

**MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 30, 2013  
Saratoga Senior Center, Saratoga, Wyoming**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, April 30, 2013 at the Saratoga Senior Center in Saratoga, Wyoming. Attending the meeting were Chairman Leo Chapman; Vice Chairman John Espy; Commissioners Lindy Glode, Sue Jones and John Johnson; Deputy County Attorney Mike Kelly; and County Clerk Gwynn Bartlett.

Chairman Chapman called the meeting to order at 4:00 p.m.

**ADDITIONS / CORRECTIONS**

Commissioner Glode moved to amend the agenda by swapping Matt Webster and the Clerk's times and moving the executive session to the end of the meeting. Commissioner Jones seconded and requested the motion also include a discussion on propane bids before executive session and the motion was amended to include this. The motion carried unanimously.

Chairman Chapman stepped down as Chairman and asked the Vice Chair to run the meeting while he made a motion. He reported he has researched other counties and noted he has not found any that review goals nor make a mission statement. He feels there is no need for discussion of these items as statute mandates the Commissioners' duties.

Chairman Chapman moved to not include goals in the agenda. Commissioner Johnson seconded. Commissioner Glode stated it was her recommendation to set long-term goals and have a mission statement and she still feels this should be done. Chairman Chapman stated he feels a future commission could not be committed to any long-term goals anyway. Commissioner Jones stated goals are a living document and will change from time to time and didn't see any harm in setting goals. Chairman Chapman stated he did not want to hold up other presenters tonight with the discussion. Commissioner Johnson agreed the venue may not be appropriate tonight and delay the goals and mission statement for a future workshop. The original motion carried unanimously.

Vice Chairman Espy turned the meeting back over to Chairman Chapman.

**VOUCHERS**

Commissioner Espy moved to approve the report of expenditures in the amount of \$422,646.27. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Espy moved to approve payment to Sunrise Sanitation in the amount of \$60.00. Commissioner Glode seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to personal conflict.

Commissioner Espy moved to approve payment to Rawlins Automotive in the amount of \$1,770.86, Shively Hardware in the amount of \$71.46, and True Value of Rawlins in the amount of \$1,040.12. Commissioner Johnson seconded and the motion carried with all voting for the motion except Commissioner Glode who abstained due to personal conflicts.

Vendor	Detail Line Description	Total
ALCO	SUPPLIES	\$111.38
ALLEN, PATRICK C MD PC	AUTOPSY SERVICES	\$1,040.00
ALSCO, AMERICAN LINEN DIVISION	SUPPLIES	\$145.74
AMERICAN PLANNING ASSOCIATION	APA MEMBERSHIPS	\$595.00
AMERIGAS	PROPANE SERVICES	\$4,257.57
API SYSTEMS INTEGRATORS	2013 FIRE ALARM INSPECTION	\$487.00
BAGGS, TOWN OF	WATER SERVICES	\$20.60
BANK OF COMMERCE (DEBIT CARD)	VARIOUS CHARGES	\$5,983.44
BAUER PLUMBING	PLUMBING REPAIRS	\$182.42
BEACH, HOMER	SNOW REMOVAL	\$490.00
BEHAVIORAL INTERVENTIONS	ELECTRONIC MONITORING	\$2,087.80
BESEL, KEN	MILEAGE	\$24.00
BEST WESTERN COTTONTREE	MOTEL CHARGES	\$231.00
BI-RITE PHARMACY	PRESCRIPTIONS	\$2,108.18
BOYS & GIRLS CLUBS OF CARBON COUNTY	SUMMER OUTDOOR EQUIPMENT	\$500.00
BRESNAN COMMUNICATIONS	FIBER LINE	\$2,475.00
BUILD RITE LUMBER SUPPLY	SUPPLIES	\$1,281.95
CALDWELL, RICK	HOURLY/MILEAGE	\$170.00
CANDY MOUNTAIN	EQUIPMENT RENTAL/SUPPLIES	\$30.00
CARBON COUNTY FUNERAL HOME	CORONER EXPENSE BURIAL	\$570.00
CARBON COUNTY LIBRARY	SUMMER READING PROGRAM	\$500.00
CARBON COUNTY SENIOR SERVICES	4TH QTR MTCHG/HEALTH SUBSIDY/MEALS	\$71,313.91
CARBON COUNTY TREASURER	VARIOUS CASH ITEMS	\$2,534.36
CARBON POWER & LIGHT INC	ELECTRICAL SERVICES	\$2,561.63
CASPER STAR-TRIBUNE	JOB AD	\$361.80
CASPER WINNELSON CO	SUPPLIES	\$376.40
CBM FOOD SERVICE	JAIL MEALS	\$9,416.21
CDW GOVERNMENT, INC.	BATTERY BACKUPS/MONITORS	\$3,801.16
CEDAR STREET SINCLAIR	BATTERY & INSTALLATION	\$183.00
CEDARS HEALTH	MEDICAL SERVICES	\$165.00
CENTURY LINK	TELEPHONE SERVICES	\$56.00
CENTURYLINK	TELEPHONE SERVICES	\$4,695.95
CENTURYLINK-PHOENIX	TELEPHONE SERVICES	\$526.57
CESKO FAMILY MEDICINE, PC	MEDICAL SERVICES	\$480.00
CLASS OF 2017	MIDDLE SCHOOL PROMOTION	\$500.00
CNA SURETY	NOTARY BONDS	\$100.00

COLORADO CUSTOMWARE USER GROUP INC.	ANNUAL DUES	\$150.00
CO DEPT OF PUBLIC HEALTH & ENVIRONMT	MARCH 2013 TOXICOLOGY	\$205.00
CONFERENCE MEDIA CONTRACTORS	CASSETTE TO CD/CD-ROM TO CD	\$105.00
COUNTRY STORE	FUEL	\$106.01
DAILY TIMES	NEWSPAPER ADS	\$2,322.79
DALLIN MOTORS INC	VEHICLE MAINTENANCE	\$38.39
DAVIDSON FAMILY DENTAL	DENTAL SERVICES	\$110.00
DELEON, JOHN	LEGAL SERVICES	\$1,968.00
DELL MARKETING L.P.	COMPUTERS/SUPPLIES/LAPTOPS	\$65,482.82
DOMINION VOTING SYSTEMS, INC.	SOFTWARE LICENSES	\$12,600.00
DUBOIS TELEPHONE EXCHANGE	TELEPHONE SERVICES	\$556.65
ELK MOUNTAIN CONOCO	FUEL	\$445.98
ELK MOUNTAIN, TOWN OF	WATER SERVICES	\$53.00
ENCAMPMENT STUDENT COUNCIL	JUNIOR-SENIOR PROM	\$500.00
ENCAMPMENT, TOWN OF	WATER SERVICES	\$72.00
ENGSTROM, JAMES D. DDS	DENTAL SERVICES	\$2,500.00
FARMER BROTHERS COFFEE	SUPPLIES	\$196.32
FEDEX	POSTAGE	\$24.86
FLORENCE CRITTENTON HOME & SERVICES	TRAVEL EXPENSES	\$4,180.00
FORSTER LANDSCAPE & CONSTRUCTION, INC.	SNOW REMOVAL	\$65.00
FOX, SID	MEALS	\$70.00
FRANCE, TARA	TRANSCRIPTION	\$1,407.50
FREMONT MOTORS - RAWLINS	VEHICLE MAINTENANCE	\$500.80
FRUDE, CANDICE	MILEAGE	\$220.00
GCR ELECTRONICS, LLC	SITE RENTALS	\$900.00
GEORGETOWN LAW ARCP	SUBSCRIPTION	\$85.00
GLOBALSTAR USA	TELEPHONE SERVICES	\$381.41
GRAINGER	SUPPLIES	\$89.57
GRAPHIC SPORTS	TITLE STAMP	\$48.00
GREATER WY BIG BROS/SISTERS	JAN-MAR 2013 TANF/ART IN HISTORY PRG	\$7,519.57
HANNA PROP REPAIR	SNOW REMOVAL	\$10.00
HANNA, TOWN OF	WATER SERVICES	\$153.38
HASCO INDUSTRIAL SUPPLY	SUPPLIES	\$2,153.80
HAYS, STEPHEN DDS	DENTAL SERVICES	\$802.00
HEADS WEST SANITATION	SEPTIC SERVICE	\$430.00
HEALEY CARPENTRY, LLC	SARATOGA PH BUILDING MAINTENANCE	\$105.00
HETTGAR, BRIDGET M RN	SUPPLIES/MEAL/MILEAGE	\$52.94
HIGH PLAINS VISION CENTER	VISION SERVICES	\$158.00
HILLCREST SPRING WATER, INC.	EQUIPMENT RENTAL	\$15.00
HILLTOP CONOCO	FUEL	\$159.95
HILLTOP LUBE & AUTOMOTIVE	VEHICLE MAINTENANCE	\$89.00
HONES VETERINARY SERVICE, LLC	VETERINARIAN SERVICES	\$75.00

HOWARD, HEATHER	SUPPLIES/MILEAGE	\$27.59
HOWE, ED	SARATOGA SENIOR CENTER REPAIRS	\$24.36
IMPERIAL FASTENER CO., INC.	SUPPLIES	\$150.00
INFORMATION SYSTEMS CONSULTING	INFOBLOX MAINTENANCE	\$3,348.00
INVENTORY TRADING COMPANY	SUPPLIES	\$711.26
J H KASPAR OIL COMPANY	FUEL	\$9,785.54
JACKALOPE PRINTING	SUPPLIES	\$1,083.14
JERRY'S DONUTS	SUPPLIES	\$20.98
OKENCO SECURITY AND TECHNOLOGY	CCTV/ALARM MTCE/MONITORING	\$1,515.12
KILBURN TIRE COMPANY	VEHICLE MAINTENANCE	\$62.95
KING SOOPERS CUSTOMER CHARGES	SUPPLIES	\$219.46
KIRSCH, ARCHIE P	COUNTY HEALTH OFFICER	\$1,500.00
KONE ELEVATORS ESCALATORS	ELEVATOR MAINTENANCE	\$1,691.42
KTGA/KBDY	RADIO AD	\$50.00
L & L ELECTRIC	ELECTRICAL REPAIRS	\$1,192.48
LARAMIE YOUTH CRISIS CENTER	MARCH 13 TANF	\$5,480.27
LEXBO LLC	OFFICE RENTAL	\$500.00
LONG BUILDING TECHNOLOGIES, INC.	ENCAMPMENT SENIOR CENTER FURNACE	\$8,192.65
MADDOX, TROY	MILEAGE	\$34.80
MEDICINE BOW HEALTH CENTER	HEALTH SUBSIDY	\$2,316.82
MEDICINE BOW, TOWN OF	WATER SERVICES	\$150.00
MERCK SHARP & DOHME CORP.	VACCINE	\$2,174.07
MILLER, JULI	REIMBURSEMENT/MEALS/MILEAGE	\$494.53
MOBILE CONCRETE, INC	CONCRETE	\$768.75
MPM CORP / EVERGREEN DISPOSAL	GARBAGE SERVICES	\$135.00
MUDGY GAP TRAILER PARK	WATER SERVICES	\$90.00
MURANE & BOSTWICK, LLC.	PROFESSIONAL SERVICES	\$2,101.14
MY OFFICE ETC.	SUPPLIES	\$2,859.74
NEWMAN TRAFFIC SIGNS	SUPPLIES	\$625.50
NORCO, INC.	SUPPLIES/CYLINDER RENTAL	\$1,162.24
OPTIMUM	INTERNET/CABLE SERVICES	\$352.83
O'REILLY AUTO PARTS	SUPPLIES	\$80.49
PAGE ONE	TELEPHONE SERVICES	\$254.52
PAGING & WIRELESS SERVICE CENTER	RADIO REPAIRS	\$458.75
PENCE AND MACMILLAN LLC	LEGAL SERVICES	\$32.34
PERKINS OIL CO	FUEL	\$3,568.57
PERSONNEL EVALUATION, INC.	PERSONNEL EVALUATION PROFILES	\$120.00
PITNEY BOWES INC	POSTAGE MACHINE LEASE	\$1,120.41
PUBLIC SAFETY TRAINING CONSULTANTS	SHERIFF SCHOOLING	\$139.00
QUALITY LANDSCAPE & NURSERY, INC	SPRINKLER SYSTEM REPAIR	\$396.32
QUILL CORPORATION	SUPPLIES	\$1,995.09
R D J SPECIALTIES INC	SUPPLIES	\$228.61

RAWLINS AUTOMOTIVE	PARTS	\$1,770.86
RAWLINS EASTSIDE CARWASH	WASH CARDS	\$86.40
RAWLINS GLASS	WINDSHIELD REPLACEMENT	\$583.10
RAWLINS, CITY OF	BURIAL/WATER/FIRE EQUIPMENT USAGE	\$9,429.60
RENDEZVOUS LODGE LLC.	FUEL	\$79.87
RICOH USA, INC	IT COPIERS	\$3,169.31
ROCKY MOUNTAIN POWER	ELECTRICAL SERVICES	\$15,231.23
ROSS' AUTOMOTIVE SERVICES	VEHICLE MAINTENANCE	\$83.32
RYAN ELECTRONICS INC	VARIOUS CHARGES	\$27,245.28
SANOFI PASTEUR, INC.	VACCINE	\$321.09
SARATOGA AUTO GLASS	WINDSHIELD REPLACEMENT	\$325.00
SARATOGA AUTO PARTS, INC.	PARTS	\$30.99
SARATOGA FEED & GRAIN	SUPPLIES	\$258.95
SARATOGA SUN	NEWSPAPER ADS	\$248.00
SARATOGA, TOWN OF	WATER SERVICES	\$81.75
SECURENET SYSTEMS INC	BOCC MEETING STREAMING	\$99.00
SHEPARD'S	FUEL	\$565.99
SHIVELY HARDWARE	SUPPLIES	\$71.46
SHOPKO	SUPPLIES	\$255.75
SIRCHIE	SUPPLIES	\$53.50
SNAKE RIVER PRESS	SCHOLARSHIP AD	\$96.00
SOURCE GAS	GAS SERVICES	\$7,925.35
SPECIALIZED PATHOLOGY CONSULTANTS	AUTOPSY SERVICES	\$1,040.00
STANLEY SECURITY SOLUTIONS	MAINTENANCE CHARGES	\$2,146.50
STAPLES ADVANTAGE	SUPPLIES	\$461.04
STATE OF WYOMING (A&I)	MAINFRAME ACCESS	\$7.37
SUNRISE SANITATION SERVICE, LLC.	GARBAGE SERVICES	\$60.00
SWEETWATER COUNTY SHERIFF'S OFFICE	INMATE HOUSING	\$735.00
SWISHER HYGIENE FRANCHISEE TRUST	SUPPLIES	\$97.42
TERMINIX	PEST CONTROL	\$881.00
THE MASTERS TOUCH, LLC	MAILING SERVICES	\$376.33
TRADING POST	FUEL	\$70.19
TRUE VALUE OF RAWLINS	SUPPLIES	\$1,040.12
TYLER TECHNOLOGIES, INC	IDOC/ITAX WEBHOSTING	\$500.00
U S BANK	VARIOUS CHARGES	\$1,195.98
UNION TELEPHONE COMPANY	TELEPHONE SERVICES	\$1,929.93
USFE INC	JAIL EXTRADITIONS	\$701.26
UTILITY BILL SOLUTIONS GROUP	UTILITY SAVINGS	\$143.58
VALLEY FOOD & LIQUOR	SUPPLIES	\$12.00
VALLEY PHARMACY	PRESCRIPTIONS	\$58.49
VAN'S WHOLESALE LLC	SUPPLIES	\$706.79
VERIZON WIRELESS	TELEPHONE SERVICES	\$651.96

WELLS, JACQUELIN	TRAINING REIMBURSEMENT/MILEAGE	\$93.00
WEST PAYMENT CENTER	MONTHLY INFORMATION CHARGES	\$856.11
WEX BANK	FUEL	\$121.34
WIMPENNY, ROBERT G DDS	DENTAL SERVICES	\$400.00
WY BRAND INDUSTRIES	SUPPLIES	\$559.62
WY COUNTY TREASURER'S ASSOCIATION	REGISTRATIONS	\$70.00
WY DEPT OF HEALTH	MOTOR VEHICLE BILLING/PAYROLL	\$40,244.85
WY DEPT OF WORKFORCE SERVICES	EMPLOYER INFORMATION SEMINAR	\$40.00
WY MACHINERY COMPANY	SUPPLIES	\$12,565.61
WY PUBLIC HEALTH LABORATORY	LABORATORY SERVICES/SUPPLIES	\$991.00
WY STATE FORESTRY	SUPPLIES	\$24.93
WY WASTE SERVICES-RAWLINS	GARBAGE SERVICES	\$1,421.34
XEROX CORPORATION-RENT	IT COPIERS	\$1,252.10
YAMPA VALLEY ELECTRIC	ELECTRICAL SERVICES	\$1,435.10
ZIRMED, INC	PROFESSIONAL CLAIMS	\$1.40
GRAND TOTAL		\$ 425,588.71

## **IT**

IT Director Matt Webster requested contracts for three new copiers be approved. They would be located in the Sheriff's Office and the Clerk of District Court. He added he received quotes from various companies and recommends Ricoh as they have good service, a technician living in Rawlins and they provided the lowest quote.

Commissioner Espy moved to waive the procurement policy to lease three copy machines from Ricoh. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Jones moved to approve three contracts for copiers with Ricoh totaling \$226.94 per month per copier. Commissioner Glode seconded and the motion carried unanimously.

Mr. Webster reported the City of Rawlins approached him about the backup redundancy of the Spillman Technology that the Rawlins Police Department and County Sheriff use. The county owns a server and allows other agencies to use a server. Rawlins would like a secondary server setup at the city's office providing for redundancy for both agencies and the request includes that the county split the cost. The total cost is \$90,000.00 to be purchased next fiscal year and the city requested the county make a commitment now. This quote includes the first three years of maintenance and licensing and the recurring costs total \$12,500.00 each year after the three years. The life expectancy of the unit is approximately 8 years. Commissioner Glode asked if maintenance agreements from our existing and new server could be combined and Mr. Webster replied it could not be.

Commissioner Johnson asked if anyone approached the Town of Sinclair to help with the cost as it would benefit them. Undersheriff Morris reported the entire county would be covered with the redundancy and that Sinclair is such a small department he wasn't sure if they might share costs.

Treasurer Cindy Baldwin reported the county could possibly use E911 funds and special project funds. The BOCC requested Treasurer Baldwin investigate E911 funds to determine if they can be used.

Mr. Webster reported last fiscal year the county's phone system's vulnerabilities were discussed. Based on the current situation the BOCC appropriated \$50,000.00 to make the current phone system more redundant. He also had \$200,000.00 budgeted this fiscal year for a separate server upgrade project however Mr. Webster was able to complete this project for \$70,000.00 less than budgeted. This leaves him \$120,000.00 that he recommends expending on a new phone system.

The system services the Courthouse, Carbon Building, jail and emergency operations center. He explained potential flaws of the current, 9 year old system including that there is one point of contact for support, there is no maintenance contract and there is no support from the manufacturer of the system.

Commissioner Espy moved to authorize Matt Webster to formally bid a new phone system for the county. Commissioner Johnson seconded and Commissioner Glode asked if the motion should include that the current funding would be carried over. The motion was changed to allow Mr. Webster to encumber the funds into next fiscal year for this project. The amended motion carried unanimously.

### **ELECTED OFFICIALS / DEPARTMENT HEADS**

#### **Treasurer**

County Treasurer Cindy Baldwin reported she received a letter from Dave Throgmorton of the Carbon County Higher Education Center (CCHEC) requesting that she send tax collections to CCHEC rather than to Carbon County School District #1 and she wanted to ensure the BOCC understood taxes are dispersed by statute and she could not accommodate this request.

Treasurer Baldwin reported on various account balances and where the funds come from. She reported there has been \$279,000.00 collected in wind tax that she would like to separate from the county's general fund.

Commissioner Glode asked Treasurer Baldwin to explain Wyoming Statute 39-14-108 regarding delinquent taxes for minerals. She explained the process stating oil and gas companies have 3 years to report and change figures. Then the Wyoming Department of Audit has 3.5 years to audit their figures due to the potential changes these companies can make.

#### **Attorney**

Deputy County Attorney Mike Kelly reported he worked on the choice gas selection and was able to get the county a lower rate. He then presented an annual agreement with the U.S. Forest Service to cover patrol on forest land with the Sheriff's Office.

Commissioner Glode moved to enter into a cooperative plan with the Cooperative Law Enforcement Annual Operating Plan & Financial Plan Between the Carbon County Sheriff's Office and the USDA Forest Service Medicine Bow-Routt National Forest Thunder Basin National Grassland for FY 2013 in the amount of \$8,113.00. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Jones moved to approve Amendment Two to the Contract Between the Wyoming Department of Health, Division of Healthcare Financing and Carbon County Public Health Nursing extending the term to December 31, 2014. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Glode moved to approve a Contract for Services between Carbon County and A-Z Carpentry LLC for a restroom remodel for the Rawlins Fire Station totaling \$4,785.00. Commissioner Espy seconded and the motion carried unanimously.

Mr. Kelly reported that the Gateway West Environmental Impact Statement (EIS) was released noting comments are due by June 28. He reported the county commented on the preliminary EIS. There is an open house at the Jeffrey Center in Rawlins May 7 for this project. The release of the preliminary draft EIS for Transwest Express should be released soon with 90 days to comment afterward. Mr. Kelly presented a map of the proposed Zephyr Transmission Project showing where it would cross the Ft. Steele area.

Mr. Kelly reported the county currently has no consultant for the Dixon Airport nor do we have a specific engineer. He recommended the county disperse separate requests for qualifications (RFQs) for each service. Mr. Kelly reported the firm is normally hired on a 5 year contract.

Commissioner Jones reported Dixon Airport users have told her the operation of the airport should be in the hands of the area residents. She asked the BOCC to put off hiring a consultant or engineer until the BOCC and one consultant could hold a meeting with residents in the area to inform them of what is occurring at the airport. Mr. Kelly agreed however there was previously not sufficient interest from area residents to form a board. He recommended going forward with the RFQs and simultaneously scheduling the meeting with the residents. Commissioner Jones suggested a joint powers board with Baggs and Dixon be formed. The rest of the BOCC agreed that it would be worth the effort to try to get a board going. Clerk Bartlett reminded the BOCC that the past board had the same desire and that Mr. Kelly, Leroy Graham, the past board and herself tried twice last year to setup meetings with the Federal Aviation Administration to visit with potential board members about their potential responsibilities and there was not sufficient interest therefore if the residents truly want to be involved with the airport, enough need to step forward to form the board. Mr. Kelly also stated his concern that if the users of the airport were on the board there may be potential conflicts with setting fees and other decisions.

Commissioner Jones moved to accept requests for qualifications and a separate request for engineering and planning at the Dixon Airport. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Jones reported she wants a meeting in Dixon in the next few weeks.

### **Assessor**

Cheryl Ross, County Assessor reported her office contracts with TY Pickett to appraise industrial properties. It is time to renew the contract and she requested the board waive the procurement policy to allow her to continue with the company. The last two years cost \$40,300.00 with a 5% increase for the next two years. Assessor Ross reported this company does 18 counties in Wyoming and she is unsure how many other companies would have licensing to provide the service in Wyoming. There was discussion amongst the BOCC on how to proceed with some having issues over not bidding out

something of this value. Attorney Kelly reported two years ago this was bid and nobody else submitted a proposal.

Commissioner Espy moved to waive the procurement policy concerning the industrial appraisals with TY Pickett for a two year period. Commissioner Johnson seconded and the motion carried unanimously.

### **Planning**

County Planning Director Sid Fox reported he received a letter from Sunrise Engineering representing the Town of Rock River regarding their water supply system upgrades. They would like comments from Carbon County as the intake structures are located here. He reported any comments are due by May 15.

Mr. Fox reported the Bureau of Land Management is sponsoring a meeting May 17 to discuss the Chokecherry and Sierra Madre wind energy projects.

### **Sheriff**

Undersheriff Mike Morris followed up on his request to expend additional E911 funds for the 911 lines noting he did not need to expend the additional funds. Training and installation should be in June with a “go live” date of mid-June. He thanked Matt Webster of IT and Tom Powell of the Planning Department.

Commissioner Jones asked Mr. Morris to research why the fire department in Medicine Bow could not use the Chalk Mountain tower. Mr. Morris reported he would look into this and report next week.

### **Road & Bridge**

Road & Bridge Superintendent Bill Nation requested approval to apply for Phase III of congestion mitigation air quality funds. He presented a resolution to allow this application.

Commissioner Johnson moved to approve Resolution 2013-11, A Resolution Authorizing Submission of a Congestion Mitigation Air Quality Grant Application on behalf of Carbon County, Wyoming for dust mitigation in the amount of \$300,000.00 with a \$75,000.00 match. Commissioner Espy seconded and the motion carried unanimously.

Mr. Nation stated the match is in his current SCRF road budget.

### **RESOLUTION NO. 2013 - 11**

#### **A RESOLUTION AUTHORIZING THE SUBMISSION OF A CONGESTION MITIGATION AIR QUALITY GRANT APPLICATION TO THE WYOMING DEPARTMENT OF TRANSPORTATION ON BEHALF OF THE GOVERNING BODY OF CARBON COUNTY, WYOMING FOR THE PURPOSE OF DUST MITIGATION**

**WHEREAS**, the Governing Body for Carbon County desires to participate in the CMAQ Grant program to assist in financing the following road projects; and

Dust mitigation and road improvements to County Road #701 Phase Three

**WHEREAS**, the Governing Body of Carbon County recognizes the need for the projects; and

**WHEREAS**, the CMAQ Grant program requires that certain criteria be met, as described by the Wyoming Department of Transportation and, to the best of our knowledge, this application meets those criteria; and

**WHEREAS**, the total estimated project costs are identified as follows:

\$300,000 for gravel and application thereof, and

\$75,000.00 for magnesium chloride and application thereof

**WHEREAS**, the Governing Body of Carbon County plans to fund the 20% match of the requested CMAQ Grant, in the amount of \$75,000.00 from Carbon County's general fund.

**NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF CARBON COUNTY, WYOMING** that a grant application in the total amount of \$375,000.00 (\$300,000.00 grant funds and \$75,000.00 match) be submitted to the Wyoming Department of Transportation for consideration.

**PASSED, APPROVED, AND ADOPTED THIS** 30<sup>th</sup> Day of April, 2013.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING  
-s- Leo Chapman

Attest:

-s- Gwynn G. Bartlett, County Clerk

Mr. Nation reported Ace Engineering is working on the south road, County Road 401 and the road is now open.

Mr. Nation noted Knife River is doing a leveling grind in the Elk Mountain area and they will be using recycled asphalt on county roads near Elk Mountain, specifically portions of County Road #215N and Rattlesnake Pass Road. Some may be used on County Road #402 if he feels it will bind there. Magnesium chloride application is scheduled for the week of May 19 in various areas of the county.

## **RECESS**

Chairman Chapman called a recess at 6:05 p.m. and reconvened at 6:17 p.m.

## **GRANT SPONSOR**

John Farr reported the Battle Pass scenic byway signage funding was approved by the State of Wyoming.

Mr. Farr reported he was working on forming a museum district in Carbon County. He believes the special district formation statutes may be changed in the near future but he would like to move forward with a study to determine the feasibility of this. He reported the Wyoming Business Council (WBC) offers grant funds for feasibility studies however they require a sponsor and he asked that the county agree to sponsor this if he should decide to move forward. Mr. Farr reported that the group he is

working with left out anyone with their own funding. Concerns were discussed of who would and would not be included in a potential district and the plan. Mr. Farr reported if he decides to apply for a WBC grant in the future he will return to make a formal request.

### **FIBER BROADBAND GRANT**

Cindy Wallace, Executive Director of the Economic Development Corporation reported the fiber broadband grant that the Casper Area Economic Development Alliance (CAEDA) was going to apply for has been delayed for now as numerous agencies feel there should be a planning grant and that Carbon County should sponsor this rather than CAEDA. She proposed applying for \$50,000.00 and splitting the \$16,666.00 match evenly with CAEDA.

Clerk Bartlett reminded the BOCC that they previously made a motion to commit up to \$100,000.00 for the actual project and they could likely use those special project funds for this match. She also asked if Ms. Wallace had followed up with the municipalities that would benefit per the BOCC's request. G. Glee Johnson asked where the fiber would run and stated she feels it needs to venture out from Interstate 80. It was discussed that the study would address some of these concerns.

Commissioner Glode moved to sponsor the Wyoming Business Council planning grant and authorize an \$8,333.00 match from special project funds for a feasibility study for the fiber broadband grant. Commissioner Jones seconded and Chairman Chapman clarified the application would not interfere with any other application the county has. The motion carried unanimously.

### **CLERK**

#### **Minutes**

Commissioner Jones moved to approve the minutes of the April 2, 2013 regular meeting of the Board of Carbon County Commissioners as presented. Commissioner Johnson seconded and the motion carried with all members voting for the motion except Chairman Chapman who abstained as he was absent.

#### **Bonds**

Commissioner Johnson moved to approve a bond for Lezlee Musgrave, Clerk Treasurer for the Town of Sinclair in the amount of \$8,000.00 and a bond for Donald R. Brinkman, Treasurer for the Carbon County Recreation Board – School District No. 1 in the amount of \$10,000.00. Commissioner Espy seconded and the motion carried unanimously.

#### **Monthly Receipts**

Clerk Bartlett reported fees were collected for the Clerk of District Court totaling \$3,510.60 and Planning and Development totaling \$850.00 for March 2013.

#### **Bureau of Land Management (BLM) Letter**

Clerk Bartlett presented a draft letter to the BLM requesting consideration of not scheduling conference calls or meetings on the first or third Tuesday of the month as the BOCC meets on these days.

Commissioner Espy moved to authorize the Chairman's signature on a letter to Walter George, Project Manager at the Bureau of Land Manager requesting their project meetings be held on days other than Tuesdays. Commissioner Johnson seconded and the motion carried unanimously.

### **Board Resignation**

Clerk Bartlett presented a letter from William Jack resigning from the Museum Board effective April 7, 2013.

Commissioner Espy moved to regretfully accept William Jack's letter of resignation from the Museum Board. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Jones discussed her concerns with board interviews and that by comments made to her she feels individuals are intimidated and may not apply because they might be interviewed. Commissioner Glode agreed she would rather not interview applicants, especially in a public setting. Commissioner Johnson reported he was surprised that someone was intimidated and he appreciates the chance to meet these people in person. Chairman Chapman agreed with Commissioner Johnson.

LeAnn Stephenson stated she serves on a board and that she has noticed that there are liaisons assigned to particular boards and suggested those liaisons work on appointments for those boards. G. Glee Johnson reported that she feels both applicants should be interviewed at the same time. The BOCC again determined it would continue its practice of interviewing only when there are more applicants than seats and that the interview could be in person or via phone, at the applicant's option.

### **Old Penitentiary Joint Powers Board Grant**

Clerk Bartlett advised the Wyoming Business Council performed a site visit for the Old Penitentiary grant which resulted in requested changes to the grant application. The budget was changed to include the completed interior work increasing the project costs to \$205,626.00 and adds half of the cost of the interior work under local match increasing the Old Penitentiary's match to \$74,187.00.

Clerk Bartlett presented a revised resolution noting these changes and advised that Chairman Chapman signed the resolution previously due to time constraints and asked the BOCC to ratify the Chairman's signature. She stated that Deputy Attorney Mike Kelly has approved the amended resolution.

Commissioner Espy moved to ratify the Chairman's signature on Amended Resolution No. 2013-06, a Resolution Supporting the Submission of a 2013-2014 Business Ready Community (BRC) Community Enhancement Grant and Loan Application by the Old Pen Joint Powers Board for the Stabilization and Enhancement of the Wyoming Frontier Prison. Commissioner Glode seconded and the motion carried unanimously.

### **RESOLUTION NO. 2013-06 AMENDED**

### **A RESOLUTION SUPPORTING THE SUBMISSION OF A 2013-2014 BUSINESS READY COMMUNITY (BRC) COMMUNITY ENHANCEMENT GRANT AND LOAN APPLICATION**

**BY THE OLD PEN JOINT POWERS BOARD FOR THE STABILIZATION AND  
ENHANCEMENT OF THE WYOMING FRONTIER PRISON**

**WHEREAS**, the Governing Body of Carbon County recognizes Wyoming Frontier Prison's continuing efforts in stabilizing and enhancing a historic community asset, promoting tourism throughout the county, and integrating our history with our community through events such as hosting 15,189 visitors in 2012, holding the largest Haunted Halloween Tours to date, and the Annual Pen to Pen Fun Run while maintaining the grounds and facilities; and

**WHEREAS**, the Wyoming Frontier Prison is a defining feature of our community, both in the preservation of our history and through the tourism benefits gained through bringing visitors to our community each year; and

**WHEREAS**, the Wyoming Frontier Prison has hosted 42,862 visitors in the last three years and was recently showcased on the National television program "Ghost Adventures", the Wyoming Frontier Prison is a prime contributor to Carbon County's tourism driven economic impact: the traveling public spent \$152M in Carbon County in 2011, which generated \$9.12M in sales tax in Carbon County; and

**WHEREAS**, the Wyoming Frontier Prison's Cell Block A Exterior South Wall has become unstable in the natural progress of time; and

**WHEREAS**, the Old Pen Joint Powers Board will address the need for stabilization and enhancement of the Interior South Wall and Exterior North Wall of Cell Block A; and

**WHEREAS**, the Old Pen Joint Powers Board will address the need for stabilization and enhancement of the Laundry; and

**WHEREAS**, the Old Pen Joint Powers Board and the Friends of the Old Pen will put forth the cash funds in the amount of \$74,187.00 for the matching of the grant; and

**WHEREAS**, the Old Pen Joint Powers Board will put forth the in-kind funds in the amount of \$28,626.00 for the matching of the grant for a total match of \$102,813.00; and

**WHEREAS**, the Old Pen Joint Powers Board will be requesting matching funds in the amount of \$102,813.00 from the Business Ready Community (BRC) Community Enhancement Grant for a total Project Cost of \$205,626.00; and

**WHEREAS**, the Old Pen Joint Powers Board will be applying to the Wyoming Cultural Trust Fund for additional grant funding for this project in the amount of \$50,000.00; and

**WHEREAS**, in case of project overrun, the Old Pen Joint Powers Board will look for other options, such as Historicorps to get the work done on the Laundry and a recapture plan is not applicable; and

**WHEREAS**, neither the City of Rawlins nor Carbon County will put forth the cash funds for the matching of the grant; and

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF CARBON COUNTY, WYOMING** supports and endorses an application from the Old Pen Joint Powers Board to apply for the 2013-2014 Business Ready Community (BRC) Community Enhancement Grant and Loan Application. **BE IT FURTHER RESOLVED** that the Chairman of the Carbon County Board of Commissioners is hereby authorized to sign any future letters of support or other forms associated with the aforementioned project.

**PASSED, APPROVED, AND ADOPTED** this 16 day of April 2013.

CARBON COUNTY BOARD OF COMMISSIONERS,

ATTEST: -s- Gwynn Bartlett,  
Carbon County Clerk

-s- Leo Chapman,  
Chairman

### **Specific Purpose Tax Reimbursement**

Clerk Bartlett advised that due to time constraints Chairman Chapman signed Requisition #34 for the project at the hospital and asked the BOCC to ratify the Chairman's signature.

Commissioner Glode moved to ratify the Chairman's signature on Requisition #34 for the Carbon County 2009 Specific Purpose Tax Joint Powers Board in the amount of \$23,462.61. Commissioner Johnson seconded and the motion carried unanimously.

### **Intermountain Record Center, Inc.**

Clerk Bartlett explained she was allocated approximately \$6,000.00 last fiscal year to purchase duplicate microfilm from the State Archives to preserve the record books in the land office however after waiting a year and being told the copies could not be made until the end of this year or later, she requested an additional \$1,260.98 from special project funds to use an alternative company to complete the project.

Commissioner Glode moved to authorize the Clerk to use \$1,260.98 from special projects for a microfilm project. Commissioner Jones seconded and the motion carried unanimously.

### **Lawn Care Proposals**

Clerk Bartlett stated after a discussion with two of the BOCC members, she has not advertised for lawn care proposals. She asked if the BOCC would like to look into whether or not the Fair and Jeffrey Center Managers would have the time and equipment to provide the service. Clerk Bartlett stated the county has paid \$14,000.00 the last two years for lawn care and suggested if current staff couldn't be used the BOCC may want to consider hiring a temporary worker for the same or less money that could provide lawn care in addition to assisting the Buildings Manager with other tasks.

Commissioner Johnson discussed he would like to see the county utilize county resources with equipment and manpower. There was further discussion and Commissioner Espy reported that when the new Building and Grounds Supervisor gets on board he can revisit the matter. The BOCC requested the Clerk obtain quotes for the lawn care in the meantime.

### **Wyoming Retirement**

Clerk Bartlett reported the legislature approved an increase to the employee's side of the Wyoming Retirement from 7.0% to 7.50% effective September 2013 and an increase in the employer's side from 7.12% to 7.62% in September 2014. She provided figures on what other counties pay for their employees' retirement and asked the BOCC to consider options including picking up the .50% for the employee and potentially paying even more. She asked the BOCC to begin thinking about the matter noting she will ask for a decision at budget time.

### **CITIZEN DISCUSSION**

G. Glee Johnson was interviewed for consideration of appointment to the Saratoga Carbon County Impact Joint Powers Board. Clerk Bartlett noted that Ed Glode is scheduled for an interview next week for the same seat and asked the BOCC to wait to make the appointment until then.

LeAnn Stephenson of Riverside discussed the importance of tourism in the valley, both to her RV Park and other local businesses. She discussed maintenance issues on county owned senior centers that she hopes to get resolved, including the cost of propane. She suggested the county look into this further including owning the tank and letting Senior Services Inc. be allowed to purchase from the most cost effective supplier.

## **COMMISSIONERS DISCUSSION**

Commissioner Jones discussed bids received for propane and purchasing a tank for the Encampment Senior Center. She noted a contract price is cheaper explaining currently they paid \$3.18 per gallon however a contract price is \$1.72 with Amerigas. Corkle Oil Company LLC quoted \$1.49 then \$1.99 for the winter months. Ferrellgas quoted \$1.79 then \$1.99 for winter months. All quotes included additional fees for tank rent or purchase, hazmat fees, and other monthly fees.

Commissioner Glode moved to purchase a 500 gallon propane tank and contract with Corkle Oil Company LLC for propane at the Encampment Senior Center. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Jones reported she would work on this further.

Commissioner Glode reported she volunteered Carbon County to host the Spring 2014 Wyoming County Commissioners Association (WCCA) meeting. She and Commissioner Jones will be planning the entire event.

Commissioner Glode moved to host the Spring 2014 Wyoming County Commissioners Association meeting. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Glode reported that she is on the energy and environmental subcommittee for last year's House Bill #87 regarding the 18% interest charged to mineral taxes. She reported Representative Madden was at the WCCA meeting to explain the changes he would like made. Treasurer Baldwin reported that the 18% interest should not be negotiated however she is open to the idea of working on the audit timeline.

Chairman Chapman reported he recently attended Homeland Security training.

Commissioner Johnson reported he attended the Medicine Bow meeting regarding fire protection in the area. He asked that Fire Warden John Rutherford attend the BOCC's next meeting.

Commissioner Espy reported he will not be at the next BOCC meeting. Social economic models for the Creston Continental Divide project and other projects were discussed the public lands and agriculture meeting in Casper recently. Commissioner Espy discussed concerns that have been relayed to him regarding the Youth Crisis Center and funding. Attorney Kelly reported the lease/operator of the center will be certified by the state.

Commissioner Jones reported May 8 Voices of the Valley is hosting an open house mainly about the housing shortage issues.

## **EXECUTIVE SESSION**

Commissioner Johnson moved to go into executive session at 8:36 p.m. with Clerk Bartlett and Attorney Kelly to discuss personnel and other matters considered confidential by law. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Johnson moved to come out of executive session at 9:07 p.m. noting no action was taken and directed the minutes be signed and sealed. Commissioner Jones seconded and the motion carried unanimously.

## **BUILDINGS MANAGER**

Commissioner Espy moved to authorize Commissioner Johnson and Chairman Chapman to negotiate with two finalists for the Buildings and Grounds Manager position within the posted salary range. Commissioner Jones seconded and the motion carried unanimously.

## **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 9:09 p.m. Commissioner Johnson seconded and the motion carried unanimously.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 7th day of May 2013

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- Leo Chapman, Chairman