

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 20, 2021  
Medicine Bow Senior Center, Medicine Bow, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, April 20, 2021 at 2:00 p.m. at the Medicine Bow Senior Center in Medicine Bow, 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 2:00 p.m.

**ADDITIONS / CORRECTIONS**

Chairman Johnson added a discussion about Sunnyside Liquors conditional use permit to the agenda under the Clerk and remove Whistle Pig Saloon zone change under the attorney.

**VOUCHERS**

Commissioner Jones moved to approve April 2021 payroll and benefit expenses of \$941,439.06 and insurance claim and premium expenses of \$346,290.63 and the main expenses totaling \$1,659,922.18 for an aggregate total today of \$2,947,651.87. Commissioner Espy seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
A-1 Rooter, LLC	Commercial Plumbing Inspection	\$920.00
Acme Electric Company, LLC	Misc. Electrician Services	\$773.10
Advanced Heating, Inc.	Heat Runs at Road and Bridge	\$1,600.00
Albrechtson, Mary Kay	Bailiff for Jury Trial in Cc	\$75.00
Also, American Linen Division	Misc. Shop Supplies	\$56.90
American Planning Association	American Planning Assoc. Membership	\$616.00
Apg Media Of the Rockies	Misc. Ads	\$193.30
API Systems Integrators	Fire Monitoring Services	\$102.00
Associates in Forensic Investigations	2021 Training Conference	\$500.00
Baggs, Town Of	Water Services/Rent	\$183.90
Bank of Montreal	Misc. Charges	\$19,315.57
Balestrieri, Michelle	Mileage	\$47.04
Barkhurst Collision Center	Hood Panel Repair	\$1,662.08
Beach, Homer	Ryan Park Fire Dept. Snow Removal	\$70.00
Bi Inc.	Electronic Monitoring Services	\$1,618.50
Big Bale Company	Backhoe Tires Saratoga	\$1,432.00
Blakeman Propane	Propane	\$1,312.90

Boys & Girls Clubs of Carbon County	Personnel Expenses	\$894.49
Bridger Fabrication	Gooseneck Hitch/Sheriff Cage/Metal	\$4,528.44
Brown, Amanda	Mileage	\$509.30
Candy Mountain	Water	\$81.00
Carbon County Clerk	Emergency Vehicle Coordinator Vehicle	\$18,000.00
Carbon County Fair Board	Rental Fees	\$430.00
Carbon County Senior Services	Quarterly Pymt Mar 2021	\$50,000.00
Carbon Power & Light Inc	Electric Services	\$2,626.07
Casper Winnelson Co	Heating Syst. Supplies at Interim Justice Ctr.	\$4,864.92
Christie, Maggie D	Witness Fees	\$30.00
Civic-Plus	Website Fee	\$4,804.14
Corvinus Group LLC	Control Door Switch Replacement	\$675.00
Cowboy Supply House	Cleaning Supplies	\$701.94
Cragun, Megan A	Covid Supplies/Mileage	\$293.25
Dallin Motors Inc	Mechanic Services	\$9,079.47
DBT Transportation Services LLC	AWOS/NADIN Quarterly Maintenance	\$1,667.44
Dennis Supply Company	Misc. Parts	\$404.97
E & H Plumbing & Construction	Heating System at Interim Justice Center	\$3,000.00
Elevated Training Solutions	Random Drug Test	\$170.80
Encampment, Town Of	Water Services	\$97.00
Fatbeam LLC	Fiber Service	\$11,309.40
FCI Constructors of Wy	Cyber Security/ Carbon Building Const.	\$1,076,971.30
GCR Electronics, LLC	Monthly Site Rental	\$2,000.00
Goshen County Sheriff	Civil Service Fees	\$50.00
Graphic Business Solutions, LLC	Business Cards	\$136.95
Greater Wy Big Bros/Sisters	Personnel Exp./County Prevention Services	\$5,525.76
Greenwood Mapping, Inc	Parcel Data	\$1,612.50
H.B. Lee Construction	Backhoe Hoses	\$130.06
Hagan, Walter	Bailiff for Jury Trial in Cc	\$75.00
Hanna, Town Of	Water Services	\$223.16
Iacovetto, Karon	Custodial Services	\$16,065.00
Jack's Body & Fender Repair	Towing Services	\$372.00
Jeffrey Center Board	Rental Fees	\$662.00
Johnston, Ranae	Mileage	\$55.50
KTGA/KBDY	Misc. Radio Ads	\$249.00
Kussmaul Electronics	Dual Bar Graph Display	\$168.13
Long Building Technologies, Inc.	50 Relays	\$715.00
Martinez, Natasha K., P.C	Legal Services	\$1,410.00
McGraw, Joan	Mileage	\$24.00
McKesson Medical-Surgical	Jail Medical Supplies	\$24.32
Medicine Bow, Town Of	Water Services	\$200.00

Memorial Hospital of Carbon County	Emergency Detentions	\$15,709.71
Mercedes Transcription, Inc	Transcription Services	\$79.31
Merseal Law, LLC	Legal Services	\$6,560.00
Michaels Fence	Fencing Supplies	\$1,005.00
Mike's Lock & Key	Call Out to Replace Lock	\$33.11
Mountain West Motors	Misc. Parts/Mechanic Services	\$4,463.15
MPM Corp / Evergreen Disposal	Trash Services	\$130.00
Nationwide	Bond D. Lucero	\$50.00
NMS Labs	Coroner Expense Exam Fees	\$140.00
Norco, Inc.	Misc. Parts	\$1,153.93
Office of The State Public Defender	Fy2021 County Supplement	\$53,545.78
Old Penitentiary Joint Powers Board	Biannual Pymt Mar 2021	\$6,250.00
Olde Trading Post	Fuel	\$240.66
O'Reilly Auto Parts	Padlock/Tool Set/Wipes. Cable Lock	\$95.25
Parker, Elizabeth	Mileage	\$120.00
Perkins Oil Co	Fuel	\$2,530.02
Pinnacle Public Finance, Inc	HVAC Lease Payment	\$158,740.93
Quill Corporation	Paper	\$69.96
R.P Lumber Company, Inc.	Misc. Supplies	\$62.99
Rawlins Automotive	Misc. Parts	\$2,331.58
Rawlins, City Of	Indigent Burial	\$75.00
Ricoh USA Inc	It Copiers	\$5,736.13
Ricoh USA Inc	It Copiers	\$314.59
Rocky's Quik Stop	Fuel	\$719.35
Rodabaugh, Sherry	Bailiff for Jury Trial in Cc	\$150.00
Saratoga Auto Parts, Inc.	Misc. Parts	\$1,095.26
Saratoga Sun	Misc. Ads	\$1,148.00
Saratoga, Town Of	Water Services	\$50.50
Schilling & Winn Pc	Legal Services	\$3,253.90
Scotts Bluff Sheriff's Office	Civil Service Fees	\$35.00
Sheet Metal Specialties, Inc.	Steel Shower Liners for Jail	\$51,400.00
Shepard's	Fuel	\$2,097.92
Shively Hardware	Wheelbarrow/Push Broom/Pine Sol	\$100.77
South Central Wy Ems	Quarterly Pymt Mar 2021	\$11,250.00
Staples Advantage	Office Supplies	\$606.02
State of Wyoming A & I	File Storage	\$42.62
Stinker Stores, Inc.	Fuel	\$15,906.65
Summit Food Service	Inmate Meals	\$5,939.56
Swanson Services Corporation	Jail Commissary	\$515.08
Team Lab	Cold Patch Road Mix	\$8,750.00
Thomson Reuters-West Pymt Center	Westlaw Subscription	\$802.17

Transwest	Radiator Boil Over Tank	\$178.83
True Value of Rawlins	Misc. Parts	\$878.56
Tyler Technologies, Inc	Hardware Fees	\$4,000.00
University of Colorado Denver	Consultation & Record Review	\$550.00
Valley Oil Company	Fuel	\$1,250.47
W.C. & P.A.A.	2021 Dues	\$600.00
Western Truck Repair	Seal Ring	\$14.88
Winters Griffith Architects	Construction Administration	\$33,539.00
Wy Board of Control	Water Well Rights	\$140.00
Wy Dept Of Health	Mileage	\$80.00
Wy Dept Of Transportation	Vehicle Title Stock	\$240.40
Wy Machinery Company	Misc. Service/Parts	\$3,412.54
Wy Public Health Laboratory	Lab Fees	\$203.00
Wyoming Disposal Systems	Trash Services	\$219.00

### **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the April 2, 2021 regular meeting minutes, a bond for Patricia E. Burnett, Board Member for the Medicine Bow Rural Health Care Clinic, in the amount of \$5,000.00. a bond for Donald Brinkman, Treasurer for Carbon County Recreation Board – School District #1, in the amount of \$10,000.00. Commissioner Moore seconded, and the motion carried unanimously.

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

#### **Sheriff**

Sheriff Archie Roybal introduced Loretta Hansen, Victim/Witness Coordinator and Dawnette Spaulding, Assistant Coordinator for the Carbon County Sheriff’s Office, who presented a Proclamation for National Crime Victims’ Rights Week. The Chairman read the proclamation.

Commissioner Espy moved to authorize the Chairman’s signature on the Proclamation for National Crime Victims’ Rights Week. Commissioner Moore seconded and the motion carried unanimously.

**PROCLAMATION  
National Crime Victims’ Rights Week  
April 18 – 24, 2021**

**Whereas** we acknowledge that being a victim of crime and navigating the criminal justice system can be a frightening and confusing experience;

**Whereas** we acknowledge that since the passage of the Victims of Crime Act of 1984, improving the treatment of crime victims has been made through the efforts of thousands of victims and survivors who have turned their own experiences into a force for positive change, ensuring that others can receive justice, meaningful assistance and compassionate treatment before the law;

**Whereas**, honoring the rights of victims-including the rights to be heard and to be treated with fairness, dignity and respect-and working to meet their needs rebuilds their trust in the criminal justice and social service systems.

**Whereas** the Carbon County Sheriff's Office Victim/Witness Program is dedicated to "Support Victims, Build Trust and Engage Communities" and is working to help crime victims and survivors through accessible, appropriate and trauma-informed services;

And **THEREFORE, BE IT RESOLVED**, the Board of Carbon County Commissioners does recognize the week of April 18 through April 24, 2021 as

### **National Crime Victims' Rights Week**

And reaffirms our commitment to achieving crime victims' trust in the compassion, understanding and support of their communities by sustained, deep-rooted and coordinated outreach during National Crime Victims' Rights Week and throughout the year;

And we express our sincere gratitude and appreciation for our community members, victim service providers and criminal justice professionals who are committed to improving our response to victims of crime so they may find relevant assistance, support, justice and peace.

Dated this 20<sup>th</sup> day of April 2021.

BOARD OF CARBON COUNTY COMMISSIONERS

-s-Willing John Johnson, Chairman

ATTEST: -s-Gwynn Bartlett, Carbon County Clerk

### **Emergency Management**

Lenny Layman, Emergency Management Coordinator presented Amendment No. 3 to FY2020 Emergency Management Performance Grant COVID-19 Award Agreement between Wyoming Office of Homeland Security and Carbon County (Homeland Security Grant 20-EMPGS-CC-GCF20) for federal funds to be utilized in preparing for all hazards for commissioner approval and signature. The grant matches donations recently received.

Commissioner Barkhurst moved to approve the Commissioner's signature on Amendment No. 3 to FY2020 Emergency Management Performance Grant COVID-19 Award Agreement between Wyoming Office of Homeland Security and Carbon County extending the original term from June 30, 2021 through January 26, 2022. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Moore moved to authorize the Chairman's signature on the Statement of Work and the Futurity IT, Inc SAAS Subscription Agreement pending legal approval in the amount of \$1,500.00 for one year. Commissioner Barkhurst seconded, and the motion carried unanimously.

Mr. Laymen stated that the Office of Emergency Management's vehicle is need of repairs. The repairs total over \$2,000.00 but stated he has applied for a \$30,000 grant that would cover an immediate purchase of a vehicle, new or used. The county would have to match this with 50% and

the award would be in September. He recommended approving the repairs now and looking at a purchase later on and the BOCC agreed.

Mr. Layman stated he will be meeting with Sweetwater and Moffat Counties to discuss an after-action review regarding the April 3<sup>rd</sup> controlled burns that turned into a small wildfire, the restructuring of the Local Emergency Planning Committee (LEPC), the potential flooding in the Platte Valley, and the Carbon County Coordination Center. Tomorrow County Fire Warden John Rutherford will meet with the Baggs Fire Chief and the Moffat County Fire Warden regarding the same topic.

Mr. Layman reported the Little Snake and Upper North Platte look good to not flood this spring and he provided a handout showing snow water equivalent. The 90-day appeal period for the WY Risk Map Process has begun and if the county were to appeal it would have to submit data contrary to what FEMA has submitted. There are two sections according to Commissioner Espy. One where individuals reside and the other is just rural areas. Commissioner Barkhurst stated that flood insurance companies he has spoken with haven't seen the maps however the cost could be as high as \$5,000 per year for a homeowner which is a significant cost.

Mr. Layman also stated that he will attend the 4-day virtual Communication Center Manager Training Course (TRG-INCM) the week of May 3. The training is designed specifically for what he hopes to do at the C4.

### **Fire Warden**

John Rutherford, Interim Fire Warden requested to purchase fire equipment to include bunker gear from the capital expenditure funds totaling \$37,500 from his budget.

Commissioner Barkhurst moved to approve the purchase of up to \$37,500.00 of fire equipment from the fire budget. Commissioner Espy seconded and the motion passed unanimously.

### **Road & Bridge**

Kandis Fritz, Road & Bridge Coordinator presented two Agreements for Right of Way Easements on County Road #451 for Commissioner approval. Agreements were received from Travis L. Morgan and Giovanna M. Merendino and Ms. Fritz noted these will be filed in case needed in the future.

Commissioner Espy moved to approve the Chairman's signature on the two Agreements for Right of Way Easements on County Road #451 for Travis L. Morgan and Giovanna M. Merendino. Commissioner Moore seconded and the motion passed unanimously.

Ms. Fritz reported that she received a call about potentially hauling sand from Seminoe on County Road 351 to Hanna for the abandoned mines. She asked if the county would require a road use agreement. Commissioner Espy stated that because this is heavy commercial use over a long period of time the BOCC should require this. Commissioner Barkhurst thought that the county should follow the newly adopted overweight process.

## **Buildings & Grounds**

Jim Piche, Buildings & Grounds Manager stated that he did receive one bid for the roof reseal project at the Rawlins Main Road and Bridge Shop from Absolute Commercial Roofing for an amount of \$68,722.00 which is significantly more than what he had budgeted. He contacted the company asking if there is a way to reduce cost and Commissioner Espy thought waiting a year or so may bring pricing down as the uncertainty of COVID-19 has changed pricing.

Mr. Piche stated that he has received two checks from Rocky Mountain Power's Wattsmart Program. The first one is from LED upgrades at the Jail for \$1,100.00 on exterior lighting. The second is from Murray Street for \$3,846.60. He would like to request that these funds be put back into the lighting upgrades account. This would allow him to convert the Baggs Senior Center to LED lighting, the last buildings that needs upgraded. The estimated cost of conversion \$ 3,500.00. The BOCC authorized the upgrades and directed the County Clerk and Treasurer to handle the funds as they see fit to accomplish the task.

Mr. Piche discussed the swap of a 2009 Ford Explorer from the Assessor's office with 70,000 miles on it to the Planning Department and take Planning's 2010 F-150 Ford pickup for Building & Grounds for a newer plow truck. The current 2006 plow truck has over 170,000 miles and he suggested disposing of this. Changing out the plow would cost approximately \$600.00. Chairman Johnson stated he has hesitation using a half-ton pickup for plowing and would rather wait and use a ¾ truck however Mr. Piche does not see any issues using the smaller truck. The BOCC asked Mr. Piche to wait for now and they would consider the request later.

Commissioner Espy stated that the Buildings Department is short staffed and put off on Jim's request at the last meeting to hire a replacement employee for one that left. The BOCC authorized the hire of a new employee.

## **Clerk**

Gwynn Bartlett, Carbon County Clerk presented board applications that she received from Sheri Shillinger and Dennis Carpenter for re-appointment to the Old Pen Joint Powers Board.

Commissioner Espy moved to reappoint Sheri Shillinger and Dennis Carpenter to the Old Pen Joint Powers Board for a 3-year term ending April 30, 2024. Commissioner Barkhurst seconded, and the motion passed unanimously.

Clerk Bartlett presented two plan changes to Blue Cross and Blue Shield (BCBS) for some updates they are making. The first one is to remove the 12/31/20 end date in reference to the COVID-19 pandemic. It now will state "through the end of the public health emergency period". The second one is for Telemedicine and a couple of changes they are making to all BCBS plan documents effective 7/1/21.

Commissioner Espy moved to authorize the Chairman's signature on the two plan changes to Blue Cross and Blue Shield (BCBS) to remove the 12/31/20 end date in reference to the COVID-19 pandemic and replace it with "through the end of the public health emergency period" and changes

made to Telemedicine for all BCBS plan documents effective 7/1/21. Commissioner Moore seconded and the motion carried unanimously.

Clerk Bartlett presented a letter from the City of Rawlins regarding a special use permit for a liquor store, Sunnyside Liquor, located near the Fairgrounds. The county was notified as a landowner within 300’.

Commissioner Jones moved to authorize the chairman to sign a response to the City of Rawlins regarding Sunnyside Liquor’s request for a special use permit indicating the county has no objection. Commissioner Barkhurst seconded, and the motion carried unanimously.

### **COMMISSIONERS**

Commissioner Jones presented the Wyoming Airport Improvement Program Certificate of State Grant-in-Aid for Dixon Airport – Project No. ADW012A for the chairman’s signature.

Commissioner Jones moved to approve the Chairman’s signature on the Wyoming Airport Improvement Program Certificate of State Grant-in-Aid for Dixon Airport – Project No. ADW012A for Federal Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, Operations in the amount of \$9,000.00. Commissioner Barkhurst seconded, and the motion passed unanimously.

Chairman Johnson read a letter from County Coroner Paul Zamora announcing his retirement effective at the end of April 2021. The BOCC thanked Mr. Zamora, who was unable to be present, for his dedication and service to the county, especially noting the new and professional facility Paul was able to accomplish.

Commissioner Espy moved to authorize the Chairman’s signature on a letter to the Carbon County Republican Party Chairman to initiate the process to find a replacement. Commissioner Barkhurst seconded, and the motion carried unanimously.

### **Citizen/ Commissioner Discussion**

Katharine Miller, Nurse Practitioner reported she is working at the Medicine Bow Clinic. She noted the clinic will likely need BOCC support in the future.

Commissioner Jones reported the WY County Commissioners Association is submitting an affidavit in support of the Governor’s lawsuit against the Department of Interior for the oil and gas restrictions and Executive Order 14008 and the BOCC agreed this should be sent on behalf of Wyoming.

Commissioner Jones moved to approve the BOCC’s support to the State of Wyoming and the WY County Commissioners Association in their fight against the Department of Interior for the oil and gas restrictions and Executive Order 14008. Commissioner Espy seconded and the motion carried unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 3:33 p.m. with Clerk Bartlett, Ashley Mayfield Davis and Jim Piche to discuss 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 4:28 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion carried unanimously.

## **Coroner**

Commissioner Espy moved to adopt Resolution 2021-13 appointing Brittany Nyman as Interim Coroner effective when the vacancy occurs and effective through the end of the vacancy. Commissioner Moore seconded and the motion carried unanimously.

### **Resolution No. 2021 – 13**

A Resolution of the Board of County Commissioners of Carbon County, Wyoming,

#### **“INTERIM CORONER”**

**WHEREAS**, the duly elected Coroner of Carbon County has notified the Carbon County Board of County Commissioners of his resignation from his office on April 30, 2021; and,

**WHEREAS**, the Carbon County Commissioners recognize the importance for the Carbon County Coroner’s Office to continue to function and provide statutory services until the vacancy has been filled pursuant to Wyoming Statute §22-18-111; and

**WHEREAS**, in accordance with Wyoming Statute §7-4-102, the county coroner has appointed a deputy coroner who shall serve in his absence or inability to serve, with compensation as set by the Carbon County Board of County Commissioners by resolution; and

**NOW THEREFORE, BE IT RESOLVED BY THE CARBON COUNTY BOARD OF COUNTY COMMISSIONERS** that Brittany Nyman shall be and hereby is appointed Interim Carbon County Coroner to carry out the statutory obligations of the Carbon County Coroner, and to be compensated at an annual rate as outlined in Resolution 2018-18 adopted by the Carbon County Board of County Commissioners on May 15, 2018, from May 1, 2021, until the vacancy has been filled.

**APPROVED, PASSED, AND ADOPTED** at a regularly scheduled meeting of the Board of County Commissioners of Carbon County, Wyoming, on this 20th day of April 2021.

BOARD OF COUNTY COMMISSIONERS OF  
CARBON COUNTY, WYOMING  
-s- Willing “John” Johnson, Chairman

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

Commissioner Barkhurst thanked Paul and Brittany for their professionalism in the office during times when families are struggling. He told Ms. Nyman, who was present, thank you and that she deserves it.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 4:31 p.m. Commissioner Moore seconded, and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, May 18, 2021 at 2:00 p.m. at the Riverside Town Hall in Riverside, 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.