

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 19, 2022  
Encampment Opera House, Encampment, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, April 19, 2022, at 2:00 p.m. at the Encampment Opera House, Encampment, 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 2:00 p.m.

**ADDITIONS / CORRECTIONS**

Chairman Johnson added a letter of support for the City of Rawlins' State Lands & Investment Board grant application and an update from the Stepping Stones.

**VOUCHERS**

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

Commissioner Barkhurst moved to approve April 2022 payroll and benefit expenses of \$1,304,188.12 and insurance claim and premium expenses of \$329,415.39 and the main amount of expenses of \$563,484.10 for an aggregate total today of \$2,197,155.61. Commissioner Espy seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Acme Electric Company, LLC	Electrician Services	\$455.20
Advanced Network Mgmt., Inc.	Carbon Bldg. Network Backbone	\$10,262.96
Also, American Linen Division	Towels/Soap/Mats	\$118.90
Apex Communications	Maintenance Agreement	\$4,033.88
Apg Media Of The Rockies	Planning And Zoning Ad	\$138.75
API Systems Integrators	Monitoring Services	\$102.00
Axis Forensic Toxicology, Inc.	Lab Services	\$260.00
Baggs, Town Of	Office Rental/Water Services	\$181.65
Bank Of Montreal - Mastercard	Misc. Charges	\$29,848.76
Barrier Systems LLC	Sandbags	\$2,254.34
Beach, Homer	Snow Removal	\$490.00
Bi Inc.	Electronic Monitoring Services	\$52.00
Blakeman Propane	Heating Services	\$4,167.44
Bob Barker Company, Inc.	Metal Fasteners/Inmate Clothes	\$738.16

Bomgaars Supply	Misc. Cleaning	\$1,232.79
Boys & Girls Clubs Of Carbon Co.	Jan-Mar 2022 TANF	\$1,370.66
Bridger Fabrication	Mower/Roller Parts	\$92.32
Carbon County Fair Board	Rental Fees Jan-Mar 2022	\$947.00
Carbon Power & Light Inc	Electric Services	\$1,805.27
CareRight Technologies, LLC	Monthly Recurring Bed Fee	\$171.60
Charter Communications	Jail Tv Subscription	\$119.72
Communication Technologies	Jail Voice Recorder	\$1,515.00
Corthell And King, P.C.	Legal Services	\$1,970.00
Cowboy Chemical	Jail Laundry Supplies	\$183.95
Dallin Motors Inc	Misc. Parts	\$1,125.08
D Transportation Services LLC	Quarterly Maintenance	\$1,667.44
Drummond Refrigeration LLC	Misc. Parts	\$1,709.62
Elk Mountain, Town Of	Heating Services	\$913.34
Employers Council	Public Employers Comp. Survey	\$450.00
Encartele	Jail Data	\$1,500.00
France, Tara	Transcription Services	\$638.75
Galls/Quartermaster	Deputy Uniforms	\$119.42
Gaudesi, Joseph B	Small Equipment Fuel	\$76.78
Gonzalez Butler, Wanda I	Interpreter Services	\$40.00
Grainger	Filter	\$470.42
Greater Wy Big Bros/Sisters	Mar 22 Prevention/Jan21 TANF	\$36,257.77
Jack's Body & Fender Repair	Towing Services	\$531.00
Jeffrey Center Board	Rental Fees Jan-Mar 2022	\$1,075.00
Kilburn Tire Company	Tires	\$914.12
KTGA/KBDY	Tower Rent	\$150.00
L N Curtis & Sons	Hoods/Gloves	\$1,091.73
Laramie Fire Extinguisher	Inspections	\$260.00
Laramie Screen Printing	Fire Uniforms	\$465.66
Lehr, Casey	Lodging Reimbursement	\$131.13
Maricopa County Sheriff's Office	Civil Process Server	\$200.00
McGraw, Joan	Mileage	\$24.00
Medicine Bow, Town Of	Water Services	\$100.00
M.H.C.C.	Lab Services	\$727.00
Mercedes Transcription, Inc	Transcription Services	\$126.17
Merseal Law, LLC	Legal Services	\$2,430.00
Modern Electric Company	Spare Parts	\$3,598.00
Mountain Alarm	Monitoring Services	\$42.90
Natl. Council for Mental Wellbeing	Youth MHFA Inst. Training	\$2,000.00
Norco, Inc.	Misc. Cylinder Rental	\$6,960.95
Office Of The State Public Defender	Fy2022 County Supplement	\$53,545.78

Olde Trading Post	Fuel	\$347.61
O'Reilly Auto Parts	Misc. Parts	\$155.81
Outlaw Recovery LLC	Transport So Truck To Laramie	\$300.00
Park County Extension	Canva Pro Yearly Subscription	\$66.50
Peden's Inc	Fire Uniforms	\$543.56
Perkins Oil Co	Fuel	\$2,365.07
Personnel Evaluation, Inc.	Testing	\$20.00
Perue Printing	Vehicle Towing Forms	\$71.50
Piche, Jim	Cylinder Rental Reimbursement	\$185.07
Pinnacle Public Finance, Inc	HVAC Replc. Lease Pymt.	\$158,740.93
Public Safety Center, Inc	Misc. Sheriff Supplies	\$2,895.27
Quill Corporation	Sugar	\$21.98
R.P Lumber Company, Inc.	Saw Blades	\$88.95
Rawlins Automotive	Misc. Parts	\$919.53
Rawlins Glass Center, Inc.	Windshield	\$454.70
Rawlins Hardware	Misc. Supplies	\$751.68
Ricoh USA Inc	It Copiers	\$346.36
Ricoh USA, Inc	It Copiers	\$5,787.77
Rocky's Quik Stop	Fuel	\$1,435.88
Saratoga Auto Parts, Inc.	Misc. Parts	\$707.02
Saratoga Sun	Misc. Ads	\$2,107.15
Self-Insured Reporting	Analysis Service	\$3,749.00
Shively Hardware	Valve/Tow straps	\$210.92
Sikes, Melisa	Postage	\$5.80
Spaulding, Dawnette	Mileage	\$39.20
Staples Advantage	Misc. Office Supplies	\$266.11
State Of Wyoming A & I	Digital Image Storage	\$12.30
State Of Wyoming DCI	Sex Offender Fees	\$145.00
Stinker Stores Inc	Fuel	\$17,765.28
Summit Food Service	Jail Meals	\$7,598.35
Sunrise Sanitation Service, LLC.	Trash Services	\$68.00
Swanson Services Corporation	Commissary Supplies	\$1,662.29
Team Lab	Road Patch	\$5,385.00
T-O Engineers	Dixon Airport Seal Coat & Fence Relct.	\$29,885.25
Tractor Supply Credit Plan	Rotary Cutter Blades	\$99.98
Trudiligence, LLC	Vol Background Checks	\$19.98
United States Postal Service	Postage	\$10,000.00
Us Bank	Misc. Charges	\$2,293.97
Valley Oil Company	Fuel	\$3,106.97
Voiance Language Services LLC	Transcription Services	\$36.00
Volunteers Of America	Crisis Center Funding	\$50,000.00

Waldrip, Kylie M.	Sheriff Investigations	\$135.00
Waliser, Pat	S&R Purchase Reimbursement	\$192.06
Walker, Deborah C	Patches	\$24.00
Weber Criminal Justice Consultants	Training	\$3,100.00
Western Truck Repair	Water Pump	\$318.19
Wex Bank	Fuel	\$930.23
Winters Griffith Architects	Const. Adm. March 2022	\$12,578.00
WLECA 2022 Training Seminar	Dues	\$295.00
Wy Coroner's Association	2022 Dues	\$175.00
Wy Dept Of Transportation	Misc. Charges	\$71.87
Wy Diesel Service	Vehicle Repairs	\$7,872.86
Wy Fire Chief's Association	Annual Dues	\$100.00
Wy Guardians Ad Litem Program	Fy21 Qtr. 3&4 &Fy22 Qtr. 1&2	\$41,068.65
Wy Machinery Company	Bushings	\$424.06
Wy Retirement System	Mar Vol Fire Retirement	\$825.00
Wy Secretary Of State	Notary Renewal	\$60.00
Wy State Forestry	Fire Shelters	\$2,174.48
Wyoming Disposal Systems	Trash Services	\$10.15
Wyoming Medical Center	Medical Services	\$681.40

### **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 5, 2022, regular meeting minutes, monthly receipts from Carbon County Clerk in the amount of \$18,636.75, and Clerk of District Court in the amount of \$3,896.00, a bond for Linda Crane, Clerk/Treasurer for the Town of Elk Mountain in the amount of \$25,000.00. Commissioner Moore seconded and the motion passed unanimously.

### **COUNTY BUILDING RENTAL FEES**

Gwynn Bartlett, County Clerk presented the intended amendment to the Carbon County Facilities Rental Rules and Fees packet for the Fairgrounds, Courthouse Annex, Jeffrey Center, and Libraries for commissioner approval. Clerk Bartlett noted that a notice was advertised in the Saratoga Sun on March 2, with no comments or objections received as of this time.

Chairman Johnson called for comments for or against the amendment to the Carbon County Facilities Rental Rules and Fees packet for the Fairgrounds, Courthouse Annex, Jeffrey Center, and Libraries. There being none, he closed the hearing at 2:04 p.m.

Commissioner Espy moved to approve and adopt the Rules Governing Use of Carbon County Facilities and to adopt new rental fees. Commissioner Moore seconded and the motion passed unanimously.

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

**Sheriff**

Archie Roybal, County Sheriff 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.

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

**PROCLAMATION  
National Crime Victims’ Rights Week  
April 24 – 30, 2022**

*Whereas*, the term “crime victim” is more than just a label and has legal standing and protections that go along with it;

*Whereas*, we acknowledge that crime victims’ rights laws passed in Wyoming and at the federal level guaranteeing victims the right to meaningfully participate in the criminal justice process;

*Whereas*, we acknowledge that equity and inclusion are fundamental prerequisites to survivor care and that victim service providers and allied professionals can increase access to services;

*Whereas*, National Crime Victims’ Rights Week provides an opportunity to recommit to ensuring that accessible, appropriate services are offered to victims of all crimes;

*Whereas*, the Carbon County Sheriff’s Office Victim/Witness Program is dedicated to “Rights, Access, Equity for all victims” 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 24 through April 30, 2022, as

***National Crime Victims’ Rights Week;***

And reaffirms our commitment to creating a victim service and criminal justice response that assists victims of all crime 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 all crime so they may find relevant assistance, support, justice and peace.

Dated this 19th day of April 2022.

**BOARD OF CARBON COUNTY COMMISSIONERS**

-s-Willing John Johnson, Chairman

ATTEST: -s-Gwynn Bartlett, Carbon County Clerk

Sheriff Roybal presented the Modification of Grant or Agreement between the Carbon County Sheriff's Office and the USDA, Forest Service Medicine Bow-Routt National Forests and Thunder Basin National Grassland. The agreement calls for the county to provide patrol on Forest Service lands and receive \$8,000.00 reimbursement and \$1,500.00 in equipment expense for tires and brush guards.

Commissioner Espy moved to approve the Chairman's signature on the Modification of Grant or Agreement No. 1 Cooperative Law Enforcement Agreement between the Carbon County Sheriff's Office and the USDA, Forest Service Medicine Bow-Routt National Forests and Thunder Basin National Grassland and Exhibit A – 2021 Annual Operating and Financial Plan in the amount of \$8,000.00 including reimbursement of \$1,500.00 in equipment expenses for tires and brush guards. Commissioner Moore seconded and the motion passed unanimously.

Sheriff Roybal presented an agreement to provide medical services to inmates at the Carbon County Jail.

Commissioner Barkhurst moved to approve the Agreement for Services with Dr. Stephanie Chiu to provide medical services to inmates at the Carbon County Jail for a term to end June 30, 2023, automatically renewing thereafter in the amount of \$6,500.00 per month. Commissioner Espy seconded and the motion passed unanimously.

### **Fire Warden**

John Rutherford, County Fire Warden requested and received authorization to purchase \$46,585.00 in air packs and waive procurement to allow purchase from MSA because that is a reputable company and others they have tried do not stand up to the use. They do have funds in the fire budget for the purchase and by the end of the month there is a 15% increase.

Commissioner Espy moved to waive procurement policy due to the brand MSA only being available by a regional distributor and approve the purchase of air packs from MSA in the amount of \$46,585.00 using the Fire budget. Commissioner Barkhurst seconded and the motion passed unanimously.

John reported there is already a fire at Miracle Mile and other fires that county fire has been dispatched to. He is still working on the communications project

### **Emergency Management**

Lenny Layman, Emergency Management Coordinator reported on a joint grant application for a drone with the town of Encampment. He requested and received authorization to apply for two grants through the Office of Homeland Security. One is the EMPG that will cover one half of his salary. He recently presented an idea to the BOCC and the City of Rawlins to fund a deputy emergency manager through the EMPG grant however the City had concerns about funding. They may be interested in a smaller split than 50/50 with the grant. The grant to cover half this salary

would be due soon so he asked that he be allowed to apply and work out details of the other half during the county's budget time. The BOCC suggested that each town be approached, through the Carbon County Council of Governments. Mr. Layman clarified he is not looking for an assistant but rather writing plans and planning in general.

The second grant is for SHSP that would be used to fund various projects prioritized as follows with 5 agencies applying for funding: AlertSense and Salamander through the county, #2 is the Saratoga Police Department for a fiber project for the Spillman project, #3 is through the County IT for cybersecurity, #4 Sinclair Police Department for a radio and computer in their new vehicle and finally the Sheriff for a Haglund, a tracked rescue vehicle. The hope is that at least the first 3-4 get fully funded with the Haglund being funded to the amount DOHS can do.

Lenny Layman, Emergency Management Coordinator presented a monthly update for the Office of Emergency Management to include meetings, trainings, and conferences.

### **Road and Bridge**

Kandis Fritz, Road and Bridge Coordinator, stated that she received the Notice to Proceed on FY 21 and FY 22 CMAQ grants. The total of both grants is \$660,000.00 with each of them being \$330,000.00, the county's match is \$132,000.00. They will start this summer on County Roads 701, 500, 340, 605N, and 291 for a total of 95 miles.

Ms. Fritz presented the traffic control plan for the road closure occurring this summer when Brierly Associates begins the mine mitigation project of CR 297. At the March 1 BOCC meeting the commissioners wanted a traffic control plan put together before they agreed to the road closure. The BOCC agreed to the closure per the plan.

Ms. Fritz presented the final reconnaissance report for the bridge over North Platte River on CR 203, that she received from WYDOT. The report just shows us what to expect for the cost of the bridge replacement. Total estimated project amount for 2026 is \$3,606,000 – county match will be 9.51% or \$342,930.60. She requested the Chairman's signature on this report.

Commissioner Barkhurst moved to approve the Chairman's signature on the Final Reconnaissance Inspection Report for Project CN06068 Bridge over North Platte River on County Road 203, Structure DML. Commissioner Espy seconded and the motion passed unanimously.

Ms. Fritz discussed gravel needs on County Road 710 the Snake River Spur. She has been getting lots of phone calls and text messages about County Road 710 in the Baggs/Dixon/Savery area. Last Friday she not only got phone calls from Carbon County Residents, but also Routt County Residents. She has reached out to contractors in the Baggs area asking them to get her an estimate on how much it would cost to purchase and haul 3,250 tons of road base gravel to this road. Carbon County has 2.56 miles of road, and Routt County has 2.00 miles. Ms. Fritz will present estimates upon receipt, but she asked the BOCC how they would feel about moving forward. The BOCC thought the traffic counts would help dictate budget decisions for road maintenance.

Ms. Fritz gave an update on the Road Use Agreement for the Gateway South project. There will be over 140 miles of county roads impacted by the Gateway South Project. Eight Bridges, 212 culverts, 23 cattle guards and 76 signs. Ms. Fritz has a feeling that County Road 700 is also going to be impacted, and this road was never included when it went in front of ISC for money. This County Road is 12.9 miles long and goes out to BLM Road that their project runs along. Attorney Davis asked what bond amount the BOCC is comfortable and asked Kandis what the value of the structures on these roads is. The BOCC was adamant that the county could not be left unprotected, and Attorney Davis suggested a \$20 million bond.

Brian Taylor, Project Manager with PacifiCorp has the financial backing to maintain the roads along with a contingent of inspectors that would be reviewing roads. Commissioner Espy suggested a letter of credit agreeing to cover damages. The BOCC asked for assurances of some kind prior to signing an agreement.

### **Buildings & Grounds**

Jim Piche, Buildings & Grounds Manager reported the county's tractor is failing and originally, he was going to auction it however now the hydraulic pump out. The estimated value is \$20,000 - \$25,000 in good shape however the repairs needed are \$3,000 - \$5,000. In Land Ag has offered to purchase it for \$20,000 as-is and he recommended selling it. The other option is to repair it and hope for a good auction price.

Commissioner Espy moved to waive procurement policy and surplus a John Deere 6400 tractor and sell it to In Land Ag for \$20,000.00. Commissioner Moore seconded and the motion passed unanimously.

Jim reported the jail demolition at the Courthouse is complete and was done by county staff, including John Rutherford. He estimates 77,000 pounds of steel was removed from the building.

### **Clerk**

Gwynn Bartlett, Carbon County Clerk, presented a board application that she received for the vacant Senior Services Board in Hanna.

Commissioner Jones moved to appoint Larry Benjamin to the Carbon County Senior Services Board's Hanna seat for a 3-year term ending March 2025 and Leigh Nation to the Old Penitentiary Joint Powers Board for a three-year term ending April 2025. Commissioner Barkhurst seconded and the motion passed unanimously.

Clerk Bartlett presented the Temporary Assistance for Needy Families (TANF) grant application for the Chairman's signature.

Commissioner Jones moved to authorize the Chairman's signature on the Temporary Assistance for Needy Families (TANF) Grant Application assurance to apply for the next term's grant. Commissioner Barkhurst seconded and the motion passed unanimously.



Commissioner Jones moved to authorize application of a Prevention grant. Commissioner Barkhurst seconded and the motion passed unanimously.

Clerk Bartlett presented the Monthly Ad Valorem Shortfall Promissory Notes for approval and Chairman's signature.

Commissioner Espy moved to approve the Chairman's signature on the Monthly Ad Valorem Shortfall Promissory Notes in the amount of \$506,401.00 which shall be paid not later than December 15, 2035. Commissioner Moore seconded and the motion passed unanimously.

Clerk Bartlett presented a letter of support from the Carbon County Seniors Services for Chairman's signature.

Commissioner Jones moved to approve the Chairman's signature on a letter of support from the Carbon County Senior Services for the grant application to install a parking lot on the north side of the Rawlins Senior Center. Commissioner Barkhurst seconded and the motion passed unanimously.

Commissioner Jones moved to approve the Chairman's signature on a letter of support for the City of Rawlins State Loan and Investment Board grant application for water system improvements. Commissioner Barkhurst seconded and the motion passed unanimously.

### **Precinct Boundary Changes**

Clerk Bartlett reported that due to an advertising error by the Saratoga Sun today's hearing regarding precinct boundary amendments needs to be postponed until May 3. Wyoming State Statute requires two publications before a hearing so out of an abundance of caution Clerk Bartlett recommends postponing consideration of the amendments. She notified both party chairs of the postponement and will advertise the next two weeks.

### **Attorney**

Ashley Mayfield Davis, Carbon County Attorney, discussed a letter that she received from the Wyoming Behavioral Institute (WBI) regarding a price increase for Title 25 patients transfers to WBI and presented a letter of agreement for costs of treatment during involuntary hospitalization proceedings for approval and Chairman's signature.

Commissioner Barkhurst moved to approve the Chairman's signature on the Letter of Agreement for Costs of Treatment during Involuntary Hospitalization proceedings in the amount of \$754.00 per day. Commissioner Espy seconded and the motion passed unanimously.

Attorney Davis reported that the Diversion Agent employed by her office has historically been funded by a grant. Last year the program was not funded by the legislature. The Juvenile Services Board would typically fund \$2,500 for youth programs and she asked if the BOCC wanted to utilize some emergency funding the county did receive and the BOCC agreed.

## **Commissioners**

Clerk Bartlett explained that the Commissioners have discussed forming a fire district at the 2022 General Election. This requires a resolution adopted by the board but first a 30-day notice before the BOCC considers the resolution. She noted that she would like the BOCC to direct her to publish a 30-day notice before it is June 7 meeting regarding the resolution and the district formation election.

Fire Warden Rutherford discussed the importance of funding response activities, and a fire district is the only way to continue to provide adequate services due to rising costs.

Commissioner Moore moved to direct the County Clerk to publish a notice at least 30 days ahead of the board's June 7 meeting that this board will consider a resolution that day to for a fire district in the unincorporated areas of Carbon County. Commissioner Espy seconded and Commissioner Moore discussed the training demand on volunteers and a fire district could better provide this both to volunteers and have paid staff where the county does not. There could also be reimbursements from federal or state governments that is currently not being received. The motion passed unanimously.

Chairman Johnson discussed a draft of Amendment 3 to the Programmatic Agreement between BLM, WY State Historic Preservation Office, the Advisory Council on Historic Preservation, and Power Company of Wyoming LLC regarding the Chokecherry and Sierra Madre Wind Energy Project. He stated this was an informational letter only and he has forwarded it to the entire board.

## **CITIZEN & COMMISSIONERS DISCUSSION**

Precinct boundaries discussion

Commissioner Moore discussed the fire district formation and that he and Fire Warden Rutherford will be looking for donations for an information campaign for the matter.

## **STEPPING STONES YOUTH HOME**

Jon Tengesdal and Elissia Petersen of Stepping Stones Youth Home provided an update of services they have provided and thanked the BOCC for its support. They let the public know they are available to help to provide services to all municipality's children.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 3:49 p.m. with Clerk Bartlett and Ashley Mayfield Davis, Archie Roybal and Sarah Bruggar 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 5:09 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 5:09 p.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held May 17, 2022, at 9:00 a.m., at the Hanna Town Hall, located at 301 Adams Street, Hanna, 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.