

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, March 21, 2023
Carbon Building- Courthouse Annex**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, March 21, 2023, at 9:00 a.m. at the Carbon Building-Courthouse Annex in Rawlins, WY. Attending the meeting were Chairman, Sue Jones, Vice Chairman, Travis Moore, Commissioners John Johnson, John Espy and Byron Barkhurst.

ADDITIONS / CORRECTIONS

Chairman Jones added an amendment to the county’s wellness program under the clerk and a letter of support for the National Heritage and Recreation Area proposal under commissioners.

VOUCHERS

Commissioner Barkhurst moved to approve March 2023 payroll and benefit expenses of \$985,507.12 and insurance claims and premium expenses of \$274,662.23 plus report of expenditures in the amount of \$723,627.19 for an aggregate total today of \$1,983,796.54. Commissioner Espy seconded and the motion passed unanimously.

Acme Electric Company, LLC	Jail Housing Electrical Services	\$8,050.62
Advanced Network Mgmt., Inc.	Network Infrastructure Update	\$24,311.76
Applied Concepts, Inc	4 Radars/Accessories	\$13,912.50
Asbestos & Technical Services, Inc.	222 E Pine-Asbestos Removal	\$11,475.00
AT&T Mobility	CCSO MDT Service	\$899.71
Baggs, Town of	Water Services/Office Space Rent	\$195.88
Balestrieri, Michelle	Postage Reimbursement	\$42.70
Bank of Commerce	ACH Fees	\$50.00
Bank of Montreal - Mastercard	Monthly Charges	\$23,108.45
Beach, Homer	Snow Removal Services	\$880.00
BI Inc.	Elec Monitoring Service	\$266.50
Blakeman Propane	Heating Services	\$2,779.80
Bomgaars Supply	Ext Cords-2	\$199.98
Brian Locke Trucking Inc	Snow Removal Operator	\$1,108.80
Burke Moving & Storage	Moving Charges	\$7,441.75
Capital Business Systems Inc.	IT Copiers Usage	\$2,487.13
Capitol Communications	Phone System Circuit Court	\$3,079.98
Carbon County Public Health	Employee Flu Shots	\$565.75
Carbon Power & Light Inc	Electric Services	\$2,384.98
CareRight Technologies, LLC	Monthly Bed Fee	\$166.50
Casper Winnelson Co	Toilet/Parts	\$293.88

CDW Government, Inc.	15 Sheriff Docking Stations	\$4,833.00
Condor Elite	CCSO Pouches For Handcuffs & Radios	\$354.60
Corthell And King, P.C.	Legal Services	\$648.00
Cowboy Chemical	Cleaning Supplies Jail	\$526.35
Crane & Hoist Sales, Inc	R&B Shop Crane-Annual Inspection	\$11,537.82
Daily Times	Jail Newspapers	\$167.04
Dallin Motors Inc	Mount/Balance Tires/Front Axle Repair	\$4,948.00
Dirty Boyz Sanitation, Inc	Trash Services	\$1,592.00
Dominion Energy	Gas Service	\$568.08
Econo Signs, LLC	8 Custom Signs-R&B	\$329.72
Elk Mountain, Town of	Water Services	\$68.50
Encampment, Town of	Water Services	\$102.00
Encartele	Jail Commissary-Data	\$750.00
Engineering Associates	CR 203 Chip Seal Project	\$3,244.66
Erickson & Roberts	Legal Services	\$613.63
ESO Solutions, Inc	ESO Fire Training/Cad Integration	\$6,827.00
FCI Constructors of Wy	Courthouse Construction/Sally Port	\$135,000.00
Galls/Quartermaster	Deputy Uniforms	\$1,460.80
GlaxoSmithKline Pharmaceuticals	Vaccines	\$1,309.70
Grainger	Parts/Trash Cans/Boxes	\$2,939.21
Groebner	Squeeze Tool/Electric Rod Kit	\$1,471.44
Hansen, Loretta J.	Mileage	\$55.02
Herman, Bobbie	Mileage-Fair Board	\$49.50
Honnen Equipment	R&B Motor Grader Inserts	\$809.34
John E Reid & Associates Inc	Schultz 4 Day Training	\$630.00
Kaisler, Todd	Mileage-Fair Board	\$99.00
Kilburn Tire Company	Tires/Balance	\$3,843.76
KTGA/KBDY	Public Health/CCSO Radio Ads	\$390.00
Lally, Brian J.	Fuel Reimbursement	\$62.09
Lifetime Benefit Solutions, Inc	Cobra Fees	\$25.00
M. Gonzales Trucking, Inc.	Truck Repair	\$540.10
Medicine Bow, Town of	Water Services	\$211.00
Merck Sharp & Dohme Corp.	Vaccines	\$2,634.13
Merseal Law, LLC	Legal Services	\$4,620.00
Mid-American Research Chemical	Floor Cleaning Chemicals	\$1,583.64
Midwest Connect	Ink Cartridges	\$223.00
Mike's Lock & Key	Courthouse Lock Install	\$168.00
MPM Corp / Evergreen Disposal	Trash Services	\$130.00
Municipal Emergency Svs	6-Thermal Imaging Cameras	\$3,804.29
Napa - Saratoga	Misc. Parts	\$562.45
Norco, Inc.	Credit/Cylinder Rent/VFD Air Equip	\$4,295.07

Northern Truck Equipment Co	Snowblower Auger Lock Keys	\$141.84
Offender Watch	Sex Offender Notification	\$143.36
O'Reilly Auto Parts	Washer Fluid/Wiper Blades/Abs Sensor	\$145.79
Palmer, Cheryl	2022 Registrar Payment	\$64.00
Peden's Inc	Embroidery	\$21.25
Perkins Oil Co	Fuel	\$3,436.07
Pinnacle Public Finance, Inc	Cat Blade/End Dump Lease	\$49,123.39
QT Pod	Dixon Airport Network Agreement	\$945.00
Quill Corporation	Office Supplies	\$319.10
Ramkota Hotel & Conference Center	Bakken-Lodging/Meal	\$285.60
Rawlins Automotive	Oil/Filters/Parts	\$1,464.41
Republic Services #642	Trash Services	\$314.68
Rice, Denise	Mental Health Contract Services	\$1,000.00
Rocky Mountain Power	Electric Services	\$17,415.95
Rocky's Quik Stop	Fuel	\$842.58
Rod's Backhoe Services, Inc	Snowblower/Snow Removal	\$150,750.00
Sanofi Pasteur, Inc.	Vaccines	\$88.89
Saratoga Sun	Ads	\$813.78
Saratoga, Town of	Water Services	\$48.50
Shippy, April	Interpreter Services	\$40.00
Shively Hardware	Wheelbarrow/Lock Washers	\$204.95
Smith Psychological Services	Evaluation	\$400.00
Snake River Press	Scholarship Ad	\$72.00
Spaulding, Dawnette	Mileage/Supplies	\$82.64
Staples Advantage	Office Supplies	\$737.28
State of WY Risk Management	Accident Settlement	\$524.33
Stinker Stores Inc	Fuel	\$23,250.47
Stone, Jennifer	Training in Casper Meal	\$22.89
Summit Food Service	Jail Meals	\$4,109.12
Swanson Services Corporation	Jail Commissary	\$780.48
The Cowboy Couture	Embroidery	\$45.00
Tin Boy Garage	Oil Change/Grease/Fuel Supplement	\$363.74
Trudiligence, LLC	Background Checks	\$149.86
Tyler Technologies, Inc	Web Hosting Internet	\$275.63
U S Postmaster-Rawlins	P.O. Box Fee	\$94.00
Umberger, Robin L	Reimbursements	\$282.38
University Of WY Extension	CES Support Person Salary Matches	\$18,380.25
Valley Fire Extinguisher	Annual Maintenance/Parts/Recharge	\$211.00
Valley Oil Company	Fuel	\$3,509.59
Voiance Language Services LLC	Interpretation Services	\$8.25
WC&PAA	Annual Atty Dues FY 2023	\$500.00

Webster, Matthew S	Mileage	\$182.00
West End Sinclair	Fuel	\$161.68
Western Plains Business Solutions	Window Envelopes	\$750.00
Wex Bank	Fuel	\$1,132.51
Whisler Chevrolet Co.	2023 Chevy & 2022 Chevy	\$88,888.00
WLC Engineering	Retracement CR451 Cherokee Rd ROW	\$6,024.25
WLEA – Advanced Training	Court Security	\$310.00
WY Behavioral Institute	ED Psychiatric Hold	\$583.82
WY Dept of Health	State Vehicle Rental	\$246.08
WY Dept of Transportation	Crack Seal	\$3,767.46
WY Guardians Ad Litem Program	Gal Fees	\$25,195.05
WY Machinery Company	Parts/Service	\$4,155.46
WY Retirement System	Feb Vol Fire Pension	\$806.25
Wyopass	2023 CCPZ Membership Subscription	\$360.00
Zumbrennen Electric Inc.	Electrical/Data Cabling	\$1,927.97

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the March 7, 2023, regular meeting minutes, monthly receipts from Clerk of District Court in the amount of \$2,758.00 and a bond for Donald R. Brinkman, Treasurer for CCSD#1 Recreation Board in the amount of \$10,000.00. Commissioner Moore seconded and the motion passed unanimously.

Sheriff

Commissioner Espy moved to approve the transfer of the 2014 Ford F-150 4 Door. (VIN: 1FTFW1EF1DKE99574 Mileage: 190,259.7) to the Hanna Fire Department as a rescue truck. Commissioner Moore seconded and the motion passed unanimously.

Clerk

Commissioner Johnson moved to appoint Megan McComas to the Rawlins-Carbon County Airport Board for a 5-year term ending January 2028. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to approve and authorize the Chairman’s signature on the 2023 Wellness Contract for Carbon County Employees with WY Health Fair. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Espy moved to amend the county’s wellness plan to include using a combination of WY Health Fairs and Memorial Hospital of Carbon County for county blood draws. Commissioner Barkhurst seconded and the motion passed unanimously.

Commissioner Moore moved to approve and authorize the Chairman's signature on the updated Blue Cross Blue Shield Plan Document and Summary Plan Benefit booklet effective October 2022. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Moore moved to declare all furniture and other items left at the Interim Justice Center as surplus and offer those for sale to the general public after departments review it for needs first. Commissioner Johnson seconded and the motion passed unanimously.

COMMISSIONERS

Commissioner Espy moved to approve the Chairman's signature on the Request for FAA Approval of Agreement for Transfer of Entitlements from Dixon Airport (DWX) to Rawlins Municipal Airport/Harvey Field in the amount of \$68,000.00. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Espy moved to approve the Chairman's signature on a letter to the FAA designating DBT Transportation Services LLC as the technician of record for Dixon Airport. Commissioner Johnson seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Johnson moved to go into executive session at 10:23 a.m. with Clerk Bartlett, Ashley Mayfield Davis, Sarah Bruggar and Lindsey West to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Johnson moved to come out of executive session at 11:01 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Espy seconded and the motion passed unanimously.

PUBLIC HEARING – Adoption of Personnel Policy

Chairman Jones opened a public hearing at 11:00 a.m. to hear comments on amendments to the Carbon County Personnel and Benefits Policy. Cathy MacPherson, Attorney for the county to amend the policies, overviewed the changes proposed in the final draft.

Commissioner Johnson moved to adopt the Carbon County Personnel and Benefits Manual and appendices effective April 3, 2023. Commissioner Moore seconded and the motion passed unanimously.

TOWN OF HANNA – Mayor John Ostling

Commissioner Espy moved to approve Resolution No. 2023-14, County Wide Consensus Block Grant Application Form BY22/23 to the Town of Hanna for reimbursement on the purchase of a used front-end loader and bulldozer for usage at the Hanna Transfer Station in the amount of \$8,003.00. Commissioner Moore seconded and the motion passed unanimously.

Road & Bridge

Commissioner Johnson moved accept bids and purchase of two Trail King T60LP tilt trailers in the amount of \$122,200 from Gateway South impact assistance funds. Commissioner Espy seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 11:52 a.m. with Clerk Bartlett, Ashley Mayfield Davis and Kandis Fritz to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Johnson moved to come out of executive session at 12:40 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Espy seconded and the motion passed unanimously.

CHEROKEE ROAD

Commissioner Johnson moved to accept the appraiser's report for Cherokee Road and authorize Attorney Davis to work with a hearing examiner to set a hearing for the Cherokee Road matter. Commissioner Moore seconded and the motion passed unanimously.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 3:22 p.m. Commissioner Johnson seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, April 18, 2023, at 2:00 p.m., at the Elk Mountain Senior Center, located at 208 Bridge Street, Elk Mountain, 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 www.carbonwy.com 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 4th day of April 2023
BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING
-s- Sue Jones, Chairman