

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, November 5, 2013  
County Courthouse, Rawlins, Wyoming**

A full report of the proceedings as taken by the County Clerk is attached to the Official Minutes after approval. The report is available at [www.carbonwy.com](http://www.carbonwy.com), via e-mail to kathyturner@carbonwy.com or by calling the County Clerk's Office at (307)328-2718 or 1-800-250-9812.

Vice Chairman Espy called the meeting to order at 9:00 a.m.

**ADDITIONS / CORRECTIONS**

Vice Chairman Espy stated that the executive session this afternoon at 2:45 is to be removed from the agenda. The agenda will stand as amended.

**VOUCHERS**

Commissioner Jones moved to approve the report of expenditures in the amount of \$600,064.98. Commissioner Johnson seconded and questioned the Department of Environmental Quality oversight bill for Skyline Acres and asked for an update. Ms. Jolly explained the invoice. The motion carried unanimously.

Vendor	Detail Line Description	Total
4IMPRINT, INC	SUPPLIES	\$982.01
AINSWORTH, STEVEN	GUEST SPEAKER	\$300.00
ALCO	SUPPLIES	\$43.91
ALSCO, AMERICAN LINEN DIVISION	SUPPLIES	\$242.16
ASD HEALTHCARE	VACCINE	\$4,764.00
BEST WESTERN COTTONTREE	MOTEL CHARGES	\$332.00
BOB BARKER COMPANY, INC.	SUPPLIES	\$773.64
BRANNON, J REED	MILEAGE	\$120.00
BUILD RITE LUMBER SUPPLY	SUPPLIES	\$290.93
BURKHART, CINDY	SUPPLIES/MILEAGE	\$63.27
CANDY MOUNTAIN	WATER	\$45.00
CARBON COUNTY CHILD DEVELOPMENT CENTER	AUG/SEP 13 CSBG	\$3,431.57
CARBON COUNTY COUNSELING CENTER	COUNSELING SERVICES	\$212.50
CARBON COUNTY HIGHER EDUCATION CENTER	CONFERENCE REGISTRATIONS	\$150.00
CARBON COUNTY SENIOR SERVICES	LOWRANCE MEALS	\$45.00
CARBON COUNTY TREASURER	VARIOUS CASH ITEMS	\$5,417.74
CARBON COUNTY VETERINARY HOSPITAL	DOG FOOD	\$52.00
CARBON POWER & LIGHT INC	ELECTRICAL SERVICES	\$261.89
CASPER WINNELSON CO	FLUSH VALVE/PUSH BUTTON	\$250.94

CATERPILLAR FINANCIAL SERVICES CORP	LEASE PAYMENTS	\$88,382.90
CBM FOOD SERVICE	JAIL MEALS	\$9,854.74
CDW GOVERNMENT, INC.	NETWORK CARDS	\$67.88
CENTURY LINK	TELEPHONE SERVICES	\$125.07
CENTURYLINK	TELEPHONE SERVICES	\$7,174.18
CENTURYLINK-PHOENIX	TELEPHONE SERVICES	\$323.59
CHAPMAN, LEO	MILEAGE	\$281.00
CHARTER COMMUNICATIONS	CABLE/INTERNET/FIBER LINE	\$2,636.99
CLYDE, JASON	MILEAGE	\$374.50
COBECON	ACTUARIAL SERVICES	\$150.00
COMMUNITY RESOURCE CENTER	AGENCY DUES	\$25.00
COOKS CORRECTIONAL	KITCHEN UTENSILS	\$77.42
COUNTRY STORE	FUEL	\$98.54
COWBOY SUPPLY HOUSE	FLOOR BURNISHER	\$1,408.28
CRAIG, CATHY	MEALS/MOTEL	\$148.03
CULLIGAN WATER CONDITIONING	REPROGRAM JAIL SOFTENER/SALT	\$346.50
DAILY TIMES	NEWSPAPER ADS/RENEWAL	\$302.50
DEHART, ARIEL	MEALS/MILEAGE	\$344.14
DELEON, JOHN	LEGAL SERVICES	\$1,356.00
DIXON, TOWN OF	WATER SERVICES	\$260.00
DON'S AUTO & BODY SHOP	VEHICLE REPAIRS	\$2,097.00
DUBOIS TELEPHONE EXCHANGE	TELEPHONE SERVICES	\$626.44
EICHENBERGER, MELISSA	MILEAGE	\$285.00
ELK MOUNTAIN CONOCO	FUEL	\$360.53
ELK MOUNTAIN, TOWN OF	SERVICE AGREEMENT	\$1,000.00
ERICKSON & ROBERTS	LEGAL SERVICES	\$785.33
FARMER BROTHERS COFFEE	COFFEE	\$50.01
FEDERAL LICENSING, INC.	RADIO LICENSE	\$124.00
FLORIDA STATE UNIVERSITY	BROCHURES	\$171.00
FORSTER LANDSCAPE & CONSTRUCTION, INC.	SOD/WINTERIZE SYSTEM	\$1,770.00
FRANCE, TARA	TRANSCRIPTION SERVICES	\$538.50
FREMONT MOTORS - RAWLINS	LINK ASSEMBLY	\$141.90
FRUDE, CANDICE	MILEAGE	\$42.00
GIVENS, SARAH	1/2 DAY WITNESS FEE	\$15.00
GLOBAL EQUIPMENT COMPANY	FURNITURE & EQUIPMENT MOVER	\$599.95
GRAINGER	SUPPLIES	\$620.84
GRAPHIC SPORTS	ENVELOPES	\$1,101.70
GREATER WY BIG BROS/SISTERS	ACTIVITY SUPPLIES	\$500.00
HAGOOD, VICKI	MILEAGE	\$21.00
HANNA, TOWN OF	WATER SERVICES	\$125.70
HARRINGTON & COMPANY	ASPHALT POTHOLE FILLER	\$1,362.80
HETTGAR, BRIDGET M RN	SUPPLIES/MILEAGE	\$233.48
HIGH PLAINS POWER	ELECTRICAL SERVICES	\$377.37
HILLTOP CONOCO	AIR COMPRESSOR FUEL	\$87.49

HILLTOP LUBE & AUTOMOTIVE	OIL CHANGE/TIRES	\$1,020.00
HORIZON LABORATORY, LLC	LAB SERVICES	\$564.50
I A A O	ASSESSOR MEMBERSHIPS	\$350.00
J H KASPAR OIL COMPANY	FUEL	\$728.40
JACKALOPE PRINTING	SUPPLIES	\$504.10
KELCO SUPPLY COMPANY	SUPPLIES	\$357.09
KENCO SECURITY AND TECHNOLOGY	ALARM MONITORING/SERVICE	\$1,306.60
KILBURN TIRE COMPANY	BRAKES/OIL CHANGE	\$249.55
KING SOOPERS CUSTOMER CHARGES	SUPPLIES	\$203.52
KIRSCH, ARCHIE P	COUNTY HEALTH OFFICER	\$1,300.00
KNAPP SUPPLY & EQUIPMENT CO	FITTING	\$111.30
KNF FLEXPAC CORPORATION	TRANSPORT BAGS	\$429.03
KRAFT, PAMELA	1/2 DAY WITNESS FEE	\$15.00
L & L ELECTRIC	ELECTRICAL MAINTENANCE	\$1,372.47
L N CURTIS & SONS	SEAL ASSEMBLY	\$279.16
LONG BUILDING TECHNOLOGIES, INC.	BLOWER WHEEL/VENT DAMPER	\$597.12
M.D. PRODUCTS, INC.	STAINLESS STEEL CASTINGS	\$426.23
MEMORIAL HOSPITAL OF CARBON COUNTY	LAB SERVICES	\$310.50
MERCK SHARP & DOHME CORP.	VACCINE	\$2,255.11
MID-AMERICAN RESEARCH CHEMICAL	DRAIN OPENER	\$140.57
MOORE MEDICAL CORP.	SUPPLIES	\$1,028.78
MOSS, BARBARA	MILEAGE	\$39.60
MUDGY GAP TRAILER PARK	WATER SERVICES	\$90.00
MURANE & BOSTWICK, LLC.	PROFESSIONAL SERVICES	\$112.00
MY OFFICE ETC.	SUPPLIES	\$2,303.83
NORCO, INC.	CYLINDER RENTAL/SUPPLIES	\$89.52
OPFAR, CLAUDIA	MEAL/MILEAGE	\$99.72
OPTIMUM	CABLE/INTERNET/PHONE	\$98.64
O'REILLY AUTO PARTS	LIGHT BULB	\$36.09
ORTEGA, JOSE	FUEL	\$35.00
PATHFINDER LAW OFFICES LLC	LEGAL SERVICES	\$502.50
PATTON, ROBERT L.	MILEAGE	\$23.40
PENCE AND MACMILLAN LLC	LEGAL SERVICES	\$350.36
PHILLIPS 66-CONOCO-76	FUEL	\$24.07
PITNEY BOWES	EQUIPMENT MAINTENANCE	\$1,055.00
PLAINS MAN PRINTING & SUPPLY	CASEBINDERS	\$1,615.50
POCKET PRESS INC	WY CRIMINAL/TRAFFIC LAWS	\$269.70
PUBLIC SAFETY CENTER, INC	BATTERIES	\$105.04
QUESTAR GAS	GAS SERVICES	\$58.17
QUILL CORPORATION	SUPPLIES	\$510.90
RAWLINS AUTOMOTIVE	SUPPLIES	\$178.93
RAWLINS FIRE EXTINGUISHER	SUPPLIES	\$783.00
RAWLINS HIGH SCHOOL CHEERLEADERS	SET UP/CLEAN UP	\$200.00
RAWLINS, CITY OF	WATER SERVICES	\$3,580.40

READY OILFIELD SERVICE, INC	GRADE/BASE/MAG	\$305,550.00
REDWOOD TOXICOLOGY LABORATORY, INC.	LAB SERVICES	\$159.51
RELIABLE	CALENDERS	\$194.66
REMICK, SHELIA	MILEAGE	\$62.50
ROBIDOUX BROTHERS	BRAKE REPLACEMENT	\$398.55
ROCKY MOUNTAIN POWER	ELECTRICAL SERVICES	\$8,042.50
ROSS' AUTOMOTIVE SERVICES	OIL CHANGE	\$117.81
RYAN ELECTRONICS INC	SUPPLIES	\$343.50
SARATOGA AUTO PARTS, INC.	SUPPLIES	\$654.55
SARATOGA FEED & GRAIN	IRRIGATION BOOTS	\$84.00
SARATOGA SUN	NEWSPAPER ADS/RENEWAL	\$1,277.40
SCHAEFFER MFG CO	LUBRICANT	\$803.92
SCOGGIN, WILLIAM	DENTAL IDENTIFICATION	\$150.00
SECURENET SYSTEMS INC	BOCC MEETING STREAMING	\$99.00
SECURITY TRANSPORT SERVICES, INC.	INMATE TRANSPORTATION	\$1,216.05
SHEPARD'S	TIRES/OIL/FUEL	\$4,253.96
SHIVELY HARDWARE	COUPLERS	\$16.56
SMITH, MAE	BIKE BLENDER REPAIRS	\$28.09
SNAKE RIVER PRESS	NEWSPAPER ADS/RENEWAL	\$102.00
SOURCE GAS	GAS SERVICES	\$8,099.29
SPECIALIZED PATHOLOGY CONSULTANTS	AUTOPSY	\$2,105.00
STAPLES ADVANTAGE	SUPPLIES	\$1,352.84
STATE OF WYOMING A & I	MAINFRAME ACCESS	\$18.24
STEPHENSON, LEE ANN	MILEAGE	\$10.80
SWEETWATER COUNTY SHERIFF'S OFFICE	INMATE HOUSING	\$630.00
SWISHER HYGIENE FRANCHISEE TRUST	CLEANING SUPPLIES	\$196.55
T.W. ENTERPRISES, INC.	GENERATOR SERVICE	\$2,399.43
TANDAN SANITATION SERVICES	GARBAGE SERVICES	\$50.00
TASER INTERNATIONAL	BATTERY PACK/CARTRIDGE	\$1,065.77
TERMINIX	PEST CONTROL	\$881.00
THE MASTERS TOUCH, LLC	MAILING SERVICES	\$827.31
THE QUIK LUBE	OIL CHANGE	\$62.93
THOS. Y. PICKETT & CO., INC.	CONTRACT INSTALLMENT	\$5,500.00
TIGER MART	FUEL	\$38.48
TRADING POST	FUEL	\$374.23
TRAPP, LARRY W	MILEAGE/VEHICLE USAGE	\$2,074.25
TREVATHAN, SABRINA RMR	TRANSCRIPTION SERVICES	\$535.35
TRIPLE X CONTRACTING, INC.	GARBAGE SERVICES	\$150.00
TRUE VALUE OF RAWLINS	SUPPLIES	\$604.54
TYLER TECHNOLOGIES, INC	WEB HOSTING/MAINTENANCE	\$7,649.25
UNION TELEPHONE COMPANY	E911 TELEPHONE SERVICES	\$255.52
US BANK	VARIOUS CHARGES	\$2,079.93
US BANK TRUST N.A.	BOND SERIES 2010C	\$27,300.00
UTILITY BILL SOLUTIONS GROUP	UTILITY SAVINGS	\$155.56

V-1 PROPANE	PROPANE SERVICES	\$852.89
VAISALA, INC.	POWER SUPPLY ASSEMBLY	\$110.00
VALLEY OIL COMPANY	FUEL	\$2,902.37
VAN'S WHOLESALE LLC	SUPPLIES	\$764.05
VERIZON WIRELESS	TELEPHONE SERVICES	\$605.46
WARRIOR SERVICES, LLC	PEST CONTROL	\$60.00
WASHBOARD, THE	LAUNDRY SERVICES	\$43.55
WELLS, JACQUELIN	MILEAGE	\$93.00
WEST PAYMENT CENTER	INFORMATION CHARGES	\$1,263.00
WESTERN TRUCK REPAIR	SUPPLIES	\$4,542.14
WEX BANK	FUEL	\$488.54
WILKERSON, JAMES A IV M.D.	AUTOPSY	\$2,155.00
WY ATTORNEY GENERAL	OVERPAYMENT OF FUNDS	\$871.28
WY BRAND INDUSTRIES	BROCHURES	\$16.01
WY CLERKS OF DISTRICT COURT ASSOCIATION	ANNUAL DUES	\$125.00
WY DEPT OF ENVIRONMENTAL QUALITY	ADMIN SKYLINE ACRES	\$550.00
WY DEPT OF HEALTH	5TH QTR PAYROLL	\$17,829.34
WY LAW ENFORCEMENT ACADEMY	TRAINING	\$450.00
WY MACHINERY COMPANY	SUPPLIES	\$706.92
WY PUBLIC HEALTH LABORATORY	LAB SERVICES	\$40.00
WY STATE BAR	ATTORNEY REGISTRATIONS	\$1,758.75
WY STATE FORESTRY	VEHICLE MAINTENANCE	\$4,050.02
WY WASTE SERVICES-RAWLINS	GARBAGE SERVICES	\$217.20
YAMPA VALLEY ELECTRIC	ELECTRICAL SERVICES	\$436.37
ZAMORA, PAUL	BAND PERFORMANCES	\$900.00
GRAND TOTAL		\$600,064.98

### **CONSENT AGENDA**

Commissioner Johnson moved to approve the consent agenda. Commissioner Jones seconded and the motion carried unanimously.

The following items were on the consent agenda. October 15, 2013 regular meeting minutes; \$1,000.00 bond for John F. O'Grady, Treasurer for the Carbon County Museum Board; Planning & Zoning receipts for \$1,710.00; Clerk receipts for \$22,293.75; Attorney receipts for \$173.70; letter from the BOCC to Wyoming State Parks & Cultural Resources thanking them for awarding the Medicine Bow Museum funds; letter from the BOCC to the Wyoming Business Council supporting Elk Mountain's community facilities grant application for a new community center complex.

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

#### **Clerk**

Commissioner Jones moved to authorize the Vice Chairman to sign the 2014 Community Services Block Grant Agreement and the Contracts for Services Agreements related to this grant with the county's Youth Crisis Center, Carbon County Public Health, Boys & Girls Clubs of Carbon County and Greater Wyoming Big Brothers Big Sisters. Commissioner Johnson seconded and asked if the Chairman should sign it instead. Commissioner Jones moved to

amend the motion authorizing the Chairman's signature instead of the Vice Chairman. Commissioner Johnson seconded the amended motion carried unanimously.

Commissioner Johnson moved to accept the resignation from Randy Manring of the Library Board and direct the Clerk's Office to advertise the opening. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Johnson moved to reduce the family rate for dental insurance to \$80.00 effective as soon as can be administratively handled. Commissioner Jones seconded and the motion carried unanimously.

### **Attorney**

Commissioner Jones moved to approve the Fiscal Year 2014 Contract for Services to Victims of Crime between Division of Victim Services and Carbon County Sheriffs Victims Witness program in the amount not to exceed \$71,806.00 to provide services to victims of crimes. Commissioner Johnson seconded and the motion carried unanimously.

### **Buildings & Grounds**

Commissioner Jones moved that the county does its own water test at the Dixon Senior Center. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Johnson moved that if the sample from the Dixon Senior Center water test comes back with high amounts of copper to move forward with the purchase and installation of a water softener system and reverse osmosis system for the Dixon Senior Center. Commissioner Jones seconded and the motion carried unanimously.

### **Sheriff**

Commissioner Johnson moved to approve the Provider Agreement with the Natrona County Sheriff to house juveniles. Commissioner Jones seconded and the motion carried unanimously.

### **Attorney – Crisis Center**

Commissioner Johnson moved to approve the Memorandum of Understanding with Cathedral Home for Children to run the county's Youth Crisis Center for the period of November 1, 2013 through June 30, 2016 not to exceed \$100,000.00 per year. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Jones moved to approve the Lease Agreement between Carbon County and Cathedral Home for Children to run the county's Youth Crisis Center for the period of November 1, 2013 through June 30, 2016. Commissioner Johnson seconded and the motion carried unanimously.

### **Sheriff**

Commissioner Johnson moved to accept the bid from Greiner Motors for a 2014 Ford F150 crew cab in the amount of \$22,354.00. Commissioner Jones seconded and the motion carried unanimously.

## **PLANNING & ZONING**

### **Public Hearing – Z.C. Case File No. 2013-08**

Commissioner Jones moved to approve Resolution 2013-39, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding Z.C. Case File No. 2013-08. Commissioner Johnson seconded and the motion carried unanimously.

## **Certifications**

Commissioner Johnson moved to accept the Certification of Recommended Action and schedule a public hearing for December 3, 2013 at 1:30 p.m. at the County Courthouse in Rawlins, Wyoming for Z.C. Case File No. 2013-09 for Steven and Jaci Howieson. Commissioner Jones seconded and the motion carried unanimously.

## **CARBON BUILDING HVAC PROJECT**

Commissioner Jones moved to approve Change Order #1 in the amount of \$5,014.20 for asbestos inspection service. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Jones moved to approve Change Order #2 in the amount of \$38,342.16 for architectural and engineering code analysis. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Jones moved to approve Change Order #3 for the Carbon Building window and door replacement project for architectural design installation bid documents and construction administration in the amount of \$28,711.00. Commissioner Johnson seconded and the motion carried unanimously.

## **ADJOURNMENT**

Commissioner Johnson moved to adjourn the meeting at 2:43 p.m. Commissioner Jones seconded and the motion carried unanimously.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 19th day of November 2013

BOARD OF COUNTY COMMISSIONERS

CARBON COUNTY, WYOMING

-s- John Espy, Vice Chairman