

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, November 17, 2020  
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, November 17, 2020 at 9:00 a.m. at the Carbon County Courthouse in 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 added Mara Sanger, Clerk of District Court for banking approvals and a call to the County Health Office Dr. Couch at 10:30 a.m.

**VOUCHERS**

Commissioner Espy moved to approve November 2020 payroll and benefit expenses of \$1,071,414.10 and insurance claim and premium expenses of \$258,165.03 and the main amount of \$431,559.81 for an aggregate total today of \$1,761,138.94. Commissioner Barkhurst seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
Acme Electric Company, LLC	Electrician Services	\$1,469.84
AlSCO, American Linen Division	Misc. Shop Supplies	\$56.90
Anderson, Michael	Rawlins Div. Equip. Room Organization/Storage Boxes	\$136.01
Apex Communications	Pagers	\$5,095.50
Baggs, Town Of	Oct 2020 Rent	\$150.00
Barco Municipal Products, Inc	End Dump Chains	\$377.74
BI Inc.	Electronic Monitoring Services	\$1,833.00
Bomgaars Supply	Hoses Med Bow Shop	\$69.98
Bowlus, Jacqueline	Meal Reimbursement	\$73.35
Brake Supply Company, Inc.	John Deere Parts Cylinder	\$996.11
Carbon County Economic Development	November Payment	\$12,000.00
Carbon County Senior Services	November Payment	\$50,000.00
Carbon County Weed & Pest	Weed Control	\$352.80
Carbon Power & Light Inc	Electric Services	\$2,156.59
Cathedral Home for Children	Juvenile Services Board Funding	\$5,000.00
Charter Communications	Jail TV Subscription	\$120.34

CNA Surety	Misc. Surety Bonds	\$780.00
Corvinus Group LLC	County Jail Security Upgrade	\$124,865.00
Cowboy Supply House	Misc. Cleaning Supplies	\$790.85
DBT Transportation Services LLC	Cell Modem Kit	\$655.00
Dept Of Family Services	Screening Fee	\$10.00
Elevated Training Solutions	Random Drug Tests	\$70.40
Encartele	Credit on Prepaid Cards/Prepaid Cards	\$260.00
Erickson & Roberts	Legal Services	\$772.60
FCI Constructors of Wy	Courthouse & CB Project	\$129,124.80
Galls/Quartermaster	Deputy Uniforms	\$202.88
Grainger	Misc. Parts	\$1,675.66
Hanna Fire Department	Training Equipment for Hanna Division	\$565.00
Iron J Towing	Towing Services	\$595.00
Jack's Body & Fender Repair	Vehicle Repair Services	\$1,977.20
Jones Simkins	Audit Services	\$18,500.00
Kilburn Tire Company	Tires/Repair	\$128.01
KTGA/KBDY	Radio Ads	\$99.00
Lorence, James	I Voted Stickers	\$326.00
Martinez, Natasha K., P.C	Legal Services	\$360.00
Martinez, Sandra	Electronic Monitoring Refund	\$820.00
Medicine Bow, Town Of	Misc. Fires Personnel/Equipment	\$7,340.50
Memorial Hospital of Carbon County	Lab Fees	\$150.00
Merseal Law, LLC	Legal Services	\$3,170.00
Norco, Inc.	Kitchen Roll Towel	\$828.57
Old Penitentiary Joint Powers Board	November Payment	\$6,250.00
Olde Trading Post	Fuel	\$28.35
Olson, Dolores	Consultation Services	\$210.00
Overhead Door Co. Of Riverton/Lander	Programming 3 Remotes	\$181.56
Perkins Oil Co	Fuel	\$153.34
Platte Valley Community Center	Elections Building Rent	\$700.00
R.P Lumber Company, Inc.	Misc. Supplies	\$362.09
Rawlins Automotive	Misc. Parts	\$791.44
Saratoga Auto Parts, Inc.	Misc. Parts	\$57.52
Schaeffer Mfg. Co	Steel Drum	\$633.60
Shively Hardware	Misc. Parts	\$81.68
Shred-It USA	County Shred Services	\$1,796.61
South Central Wy Ems	Ambulance and EMT Services/Nov Pymt.	\$20,474.50
Spaulding, Dawnette	Mileage	\$34.50
Staples Advantage	Folders	\$197.10
Stinker Stores, Inc.	Fuel	\$6,156.91
Summit Food Service	Jail Meals	\$3,749.34

Surber, Jordyn Ashlee	Legal Services	\$750.85
Swanson Services Corporation	Jail Commissary Meals	\$1,834.15
Team Lab	Graphite	\$135.00
The Plumbing Company	Plumbing Parts	\$148.32
Thos. Y. Pickett & Co., Inc.	5th Installment Valuation Contract	\$6,500.00
Tractor Supply Credit Plan	Misc. Hardware/Supplies	\$451.86
True Value of Rawlins	Misc. Tools/Supplies	\$369.53
UPRSWDD	Scrap Iron	\$10.00
Us Bank	Misc. Charges	\$920.42
Valley Oil Company	Fuel	\$1,514.10
Vaughn Concrete Products Inc	Hanna Senior Center Concrete Work	\$1,909.00
Wailes, Sadith Fiorella	Interpreter	\$50.00
Wex Bank	Misc. Charges	\$1,129.41
Wilson, Margaret	Patches	\$24.00

### **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the November 10, 2020 regular meeting minutes, Commissioner Moore seconded, and the motion carried unanimously.

### **ELECTED OFFICIALS & DEPARTMENT HEADS**

#### **Clerk of District Court**

Commissioner Jones moved to authorize the Clerk of District Court to use Bank of Commerce as the depository for 2021. Commissioner Moore seconded and the motion carried unanimously.

#### **Planning and Development**

Marlin Johnson, County Planner along with Kristy Rowan, Office Manager and Deputy Zoning Administrator presented Certification of Recommended Action and requested public hearings be scheduled.

Commissioner Barkhurst moved to accept the Certifications of Recommended Action from the Planning & Zoning Commission concerning the following case files: Z.C. Case #2020-08 for Sharon Watson, Arturo Soto, and Kara Mary Gehrig; REPLAT SUB Case #2020-02 for Sharon Watson, Arturo Soto, and Kara Mary Gehrig; Z.C. Case #2020-09 for Victor Gallagher's; REPLAT SUB Case #2020-03 for Victor Gallagher; C.U. Case #2020-15 for PacifiCorp (dba Rocky Mountain Power); and C.U. Case #2020-14 for Union Telephone Company's and schedule a public hearing for December 15, 2020 at 1:30 p.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Moore seconded and the motion carried unanimously.

## **Clerk**

Gwynn Bartlett, Carbon County Clerk presented the RNB State Bank Lease Close Out for Medicine Bow Road and Bridge/Sheriff Complex for Commissioner approval and signature. The Medicine Bow Complex is complete, and the contractor has been fully paid. It is possible to take whatever is left in escrow and pay it towards the lease balance rather than requesting reimbursement. There is \$494,707.54 of escrow funds. \$137,671.01 of that could be used for the November 15<sup>th</sup> payment then the remainder could be used as a principal reduction.

Commissioner Barkhurst moved to authorize any commissioner or Clerk Bartlett's signature on Exhibit F to Schedule dated as of November 5, 2020 to Master Lease Purchase Agreement Dated as of March 3, 2020 Form of Payment Request Requisition Payment Request Form No. 4-Final for Distribution from Acquisition Fund Escrow Account and Certificate of Acceptance and to close the lease purchase agreement with RNB State Bank. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Jones moved to appoint John Espy to the Urban Systems Board for an unexpired term ending January 2021 and a full four-year term ending January 2025. Commissioner Barkhurst seconded, and the motion carried with all voting for except Commissioner Espy who abstained due to conflict.

## **Attorney**

Ashley Mayfield-Davis, County Attorney presented a Road Use Agreement and Liability Waiver with Brush Creek Ranch for County Road 504 for Commissioner approval and signature. She stated they will also need to obtain a permit to plow snow. Commissioner Barkhurst asked what the term of the agreement is. Attorney Davis stated the agreement is effective October 1 through April 1 annually and in effect until cancelled.

Commissioner Jones moved to approve the Road Use Agreement and Liability Waiver Between Carbon County and Brush Creek Ranch for County Road 504. Commissioner Moore seconded and the motion carried unanimously.

Attorney Davis presented an Extension of Diversion Contract between Carbon County, Carbon County Community Juvenile Services Board and Cathedral Home for Children. This agreement is for supervision of the Diversion Agent and only goes through June 30, 2021 as funding was cut by the Governor for the position. The Juvenile Services Board is actively pursuing other funding options for the position. Commissioner Moore asked what the long-term impacts of not having such a position would be in the county. Attorney Davis reported the program not only diverts juveniles from the criminal justice system but also helps them successfully complete their sentences and treatment. The loss of the position could be detrimental to the county.

Commissioner Espy moved to authorize the Chairman's signature on the Extension of Diversion Contract between Carbon County, Carbon County Community Juvenile Services Board and Cathedral Home for Children through June 30, 2021 to provide diversion services. Commissioner Barkhurst seconded, and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 9:27 a.m. with Clerk Bartlett, Ashley Mayfield Davis and Jim Piche to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion carried unanimously.

Jim left at 9:48 a.m.

Commissioner Espy moved to come out of executive session at 9:59 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion carried unanimously.

## **Commissioners**

Commissioner Moore moved to authorize correspondence to the Carbon County Juvenile Services Board. Commissioner Barkhurst seconded, and the motion carried unanimously.

Commissioner moved to appoint Denise Rice to the Juvenile Services Board for an unexpired 3-year term ending June 2021. Commissioner Barkhurst seconded, and the motion carried unanimously.

Commissioner Espy moved to approve an unpaid leave of absence for an employee through January 31, 2021 and to authorize any commissioner to approve correspondence to the employee. Commissioner Barkhurst seconded, and the motion carried unanimously.

Commissioner Moore reported he has attended two legislative committee meetings regarding energy production taxation, and he will continue to monitor the issue on behalf of the Carbon County Council of Governments (CCCOG). He also reported CCCOG will be held tomorrow via Zoom.

Commissioner Espy reported the Platte Valley Mule Deer Migration group will have a “Get to Know You” meeting soon and he updated the BOCC on various meetings he has and will attend.

Chairman Johnson reported he will attend the after-action meeting on the Hanna (316) Fire at the Hanna Fire Station. He also reported that he, Commissioner Espy, Clerk Bartlett and Jim Piche attend weekly Thursday meetings with FCI

## **COUNTY HEALTH OFFICER**

County Health Officer, Dr. Wayne Couch, was called to discuss an expected mandatory mask mandate for Carbon County. Dr. Couch stated that this is due to the exponential rise in positive COVID-19 cases and with new hard data that the virus is transmitted through microdroplets through breathing, speech and other means masks will help slow the spread. Because of this he

has requested a mandatory mask mandate that will be immediately effective once approved by the State.

The mandate is requested to be temporary through January 4, 2021 but may need renewed depending on spread. The order would require people to wear a face covering in public places covering the mouth and nose. While effective immediately, once approved, it will take a little bit to notify all individuals.

Commissioner Moore asked if the current protocols in schools will change and Public Health Nurse Amanda Brown stated it won't as the order is only for adults.

### **UNIVERSITY OF WYOMING EXTENSION OFFICE – ABBY PERRY**

Abby Perry, Southeast Area Range Educator for University of Wyoming Extension Office introduced Mandy Marney the new UW Extension Associate Director.

Ms. Perry is a co-editor for and writer with Backyards and Barnyards magazine. She also provides STEM education activities for smaller children. She has also been working on grants for planting at the Soroptimist Park and was successful in her application so that will be forthcoming.

Ms. Perry updated the Commissioners on possibility of offering landscaping at the Carbon Building after the remodel is complete.

Emily Haver, 4H Educator discussed educational opportunities for 4H members, she has been working with School District 1 and the Boys & Girls Club to use their mobile lab for activities.

Ms. Marney introduced herself and offered her services if needed. She doesn't think the Governor's budget cuts will trickle down to the county level, but they could in the future if more cuts come.

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

Ken Harmon, Chief Executive Officer, Jon Smith, Chief Financial Officer and Daniel Starr, EMS Supervisor for Memorial Hospital of Carbon County presented a monthly update on the status of MHCC including financials. Mr. Harmon reported the Saratoga clinic continues to move forward and they are collaborating with the other group building a hospital. They are working on the Hanna Clinic as well and have received a building permit for that. They are working on an orthopedic and pain clinic at the hospital in Rawlins along with Fremont Therapy of Rawlins. Mr. Harmon reported that COVID-19 is creating a strain on the hospital's clinic and they currently have three individuals hospitalized in ICU and they anticipate drive through screening coming in December.

Daniel Starr presented the sole bid that was received for a new Ambulance. The bid was received from Braun NW, Inc for a 2020 Ford F-350 (North Star 153-1 Ambulance) in the amount of \$191,178.00 various add-ons. With all add-ons except the electric cot the total is \$234,468.00. One late bid was received and returned unopened.

Mr. Starr's recommendation was to award the bid to Braun NW, Inc for a 2020 Ford F-350 (North Star 153-1 Ambulance) in the amount of \$234,468.00 including all add-ons offered. With the SLIB funds at \$117,403.00 and the Mill levy funds at \$75,001.25 the remaining balance would be picked up by the hospital.

Commissioner Moore moved to accept the bid from Braun NW, Inc for a 2020 Ford F-350 (North Star 153-1 Ambulance) in the amount of \$234,468.00 which includes the electric load system upgrade. Commissioner Espy seconded and the motion carried unanimously.

### **COMMISSIONERS DISCUSSION**

Commissioner Jones further discussed the mask mandate and asked that more information be provided rather than just a notice out to the public as that didn't work originally when COVID-19 first became an issue. Commissioner Espy agreed that this could be done better, faster and with more transparency. He couldn't understand why the BOCC couldn't have a draft of the requested order.

Clerk Bartlett and Attorney Davis will work on communications to department heads and employees on the mandate and Attorney Davis will issue a press release on behalf of the BOCC regarding the mandate. Emergency Management Coordinator Lenny Layman suggested a call center be setup to allow the public a place to call for information.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 12:04 p.m. Commissioner Moore seconded and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, December 15, 2020 at 9:00 a.m. at the Carbon County Courthouse, in 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.