

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, November 5, 2019  
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, November 5, 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, and Byron Barkhurst. Commissioner Travis Moore was absent.

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

**ADDITIONS / CORRECTIONS**

There were no additions or corrections to the agenda.

**VOUCHERS**

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

Commissioner Espy moved to approve the report of expenditures in the amount of \$993,713.81 for an aggregate total today of \$993,781.81. Commissioner Barkhurst seconded and the motion carried unanimously.

The last meetings expenditures were approved for a total of \$461,995.08 and should have only been \$461,960.08 with a grand total of only \$1,455,657.03.

Commissioner Jones moved to amend the main amount of bills approved October 15, 2019 from \$461,995.08 to \$461,960.08 also reducing the total amount of bills approved to \$1,455,657.03. Commissioner Espy seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
307 PROFESSIONAL CLEAN LLC	COUNTY CLEANING	\$10,485.00
ACME ELECTRIC COMPANY, LLC	CORONERS BLDG ELECTRICAL WORK	\$2,139.95
ALSCO, AMERICAN LINEN DIVISION	MISC SHOP SUPPLIES	\$164.55
APG MEDIA OF THE ROCKIES	MISC ADS	\$6,409.00
AYALA, MEGAN	MEAL REIMBURSEMENT BAGGS FLU CLINIC	\$25.50
BANK OF MONTREAL - MASTERCARD	Ashley Davis' hotel room for WACO conference	\$33,750.50
BARKHURST COLLISION CENTER	NEW TRUCK GRILLE'S	\$750.00
BARTLETT OILFIELD SERVICE, INC	PER BID SUPPLY AND HAUL GRAVEL	\$92,990.00
BIG HORN ROOFING, INC	CARBON COUNTY DETENTION CENTER ROOF	\$213,219.00
BIGGS, GLENN	HOTEL/MEALS/REGISTRATION	\$679.85

BLACK HILLS ENERGY	HEATING SERVICES	\$3,083.71
BOMGAARS SUPPLY	MISC PARTS	\$82.77
BUCHANAN, KAREN	MILEAGE	\$72.00
BUILD RITE LUMBER COMPANIES	MISC SUPPLIES	\$1,233.58
CAMPBELL, D. JASON	MHCC BOARD MILEAGE	\$27.00
CAPITOL COMMUNICATIONS	CORONERS BLDG FIBER LINE	\$2,295.96
CARBON COUNTY ECONOMIC DEV.	QUARTERLY SEVERANCE PAYMENT	\$6,000.00
CARBON COUNTY SENIOR SERVICES	QUARTERLY SEVERANCE PAYMENT	\$50,000.00
CARBON COUNTY TREASURER	CORONERS BLDG 2019 TAXES	\$1,912.82
CASPER WINNELSON CO	MISC PARTS	\$2,177.00
CATHEDRAL HOME FOR CHILDREN	FUNDING FOR 07/1/2019-9/30/2019	\$17,500.00
CDW GOVERNMENT, INC.	NEW VIDEO ARRAIGNMENT EQUIPMENT FOR SHERIFF	\$9,721.73
CENTURY LINK	PHONE LINES	\$148.76
CENTURYLINK WA	PHONELINES	\$4,034.51
CENTURYLINK-PHOENIX	PHONELINES	\$471.77
CHARTER COMMUNICATIONS	TV SERVICES FOR JAIL	\$119.84
CMI-TECO	DEF FLUID	\$142.38
CNA SURETY	NOTARY BOND	\$150.00
COMMUNITY RESOURCE CENTER	AGENCY DUES	\$35.00
CONVERGEONE, INC.	CISCO HARDWARE MAINTENANCE REMEWAL	\$15,660.30
COUCH II, WAYNE M.D	CARBON COUNTY HEALTH OFFICER	\$1,600.00
COWBOY CHEMICAL	LAUNDRY	\$590.45
COWBOY SUPPLY HOUSE	MISC JANITOR SUPPLIES	\$415.40
CRESTLINE SPECIALTIES, INC.	COMPACT PLANNER	\$1,073.72
DAILY TIMES	NEWSPAPER RENEWAL	\$120.00
DALLIN MOTORS INC	FUEL AND AIR FILTERS REPLACEMENT/ CHECK CAMERA WASNT WORKING	\$445.07
DINERO, STEVEN	LIBRARY BOARD	\$27.00
DIRTY BOYZ SANITATION, INC	TRASH SERVICES	\$1,496.00
DIXON, TOWN OF	WATER SERVICES	\$308.00
DOMINION ENERGY	ELECTRIC SERVICES	\$152.85
DRUMMOND REFRIGERATION LLC	JAIL OVEN REPAIR	\$5,538.75
ELK MOUNTAIN, TOWN OF	WATER SERVICES	\$67.50
ENGINEERING ASSOCIATES	PROJECT 18114 CCRBD MED BOW SHOP	\$11,422.50
E-Z LIFT GARAGE DOORS	16' LIFT MASTER/ REMOTE INSTALL	\$1,256.00
FATBEAM LLC	FIBERLINES	\$5,994.00
FLEMING, LINDA	MILEAGE	\$72.00
FRANCE, TARA	TRANSCRIPTION SERVICES	\$136.25
FURTHER	HRA REIMBURSEMENT	\$3,991.26
GALLS/QUARTERMASTER	DEPUTY UNIFORMS	\$283.00
GLAXOSMITHKLINE PHARMACEUTICALS	VACCINES	\$1,782.50

GRAINGER	DRAFT CONTROL	\$654.22
GRAPHIC BUSINESS SOLUTIONS, LLC	NOTARY STAMP	\$85.90
HARDY, LUCAS A	DENTAL SERVICES	\$740.00
HAYER, EMILY L.	MOTEL REPAY FOR COUNTY CREDIT CARD	\$152.02
HAYS, PATRICIA	MILEAGE	\$27.00
HERNANDEZ, BRENDA	COURT INTERPRETER	\$75.00
HERTER, JACQUES P. PHD	DEPUTY PSYCH EVALS	\$1,200.00
HIGH PLAINS POWER	ELECTRIC SERVICES	\$850.78
IRON J TOWING	SMALL WRECKER CALL OUT	\$393.00
J H KASPAR OIL COMPANY	FUEL	\$10,514.49
JEFFERSON COUNTY SHERIFF	OUT OF STATE SUBPOENA FEES	\$16.50
JOHNSTON, RANAE	MILEAGE	\$76.50
KALUZNY, EMILY	MEAL REIMBURSEMENT TRAINING IN GILLETTE	\$37.88
KARI, DALE	MILEAGE	\$27.60
KENCO SECURITY AND TECHNOLOGY	CARBON BUILDING ALARM MONITORING	\$83.00
KILBURN TIRE COMPANY	TIRES REDDING	\$921.36
KINETIC LEASING	LEASE PAYMENTS	\$141,319.00
KING SOOPERS CUSTOMER CHARGES	JAIL SUPPLIES	\$23.36
LARAMIE FIRE EXTINGUISHER	YEARLY INSPECTION	\$103.00
LOADER, JEAN	FINGER PRINTS	\$5.00
MARTZ, LADESSA	PICK UP VACCINE MILEAGE	\$42.10
MCKESSON MEDICAL-SURGICAL	GLOVES/MEDS FOR JAIL	\$529.88
MCVEY, TAMMY	SEARCH AND RESCUE FOOD AND DRINKS	\$13.54
MEDICINE BOW, TOWN OF	FIRE DEPARTMENT ASSISTANCE FOR VEHICLE ACCIDENT	\$1,398.50
MEMORIAL HOSPITAL OF CARBON CO.	LAB FEES NEW DEPUTIES	\$1,146.09
MERBACK AWARD COMPANY	PLAQUE	\$100.16
MERCK SHARP & DOHME CORP.	VACCINES	\$2,127.86
MERSEAL LAW, LLC	LEGAL SERVICES	\$3,960.00
MID-AMERICAN RESEARCH CHEMICAL	PLUS SUPER STRIP	\$416.51
MIDWEST CARD AND ID SOLUTIONS, LLC	SALAMANDER TRACKER MOBILE	\$6,596.50
MIDWEST CONNECT	POSTAGE MACHINE INK	\$283.50
MILES, SARAH	MILEAGE TO SPILLMAN CONFERENCE IN SLC	\$290.00
MODERN ELECTRIC COMPANY	REPAIR BEACON AT DIXON AIRPORT	\$1,207.00
MY OFFICE ETC.	MISC OFFICE SUPPLIES	\$138.68
NEWMAN TRAFFIC SIGNS	COUNTY RD 401	\$242.29
NMS LABS	LAB FEES	\$224.00
OFFENDER WATCH	SEX OFFENDER NOTIFICATION	\$35.00
OLD PENITENTIARY JOINT POWERS BRD	QUARTERLY SEVERANCE PAYMENT	\$6,250.00
O'REILLY AUTO PARTS	BREAK PADS/OIL FILTER/ALTERNATOR	\$368.04
PARKER, ELIZABETH	MEALS/FINGERPRINTS	\$175.87
PATTON, ROBERT L.	MILEAGE	\$24.60

PERKINS OIL CO	FUEL	\$3,775.42
PERUE PRINTING	MISC OFFICE SUPPLIES	\$138.45
PHILLIPS 66-CONOCO-76	SHERIFF VEHICLE EXP FUEL	\$64.76
PINNACLE PUBLIC FINANCE, INC	HVAC REPLACEMENT SYSTEM EQUIPMENT LEASE AGREEMENT	\$158,740.93
PUBLIC SAFETY CENTER, INC	GLOVES	\$296.00
QUILL CORPORATION	MISC OFFICE SUPPLIES	\$244.91
RASMUSSEN FURNITURE	ICE MAKER ASSEMBLY/FRIDGE SERVICES	\$174.97
RAWLINS AUTOMOTIVE	MISC PARTS	\$1,345.21
RAWLINS CARBON COUNTY AIRPORT BRD	QUARTERLY SEVERANCE PAYMENT	\$5,000.00
RAWLINS EASTSIDE CARWASH	WASH CARDS	\$37.80
RAWLINS FIRE EXTINGUISHER	FIRE EXTINGUISHERS	\$2,195.84
RAWLINS GLASS CENTER, INC.	GLASS/GLASS INSTALL	\$1,348.26
RAWLINS VOLUNTEER FIRE DEPT	DIRECT DELIVERY TRAINING PROGRAM	\$1,200.00
RICOH USA INC	IT COPIERS	\$265.20
RICOH USA, INC	IT COPIERS	\$5,325.93
ROCKY MOUNTAIN POWER	ELECTRIC SERVICES	\$16,686.55
SANGER, JOHN S.	CORONER BLDG PAINTING 2/3 OD JOB COMPLETE	\$3,866.66
SANOFI PASTEUR, INC.	VACCINES	\$3,432.92
SARATOGA AUTO PARTS, INC.	MISC PARTS	\$107.33
SCHAEFFER MFG CO	OIL	\$1,120.35
SCHILLING & WINN PC	LEGAL SERVICES	\$3,410.55
SECRETARY OF STATE	NOTARY RENEWAL D. BISCEGLIA	\$30.00
SECURITY TRANSPORT SERVICES, INC.	INMATE TRANSPORT	\$2,565.00
SHEPARD, SHANDRA NP	REPRODUCTIVE HEALTH OFFICER	\$150.00
SHEPARD'S	FUEL	\$2,903.41
SHIVELY HARDWARE	THERMOSTAT	\$41.98
SIKES, RANDY	SEARCH AND RESCUE REIMBURSEMENT FOR MEAL	\$90.20
SOUTH CENTRAL WY EMS	SNOW REMOVAL/1STQRT PAYMENT	\$11,977.50
STANLEY CONVERGENT SECURITY SOL.	SERVICE ORDER FOR JAIL	\$5,525.00
STAPLES ADVANTAGE	MISC OFFICE SUPPLIES	\$740.57
SUMMIT FOOD SERVICE	JAIL MEALS	\$9,969.16
SUNRISE SANITATION SERVICE, LLC.	TRASH SERVICES	\$68.00
SWANSON SERVICES CORPORATION	JAIL MEALS	\$2,005.08
T & T PLUMBING & SERVICE	SEWER LINE INSPECTION COURTHOUSE/CARBON BLDG	\$300.00
TERMINIX	PEST SERVICES	\$40.00
THAYER-STEELE, JANELL	MILEAGE	\$27.00
THE MASTERS TOUCH, LLC	ENVELOPES	\$2,362.94
THOS. Y. PICKETT & CO., INC.	VALUATION CONTRACT 2020	\$6,000.00
TONKOVICH, ANDREA	BAGGS FLU CLINIC/FINGER PRINTS	\$25.00
TREBRON COMPANY, INC	SECURITY SOFTWARE/MAINTENANCE	\$875.00

TRUDILIGENCE, LLC	BACKGROUND CHECKS	\$59.94
TRUE VALUE OF RAWLINS	MISC PARTS	\$913.64
TYLER BUSINESS FORMS	ENVELOPES	\$297.84
TYLER TECHNOLOGIES, INC	TAXWISE/IDOC SOFTWARE MAINTENANCE	\$15,188.23
US BANK	MISC CHARGES	\$4,088.33
VOLUNTEER FIREMEN PENSION FUND	OCT VOL FIRE PENSION	\$525.00
WESTERN STATES FIRE PROTECTION CO	WORK ON FIRE SPRINKLER/ ALARM/BACKFLOW INSPECTION JAIL	\$4,679.50
WESTERN TRUCK REPAIR	BELLY DUMP AUCTION	\$128.70
WEX BANK	SHERIFF DUES & SUBSCRIPTIONS	\$85.00
WILKERSON, JAMES A IV M.D.	AUTOPSY	\$1,250.00
WILSON, MARGARET	PATCHES	\$156.00
WY BEHAVIORAL INSTITUTE	ADMIN EMERGENCY DETENTIONS	\$4,524.00
WY DEPT OF AGRICULTURE	ANNUAL KITCHEN LICENSE RENEWAL	\$100.00
WY DEPT OF TRANSPORTATION	CN06066 SAVERY CREEK BRIDGE	\$2,086.17
WY DEPT OF WORKFORCE SVCS-UNEMP.	UNEMPLOYMENT	\$4,022.95
WY MACHINERY COMPANY	BLADE IN ELK MTN SERVICE	\$3,646.98
WY PUBLIC HEALTH LABORATORY	LAB FEES	\$1,051.00
WY RENTS, LLC	FOR CATTLE GUARDS 291	\$1,274.19
WY STATE 4-H FOUNDATION	2018 WAE4-HA MEMBERSHIP DUES	\$100.00

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the October 15, 2019 regular meeting minutes, a bond for H.D. Criswell, Treasurer for the Baggs Solid Waste Disposal District in the amount of \$10,000.00 and a bond for Dustin Ziebold, Treasurer for the City of Rawlins in the amount of \$250,000.00. Commissioner Barkhurst seconded and the motion carried unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Emergency Management**

Commissioner Espy moved to authorize the Chairman's signature on the Carbon County Emergency Operations Plan. Commissioner Barkhurst seconded and the motion carried unanimously.

### **Building and Grounds**

Commissioner Espy moved to authorize the Chairman's signature on the WY Department of Environmental Quality's permit to reconstruct. Commissioner Barkhurst seconded and the motion carried unanimously.

Commissioner Espy moved to approve the contract and to authorize the Chairman's signature on the Acme Electric Contract for the LED light conversion at the Medicine Bow Senior Center in the amount of \$2,977.33. Commissioner Jones seconded and the motion carried unanimously.

### **Planning and Zoning**

Commissioner Espy moved to begin negotiations with Y2 Consultants to provide a Natural Resource Plan for the county and authorize the chairman's signature on a contract with them after attorney review. Commissioner Jones seconded and the motion carried unanimously.

### **Executive Session**

Commissioner Espy moved to go into executive session at 10:19 a.m. with Attorney Davis, Sid Fox and Clerk Bartlett to discuss matters of personnel, potential litigation and other matters considered confidential by law. Commissioner Barkhurst seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 11:09 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Barkhurst seconded and the motion carried unanimously.

### **PUBLIC HEARINGS**

#### **Z.C. Case #2019-12-Christopher and Janel Gulbrandson**

Chairman Johnson opened a public hearing at 11:28 a.m. to hear Planning and Zoning Z.C. Case #2019-12-Christopher and Janel Gulbrandson. County GIS Specialist, Sarah Hutchins introduced Sarah Hutchins, GIS Specialist who presented a request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-5) located in Ryan Park at 99 Moose Meadow Lane. The FPSR Zone is intended to be applied to areas of the County in which timber production and seasonally accessible recreation uses are the desirable predominant uses.

Chairman Johnson called for public comments for or against the zone change. There being no comments, he closed the hearing at 11:32 a.m.

Commissioner Jones moved to approve Resolution No. 2019-34 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission Zoning Z.C. Case #2019-12 Christopher and Janel Gulbrandson request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-5) located in Ryan Park at 99 Moose Meadow Lane. Commissioner Espy seconded and Commissioner Barkhurst asked about the waiver of the access easement. Ms. Hutchins stated that at the time of building permit issuance the county would make clear that legal access would not be guaranteed by the county. Essentially Mr. Barkhurst stated it would be by prescriptive easement and Ms. Hutchins agreed. The motion carried unanimously.

### **Z.C. Case #2019-13-Ronald and Joyce Garretson**

Chairman Johnson opened a public hearing at 11:34 a.m. to hear Planning and Zoning Z.C. Case #2019-13-Ronald and Joyce Garretson. County Planning Director, Sid Fox who presented a request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Residential (RD-2) on approximately 2 acres located at 6756A State Highway 130, approximately 8 miles south of Saratoga; approximately 1 mile east and south of the 130/230 junction. The RD Zone is to provide land for residential development that is typically single family detached and located within Town Expansion Areas and within or nearby Rural Centers.

Chairman Johnson called for public comments for or against the zone change. There being no comments, he closed the hearing at 11:37 a.m.

Commissioner Jones moved to approve Resolution No. 2019- 35 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission Zoning Z.C. Case #2019-13-Ronald and Joyce Garretson for a request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Residential (RD-2) on approximately 2 acres located at 6756A State Highway 130, approximately 8 miles south of Saratoga; approximately 1 mile east and south of the 130/230 junction. Commissioner Espy seconded. The motion carried unanimously.

### **Clerk**

Commissioner Barkhurst moved to authorize the Chairman's signature on the Grant Award Agreement between the Wyoming Office of Homeland Security and Carbon County for the purchase of P-25 compliant mobile radios and allowable accessories for the Carbon County Sheriff's Office in the amount of \$21,445.43 for a period of October 15, 2019 to June 30, 2021, grant ID: 19-SHSP-CAR-LP-HEM19. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Barkhurst moved to authorize the Chairman's signature on the amendment to Resolution No 2019-31, A Resolution Authorizing the Amendment of the Carbon County 2009 Specific Purpose Tax Joint Powers Board, Joint Powers Agreement Dated May 15, 2009, By Changing The Name Of The Board, Adding the Towns of Dixon And Hanna as Members and Authorizing the Reorganization of The Board; Approving the Form of The Amended Joint Powers Agreement, Dated as of September 15, 2019; And Authorizing The Execution Of Certain Documents Relating Thereto. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Jones moved to reappoint Bobbie Herman to the Carbon County Fair Board for a 5-year term expiring January 2025, Leslie Jefferson and Marcella Redmond to the Jeffrey Center Board both for 5-year terms expiring November 2024 and Jay Grabow and Diana Berger to the Planning and Zoning Commission both for 3-year terms expiring November 2022. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Espy moved to authorize the Chairman's signature on the Carbon County Wellness Program Plan Document. Commissioner Barkhurst seconded and the motion carried unanimously.

**Attorney**

Commissioner Espy moved to adopt the Resolution 2019-36 A Resolution to Transfer Ownership of the Medicine Bow Health Clinic to the Medicine Bow Rural Health Care District and moved to authorize the Chairman's signature on the Warranty Deed for the referenced property noting this is a benefit to the county by taking away maintenance of the facility from the county and to ensure the district has a building to provide medical services in such a rural area. Commissioner Jones seconded and the motion carried unanimously.

**Citizens & Commissioners Discussion**

**ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 12:41 p.m. Commissioner Barkhurst seconded and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, December 3, 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.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 19<sup>th</sup> day of November, 2019.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- Willing John Johnson, Chairman