINA RMR	\$451.80	TRANSCRIPTION SERVICES
TRUE VALUE OF RAWLINS	\$275.10	BUILDING SUPPLIES
U W C E S	\$55.04	CES MATERIALS A.G.
UNION TELEPHONE COMPANY	\$1,950.37	CELL PHONES/PHONE LINES
US BANK	\$3,176.12	VARIOUS CHARGES
US BANK TRUST N.A.	\$291,500.00	459174 144796000
VAN'S WHOLESALE LLC	\$335.05	JAIL SUPPLIES
VIGIL, KERRI	\$41.29	SUPPLIES REIMBURSEMENTS
VOIANCE LANGUAGE SERVICES LLC	\$5.25	INTERPRETATION SERVICES
WALKER, JEANETTE R.	\$2.50	MILEAGE
WEX BANK	\$464.39	FUEL
WIMPENNY, ROBERT G DDS	\$1,239.00	DENTAL SERVICES
WY DEPT OF HEALTH	\$176.00	VEHICLE LEASE
WY MACHINERY COMPANY	\$659.36	EQUIPMENT MAINTENANCE
WY RENTS, LLC	\$589.50	EQUIPMENT RENTAL
WY SECRETARY OF STATE	\$60.00	NOTARY RENEWALS
YAMPA VALLEY ELECTRIC	\$989.36	ELECTRIC SERVICE
<b>Grand Total</b>	<b>\$448,640.83</b>	

## **CONSENT AGENDA**

Commissioner Glode moved to approve the consent agenda. Commissioner Chapman seconded and Chief Deputy Clerk Lisa Smith noted the consent agenda includes the April 4, 2017 regular meeting minutes; Clerk of District Court receipts for \$6,153.08; and notice of valuation adjustments for Devon Energy Production Company LP in the amount of -\$9,558.00 for tax year 2014 and for Whiting Oil & Gas Corporation for -\$19,300.00 for tax year 2014. The motion carried unanimously.

## **ELECTED OFFICIALS / DEPARTMENT HEADS**

### **Buildings & Grounds**

Jim Piche, Buildings and Grounds Manager presented the final WLC Contract for the Ryan Park Fire Department Project for signature. This agreement was previously approved for signature. Mr. Piche stated that he will not be going out for bids until a signed donor agreement and the donation is received from Brush Creek Ranch. Attorney Davis clarified that a draft agreement was sent last week that states Carbon County is responsible for the methods and means of construction and that Brush Creek Ranch is just providing a financial donation. They should be returning the agreement in the next couple of weeks along with the \$140,000.00 matching funds.

Commissioner Chapman moved to authorize the Chairman's signature on the Donor Agreement with Brush Creek Ranch for the County Fire Department at Ryan Park after receipt and review by the board. Commissioner Glode seconded and the motion carried unanimously.

Mr. Piche and Jim Miller from the Fair Board discussed the electrical issues related to the Fairgrounds Kitchen Project and the electrical pedestals for RV trailer hookups. Mr. Piche stated they do not have adequate power for the new kitchen equipment without finding another source of power for the trailer pedestals. After speaking with electrical contractors the current plan is to drop an 800 amp service by the sheep barn off of Rocky Mountain Power's line and rebuild the pedestals along Spruce Street. The new power will also provide power to the new horse barn in the future as well as additional trailer pedestals being installed at that location. Mr. Piche said circuit work needed at the Multiplex can be postponed until a later date as the pedestals are a priority at this time.

Rocky Mountain Power provided a cost estimate of \$8,100.00 for the new power pole, riser, cable, transformer and service to the 800 amp circuit meter point. This includes a 5 year contract and minimum bill of \$65.00 plus 80% of the actual billing or the actual billing whichever is greater.

Quotes for the RV Pedestals Project were received from Plus Electric or Rawlins for \$44,670.00, Fremont Electric of Lander for \$45,709.00 which includes trenching and Childress Electric of Rawlins for \$70,547.00 noting \$11,683.00 could be deducted if trench work was done by the county

Mr. Piche stated he has \$25,000.00 in his current budget available to cover some of the costs. He also stated the \$8,100.00 for Rocky Mountain Power could come out of his current utilities budget. Jim Miller said the Fair Board can contribute \$5,000.00 toward the repairs noting that they have made many upgrades themselves with grant money and their own funds over the last two years. Mr. Miller reminded the Commissioners that the Fair Board did not receive any funds last fiscal year from the county and that they are not requesting any funds this fiscal year. Mr. Piche added that with the upcoming eclipse all RV parks are already booked and recommended to the Fair Board that they could use this opportunity to open up the fairgrounds for this event and potentially recoup a lot of the cost of this project.

There was discussion on where the additional funds were going to come from. Cindy Baldwin said there is \$250,000.00 available in special projects. Commissioner Jones said the additional money should come from the special projects account to make up the difference. Commissioner Glode and Johnson both agreed. Chairman Johnson referred to Attorney Davis for the procurement policy and she said it could be waived for reasonable cause.

Commissioner Chapman moved to waive the procurement policy for the Fairgrounds Electrical Bids due to timeline and safety concerns. Commissioner Glode seconded and the motion carried unanimously.

Mr. Piche recommended accepting the low quote from Plus Electric of Rawlins for \$44,670.00. He stated that Plus Electric has also been contracted by Sinclair Refinery for their part of the Fairgrounds Kitchen Project and will already be on site.

Commissioner Glode moved to approve an informal bid from Plus Electric for \$44,670.00 for the fairgrounds electrical project. Commissioner Jones seconded and the motion carried unanimously.

Mr. Piche requested authorization to surplus equipment and sell it at the county's auction in May.

Commissioner Glode moved to approve the surplus of a 1979 International dump truck VIN D0522HCA17354, a 1990 Ford F150 VIN 2FTEF14NX1CA43967 mileage 157,380, a 2002 Ford F150 VIN 1FTEX1BL62KB99814 mileage 229804 and a 1985 Ford F350 VIN 1FDHF38G6FKA58191 mileage 137750 and include them in the county auction in May. Commissioner Chapman seconded and the motion carried unanimously.

### **Road & Bridge**

Bill Nation, Road & Bridge Superintendent opened skid loader bids from Wyoming Machinery Company of Casper, WY in the amount of \$51,762.00; Peak JCB of West Valley City, UT in the amount of \$54,172.04; Titan Machinery of Gillette, WY in the amount of \$55,545.00; Honnen Equipment of Mills, WY in the amount of \$55,740.32; Tri State Truck & Equipment, Inc. of Casper, WY in the amount of \$59,275.00; and Jacks Truck & Equipment of Gillette, WY in the amount of \$50,953.00.

Mr. Nation reviewed each bid and recommended accepting the bid from WY Machinery Company in the amount \$51,762.00 noting the low bid did not include some of the required equipment.

Commissioner Glode moved to accept the bid from Wyoming Machinery in the amount of \$51,762.00. Commissioner Chapman seconded and the motion carried unanimously.

Mr. Nation presented the Congestion Mitigation and Air Quality Contract with H.B. Lee in the amount of \$214,991.00 for work on County Road 608 for approval.

Commissioner Jones moved to authorize the Chairman's signature on the Congestion Mitigation and Air Quality Project Contract with H.B. Lee in the amount of \$214,991.00 for work on County Road 608. Commissioner Glode seconded and the motion carried unanimously.

Mr. Nation requested the Chairman's signature on a letter drafted to Wyoming Department of Transportation to modify the standard width of the Savery Creek Bridge from 26' wide to 18' wide noting the current width is 13'7". This will allow the bridge team from Wyoming Department of Transportation to move forward on this project.

Commissioner Chapman moved to authorize the Chairman's signature on a letter to the Wyoming Department of Transportation to modify the standard width of the Savery Creek Bridge from 26' to 18'. Commissioner Glode seconded and the motion carried unanimously.

Mr. Nation provided an update on signage for the Elk Mountain Bridge.

### **Fire**

John Rutherford, Fire Warden requested authorization to surplus equipment and sell it at the county's auction in May.

Commissioner Glode moved approve the surplus of a Waterous water pump serial number K-471085, a Hale water pump serial number 109075M model 30EB-B42, a Hale water pump serial number 78403 model 25FB-B42, four hose reels, one 200 gallon aluminum water tank and three military PTO winches and include them in the county auction in May. Commissioner Chapman seconded and the motion carried unanimously.

Mr. Rutherford presented the Carbon County Fire Department Annual Operating Plan for review and signature. He had participated in the annual meeting with federal, state and other county fire departments to discuss plan changes noting there were no major changes other than to the mutual aid period which changed from hourly to daily for tracking purposes.

Commissioner Chapman moved to authorize the Chairman's signature on the Carbon County Fire Department Annual Operating Plan. Commissioner Jones seconded and the motion carried unanimously.

Mr. Rutherford will be working with Bill Nation on April 24 along with Sublette County and using their sandbagging machine to making sandbags to store at the Saratoga Road and Bridge shop for future use as needed predominantly for Boozer Creek area.

### **Attorney**

Ashley Mayfield Davis, Deputy County Attorney presented the Civeo Lease Agreement for approval reducing area from two acres to one acre which will reduce their monthly lease payment.

Commissioner Glode moved to authorize the Chairman's signature on the Civeo Lease Agreement reducing the area of the lease from two acres to one acre and reducing the price accordingly. Commissioner Jones seconded and the motion carried unanimously.

Ms. Davis stated that she was contacted by Chairman, Jeb Steward of the South Central Wyoming Emergency Medical Services Board and asked if the BOCC would consider revising the language on the leases for the Hanna Fire Department and the Road and Bridge Shop in Encampment from stating that it is an in kind contribution to saying that it is donated from the BOCC to the SCWEMS board. Ms. Davis said this wording change would not have any effect on our end and presented new signature pages to be signed as it was previously approved.

Ms. Davis said that Treasurer Cindy Baldwin had brought a letter to her attention that some members of the community have received from a company out of Los Angeles, California. Essentially the company offers to pay any delinquent taxes in exchange for purchase of that individuals land. They instruct the property owner to send back a signed contract for sale and they offer to send them a cashier's check in return. Individuals receiving the letter are upset because it refers to the County Assessor's Office and implies the information is coming from the county. Treasurer Baldwin also mentioned that some complainants are upset because the letter states their taxes are delinquent when in some cases they are not. They are also under the impression that the county is supplying the information to allow the company to take their land. Ms. Davis said she contacted the Wyoming Secretary of State's Office to see if they are registered with them and they are not but they are also not required to be in order to purchase or sell real estate. She will be following up by contacting a couple of other agencies include the Real Estate Commission to determine if this is even legal and will be sending the company a letter asking them to quit referring to the county Assessor's Office as if the county is involved in this process.

Ms. Davis stated she is still working on looking into the Boozer Creek water situation and will try to have it wrapped up in the next few days and provide them with a follow up.

### **Clerk**

Lisa Smith, Deputy County Clerk presented Blue Cross Blue Shield Plan Changes to add wellness plan language so that BCBS can administer COBRA for the county's wellness program. Cobeccon and Clerk Bartlett have reviewed and recommend these changes.

Commissioner Jones moved to authorize the Chairman's signature on the Blue Cross Blue Shield Plan Changes. Commissioner Glode seconded and the motion carried unanimously.

Ms. Smith presented the Temporary Assistance for Needy Families Community grant application for approval. She explained that the county has sponsored this grant for years and it funds Boys & Girls Clubs of Carbon County, the Carbon County Youth Crisis Center and Big Brothers Big Sisters of WY.

Commissioner Glode moved to authorize the Chairman's signature on the Temporary Assistance for Needy Families Community Partnership Initiative Grant Application in the amount of \$60,000.00. Commissioner Jones seconded and the motion carried unanimously.

### **Treasurer**

Cindy Baldwin, County Treasurer discussed the Carbon County Youth Crisis Center wanting to expand stating that \$30,000.00 was previously put away in a set aside fund however last year the \$100,000.00 they returned was not put in the set aside fund and not designated as funds for the crisis center in the future. She asked if the board would like for her to move this money into their fund and designate it for their future use. Chairman Johnson said he would rather wait and



discuss during budget. Commissioner Glode stated she would like to see it set aside. Commissioners Jones and Chapman agreed it should be looked at during budget.

### **Encampment Riverside Merchants Association**

Sandy Martin of the Encampment Riverside Merchants Association provided an annual update and discussed local events that will be coming up in the area.

### **Planning & Development**

County Planning Director Sid Fox requested and received approval to hire a replacement for a GIS Specialist position. He reminded the board of the conceptual agreement moving forward with the City of Rawlins to cost share this position.

Mr. Fox stated he received a pre application from a wind energy company interested in the Medicine Bow area. INV Energy plans on applying for county permits in June and have interest in constructing approximately 300 windmills over two separate projects.

### **Citizens Discussion**

Roxanne Perruso of Power Company of Wyoming provided an update on upcoming events.

### **Commissioners**

Commissioner Jones presented a letter to accept the Record of Negotiation for engineering fees to the Federal Aviation Administration for the Dixon Beacon and Grading Project.

Commissioner Jones moved to authorize the chairman's signature on the Record of Negotiation for engineering fees to the Federal Aviation Administration for the Dixon Beacon and Grading Project. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Glode stated she attended her first Public Safety and Communications Commission Board meeting and training and is excited to figure out revenue streams so that all counties can afford the same things.

Chairman Johnson discussed the future replacement of Jeb Steward's position to the Wyoming Public Lands Initiative Board. Commissioner Chapman stated he would like to see another member from Carbon County in the position.

### **EXECUTIVE SESSION**

Commissioner Chapman moved to go into executive session at 3:42 p.m. with Lisa Smith, Bill Nation and Ashley Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Glode seconded and the motion carried unanimously.

Bill Nation left the executive session at 4:05 p.m.

Commissioner Chapman moved to come out of executive session at 4:21 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Glode moved to authorize the Chairman's signature on a letter granting leave of absence without pay to a county employee. Commissioner Jones seconded and the motion carried unanimously.

### **ADJOURNMENT**

Commissioner Jones moved to adjourn the meeting at 4:22 p.m. Commissioner Chapman seconded and the motion carried unanimously.

A regular meeting of this Board will be held May 16, 2017 at 2:00 p.m. at the Elk Mountain Town Hall, 206 Bridge Street, Elk Mountain, 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.