

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, March 1, 2022  
Carbon Building – Courthouse Annex, Rawlins WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, March 1, 2022, at 9:00 a.m. at the Carbon Building – Courthouse Annex, Rawlins, WY. Attending the meeting were Chairman, John Johnson, Vice Chairman, Sue Jones, John Espy, Byron Barkhurst and Travis Moore.

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 Barkhurst moved to approve payment to John Espy for \$736.20. Commissioner Moore seconded and the motion passed with all voting for the motion except Commissioner Espy who abstained due to personal conflicts.

Commissioner Barkhurst moved to approve the report of expenditures in the amount of \$299,878.42 for an aggregate total today of \$300,614.62. Commissioner Jones seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Ables, Duane E	County Health Officer	\$1,600.00
Acme Electric Company, LLC	Electrician Services	\$543.97
AlSCO, American Linen Div.	Misc. Shop Cleaning Supplies	\$59.02
Apg Media Of the Rockies	Deputy Clerk Ad	\$60.00
AT&T Mobility	MDT Service	\$900.54
Axis Forensic Toxicology, Inc.	Lab Fees	\$370.00
Bank Of Montreal - Mastercard	Misc. Charges	\$33,142.75
Beck Total Office Interiors	Carbon Building Furniture	\$14,770.27
Bennett, Thomas L. M.D.	Autopsy	\$2,157.71
Black Hills Energy	Gas Services	\$17,687.10
Blakeman Propane	Heating Services	\$6,492.98
Bob Barker Company, Inc.	Misc. Inmate Clothes and Supplies	\$1,034.65
Bomgaars Supply	Misc. Supplies	\$12.57
Butler, Wanda I. Gonzalez	Translation Services	\$140.00
Butler's Truck Salvage	Rescue Truck Parts Truck	\$11,000.00

Casper Winnelson Co	Faucet & Plumbing Supplies	\$6,552.74
CDW Government, Inc.	Toner	\$794.70
Charter Communications	Jail Tv Subscription	\$119.54
Chavez, Sarah	Mileage For Training	\$150.00
County 6 Dance Academy	Child Protection Services Grant	\$1,290.00
DBT Transportation Svs. LLC	Lighting/Radio Dixon Airport	\$3,600.57
Dixon, Town Of	Water Services	\$308.00
DOI/BLM	Access To Interagency Dispatch Center	\$1,000.00
DOT FHWA	Sage Creek Road Project	\$2,490.97
Elk Mountain, Town Of	Water Services & Rent	\$1,571.50
Encartele	Jail Data	\$750.00
Engineering Associates	Survey For Cr 440	\$307.40
Espy, John	J. Espy NACO Travel	\$736.20
Fleming, Linda	Mileage	\$48.80
France, Tara	Court Reporter Services	\$175.75
Galls/Quartermaster	Deputy Uniforms	\$97.02
Goodwin, Mandy	Mileage	\$24.00
Hagan, Walter	Bailiff In Jury Trial	\$150.00
High Plains Power	Electric Services	\$506.78
Intermountain Motor Sales, Inc	Motor	\$626.51
Jack's Body & Fender Repair	Service Call	\$609.00
Jefferson County Sheriff	Archuleta Civil Service Process	\$43.00
K2 Towers III, LLC	Tower Rent	\$2,121.81
Kaluzny, Emily	Personal Phone Usage	\$30.00
Ken Garff Ford Greeley	Emergency Mgmt. Vehicle Purchase	\$50,409.00
KTGA/KBDY	Tax Identity Theft	\$100.00
L N Curtis & Sons	Safety Control W/ Toggle	\$2,677.74
Laramie Fire Extinguisher	Yearly Inspection	\$450.00
McCarthy, David P.C	Legal Services	\$1,775.00
McKesson Medical-Surgical	Jail Med Supplies	\$225.02
M.H.C.C.	Lab Fees	\$392.00
Mountain Alarm	Monthly Monitoring	\$42.90
Mountain West Motors	Mechanic Services	\$129.95
New Mexico Vital Records	Birth Certificate Fee	\$20.00
Norco, Inc.	Cylinder Rentals	\$34.01
Nyman, Brittany	Air Compressor and Access. for Coroner Office	\$329.95
Offender Watch	Sex Offender Notifications	\$35.00
O'Reilly Auto Parts	Wiper Fluid & Towels for Fingerprinting	\$37.52
Perkins Oil Co	Fuel	\$1,444.48
Perry, Abby	Reimburs. Kitchen Supplies/Program Supplies	\$71.76
Phillips 66-Conoco-76	Late Fee	\$29.99

Project Reach	One Year Tuition	\$2,720.00
QT Pod	1 Year Network Access Plan	\$945.00
Quill Corporation	Misc. Cleaning Supplies	\$119.74
R.P Lumber Company, Inc.	Misc. Supplies	\$295.30
Rawlins Aquatic Center	Child Protection Services Grant	\$450.00
Rawlins Automotive	Misc. Parts	\$791.48
Rawlins Hardware	Misc. Supplies	\$170.44
Reed Smith LLP	Vanguard	\$10,854.54
Rerucha, Cal	Mileage For Assistance on Trial	\$101.00
Ricoh USA Inc	Copiers	\$276.03
Rocky Mountain Power	Electric Services	\$367.28
Rodabaugh, Sherry	Bailiff In Jury Trial	\$75.00
Saratoga Auto Parts, Inc.	Misc. Supplies	\$135.28
Schilling & Winn Pc	Legal Services	\$4,452.80
Shively Hardware	Misc. Supplies	\$152.73
Staples Advantage	Misc. Office Supplies	\$787.80
State Of Wyoming A & I	Mainframe Services	\$16.15
State Of Wyoming DCI	Sex Offender Changes	\$50.00
Stinker Stores Inc	Fuel	\$3,865.81
Summit Food Service	Jail Meals	\$6,762.85
Swanson Services Corporation	Jail Commissary	\$485.10
T-O Engineers	DWX Seal Coat & Fence Relocation	\$25,430.18
Trapp, Larry W	Personal Vehicle Usage for West Lolo Fire	\$2,587.82
Tumbleweed Propane Inc.	Blower	\$720.04
Tyler Technologies, Inc	Web Hosting Internet	\$275.65
Uplift Counseling	20 Parenting Classes	\$3,000.00
UPRSWDD	Trash Services	\$190.00
Voiance Language Svs. LLC	Translation Calls	\$107.25
Wy Dept Of Health	2nd Qtr. Payroll Files & TANF	\$60,877.53
Wy Dept Of Transportation	Plates, Med Bow River & CR 203 Bridges	\$94.08
Wy Machinery Company	Misc. Parts	\$439.57
Wy Public Health Laboratory	Lab Fees	\$108.00
Wy Secretary of State	Notaries For Rutherford, Jones and Griffith	\$130.00
Wyoming Trader	Social Media Marketing	\$500.00

### **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the February 15, 2022, regular meeting minutes, monthly receipts from Planning and Development in the amount of \$4,075.00. Commissioner Moore seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Emergency Management**

Lenny Layman, Emergency Management Coordinator, presented the Memorandum of Understanding between the Town of Saratoga and Carbon County Office of Emergency Management for the use of the sandbagger for approval and chairman's signature.

Commissioner Espy moved approve the Chairman's signature on the Memorandum of Understanding between the Town of Saratoga and Carbon County Office of Emergency Management for the use of the sandbagger for the purpose of flood mitigation and the benefit of public health and safety. Commissioner Barkhurst seconded and the motion passed unanimously.

Mr. Layman presented a monthly update for the Office of Emergency Management to include training dates, meetings, phase 2 of Fairsafe and the Freedom Convoy. Mr. Layman also discussed vehicle accessories for the emergency management vehicle. The BOCC allocated his old vehicle to the County Attorney for running errands around town and will have the county's mechanic look at the van currently held by the IT Department.

### **Carbon County Extension Office**

Abby Perry, Southeast Area Range Educator and Emily Haver, 4-H Youth Development Educator both with the University of Wyoming Extension Office presented an update for the Carbon County Extension Office to include the 2022 planned programs.

### **Public Health**

Public Health Nurse Amanda Brown reported updated the board on various funding streams including budgets for the FY2022-2023 grants, covid cases and various services her office has provided.

### **Road & Bridge**

Kandis Fritz, Road & Bridge Coordinator, discussed the proposed AML County Road 297 Mine Mitigation project. Brierly and Associates would like to bore along County Road 297 (North Hanna Access Road) this spring/summer/fall. The project will consist of 100 bore holes along County Road 297 to fill in the abandoned mines under the road. They have also asked if they can close the road during the day and open it back up at night for this project. They are concerned if they don't get these mines filled, it could cause our road to cave in if the mine collapses. The contractor would like to close the road from 7 a.m. to 7 p.m. daily for approximately two months to avoid needing a full-time flagger. There was discussion that there are only two access roads in and out of Hanna and if this closes the town should have a backup plan. Commissioner Barkhurst asked if there could be a two-track constructed for emergency access and the BOCC requested a contingency plan and proposed signage before approving the closure. Ms. Fritz will bring this back at a future meeting.

PacifiCorp has requested a road use agreement for the Gateway South as it will be gearing up. Ms. Fritz has sent the agreement to them noting it will affect 108 miles of county road. Should the county not receive impact assistance funds PacifiCorp would have to provide \$15,000 per mile for maintenance.

In addition to the CR 297 Project, Brierly and Associates are planning to perform some mitigation work to an abandoned coal mine (Dana Mine No. 1) that undermines a section of UPRR that is off the Arch Road this coming construction season. They will not be performing any work within the county road right of way but will have ready mix trucks delivering grout from Hanna utilizing Arch Road to access the project site.

## **Fire**

John Rutherford, Fire Warden, reported the CODAN communications project committee is still working with Codan to sort out contract questions. He hopes by the next meeting to have these items sorted out by the BOCC's next meeting to discuss further financing.

## **Planning and Development**

Sarah Brugger, County Planning Director presented Certifications of Recommended Action for Z.C. Case #2022-04 – Old Baldy Village, Min. Sub. Case #2022-01 – Old Baldy Village and Z.C. Case #2022-03 – Louis & Kinee Waits.

Commissioner Barkhurst moved to accept Certifications of Recommended Action from the Carbon County Planning & Zoning Commission for Z.C. Case #2022-04 – Old Baldy Village, Min. Sub. Case #2022-01 – Old Baldy Village and Z.C. Case #2022-03 – Louis & Kinee Waits and schedule a public hearing for April 5, 2022, at 11:15 a.m. at the Carbon Building-Courthouse Annex in Rawlins, Wyoming. Commissioner Espy seconded and the motion passed unanimously.

Mrs. Brugger presented the 2021 annual report overview for the Carbon County Planning & Zoning Commission. Commissioner Jones asked about the potential of a fee schedule review.

## **IT**

IT Director, Matt Webster reported the county's radio system will be incorporated into budgeting, contract management, single point of contact and hopefully cost savings. He currently has enough staff to handle these items however proposed the idea in the future of having a dedicated radio person on staff in the future depending on how much the county would do in-house. This may require additional equipment as well. The BOCC asked him for a phased plan to implement such an approach.

## **Buildings & Grounds**

Jim Piche reported the boilers at the Fairgrounds Exhibit Hall are failing and they must be replaced this spring.

## **Clerk**

Gwynn Bartlett, County Clerk requested authorization to be a designated officer to be able to sign and submit reimbursements to NBH Bank for the Courthouse Construction on behalf of the county. This is simply a form that requests reimbursement from the county's financing for ongoing construction.

Commissioner Jones moved to authorize Clerk Gwynn Bartlett to be a Designated Officer and to be able to sign and submit Exhibit C, Reimbursement Forms to NBH Bank for the Courthouse Construction on behalf of the county. Commissioner Moore seconded and the motion passed unanimously.

Clerk Bartlett provided several updates including that the City of Rawlins may be changing ward boundaries slightly to make them equal in population and the BOCC would then need to modify precinct boundaries to match. In addition, she has begun the process for adoption of building rental rules under the Administrative Procedures Act, she finalized the budget schedule with the board, she reported she submitted both the county's property and liability insurance renewals and clarified that the Sheriff is eligible to move forward using a capital allocation in his budget for a vehicle and match to a body camera grant. Commissioner Espy was designated to assist the Sheriff on finding a vehicle without bidding.

## **Attorney**

Ashley Mayfield Davis, Carbon County Attorney requested and received authorization to refill an attorney position in her office.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:33 a.m. with Clerk Bartlett, Ashley Mayfield Davis, and Sheriff Roybal to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Jones moved to come out of executive session at 11:05 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

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

Ken Harmon, Chief Executive Officer for Memorial Hospital of Carbon County presented a monthly update on the status of MHCC including financials, physician recruitment, as well as COVID cases, testing and vaccines.

## **CITIZEN & COMMISSIONERS DISCUSSION**

Commissioner Espy reported Attorney Bailey Brennan is leaving the WY County Commissioners Association this month so the association will be in the process or hiring.

Commissioner Moore reported that he has resigned from the Aging in Place Committee. The group contacted him wondering if the county would want to help fund a feasibility study. He was unaware of the amount but will find out more and report back.

Commissioner Jones reported during March the fence relocation project will be advertised with a bid opening March 30.

Chairman Johnson asked for public comment on a proposed fire district however no citizens were present.

### **TRIPLE A BUILDING SERVICES**

Lu Renxiang, Anthony Agurre and Ridge Leinen of Triple A Building Services proposed using the county owned property, potentially at Skyline Acres to temporarily store recycled concrete for a project they are doing on behalf of the WY Department of Transportation.

Sarah Bruggar requested a written project description of what the proposed use is, where the property is located and a timeframe for use. Chairman Johnson stated that since the county is in the process of selling the county owned property, they were hesitant to allow it for use for this project. The BOCC agreed and the board was not interested in utilizing the county owned property at this site for the project.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 11:45 a.m. with Clerk Bartlett, Ashley Mayfield Davis, Matt Webster, and Lindsey West to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 1:07 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 1:10 p.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held April 5, 2022, at 9:00 a.m., at the Carbon Building-Courthouse Annex, located at 215 West Buffalo, Room 240A, 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.