

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, February 5, 2019
Carbon County Courthouse, Rawlins, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, February 5, 2019 at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman John Johnson; John Espy, Sue Jones, and Travis Moore. Commissioner Byron Barkhurst was absent.

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

ADDITIONS/CORRECTIONS

There were no changes to the agenda.

VOUCHERS

307 PROFESSIONAL CLEAN LLC	CARBON COUNTY CLEANING	\$10,485.00
ACME ELECTRIC COMPANY, LLC	ELECTRICAL WORK	\$2,598.61
AFFORDABLE TREE CARE, LLC	REMOVE TREES FOR DEMO	\$480.00
ANTON COLLINS MITCHELL LLP	AUDIT	\$3,500.00
APEX COMMUNICATIONS	MAINTENANCE AGREEMENT	\$4,533.88
APG MEDIA OF THE ROCKIES	MISC ADS	\$752.00
API SYSTEMS INTEGRATORS	MONITORING SERVICE	\$102.00
ASPEN FAMILY DENTAL	DENTAL SERVICES	\$10,537.00
AUTO DOCTOR	VEHICLE REPAIR	\$330.36
BAGGS, TOWN OF	WATER SERVICES	\$15.90
BANK OF COMMERCE	LEASE AGREEMENT	\$675.00
BARKHURST COLLISION CENTER	REPLACE REAR VIEW MIRROR	\$387.00
BEACH, HOMER	SNOW REMOVAL	\$490.00
BLACK HILLS ENERGY	HEATING SERVICES	\$18,942.46
BLAKEMAN PROPANE	HEATING FUEL	\$2,684.05
BOB BARKER COMPANY, INC.	JUMPSUITS	\$1,147.14
BOMGAARS SUPPLY	MISC SUPPLIES	\$73.41
BROWN, AMANDA	AWARD TROPHY	\$16.99
BUILD RITE LUMBER SUPPLY	MISC SUPPLIES	\$1,810.37
CARBONCOUNTYFAIR ASSOC	RENTAL FEES	\$3,480.00
CARBON COUNTY SCHOOL DIST #2	LEASE AGREEMENT	\$10.00
CARBON POWER & LIGHT INC	ELECTRIC SERVICES	\$2,733.37
CARROT-TOP INDUSTRIES, INC	FLAGS	\$238.44
CASPER WINNELSON CO	MISC PARTS	\$659.79

CATHEDRALHOME FOR CHILDREN	JUVENILE SERVICES BOARD	\$5,000.00
CBM FOOD SERVICE	JAIL MEALS	\$10,931.65
CDW GOVERNMENT, INC.	CURVED MONITORS	\$752.67
CMI-TECO	RAGS	\$134.48
CNA SURETY	BONDS	\$950.00
COWBOY CHEMICAL	LAUNDRY SUPPLIES	\$562.15
COWBOY DODGE	SHERIFF TRUCKS	\$51,212.00
COWBOY SUPPLY HOUSE	MISC CUSTODIAL SUPPLIES	\$3,778.79
DAILY TIMES	PAPER CHARGES	\$83.52
DAWSON, LARRY	MILEAGE	\$111.00
DBT TRANSPORTATION SERVICES	MAINTENANCE/WEATHERDATA SVCS	\$1,667.44
DIXON, TOWN OF	WATER SERVICES	\$308.00
DOMINION ENERGY	HEATING SERVICES	\$381.68
DRUMMOND REFRIGERATION LLC	APPLIANCE REPAIR	\$1,496.00
EKM&P, INC.	CCW-2018-07	\$3,341.66
ELK MOUNTAIN, TOWN OF	HEATING FUEL	\$437.10
ENCARTELE	PHONE CARDS	\$4,000.00
ENGINEERING ASSOCIATES	MED BOW COMPLEX BUILDING	\$16,010.38
ENTENMANN - ROVIN CO	UNDERSHERIFF BADGE	\$99.50
FATBEAM LLC	DARK FIBER SERVICE	\$15,734.25
FLEXSHARE BENEFITS	REIMBURSEMENTS	\$4,206.19
FORSTER LANDSCAPE	SPRINKLER REPAIR/WINTERIZE	\$218.36
FRANCE, TARA	TRANSCRIPTION SERVICES	\$913.25
FURTHER	HRA/MED REIMBURSEMENT	\$3,098.65
GRAINGER	MISC PARTS	\$295.14
HANSEN, LORETTA J.	MILEAGE FOR VICTIM WITNESS	\$136.80
HIGH PLAINS POWER	ELECTRIC SERVICES	\$411.22
HIGH PLAINS VISION CENTER	VISION SERVICES	\$1,284.00
INTERSTATE BATTERY CENTER	BATTERIES	\$63.50
J H KASPAR OIL COMPANY	FUEL	\$886.30
JEFFREY CENTER BOARD	RENTAL FEES	\$3,919.00
JOHNSTON, RANAE	MILEAGE	\$34.00
KARI, DALE	MILEAGE	\$27.60
KENCO SECURITY	MONITORING SYSTEM	\$78.00
KILBURN TIRE COMPANY	TIRE REPAIR/TIRES	\$1,504.97
KINETIC LEASING	LEASE FOR 2018 RAM	\$32,156.00
KING SOOPERS	MISC CHARGES	\$116.73
KIRSCH, ARCHIE P	SERVICES PROVIDED JAN	\$1,300.00
KTGA/KBDY	HOLIDAY ADS	\$70.00
LARAMIE FIRE EXTINGUISHER	INSPECTION	\$682.96
LITTLE AMERICA-CHEYENNE	TRAVEL EXPENSES	\$408.00

LONG BUILDING TECHNOLOGIES	BOILER REPAIR	\$1,180.00
MABERRY, AGRIPPINA M.	INTERPRETER	\$50.00
MARTINEZ, JANICE	DESK CALENDAR	\$28.20
MEMORIAL HOSPITAL OF CC	LAB WORK	\$395.10
MERCK SHARP & DOHME CORP.	VACCINES	\$2,703.30
MICHAEL'S BIG CITY GRILLE	COG MEALS	\$374.00
MOTOROLA	RADIOS	\$46,397.67
MY OFFICE ETC.	MISC OFFICE SUPPLIES	\$105.39
MYERS TIRE SUPPLY CO.	ORING/BEAD BREAKER	\$454.05
NATIONWIDE	BOND FOR D. FALL	\$50.00
NORCO, INC.	CYLINDER RENTAL	\$49.57
OFFENDER WATCH	SEX OFFENDER NOTIFICATION	\$172.00
OFFICE ALLY	MONTHLY EHR CHARGE	\$29.95
OFFICEOFTHEATTORNEYGENERAL	FINGERPRINTS	\$30.00
O'REILLY AUTO PARTS	OIL	\$19.98
OVERHEAD DOOR CO.	DOOR REPLACEMENT	\$5,038.00
PATTON, ROBERT L.	MILEAGE	\$24.60
PERKINS OIL CO	FUEL	\$4,674.63
PHILLIPS 66-CONOCO-76	LATE FEES	\$32.98
QUILL CORPORATION	MISC OFFICE SUPPLIES	\$446.31
RASMUSSEN FURNITURE	AMANA FREEZER	\$319.95
RAWLINS AUTOMOTIVE	BATTERY FARM	\$3,099.64
RAWLINS FIRE EXTINGUISHER	INSPECTIONS	\$346.00
RAWLINS, CITY OF	WATER SERVICES/LANDFILL CHARGE	\$3,163.00
ROCKIN' M PAINTING	PAINT CIRCUT COURT	\$3,080.00
ROCKY MOUNTAIN POWER	ELECTRIC SERVICES	\$12,087.50
RODABAUGH, SHERRY	BAILIFF FOR JURY TRIAL	\$37.50
SAFEGUARD BUSINESS SYSTEMS	BLANK STOCK	\$319.33
SAPP BROS TRUCK STOPS, INC.	RECAP TIRES FOR BLADES	\$2,250.00
SCHAEFFER MFG CO	OIL/GREASE	\$1,556.12
SCHERMETZLER, SHEELA M ED.S.	SERVICES FOR CSBG	\$791.02
SCHILLING & WINN PC	LEGAL SERVICES	\$744.70
SECRETARY OF STATE	NOTARY BOND D. FALL	\$30.00
SHEPARD'S	FUEL	\$4,069.23
SHIVELY HARDWARE	KEY DUPLICATE	\$42.32
SLOW AND STEADY LAW OFFICE	LEGAL SERVICES	\$1,528.50
SNAKE RIVER PRESS	BOARD OPENINGS AD	\$72.00
SPAULDING, DAWNETTE	MILEAGE	\$10.90
STAPLES ADVANTAGE	MISC OFFICE SUPPLIES	\$317.14
STEPHENSON, LEE ANN	MILEAGE	\$36.00
STODDARD, CURTIS T.	DENTAL SERVICES	\$2,360.00

SUNRISE SANITATION SERVICE	TRASH SERVICES	\$68.00
SWANSON SERVICES CORP	COMMISSARY SUPPLIES	\$1,913.22
THOMSON REUTERS-WEST	MONTHLY CHARGES	\$771.02
TRAPP, LARRY W	TRAVELEXPFOR BULL DRAW/COUGAR	\$971.40
TREVATHAN, SABRINA RMR	TRANSCRIPTION	\$122.02
TRUE VALUE OF RAWLINS	MISC PARTS	\$356.88
TUMBLEWEED DISTRIBUTING	BTU BURNER BOX	\$1,150.00
VENTURE TECHNOLOGIES	MISC IT REPAIRS/CONTRACTS	\$67,478.62
VOLUNTEERFIREMENPENSION	FIRE DEPT PENSION	\$615.00
WILLDANENERGYSOLUTIONS	LED LIGHT BULBS	\$712.77
WILSON, MARGARET	PATCHES ON SHIRTS	\$72.00
WIMPENNY, ROBERT G DDS	DENTAL SERVICES	\$4,073.00
WOODWARD & ASSOCIATES	INSTALL NEW CARPET	\$8,671.00
WY BEHAVIORAL INSTITUTE	INPATIENT SERVICES	\$1,340.00
WYDEPTOF FAMILY SERVICES	CENTRAL REGISTRY SCREENINGS	\$30.00
WY DEPT OF HEALTH	MEDICAL SERVICES/CAR RENTAL	\$685.95
WYDEPTOFTTRANSPORTATION	TRANSFER OF COUNTY PLATES	\$10.00
WYFIRECHIEF'S ASSOCIATION	MEMBERSHIP RENEWAL	\$100.00
WYLAWFORCEMENTACADEMY	KELLEY, A. SCHOOLING	\$285.00
WY MACHINERY COMPANY	MISC PARTS/REPAIRS	\$2,788.43
YOCUM, LEO	MILEAGE	\$24.00
YOUNG, CHARLES MD	MEDICAL SERVICES	\$250.00
GRAND TOTAL		\$426,490.60

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

Commissioner Espy moved to approve the report of expenditures in the amount of \$426,422.60 for an aggregate total today of \$426,490.60. Commissioner Jones seconded and the motion carried unanimously.

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for further discussion. The consent agenda includes the January 15, 2019 regular meeting minutes; bonds for Randy Arnold, Treasurer, Saratoga, Encampment, Rawlins Conservation District, in the amount of \$1,000.00; Linda Crane, Clerk/Treasurer, Town of Elk Mountain, in the amount of \$25,000.00; Dustin Ziebold, Treasurer, City of Rawlins, in the amount of \$250,000.00; Mara Sanger, Clerk of Court, Carbon County, in the amount of \$10,000.00; Renee Snider, Assessor, Carbon County, in the amount of \$5,000.00; Robert Travis Moore, Commissioner, Carbon County, in the amount of \$1,000.00; notice of valuation changes in the amount of (\$88,295.00); and a monthly receipt for the Clerk of District Court Office in the amount of \$2,258.75. Commissioner Moore seconded and the motion carried unanimously.

BEST BUDDIES

Samantha Waring and Whitney Paulson, Rawlins High School students along with Cali O'Hare of the Best Buddies group. Samantha explained the Best Buddies program mission. Whitney explained that the group is organizing a friendship walk on March 17 to try to raise money towards their goal of creating a chapter along with an office presence in Wyoming. Donations can be made at <https://www.bestbuddiesfriendshipwalk.org/wyoming/?engageddonorid=99e5b3c1-7832-4be4-a595-94fdd30a66c6>.

ELECTED OFFICIALS & DEPARTMENT HEADS

Road & Bridge

Road & Bridge Superintendent, Bill Nation stated that the Medicine Bow complex zone change was heard by the Medicine Bow Planning Commission and they will hold a public hearing March 7 to consider the request. He expects site plan approval and a building permit to be issued on April 4, then he can move forward with bidding the project. Bill also presented a preliminary design but noted in the end, two apartments will not be completed.

Mr. Nation requested to declare four vehicles surplus. Three of the vehicles have well over 200,000 miles and the other has over 121,000.

Commissioner Espy moved to declare the following vehicles surplus: 2002 Ford VIN: 1FTNF21F22EA02437, 2003 Ford VIN: 1FTNF21P93EC58133, 2001 Ford VIN: 1FTNF21F31EB79111 and 2009 Ford VIN 1FTSX21R89EA60623 and follow the procurement policy to dispose of them. Commissioner Moore seconded and Clerk Bartlett mentioned they will make the most using Woodward's Auction service. The BOCC agreed and the motion carried unanimously.

Mr. Nation requested approval of the 2019 Congestion Mitigation Air Quality grant agreement. The funds will be used to improve approximately 18.3 miles of the Dad/Wamsutter Road, County Road 701. Attorney Davis explained that since this is a federal contract and that any agreement for the work must include a particular federal form.

Commissioner Jones moved to authorize the Chairman's signature on the FY2019 Congestion Mitigation Air Quality Program Subrecipient Agreement Between the Wyoming Department of Transportation and Carbon County in the amount of \$120,000.00 federal funding plus a 20% local match. Commissioner Espy seconded and the motion carried unanimously.

Sheriff

County Sheriff Archie Roybal reported he has deputies at the academy, they have received three vehicles purchased with impact assistance funding. He noted that he has transported numerous individuals out of county, which is taxing his budget.

Public Health

Public Health Nurse Manager, Amanda Brown reported on Maternal Child Health participation, and other testing and services her office provides. The office is approved to lease a vehicle using existing grant funds. The vehicle will be owned and insured by the county. Ms. Brown reviewed the State Health Report.

Assessor

County Assessor, Renee Snider requested and received authorization to hire replacements for three vacant positions in her office.

Fire

Assistant Fire Warden, Ron Brown reported the wildland fire predictions are similar to last year's. They are working on training volunteers for wildland fires. There have been two structure investigations in the last 30 days, both were caused by electrical failure.

Museum

Museum Director, Steven Dinero provided an update on the museum fundraising action group. The group hopes to have a formal kickoff event in April. Mr. Dinero stated the Museum Board unanimously voted to name the new facility, to be located at the Hugus Ferguson Building, the Heritage and Cultural Center of Carbon County. He asked if the BOCC would approve this name and they had no issue with this.

Buildings & Grounds

Jim Piche, Buildings & Grounds Manager reported the Museum carpet is completed. They are wrapping up changing county buildings to LED lighting,

Coroner

County Coroner Paul Zamora invited the board to his 9th Annual County Coroner's Conference February 18-20.

Planning & Zoning

Sid Fox, Planning Director, presented the 2018 Annual Report for Planning & Zoning.

Mr. Fox presented a Certification of Recommended Action and requested public hearings be scheduled.

Commissioner Espy moved to accept the Certifications of Recommended Action from the Planning & Zoning Commission for the following: Z.C. Case 2019-03, Jerry "Pat" and Patricia Lynch Zone Change from Residential (RD-40) to Rural Residential Agriculture (RRA-15.37) at a site location approximately 10 miles east and south of Riverside; approximately 2 miles south of HWY 230, access from Carbon County Road #219 and ZRA Case 2019-01, Carbon County Proposed Text Amendments and schedule for public hearing Tuesday, March 5, 2019 at approximately 1:30 p.m. at the County Courthouse, Rawlins, WY. Commissioner Moore seconded and the motion carried unanimously.

Clerk

County Clerk, Gwynn Bartlett planned to request approval of the 2019 HRA Plan Document and the 2019 Flex Benefit Plan Document with Blue Cross's new vendor, Further; however, there are a few changes that needed to be made to the agreements that haven't been completed yet. She will request authorization February 19 if the new documents are received.

Gwynn requested approval of the Carbon County Wellness Plan Document. The plan basically lays out the procedures and incentives for the program. She noted that the county will use WY Health Fairs (WHF) this year because the former vendor, Simplywell was in transition and was going to charge a rather large annual fee for reporting. In addition, WHF holds draws in Rawlins, Hanna, Saratoga, Encampment and Baggs offering county employees numerous opportunities to have their draws. WHF can also offer employees the option to self-pay for numerous tests they offer. The plan document is required and will be dispersed to all employees.

Commissioner Jones moved to authorize the Chairman's signature on the Carbon County Wellness Plan Document. Commissioner Espy seconded and the motion carried unanimously.

Clerk Bartlett discussed EKM&Ps addendum to their existing contract to work on the Courthouse project. She stated the county has both Homeland Security and WY Supreme Court grant funding to make security improvements to the Courthouse. If the upcoming 1% Specific Purpose Tax election passes, many of these improvements may be modified again. She asked if the BOCC wanted to wait to see the outcome of the election in May prior to completing these grant projects. If the tax passes, the BOCC could potentially ask the Supreme Court for an amendment to use the funding towards the main project. The BOCC opted to hold off for now with the exception of cameras and moving the men's restroom door. Mr. Piche will complete these tasks without the assistance of EKM&P. Jim will be meeting with Long & Associates regarding update of the cameras soon.

The addendum would add \$22,756.00 for EMK&P to design the improvements.

Clerk Bartlett asked the board to sign a letter to become a party for the TransWest Express industrial siting permit application.

Commissioner Jones moved to approve party status request to the Department of Environmental Quality TransWest Express's industrial siting permit application. Commissioner Moore seconded and the motion carried unanimously.

Clerk Bartlett reported that she will be advertising under the Administrative Procedures Act for changes to the county's procurement policy. Prior to advertising she asked if the BOCC had any additional changes. Chairman Johnson requested changes to various sections.

Commissioners

Commissioner Jones moved to approve a Calcutta at the Saratoga Skijoring event at Buck Springs Arena on February 9-10, 2019. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Jones presented the Dixon Airport Engineering Agreement and the Dixon Airport Planning Agreement, both with T-O Engineers, Inc but noted Attorney Davis has requested amendments to these documents; therefore, approval will wait until the next meeting.

Attorney Davis presented an Addendum to the Legal Services Agreement with Ochs Law Firm for the opiate litigation. The City of Casper is joining the suit; therefore, Mr. Ochs has agreed to reduce his fee.

Commissioner Espy moved to approve an Addendum to the Legal Services Agreement with Ochs Law Firm to reduce their fee from 25% of gross recovery to 20%. Commissioner Moore seconded and the motion carried unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 10:46 a.m. with Gwynn Bartlett Ashley Mayfield Davis, Renee Snider, Bill Nation, Paul Zamora and Jim Piche. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 11:14 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion carried unanimously.

MEMORIAL HOSPITAL OF CARBON COUNTY

Bob Quist, interim CEO of Memorial Hospital of Carbon County (MHCC), provided a monthly update of MHCC operations stating that the hospital's position is strong.

Mr. Quist requested that the monthly updates for MHCC be moved to quarterly reports. The BOCC asked for monthly reports to continue.

Mr. Quist requested the approval for placement of an internet tower on top of the Courthouse to improve internet services at the clinic located across the street from the Carbon Building. If line of sight exists, they think they can install a device on the county's existing tower on the Courthouse.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 11:28 a.m. with Gwynn Bartlett and Ashley Mayfield Davis. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 11:52 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion carried unanimously.

OFFER

Commissioner Espy moved to authorize the Chairman's signature on a purchase offer. Commissioner Moore seconded and the motion carried unanimously.

TRANSWEST EXPRESS IMPACT ASSISTANCE FUNDS WORKSHOP

Departments discussed the potential impacts for the construction of the TransWest Express transmission line project.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 1:07 p.m. Commissioner Jones seconded and the motion carried unanimously.

A regular meeting of this Board will be held March 5, 2019 at 9:00 a.m. at the Carbon County Courthouse, 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 or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.