

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, February 20, 2018
Carbon County Courthouse, Rawlins, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, February 20, 2018 at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman John Johnson; Commissioners Leo Chapman, John Espy and Sue Jones.

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

ADDITIONS / CORRECTIONS

There were no changes to the agenda.

VOUCHERS

Commissioner Chapman moved to approve January 2018 payroll and benefit expenses of \$739,825.76 and insurance claim and premium expenses of \$298,590.70, the expenditures in the amount of \$152,018.13 for an aggregate total today of \$1,190,434.59. Commissioner Jones seconded and the motion carried unanimously.

INSURANCE PREMIUMS & CLAIMS	\$298,590.70	INSURANCE PREMIUMS & CLAIMS
PAYROLL & COUNTY PAID BENEFITS	\$739,825.76	PAYROLL & COUNTY PAID BENEFITS
ALCOPRO	\$156.50	MOUTH PIECES
APG MEDIA OF THE ROCKIES	\$1,550.24	ADVERTISING
API SYSTEMS INTEGRATORS	\$102.00	MONITORING SERVICE
ASPEN FAMILY DENTAL	\$2,010.00	DENTAL SERVICES
AYALA, MEGAN	\$11.29	PLANNER DIFFERENCE
BAGGS, TOWN OF	\$150.00	JAN 18 RENT
BALESTRIERI, MICHELLE	\$50.00	POSTAGE REIMBURSEMENT
BANGS, DANIELLE	\$30.50	MILEAGE
BANK OF COMMERCE (DEBIT CARD)	\$5,637.64	VARIOUS CHARGES
BARKHURST, BYRON	\$39.60	MILEAGE
BARTLETT, GWYNN	\$126.15	SUPPLY REIMBURSEMENTS
BEACH, HOMER	\$280.00	SNOW REMOVAL JAN
BENTSEN, PATTY	\$152.00	MILEAGE
BI INC.	\$565.50	MONITORING SERVICES
BLAKEMAN PROPANE	\$1,679.57	PROPANE SERVICES
BUILD RITE LUMBER SUPPLY	\$713.00	BUILDING SUPPLIES
BURKHART, FRANK	\$5.00	FINGERPRINTING REIMBURSEMENT
C N A SURETY	\$100.00	BOND MR
CARBON COUNTY HIGHER EDUCATION	\$750.00	CPR TRAININGS

CENTER		
CARBON POWER & LIGHT INC	\$2,933.78	ELECTRIC SERVICE
CARERIGHT TECHNOLOGIES, LLC	\$135.30	MONTHLY FEES
CASPER WINNELSON CO	\$1,200.03	REPAIR ITEMS
CBM FOOD SERVICE	\$6,378.70	JAIL MEALS
CHARTER COMMUNICATIONS	\$122.01	JAIL CABLE
CNA SURETY	\$100.00	BOND RENEWAL
DAILY TIMES	\$219.24	JAIL NEWSPAPERS
DALLIN MOTORS INC	\$43.77	VEHICLE MAINTENANCE
DAVIS, ASHLEY	\$62.00	MILEAGE
DBT TRANSPORTATION SERVICES LLC	\$1,667.44	QUARTERLY MAINTENANCE
DENTURES & DENTAL CARE OF LANDER, LLC	\$859.00	DENTAL SERVICES
DEPARTMENT OF HEALTH	\$39,455.82	PAYROLL/VEHICLE RENT
E & H PLUMBING & CONSTRUCTION	\$575.00	PLUMBING REPAIRS
ELK MOUNTAIN, TOWN OF	\$1,702.35	RENT/PROPANE REIMBURSEMENT
ENGSTROM, JAMES D. DDS	\$2,500.00	DENTAL SERVICES
FLEXSHARE BENEFITS	\$3,669.64	MEDICAL CARE
		TIRE/EQUIPMENT REPAIR
FRITZ, CHRISTOPHER	\$263.74	REIMBURSEMENT
GCR ELECTRONICS, LLC	\$1,200.00	SITE RENTALS
GRAINGER	\$1,002.75	BUILDING SUPPLIES
GRAPHIC SPORTS	\$79.90	NOTARY STAMPS
HIGH PERFORMANCE CLEAN INC	\$10,516.00	MONTHLY CLEANING FEE
HIGH PLAINS VISION CENTER	\$502.00	VISION SERVICES
HILLTOP CONOCO	\$19.39	FUEL
HUTCHINS, SARAH	\$163.00	MILEAGE-FEMA TRAINING
INTERIOR GALORE	\$2,499.00	RPVFD INTERIOR SUPPLIES
INTERMOUNTAIN LOCK & SECURITY	\$1,364.93	LOCKS/KEYS
INTERNATIONAL ACADEMICS OF EMERGENCY	\$10.00	MAIL IN QUIZZES
J H KASPAR OIL COMPANY	\$4,038.72	FUEL
JACK'S BODY & FENDER REPAIR	\$200.00	TOWING SERVICES
JOHNSTON, RANAE	\$367.77	MEALS/MILEAGE
KILBURN TIRE COMPANY	\$5,272.00	TIRES
KING SOOPERS CUSTOMER CHARGES	\$1,202.04	PHARMACY ITEMS
MCGRAW, JOAN	\$24.00	MILEAGE
MERCEDES TRANSCRIPTION, INC	\$79.75	TRANSCRIPTION SERVICES
MICHAEL'S BIG CITY GRILLE	\$300.00	SPECIAL COG MEETING MEAL
NORCO, INC.	\$1,200.04	CYLINDER RENTALS
PERUE PRINTING	\$617.95	PRINTING SERVICES
PITNEY BOWES	\$503.79	LEASING CHARGE
PLUS ELECTRIC INC.	\$2,090.45	ELECTRICAL REPAIRS
QUILL CORPORATION	\$1,216.97	OFFICE SUPPLIES
RAWLINS AUTOMOTIVE	\$688.20	VEHICLE MAINTENANCE SUPPLIES

RAWLINS EASTSIDE CARWASH	\$54.00	VEHICLE WASHES
REGENTS OF THE UNIVERSITY OF COLORADO	\$625.00	DANCE FUNDAMENTALS REGISTRATION
RERUCHA, CAL	\$117.00	MILEAGE
ROCKIN' M PAINTING	\$1,705.98	PAINTING SERVICES/SUPPLIES
ROCKY MOUNTAIN POWER	\$4,925.64	ELECTRIC SERVICE
RYAN ELECTRONICS INC	\$4,127.88	MAINTENANCE CONTRACT FEE
SARATOGA AUTO PARTS, INC.	\$368.66	VEHICLE MAINTENANCE SUPPLIES
SARATOGA SUN	\$49.50	BOARD OPENINGS AD
SARATOGA, TOWN OF	\$150.96	WATER SERVICE
SCHILLING & WINN PC	\$1,218.96	LEGAL SERVICES
SHEPARD'S	\$4,076.04	FUEL/OIL
SHIVELY HARDWARE	\$196.92	CASTER/ROTAR BLADE/KIT
SIRCHIE	\$128.63	REPLACEMENT PAD
STAPLES ADVANTAGE	\$134.86	OFFICE SUPPLIES
STODDARD, CURTIS T.	\$1,298.00	DENTAL SERVICES
TANDAN SANITATION SERVICES	\$80.00	TRASH SERVICE
THE MASTERS TOUCH, LLC	\$4,350.00	ASSESSMENT MAILING
THE PRODUCT CENTER	\$397.45	FINGERPRINTING SUPPLIES
THOMSON REUTERS-WEST PAYMENT CENTER	\$707.72	MONTHLY CHARGES
TRACTOR SUPPLY CREDIT PLAN	\$43.98	BOLT/BLADES
TRADING POST	\$12.10	FUEL
TRUE VALUE OF RAWLINS	\$261.74	BUILDING SUPPLIES
US BANK	\$2,399.07	VARIOUS CHARGES
VALLEY OIL COMPANY	\$564.32	FUEL
VOIANCE LANGUAGE SERVICES LLC	\$90.75	TRANSLATION SERVICES
WEX BANK	\$1,027.72	FUEL
WILSON, MARGARET	\$40.00	SEWING SERVICES
WIMPENNY, ROBERT G DDS	\$370.00	DENTAL SERVICES
WLC ENGINEERING	\$3,902.50	DESIGN SERVICES
WRECK-A-MEND	\$260.00	DECAL INSTALLATIONS
WY COUNTY COMMISSIONER'S ASSOCIATION	\$400.00	CONFERENCE REGISTRATION 2018
WY MACHINERY COMPANY	\$4,728.43	EQUIPMENT REPAIR/ITEMS
WY PEACE OFFICERS ASSOC	\$10.00	PATRICK PATERSON REGISTRATION
WY PUBLIC HEALTH LABORATORY	\$489.00	LAB SERVICES
WY RENTS, LLC	\$886.04	LIFT REPAIR
YAMPA VALLEY ELECTRIC	\$113.82	ELECTRIC SERVICE
YOUNG, CHARLES MD	\$550.00	MEDICAL SERVICES
Grand Total	\$1,190,434.59	

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda which includes the February 6, 2018 regular meeting minutes; bonds for Alethea M. Foster, Clerk/Treasurer for Town of Baggs for

\$50,000.00, John Hansen, Treasurer for the Predator Management District Board for \$10,000.00, Mary F. Waldron, Treasurer for Little Snake River Conservation District for \$10,000.00 and Marcella E. Redmond, Treasurer for Jeffrey Center Board for \$5,000.00; Clerk of District Court receipts for January 2018 for \$3,906.86; and notice of valuation changes in the amount of - \$64,812.00. Commissioner Chapman seconded and the motion carried unanimously.

COMMISSIONER INTERVIEWS

Chairman Johnson advised that the Republican Party met Saturday, February 17 and has submitted three names of individuals they felt qualified to fill the vacancy. The individuals chosen were interviewed in alphabetical order: Byron Barkhurst, Robert "Bob" Davis and Terry Weickum. The BOCC has twenty days from receipt of these names to select one of them to fill this vacancy.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 9:16 a.m. with Ashley Davis and Gwynn Bartlett to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 9:32 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Chapman seconded and the motion carried unanimously.

COMMISSIONER INTERVIEWS

Chairman Johnson advised that the board will further interview the commissioner candidates

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 10:07 a.m. with Ashley Davis and Gwynn Bartlett to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 10:24 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Chapman seconded and the motion carried unanimously.

BOCC APPOINTMENT

Commissioner Espy moved to appoint Bob Davis as Carbon County Commissioner for the remainder of 2018 effective immediately. Commissioner Chapman seconded and the motion carried unanimously.

PUBLIC HEARING

Chairman Johnson opened a public hearing at 10:32 a.m. to hear about a proposed budget amendment for the Buildings and Grounds department and Clerk Bartlett noted the hearing was advertised in the Rawlins Daily Times February 14. County Buildings Manager Jim Piche explained the amendments noting the majority is from improvements at the Fairgrounds kitchen building. The mostly donated community project cost the county over \$80,000.00.

Chairman Johnson called for comments for or against the amendment. Clerk Bartlett asked that future donated projects be better planned so that there is not such a large amendment. There being none, he closed the hearing at 10:44

Commissioner Chapman moved to adopt Resolution 2018-05, FY 2018 Budget Amendment Number One for the Buildings and Grounds department. Commissioner Espy seconded and the motion carried unanimously.

**RESOLUTION 2018-05
FY 2018 BUDGET AMENDMENT NUMBER ONE**

WHEREAS Carbon County adopted the Fiscal Year 2018 Budget in accordance with the Wyoming Uniform Municipal Fiscal Procedures Act; and

WHEREAS the Board of Carbon County Commissioners wishes to amend the adopted budget in accordance with the same Act;

NOW, THEREFORE, BE IT RESOLVED that the following budget amendments are made.

Fund/Entity	16-17 Approved Budget	Amendment Amount	16-17 Amended Budget
Buildings & Grounds	\$145,369.00	\$30,000.00	\$175,369.00
Reserves	\$1,629,489.16	(\$30,000.00)	\$1,599,489.16

PASSED, APPROVED AND ADOPTED this 3rd day of January, 2017.

CARBON COUNTY, WYOMING
-s- Willing John Johnson, Chairman

ATTESTED:

-s- Gwynn G. Bartlett, County Clerk

Buildings & Grounds

Building Manager Jim Piche reported that the county fire building at Ryan Park is basically complete and thanked the Ryan Park Volunteers for their assistance.

Coroner

County Coroner Paul Zamora discussed a bill in the legislature, Senate File 43 that his association did not support and thanked the BOCC for their support.

Road & Bridge

Bill Nation, Road & Bridge Superintendent discussed House Bill 84 regarding a notification process for bridges needing repair and Senate File 107 regarding fencing standards. Bill reported March 5, Oftedal and Reiman Corporation will replace a bridge and do roadwork at County Road 121, the Ekola Bridge.

Wyoming Department of Environmental Quality

Kimber Wichmann, Chief Economist of the Department of Environmental Quality, Brian Lovett, Director for the Department of Environmental Quality discussed the anticipated TB Flats application and the process since Carbon County will be host county on the project. Ms. Wichmann reported she expects this application the week of March 26 with a hearing November 21 and 22 in Rawlins. They suggest a meeting between all affected parties and a final agreement regarding impact assistance within the 30 days. Chairman Johnson asked if it would be to the parties benefit to have two agreements, one for if Boswell Springs occurs and one if it doesn't. Mr. Lovett sees the housing issues of having a refinery shutdown, Power Company of WY project and Boswell in addition to others and that a man camp may need to be explored. Kimber offered that the timeline is not set in stone therefore she recommends that if "X" project goes first then there is a schedule for services that needs prepared and if "Y" goes first there would be a different schedule and if they are simultaneous then additional affects may be necessary to mitigate. The timing of mitigation will be different and if the scheduling is in the MOU the county won't have to come in for an amendment.

Mr. Lovett mentioned Gateway West will likely file for a permit this summer.

Attorney

Ashley Mayfield Davis, Deputy County Attorney discussed the MOU with the Fair Board. Their preference is to receive fair sponsored events and split rental fees for other events. Commissioner Espy stated the Fair Board will further review the MOU. There was further discussion that the BOCC would like grants cleared with them if the Fair Board is applying for a grant to improve the county property. Other grants for operation of fair or other events can be obtained without the BOCC's authorization.

Clerk

County Clerk, Gwynn Bartlett presented the Purchase Card Procedures and Resolution for approval. She noted she also sent a procedure manual for the use of the cards to the BOCC for review and asked they review it and comment soon.

Commissioner Espy moved to adopt Resolution 2018-06 A Resolution Authorizing the Use of P-Cards with the Bank of Montreal. Commissioner Espy seconded and the motion carried unanimously.

RESOLUTION 2018-06
A RESOLUTION OF THE BOARD OF CARBON COUNTY COMMISSIONERS
AUTHORIZING THE USE OF P-CARDS WITH THE BANK OF MONTREAL

WHEREAS it is in the best interest of the County of Carbon (the "County") to enter into an arrangement with Bank of Montreal (the "Bank") to provide the County with credit by way of a Corporate MasterCard account;

WHEREAS the County has the power and authority to borrow money and otherwise obtain credit and to grant security on its assets;

BE IT RESOLVED:

1. THAT the County is authorized to enter into an arrangement with the Bank to provide the County with credit by way of a Corporate MasterCard account, under which arrangement employees of the County may be issued with Corporate Cards on the MasterCard corporate account of the City with the Bank and the County shall be responsible for the payment of all amounts, including fees and interest, charged to such corporate account, the whole substantially on the terms and conditions set forth in the draft Corporate MasterCard Account Agreement submitted to and hereby approved by the commissioners;
2. THAT the County Commission Chairman is hereby authorized to sign for and on behalf of the County a Corporate MasterCard Account Agreement with the Bank substantially on the terms and conditions of the draft thereof approved by the commissioners, with such changes or modifications as the person(s) so signing may in their/his sole discretion deem appropriate, and to sign such other documents and do such other things they/he in their/his sole discretion deem appropriate or advisable in connection with or to give effect to such Corporate MasterCard Account Agreement and the program contemplated thereunder.

I, the undersigned, Chairman of Carbon County hereby certify that the foregoing is a true, correct and complete copy of a resolution of the Commissioners of the County passed effective the 20th day of February, 2018 and the said resolution is in full force and effect and unamended as of the date hereof.

This 20th day of February, 2018.
-s- Willing John Johnson

Recess

Chairman Johnson called a recess for new County Commissioner Robert “Bob” Davis to be sworn in by District Court Judge Dawnessa Snyder.

Commissioners & Citizen Discussion

Commissioner Espy discussed a class he attended on the National Historic Preservation Act noting there is a movement regarding tribal consultations on private lands with the Bureau of Land Management.

Chairman Johnson reported there was a special COG meeting to discuss expected impacts of the TB Flats project.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 11:48 a.m. with Ashley Davis, Gwynn Bartlett and Sheriff Roybal to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 12:00 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Espy moved to grant a county employee up to 6 months leave of absence per county policy. Commissioner Jones seconded and the motion carried unanimously.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 12:02 p.m. Commissioner Chapman seconded and the motion carried unanimously.

A regular meeting of this Board will be held March 20, 2018 at 9:00 a.m. at the Carbon County Courthouse, 415 W. Pine Street, 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 www.carbonwy.com or by calling the Clerk’s Office at (307) 328-2668 or 1-800-250-9812.