

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, June 18, 2019  
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, June 18, 2019 at 9:00 a.m. at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman, John Johnson, Vice Chairman, Sue Jones, John Espy, Travis Moore, and Byron Barkhurst.

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

**ADDITIONS/CORRECTIONS**

Chairman Johnson noted the Public Records topic under the County Clerk time is a contact not contract and he added Amanda Brown for an Amendment to the state’s public health contract.

**VOUCHERS**

Commissioner Espy moved to approve the payroll costs of \$948,932.84 and benefit costs in the amount of \$196,075.57. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to approve a bill to Sunrise Sanitation for \$68.00. Commissioner Barkhurst seconded and the motion carried with all voting for except Commissioner Jones who abstained due to conflict.

Commissioner Espy moved to approve the main amount of bills in the amount of \$ 628,922.38 for an aggregate total today of \$1,773,998.79. Commissioner Moore seconded and the motion carried unanimously.

307 PROFESSIONAL CLEAN LLC	\$10,485.00	COUNTY CLEANING
71 CONSTRUCTION	\$37,452.80	FOG SEAL ON BRUSH CREEK ROAD
ALLIED 100	\$12,698.00	GRANTS CENTRAL WY HEALTH AEDS
APEX COMMUNICATIONS	\$4,033.88	MAINT AGREEMENT JUNE2019-JUNE2020
APG MEDIA OF THE ROCKIES	\$2,939.31	LEGAL NOTICES & ADS
AXIS FORENSIC TOXICOLOGY, INC.	\$230.00	COMP DRUG PANEL
BAGGS, TOWN OF	\$183.95	WATER SERVICES/RENT
BALESTRIERI, MICHELLE	\$66.05	POSTAGE /COURSEWORK
BANK OF MONTREAL - MASTERCARD	\$24,391.56	VARIOUS
BHANDARI, CALEB	\$45.75	WITNESS FEES
BI INC.	\$877.50	JAIL ELECTRONIC MONITORING
BIG SKY COMMUNICATIONS INC	\$136.00	CONTROLLER AND DISPATCH APP

BLACK, JASON	\$30.00	WITNESS FEES
BRIDGER FABRICATION	\$1,728.34	FORD TRUCKS CENTER CONSOLE REMOVAL
BUILD RITE LUMBER COMPANIES	\$73.43	PAINT/SUPPLIES
CARBON POWER & LIGHT INC	\$2,410.60	ELECTRIC SERVICES
CASPER STAR-TRIBUNE	\$1,672.32	ADS
CATHEDRAL HOME FOR CHILDREN	\$17,500.00	FUNDING FOR CCYCC & DIVERSION 4TH QTR
CBM FOOD SERVICE	\$6,832.10	JAIL MEALS
CENTURYLINK-PHOENIX	\$439.63	IT UTL TELEPHONE
CHARM-TEX, INC.	\$96.70	JAIL SUPPLIES
CHARTER COMMUNICATIONS	\$121.57	TV SUBSCRIPTION
CMI-TECO	\$191.47	DEF/SEAFOAM/RAGS
DELL MARKETING L.P.	\$57,615.77	NEW WORKSTATIONS FOR ALL DEPTS
DEPARTMENT OF HEALTH	\$80.00	RENTAL VEHICLE
DRUMMOND REFRIGERATION LLC	\$710.07	REPAIR ICE MAKER
ED2GO	\$2,195.00	PARALEGAL COURSE CINDY BURKHART
ELEVATED TRAINING SOLUTIONS	\$70.40	DOT PRE EMPLOYMENT
ENCAMPMENT, TOWN OF	\$96.00	WATER SERVICES
ERICKSON & ROBERTS	\$15.00	ADMIN EMERGENCY DETENTIONS
FATBEAM LLC	\$5,244.75	FIBER LINES/INTERNET & WEBSITE
FOSTER, KIE	\$76.24	WITNESS FEES
FOX, SID	\$472.85	APA RENEWAL/FUEL & MEALS
GALLS/QUARTERMASTER	\$197.00	MISC JAIL SUPPLIES
GCR ELECTRONICS, LLC	\$1,200.00	MONTHLY SITE RENTAL
GLAXOSMITHKLINE PHARMACEUTICALS	\$537.00	PH VACCINE GENERAL VACCINES
GOLDEN, MARY	\$72.12	TRAINING
GREATER WY BIG BROS/SISTERS	\$7,238.31	COUNTY PREVENTION SERVICES
HANNA, TOWN OF	\$245.98	WATER SERVICES
HONNEN EQUIPMENT	\$2,324.60	MISC PARTS
HUTCHINS, SARAH	\$632.71	MILEAGE TO WYGEO CONFERENCE
IRON J TOWING	\$561.00	ABANDONED VEHICLE TOW CHARGES
J H KASPAR OIL COMPANY	\$16,641.94	FUEL
JOHNSTON, RANAE	\$105.01	MEALS/TEXTBOOK
KILBURN TIRE COMPANY	\$1,086.82	TIRES
KING SOOPERS CUSTOMER CHARGES	\$99.11	DONUTS/JAIL PHARMACY
KIRSCH, ARCHIE P	\$1,300.00	PH PR HEALTH OFFICER
KONE ELEVATORS ESCALATORS	\$4,586.22	ELEVATOR MAINTENANCE
KTGA/KBDY	\$150.00	TOWER RENT
KUSSMAUL ELECTRONICS	\$219.16	AUTO PUMP REBUILDING KIT
LASCANO, NICHOLAS	\$46.86	WITNESS FEES
LOADER, JEAN	\$182.27	MILEAGE/MEALS
MAGURANY, JARAD W	\$360.38	MILEAGE/MEALS
MARTIN, RHONDA CREDA	\$30.00	WITNESS FEES

MARTIN, SAMANTHA	\$30.00	WITNESS FEES
MEDICINE BOW, TOWN OF	\$669.25	WATER SERVICES/VEHICLE ACCIDENT HWY 487
MEMORIAL HOSPITAL OF CC	\$103,396.49	ADMIN EMERGENCY DETENTIONS
MERCEDES TRANSCRIPTION, INC	\$122.65	TRANSCRIPTION REPORTS
MIDWEST FIRE EQUIPMENT & REPAIR	\$212.65	LIGHT BULB
MOUNTAIN WEST MOTORS	\$134.82	ANTI THEFT TROUBLESHOOT
MPM CORP / EVERGREEN DISPOSAL	\$130.00	TRASH SERVICES
MY OFFICE ETC.	\$16.99	ENVELOPES
NEUBAUER, PELKEY, MERSEAL AND	\$3,261.50	LEGAL SERVICES
NEWMAN TRAFFIC SIGNS	\$288.90	CONSTRUCTION SIGNS
NORCO, INC.	\$921.50	CYLINDER RENTAL
OFFENDER WATCH	\$70.00	SEX OFFENDER CARDS MAILED
OFFICE OF THE ATTORNEY GENERAL	\$45.00	FINGERPRINTS
PERKINS OIL CO	\$1,316.78	FUEL
PMCH	\$8,298.00	SERVICES FOR RECONCIL GENERAL LEDGER
PROFORCE	\$626.00	SHOTGUNS
QUILL CORPORATION	\$65.96	PENS/STICKY NOTES
RAWLINS AUTOMOTIVE	\$1,491.89	PARTS
RAWLINS EASTSIDE CARWASH	\$63.00	WASH CARDS
RAWLINS GLASS CENTER, INC.	\$1,261.51	LOADER WINDOWS THAT WERE KICKED OUT
RI TEC INDUSTRIAL PRODUCTS	\$780.00	DRY MOLLY
RICOH USA INC	\$1,175.00	IT COPIERS
RICOH USA, INC	\$7,217.13	IT COPIERS LEASE PAYMENT
RIETVELD, TONI	\$131.13	MEALS/MILEAGE
ROCKY MOUNTAIN POWER	\$5,171.49	ELECTRIC SERVICES
SAPP BROS TRUCK STOPS, INC.	\$1,500.00	MISC PARTS
SAPP, KATHRYN C.	\$1,685.56	MENTAL HEALTH CONTRACT SERVICES
SARATOGA AUTO PARTS, INC.	\$916.97	PARTS/OIL
SARATOGA FEED & GRAIN	\$17.95	WOOD POSTS
SARATOGA SUN	\$593.50	ADS
SARATOGA, TOWN OF	\$886.93	WATER SERVICES
SCHILLING & WINN PC	\$2,195.05	LEGAL SERVICES
SECRETARY OF STATE	\$60.00	NOTARY APP
SHAMPANG, PIPER	\$15.00	WITNESS FEES
SHEPARD'S	\$5,086.63	FUEL
SHIVELY HARDWARE	\$3,290.56	SUPPLIES/TRASH PUMP
SLOW AND STEADY LAW OFFICE, PLLC	\$3,683.50	LEGAL SERVICES
SNAKE RIVER PRESS	\$72.00	BOARD OPENING AD
STUNTRONICS, LLC	\$65.00	SUPER SLEEVE
SUNRISE SANITATION SERVICE, LLC.	\$68.00	TRASH SERVICES
SWANSON SERVICES CORPORATION	\$1,223.37	JAIL COMMISSARY SUPPLIES
SWEETWATER CO SHERIFF'S OFFICE	\$9,489.87	JAIL HEALTH

TANDAN SANITATION SERVICES	\$80.00	TRASH SERVICES
TEAM LAB	\$1,901.00	ROAD PATCH/GRAPHITE
THOMSON REUTERS-WEST PAYMENT	\$771.02	ATTORNEY DUES & SUBSCRIPTIONS
TRADING POST	\$101.23	FUEL
TREVATHAN, SABRINA RMR	\$1,133.40	TRANSCRIPTION SERVICES
TRUE NORTH STEEL	\$5,469.20	MISC SUPPLIES
TRUE VALUE OF RAWLINS	\$36.09	MISC HARDWARE
U S IDENTIFICATION MANUAL	\$82.50	SUBSCRIPTION RENEWAL
UNIVERSITY OF WY (CES)	\$75.00	ESCAPE CONFERENCE
US BANK	\$6,233.77	VARIOUS
VALLEY OIL COMPANY	\$477.61	FUEL
VENTURE TECHNOLOGIES	\$24,000.00	ANNUAL MAINTENANCE
VOIANCE LANGUAGE SERVICES LLC	\$37.50	OVER THE PHONE INTERPRETATION
VOLUNTEER FIREMEN PENSION FUND	\$585.00	MAY VOL FIRE RETIREMENT
W.A.R.M. PROPERTY INSURANCE POOL	\$147,616.34	PROPRTY ASSESSMENT FOR 19/20
WEBSTER, MATTHEW S	\$363.00	MILEAGE
WEX BANK	\$651.46	FUEL
WILLE, O.R.	\$45.00	MILEAGE
WILLIAMS, JOELYNN	\$113.67	WITNESS FEES
WILLIAMS, NATHANIEL	\$30.00	WITNESS FEES
WY COUNTY COMMISSIONER'S ASSOC	\$10,730.00	FY 20 DUES
WY MACHINERY COMPANY	\$25,181.23	BLADES/CUTTING EDGES
WY PUBLIC HEALTH LABORATORY	\$657.00	PH SUPPORT SERVICES
WY STATE BAR	\$99.00	ADVERTISING SERVICES
WY STATE FIRE MARSHAL'S OFFICE	\$4,287.47	MED BOW R+B PLAN REVIEW
WYOMING REPORTING SERVICE, INC.	\$427.70	RECORDED AUDIO TRANSCRIPTION
YAMPA VALLEY ELECTRIC	\$1,025.82	ELECTRIC SERVICES
ZIRMED, INC	\$3.31	PH VACCINE GENERAL VACCINES

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for further discussion. The consent agenda includes the June 4, 2019 regular meeting minutes and monthly receipts for the County Clerk in the amount of \$40,089.08 and Clerk of District Court in the amount of \$3,265.00. Commissioner Barkhurst seconded and the motion carried unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Public Health**

Public Health Nurse Amanda Brown presented the second amendment to the contract dealing with funding for her office. Second year funding has been added and the program now is Public Health Preparedness and Response. The statements of work also have minor changes.

Commissioner Jones moved to authorize the Chairman's signature on Amendment Two to the contract between Wyoming Department of Health, Public Health Division and Carbon County. Commissioner Barkhurst seconded and the motion carried unanimously.

### **Assessor**

County Assessor Renee Snider discussed previously presented quotes for GIS parcel mapping services from Greenwood Mapping for an estimated amount not to exceed \$7,500 per year billed at \$75 per hour plus a web map server for \$5,200 per year with optional add-ons of \$1,200 totaling \$13,900 if all options are chosen and from Geographic Innovations totaling \$24,000.00.

Commissioner Espy moved to authorize the Chairman's signature on the Service Contract with Greenwood Mapping for GIS parcel mapping not to exceed \$7,500 per year billed at \$75 per hour plus a web map server for \$5,200 per year with optional add-ons of \$1,200 totaling \$13,900 if all options are chosen. Commissioner Jones seconded and the motion carried unanimously.

Ms. Snider reported the final value should be set by June 24. Ms. Snider requested and received authorization to replace a vacant position in her office currently a ¾ time with a full-time.

### **Road & Bridge**

Road & Bridge Superintendent, Bill Nation presented a resolution regarding speed limits for approval. This is being brought due to concerns about speeds during wind project construction that the resolution is broad on purpose so that limits can be posted when needed.

Commissioner Jones moved to approve Resolution 2019-19 A Resolution Setting Reduced Construction Speed Limits on Specified Carbon County Roads Utilized for Wind production Projects in Carbon County, Wyoming including the following roads Carbon County Roads or portions thereof as follows - 262, 121, 270, 99, 97, 294, 2 East, 291, 605, 340. Commissioner Barkhurst seconded and the motion carried unanimously.

## **RESOLUTION NO. 2019 - 19**

### **A RESOLUTION SETTING REDUCED CONSTRUCTION SPEED LIMITS ON SPECIFIED CARBON COUNTY ROADS UTILIZED FOR WIND PRODUCTION PROJECTS IN CARBON COUNTY, WYOMING.**

**WHEREAS**, Wyo. Stat. §31-5-301(a)(b), Wyo. Stat. Ann. 2016, provides that when a special hazard exists that requires a lower speed limit, speed limits may be reduced as necessary and speed limits driven shall not be greater than is reasonable and prudent under the conditions that exist, which includes highway conditions, and having regard for the actual and potential hazards that exist, and;

**WHEREAS**, the construction and build-out of several wind energy projects including turbines, substations, transmission lines and corresponding facilities are being built in Carbon County, Wyoming, utilizing Carbon County Roads for access to the construction sites and for maintenance thereafter;

**WHEREAS**, declaring a safe maximum speed for all vehicles travelling in the construction areas is necessary for the safety of all the traveling public and to prolong the useful condition of the roads; and

**WHEREAS**, the Board of County Commissioners for Carbon County, in consultation with and after review of the recommendations of the Carbon County Road and Bridge Supervisor, do set the following maximum construction speed limits on all wind project impacted Carbon County roads, in order to protect the health and welfare of its citizens and to prolong the useful life of said roads; and

**WHEREAS**, the Board of County Commissioners for Carbon County has identified the following Carbon County roads as those in need of a reduced speed limit in order to better protect the public and the roadways during construction of the wind energy projects:

Carbon County Roads or portions thereof as follows - 262, 121, 270, 99, 97, 294, 2 East, 291, 605, 340

**NOW, THEREFORE BE IT RESOLVED**, by the Board of County Commissioners of Carbon County, Wyoming, hereby establishes that the maximum safe construction speed limit on each of the above-named roads will be thirty-five (35) miles per hour.

**BE IT FURTHER RESOLVED**, that these modified construction speed limits take effect immediately upon the posting of the reduced speed limit traffic control devices pursuant to §31-5-401, Wyo. Stat. Ann. 1984, in said locations, until the completion of the wind energy construction projects.

**APPROVED AND ADOPTED THIS 18<sup>th</sup> DAY OF JUNE, 2019.**

BOARD OF COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- Willing John Johnson, Chairman  
On behalf of the Carbon County  
Board of County Commissioners

ATTEST: -s- Gwynn G. Bartlett, Carbon County Clerk

Mr. Nation reported that tomorrow, a contractor will mag chloride and treat County Road 121 with the first application and the second application on Saturday.

After speaking with Commissioner Moore they will implement a sign program to try to encourage safe driving on various county roads. The sign simply says “Think”.

Mr. Nation discussed budget and in response to Commissioner Barkhurst’s request for work on County Road 291 provided a cost estimate of \$226,000 to gravel 17 miles of this road. This does not include watering, blading and reshaping. He asked the BOCC to consider this during their upcoming budget workshop. If the BOCC wants to gravel more of the road obviously the cost would increase. This is based on the nearest gravel source, Pass Creek Road and to haul 1 ton of gravel to CR291 to its furthest point is \$28.25 per ton.

He discussed GASB 34 where counties were tasked with quantifying dollars for every aspect on every county road. The total price of every sign, culvert, road base material, cattle guard and other items relating to each road are tracked by his office. Statewide standard values were set by counties years ago and are still in use today. County Road 291 has a current value of \$7,048,250.00.

He stated the reality that he and his crews have to make due with an inadequate budget. How much work gets done depends on budgetary constraints, availability of time, material, and man power.

Mr. Nation brought samples of material from 5 locations on the road for demonstration and explained what exists on County Road 291 currently. Bill thinks that the gravel he proposed earlier would solve the issues on this road.

Commissioner Barkhurst stated that he appreciates the presentation and that his purpose in requesting improvements to the road is in response to numerous calls from constituents. He was previously assured by Mr. Nation that it would be handled and there was no crown and still is not. He stated it does need gravel but he feels there could be far less expended if the blade hand would work the road and crown it rather than just fill the ruts. He stated that the presentation doesn’t address the fact that the road is not being graded properly and not being taken care of and that is the issue he is ashamed of and embarrassed by. Mr. Nation disagreed and stated there is a crown and invited Mr. Barkhurst to join him to view the road and measure a crown. Commissioner Barkhurst declined the invitation noting he has bladed roads and knows what a crown is. Chairman Johnson recommended continuing the discussion at the scheduled executive session later in the meeting since the matter was becoming a personnel issue.

### **Recess**

Chairman Johnson called for a recess at 9:59 a.m.

### **Planning & Zoning**

Planning Director, Sid Fox discussed the agreement proposed by Centennial Woods that would authorize the company to construct snow fence on county rights of way or property then harvest the weathered wood for a period of 21 years. The county would agree that when it has a project, it would identify legal access. Attorney Davis reported that her concerns are the term however

there is an exit clause however it seems to reference the incorrect paragraph. Other concerns are that if litigated it would be in Laramie County and she suggested it be Carbon County and under Paragraph 6.10 it recognizes governmental immunity however it has limits. If the BOCC members changed it could potentially be terminated with 30 day's notice. Chairman Johnson likes the concept however the county must have an acceptable contract prior to proceeding. Attorney Davis offered to negotiate with their attorney to try to come to an acceptable agreement.

Clerk Bartlett noted that the city has sent several zone change notices to the county for county property requesting comment. Sid Fox stated they are simply cleaning up zoning and suggested no response is necessary.

### **Attorney**

County Attorney Ashley Davis introduced Brooke Bentsen and Ashley Milliken of the Carbon County Youth Crisis Center. She stated that they are currently reviewing the Diversion program where kids charged with crimes come before a team of individuals to help evaluate what resources are needed to help the child and help with their punishment. Currently the Diversion Specialist is funded by the Juvenile Services Board with grant funds along with county funds.

Ms. Davis discussed a contract to extend the program for 3 months during which time the group will review the program to ensure it is operating at its best. She also presented a Memorandum of Understanding and Lease Agreement for 3 years for Cathedral Home to operate and occupy the crisis center in Rawlins. The agreements have been in place for some time now and this version removes the requirement for the county to provide additional office space as there is now space at the center for the Diversion Specialist. She is still waiting for a response regarding how much funding the county would be obligated to and if the center would consider owning the vehicle. She requested authorization to sign the final versions of these contracts after final review.

Ms. Milliken reported that 96% of services provided are to Carbon County residents. Since the expansion of the center they have expanded services. With the new diversion specialist they look to intensify programming including building meaningful connections and encourage social events. In the past year 83 children were served by diversion and of those 54 successfully completed. In 2018 they served 74 children with crisis placement and 13 kids with crisis beds.

Commissioner Espy moved to authorize the Chairman's signature on the Diversion Contract for a term of 3 months, the Memorandum of Understanding and the Lease Agreement all with Cathedral Home for Children for services and occupancy of the Carbon County Youth Crisis Center for terms of 3 years each pending legal and commissioner review. Commissioner Moore seconded and the motion carried unanimously.

### **PUBLIC HEARING**



## **Planning & Zoning 2019 Fee Schedule**

Chairman Johnson opened a public hearing at 10:34 a.m. to hear Planning and Zoning 2019 Fee Schedule.

Planning Director, Sid Fox explained the changes noting there is a proposed increase to conditional use permit fee and deletion of GIS data fees.

Chairman Johnson called for public comments for or against the changes. There being none he closed the hearing at 10:40 a.m.

Commissioner Jones moved to adopt Resolution No. 2019 - 20 A Resolution of the Board of County Commissioners of Carbon County, Wyoming, adopting the recommendation of the Carbon County Planning and Zoning Commission concerning the Planning & Zoning 2019 Fee Schedule. Commissioner Barkhurst seconded and the motion carried unanimously.

### **Resolution No. 2019 – 20**

A Resolution of the Board of County Commissioners of Carbon County, Wyoming, adopting the recommendation of the Carbon County Planning and Zoning Commission.

#### **“FEE SCHEDULE”**

**WHEREAS**, due to the expenses borne by the County and the current development occurring within Carbon County and in adjacent counties, the Commissioners have determined that it is in the best interest of the citizens of the County to revise the Carbon County Department of Planning and Development Fee Schedule; and

**WHEREAS**, the Carbon County Board of County Commissioners desires to amend the existing Fee Schedule; and

**WHEREAS**, in accordance with the Carbon County Zoning Resolution of 2015, as amended, Section 7.7 Conditional Use Permits and Section 6.2 Commercial Scale Wind Energy Facilities the record owner, or as may be applicable, the applicant, shall pay application fees based on a fee schedule approved by the Board of County Commissioners; and

**WHEREAS**, in accordance with the Carbon County Zoning Resolution of 2015, as amended, Section 7.4(A), building permit application fees are required to offset the costs of administration and site inspections and shall be in accordance with the fee schedule adopted by the Board; and

**WHEREAS**, in accordance with Section 1.13 a filing fee shall be paid in accordance with the latest fee schedule and Section 2.09 of the Subdivision Regulations; each application for a subdivision permit shall be accompanied by a fee to be determined by the Board; and

**WHEREAS**, in accordance with the provisions of Wyo. Stat. §18-5-309, each application for a subdivision permit shall be accompanied by a reasonable fee not to exceed the cost of processing the application as determined by the Board. All fees collected shall be credited to the county general fund; and

**WHEREAS**, in accordance with the provisions of Wyo. Stat. §18-5-513, a Board of County Commissioners which receives an application under this article for the permitting of a wind energy facility may charge the applicant a reasonable fee which shall not exceed the reasonably anticipated costs of processing and considering the application and conducting public hearings; and

**WHEREAS**, notice of the public hearing and proposed fee schedule amendment was published in the *Rawlins Times* on May 18, 2019; and

**WHEREAS**, Carbon County is desirous of providing uniform fees and charges to be assessed for applications, building and zoning certificates, and publications by resolution; and

**WHEREAS**, Carbon County now finds a need to increase application fees and charges to more accurately reflect the costs of processing, consideration and public hearings borne by Carbon County and to remove the charges for GIS data.

**NOW THEREFORE, BE IT RESOLVED BY THE CARBON COUNTY BOARD OF COUNTY COMMISSIONERS** that the attached Exhibit A Fee Schedule shall be administered by the Carbon County Department of Planning and Development including but not limited to application fees required for building permit, sign, floodplain, solar access, conditional use permits and transfers, zone changes, variances, and application and permit fees for subdivisions. The purpose of the application fees listed in the fee schedule is to off-set the County’s expense of processing said applications.

**EXHIBIT A – FEE SCHEDULE**

---

**FEE SCHEDULE**

Please make checks payable to Carbon County Planning. Application Fee and Subdivision Permit Fees must be paid at the time the application is submitted and is not refundable. The newspaper(s) will bill the applicant directly for Public Notice charges.

<b>APPLICATION TYPES:</b>	<b>FEES:</b> Plus the cost of public notice.
Conditional Use Permit (Minor)	\$300.00
Conditional Use Permit (Major)	See Page 2
Conditional Use Permit Transfers	\$200.00
Zone Change	\$200.00
Planned Unit Development ZC	\$350.00
Planned Unit Development SUB	Application fees in accordance with the Subdivision Application/Filing Fees below.
Subdivision Application/Filing Fees:	Due upon submittal of the Application. \$200.00 (Final Plat)
Minor Subdivision	
Major Subdivision:	\$100.00
• Sketch Plan	\$200.00 + \$100 per lot, up to \$1,000.00
• Preliminary Plat	\$200.00
• Final Plat	
Subdivision Permit Fee	The greater of \$100.00 or \$10.00 per lot up to \$1,000.00
Variance	\$200.00
Sign, Floodplain and Solar Access	\$60.00

<b>BUILDING PERMIT APPLICATION, INCLUDES ZONING CERTIFICATES:</b>	
<b>*VALUE OF IMPROVEMENTS OR REPLACEMENT COST NEW:</b>	<b>APPLICATION FEE:</b>
\$0.00 TO \$5,000.00	\$25.00

\$5,001.00	TO	\$20,000.00	\$75.00
\$20,001.00	TO	\$100,000.00	\$125.00
\$100,001.00	TO	\$200,000.00	\$150.00
\$200,001.00	TO	\$300,000.00	\$250.00
\$300,001.00	TO	\$400,000.00	\$350.00
\$400,001.00	TO	\$500,000.00	\$450.00
\$500,001.00	TO	\$600,000.00	\$550.00
\$600,001.00	TO	\$700,000.00	\$650.00
\$700,001.00	TO	\$800,000.00	\$750.00
\$800,001.00	TO	\$900,000.00	\$850.00
\$900,001.00	TO	\$1,000,000.00	\$950.00
\$1,000,001.00	and	over	\$1,150.00

Non-Commercial Wind Energy Generators, in accordance with above.

\*The cost including material and labor that will be incurred in constructing the improvement. Includes hired or contract labor but does not include owner/builders labor.

<b>OTHER BUILDING PERMIT APPLICATION FEES:</b>
<ul style="list-style-type: none"> <li>• Commercial Wind Energy Facilities - Each Wind Turbine - \$175.00</li> <li>• Re-tooling/Reconstruction of Existing Facilities - Each Wind Turbine - \$175.00</li> </ul>
<ul style="list-style-type: none"> <li>• Transmission Line Towers or Poles - Each Tower or Pole - \$175.00</li> </ul>
<ul style="list-style-type: none"> <li>• Telecommunication and MET Towers - Each Tower or Pole - \$350.00</li> </ul>

**Major Conditional Use Permit Applications:**

Commercial Wind Energy Facilities  
Transmission Lines over 115,000KV

<b>Number of Project Structures- Wind Turbines:</b>	<b>Application Fee: \$100.00** Plus</b>	<b>Number of Project Structures- Transmission Towers or Poles:</b>	<b>Application Fee: \$100.00** Plus</b>
1-199	\$3,000.00	1-199	\$3,000.00
200-299	\$4,000.00	200-299	\$4,000.00
300-499	\$5,000.00	300-499	\$5,000.00
500-699	\$7,000.00	500-699	\$7,000.00
700-899	\$9,000.00	700-899	\$9,000.00
900 and over	\$10,000.00	900 and over	\$10,000.00
<i>Not to exceed \$10,100.00</i>			
**Plus the actual cost of public notice charges.			

**PUBLICATIONS: available on-line: [www.carbonwy.com](http://www.carbonwy.com) Free**  
 Carbon County Zoning Resolution \$25.00\*  
 Carbon County Subdivision Regulations \$25.00\*  
 Carbon County Land Use Plan \$50.00\*  
 \*=Plus applicable postage charges.

**GIS Data and Maps:**

Custom Maps: \$31.00 per hour (1 hour minimum)

Employee time for assistance with preparing a complete application may be charged as per Resolution for professional time – 1 hour minimum.

Effective Date: July 1, 2019

**PRESENTED, READ, AND ADOPTED** at a regularly scheduled meeting of the Board of County Commissioners of Carbon County, Wyoming, on this 18th day of June, 2019.

**BOARD OF COUNTY COMMISSIONERS OF CARBON COUNTY, WYOMING**

By: -s- Willing John Johnson, Chairman  
 On behalf of the Carbon County Board of County Commissioners

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

**Buildings & Grounds**

Buildings and Grounds Manager, Jim Piche reported the new sound system for District Court is complete and was mostly paid for by the state. The upgrade of the security system at the Courthouse using Homeland Security and Supreme Court grant funds is complete however because the courts are on the state network they are unable to read cameras. They must install 4 county PCs to correct the issue costing \$4,332.00 with Long plus computers costing \$6,311.00 and suggested using Supreme Court grant funds. Clerk Bartlett noted that she is waiting to hear about amending the Supreme Court grant and advised not to proceed with the additions until she knows what the criteria are or to use county funds. Commissioner Espy confirmed that all of this work can be used with the future building revisions.

Plans for the Coroner building have been approved and he will proceed, working with the current tenant. Roof bids for the jail and Jeffrey Center are being advertised currently and bid opening is July 11 with BOCC consideration July 15.

The state has preliminarily agreed to provide 750 ton of rotomill from Highway 789 late July and the product needs moved from there to the Fairgrounds. He has asked a fair board member about trucking the product and Commissioner Espy stated that he thinks it would cost roughly \$13 per

ton to truck therefore approximately \$10,000 to truck it here. Jim noted that the contractor may assist as they would have to haul it off elsewhere if the county didn't take it. He is still working on the matter.

### **Attorney**

Attorney Davis stated she discussed proposed change with Apex Solutions, the county's communications maintenance contractor. He wanted to make the E911 response faster with 4 hours rather than 8. New installations are promised within 1 week of request for fire and road & bridge with 2 weeks for the sheriff, the sheriff being longer due to ordering times of light bars and other accessories. He specified the county's Callworks system is not covered as he is not qualified. There is now an auto-renew clause in the contract and they added language regarding a deduction in the monthly fee and pagers are now listed. There has been a lag time in installations and the contractor stated that some of it is due to the time to order equipment and she suggested the county be able to order some of the equipment.

Clerk Bartlett discussed her concern of trying to track if he has not installed items timely or followed the contract therefore having to track a deduction to his contract. She stated the Sheriff would likely have to be responsible for this.

Commissioner Espy moved to authorize the Chairman's signature on the Maintenance Agreement with Apex Communications LLC for a term of one year ending June 2020. Commissioner Moore seconded and the motion carried unanimously.

Attorney Davis discussed a Lease Agreement the state sent noting it was for WIC to occupy space at the Carbon Building however it is really for Jacquelin Wells office there. The contract was approved for signature March 5 however she is still awaiting her requested changes from the state.

### **Clerk**

County Clerk, Gwynn Bartlett provided an Extension of Lease Agreement with Wyoming Department of Transportation for the CDL testing site. The property is located east of the fairgrounds by the Carbon County Youth Crisis Center.

Commissioner Jones moved to authorize the Chairman's signature on the Extension of Lease Agreement with Wyoming Department of Transportation for the CDL testing site for a 3-year term ending July 31, 2022 in the amount of \$1,200.00 per year. Commissioner Barkhurst seconded and the motion carried unanimously.

Clerk Bartlett presented board applications for various boards.

Commissioner Espy moved to reappoint the following individuals to the following boards: Corinne Miller to the Carbon County Community Juvenile Services Board for a three year term ending June 30, 2022; Steven Dinero and Mike Morrell to the Library Board for three year terms ending June 30, 2022; Larry Moore and Kenneth Klouda to the Museum Board for three year

terms ending June 30, 2022; Daniel Hodgkiss and Judy Welton to the Platte River Community Center Joint Powers Board for three year terms ending June 30, 2022; Russell Waldner to the Saratoga-Carbon County Impact Joint Powers Board for a three year term ending July 31, 2022; Caleb Owens to the Valley Community Center Joint Powers Board to a three year term ending July 31, 2022 and Cynthia Cobb and Travis Harding to the Baggs Solid Waste Disposal District to a three year term ending August 31, 2022 and appoint Gerald Steele to the Memorial Hospital Board for a five year term ending June 30, 2024. Commissioner Barkhurst seconded and the motion carried with all voting for except Commissioner Moore who abstained due to conflict.

Commissioner Espy moved to reappoint Sue Jones to the Upper Platte River Solid Waste Disposal District for a three year term ending August 31, 2022. Commissioner Moore seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to conflict.

Clerk Bartlett reported that Enrolled Act 72 from the 2019 legislative session requires the BOCC to designate a public records request contact for the county. Previously the BOCC designated Clerk Bartlett however she asked that it be the County Attorney due to the fact that she has no control over other department's response to these requests. Attorney Davis stated that if she were the contact and there were a suit she could not represent the county because she would have to be a witness in the suit. She suggested having a very clear process for the county to ensure compliance however Clerk Bartlett was still concerned because if an elected official doesn't comply she would still be responsible

Gwynn reported that the county is the fiscal agent for some of the Women's Infant and Children (WIC) program each year. This year's funding totals \$4,833.00.

Commissioner Barkhurst moved to approve the Agreement Among Wyoming Department of Health, Public Health Division Carbon County WIC Program and Carbon County for WIC funding in the amount of \$4,833.00. Commissioner Espy seconded and the motion carried unanimously.

Gwynn reported the Saratoga Sun submitted a letter of interest to be designated as the county's official publication. They quoted \$6.00 per column inch for legal notices, the same as what the county currently pays the Rawlins Daily Times (RDT). RDT publishes twice a week where the Sun only publishes on Wednesday.

Commissioner Espy moved to make the Rawlins Daily Times the county's official publication due to the fact they have two weekly publications and because the county often advertises in both papers regardless of whom the official publication is. Commissioner Moore seconded and the motion carried unanimously.

Gwynn reported that EKM&P will hire a civil engineer for minor work on the county's Courthouse and Carbon Building renovation project. They will contact local firms to gauge interest and qualifications. The Request for Qualification (RFQ) ads for the construction manager at have begun in the county's official publication and in addition EMK&P will send

notices to the WY Contractor's Association, direct mail to various contractors and send to widely known plan rooms. The RFQ is on the county's website homepage. The design team will likely be on site June 26 and 27 to meet with department heads about their spaces. They also need a small committee to make decisions on common areas like restrooms, signage and other items. Clerk Bartlett recommended Commissioner Espy, Jim Piche, Sid Fox and herself if needed.

EKM&P will assist her with keeping employees and the public informed on the project progress and once the CMAR is hired they will also be responsible to release various communications. She reminded the BOCC that timely feedback from them will be important in the process as well.

### **Commissioners**

Commissioner Jones presented a grant application for federal and state funds to update the Dixon Airport Master Plan. Attorney Davis noted that there were two differing dates in the document referring to when the last mater plan was conducted and suggested these be corrected prior to submission.

Commissioner Jones moved to authorize the Chairman's signature on the Dixon Airport Application for Federal Assistance FY 2019 Airport Improvement Program Project No. 3-56-0038-017-2019 in the amount of \$307,437.00 and Wyoming Department of Transportation Request for State Airport Aid in the amount of \$20,495.00 with a total match to both from the county of \$13,665.00. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Jones reported the Dixon Airport Master Plan requires an independent fee estimate and presented an agreement with Airport IFE Services Inc. to provide this.

Commissioner Jones moved to authorize the Chairman's signature on the Record of Negotiation with Airport IFE Services, Inc. Agreement for Consultant Services for the Dixon Airport to prepare an independent fee estimate for the Master Plan Update project. Commissioner Barkhurst seconded and the motion carried unanimously.

Commissioner Jones reported that the Dixon Airport is in need of runway repair. There is federal funding available and she suggested the county apply. This also requires an independent fee estimate which has been obtained from Lewis Lott of Airport IFE Services, Inc.

Commissioner Jones moved to authorize the Chairman's signature on the Record of Negotiation with Lewis Lott of Airport IFE Services, Inc. for Consultant Services for the Dixon Airport to prepare an independent fee estimate for the Master Plan Update project. Commissioner Barkhurst seconded and the motion carried unanimously.

Commissioner Jones moved to authorize any commissioner to sign the federal and state grant applications and the engineering contract for the Dixon Airport runway repair project. Commissioner Espy seconded and the motion carried unanimously.

### **Citizen / Commissioners Discussion**

Commissioner Espy reported Governor Gordon appointed him to a migration corridor advisory group and will attend numerous meetings on the topic.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session with Ashley Davis, Clerk Bartlett, Bill Nation, John Rutherford, and Ron Brown to discuss personnel, potential litigation and other matters considered confidential by law at 11:41 a.m. Commissioner Moore seconded and the motion carried unanimously.

Mr. Rutherford and Mr. Brown were present and Ron left at 12:24 p.m., John Rutherford left at 12:28 p.m. and Mr. Nation joined at 12:45 p.m.

Commissioner Espy moved to come out of executive session at 1:03 p.m. noting no action was taken and the minutes be signed and sealed as written. Commissioner Barkhurst seconded and the motion carried unanimously.

### **COMMISSIONERS**

Commissioner Espy moved to authorize the Fire Warden to take personnel action. Commissioner Moore seconded and the motion carried unanimously.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 1:04 p.m. Commissioner Moore seconded and the motion carried unanimously.

A regular meeting of this Board will be held Monday, July 15, 2019 at 9:00 a.m. at the Carbon County Courthouse, 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 or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.