

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, May 14, 2019  
Carbon County Courthouse, Rawlins, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, May 14, 2019 at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman John Johnson, Sue Jones, John Espy, Travis Moore, and Byron Barkhurst.

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

**ADDITIONS/CORRECTIONS**

Chairman Johnson added an Amendment to the Contract for the County's Health Officer Public Health.

**VOUCHERS**

Commissioner Espy moved to approve payment to Sunrise Sanitation for \$68.00. Commissioner Barkhurst 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 \$592,406.50 for an aggregate total today of \$592,474.50. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to correct the main amount of bills from the April 16, 2019 meeting from \$1,215,049.59 to \$161,709.00 for a grand total of \$1,215,117.59 rather than the \$2,268,458.18 that was previously approved. Commissioner Jones seconded and the motion carried unanimously.

307 PROFESSIONAL CLEAN LLC	COUNTY BUILDINGS CLEANING	\$10,485.00
ABSOLUTE SOLUTIONS	LIGHT PACKAGE FOR NEW WARDEN PICKUPS	\$3,166.40
ACME ELECTRIC COMPANY, LLC	ELECTRICAL WORK	\$382.78
ADAMS, LOGAN	WITNESS EXPENSES	\$57.00
ALSCO, AMERICAN LINEN DIVISION	SHOP SUPPLIES	\$106.88
APEX COMMUNICATIONS	MAY RADIO SERVICES	\$4,033.88
APG MEDIA OF THE ROCKIES	MISC ADS	\$537.54
API SYSTEMS INTEGRATORS	FIRE ALARM SYSTEM REPAIR	\$2,451.00
ASPEN FAMILY DENTAL	DENTAL SERVICES	\$1,177.00
ASPEN MOUNTAIN CONSTRUCTION	GUTTERS FOR CCYCC	\$590.00
BAGGS, TOWN OF	RENT/WATER SERVICES	\$183.95
BAKKEN, ALEX SCOTT	FUEL	\$76.73

BALESTRIERI, MICHELLE	MILEAGE/MEALS	\$301.77
BANK OF COMMERCE	DEPOSIT TICKETS	\$29,454.35
BANK OF MONTREAL - MASTERCARD	MISC CHARGES	\$16,090.16
BARAHAL MD, DAVID	INMATE HEALTH SERVICES	\$460.00
BARKHURST COLLISION CENTER	GRILL GAURD NEW SHERIFF PICKUPS	\$3,545.00
BEST WESTERN COTTONTREE	WITNESS MEALS/ROOM	\$644.01
BI INC.	APRIL ELECTRONIC MONITORING SERVICES	\$981.50
BIG SKY COMMUNICATIONS INC	RADIOS	\$1,194.00
BLACK HILLS ENERGY	HEATING SERVICES	\$10,687.72
BLACK, VAL	MILEAGE	\$40.00
BLAKEMAN PROPANE	HEATING FUEL	\$2,010.04
BOB BARKER COMPANY, INC.	MISC JAIL SUPPLIES	\$429.82
BOMGAARS SUPPLY	BLADE	\$49.99
BOWLUS, JACQUELINE	JURORS MEALS CR-2018-0062	\$71.46
BOYS & GIRLS CLUBS OF CARBON COUNTY	GRANTS TANF DFS CPI 18-19	\$2,840.34
BRANNON, J REED	MILEAGE	\$60.00
BRIDGER FABRICATION	METAL WELDING	\$169.01
BROWN, DORIS	MILEAGE	\$60.00
BUCHANAN, KAREN	MILEAGE	\$48.00
BUCKINGHAM LUMBER CO	POST FOR NEW BRIDGE SIGNS	\$1,666.34
BUILD RITE LUMBER COMPANIES	DOOR FRAME	\$1,165.34
C & B SAND & GRAVEL	MSHA CLASS BAGGS	\$160.00
CARBON COPY	ENVELOPES	\$465.00
CARBON COUNTY FAIR ASSOCIATION	2019 FAIR TROPHIES	\$180.00
CARBON COUNTY PUBLIC HEALTH	INMATE MEDICAL TESTS	\$168.00
CARBON COUNTY YOUTH CRISIS CENTER	GRANTS TANF DFS CPI 18-19	\$174.88
CARBON POWER & LIGHT INC	ELECTRIC SERVICES	\$2,438.71
CARE MORE TURF MAINTENANCE	POWER RAKING	\$2,250.00
CARERIGHT TECHNOLOGIES, LLC	RECURRING BED FEE	\$445.10
CASPER WINNELSON CO	MISC SUPPLIES	\$1,900.75
CATHEDRAL HOME FOR CHILDREN	GRANTS DFS JUVE SERVICES BOARD 16-17	\$5,000.00
CBM FOOD SERVICE	APRIL 25- MAY 1 JAIL MEALS	\$14,310.52
CENTRAL WYOMING UROLOGICAL ASSC	INMATE HEALTH SERVICES	\$100.00
CHARM-TEX, INC.	JAIL SUPPLIES	\$1,519.10
CHARTER COMMUNICATIONS	CABLE SUBSCRIPTION	\$119.84
CHAVEZ, SARAH	MILEAGE	\$42.00
CLARK, KAYLEIGH	WITNESS EXPENSES	\$350.00
CLERK OF DIST COURT (JURORS)	JURORS/BAILIFFS PAY	\$5,445.00
COWBOY CHEMICAL	LAUNDRY SUPPLIES	\$204.20
COWBOY SUPPLY HOUSE	MISC SUPPLIES	\$2,559.07
CULVER, VIRGILIA S.	LEGAL SERVICES	\$392.00
DALLIN MOTORS INC	FILTER/OIL	\$268.10
DIRTY BOYZ SANITATION, INC	TRASH SERVICES	\$660.00

DIXON, TOWN OF	WATER SERVICES	\$308.00
DJ'S	TRUCK MIRRORS	\$1,351.34
DOMINION ENERGY	HEATING SERVICES	\$187.18
DUNCKLEY, ANNETTE J	MILEAGE	\$104.00
ELEVATED TRAINING SOLUTIONS	R&B FIRST AID/CPR TRAINING	\$935.00
ELK MOUNTAIN, TOWN OF	HEATING SERVICES	\$477.21
ENCAMPMENT, TOWN OF	WATER SERVICES	\$96.00
ENCARTELE	INMATE PHONE CARDS	\$4,000.00
ENGINEERING ASSOCIATES	MED BOW COMPLEX ENGINEERING	\$4,600.00
ENGSTROM, JAMES D. DDS	APRIL 2019 JAIL SERVICES	\$2,500.00
EPP, CORNELIA	MILEAGE	\$6.00
ERICKSON & ROBERTS	GAL SERVICES	\$90.00
FATBEAM LLC	FIBER LINES	\$15,734.25
FOX, SID	EXPENSES	\$187.83
FRONT RANGE FIRE APPARATUS	MISC SUPPLIES	\$266.25
FURTHER	HEALTH REIMB APR	\$5,152.91
GALLS/QUARTERMASTER	UNIFORM SHIRTS/VESTS	\$3,765.99
GCR ELECTRONICS, LLC	MONTHLY SITE RENTAL	\$1,200.00
GLAXOSMITHKLINE PHARMACEUTICALS	VACCINES	\$1,782.50
GRAINGER	HEAT TRANSFER PASTE	\$10.98
GRAPHIC BUSINESS SOLUTIONS, LLC	NOTARY STAMP	\$38.95
GRAY, BRANDON	WITNESS EXPENSES	\$99.00
GREATER WY BIG BROS/SISTERS	GRANTS TANF DFS CPI 18-19	\$12,300.57
HAMANN, TALON	WITNESS EXPENSES	\$99.00
HANNA, TOWN OF	WATER SERVICES	\$245.98
HANSEN, LORETTA J.	MILEAGE	\$197.78
HARRIS GOVERN FT. COLLINS USER GROUP	2019 HGFC USER GROUP DUES	\$150.00
HEIMAN FIRE DEPARTMENT	MISC SUPPLIES	\$232.66
HEROLD, DORRYL	MILEAGE	\$7.00
HERTER, JACQUES P. PHD	PSYCH EVAL M.BEAUBIEN	\$575.00
HIGH PLAINS POWER	ELECTRIC SERVICES	\$407.76
HOBBS, ANGIE E	MILEAGE	\$80.00
INTERIOR GALORE	CARPET FOR JAIL	\$5,537.50
IRON J TOWING	ABANDONED VEHICLE TOW	\$336.00
J H KASPAR OIL COMPANY	FUEL	\$11,187.17
JACK'S BODY & FENDER REPAIR	SERVICE CALL	\$270.00
JOHNSTON, RANAE	MILEAGE	\$36.00
JOLLY, ASHLEY	MILEAGE	\$85.00
JONES, HOPE	MILEAGE	\$50.00
KAPLAN & MELLO PLANNING, LLC	GRANTS DIXON AIRPORT MASTER PLAN	\$2,500.00
KARI, DALE	MILEAGE	\$27.60
KELLEY, SHAWN	FOOD FOR SEARCH	\$83.73
KELLY, MICHAEL K.	MILEAGE	\$130.00

KENCO SECURITY AND TECHNOLOGY	MONITORING SYSTEM TEST	\$78.00
KINETIC LEASING	LEASE PAYMENT ON 5 2016 VEHICLES	\$43,254.00
KING SOOPERS CUSTOMER CHARGES	PRESCRIPTIONS	\$27.65
KIRKPATRICK, HOLLY R	MILEAGE	\$42.00
KIRSCH, ARCHIE P	PH PR HEALTH OFFICER	\$1,300.00
KRAFT, PAMELA	MILEAGE	\$10.00
KTGA/KBDY	TOWER RENT	\$430.00
L N CURTIS & SONS	ADAPTER	\$250.30
LARAMIE FIRE EXTINGUISHER	YEARLY INSPECTION	\$21.00
LAZARKIEWICZ, DEBORA	MEALS	\$76.25
MABERRY, AGRIPPINA M.	INTERPRETER	\$50.00
MADDOX, KAROL	MILEAGE	\$56.00
MICCARDELL, LARAE S.	WITNESS EXPENSES	\$147.00
MCKESSON MEDICAL	JAIL MEDICAL SUPPLIES	\$251.71
MEDICINE BOW, TOWN OF	WATER SERVICES	\$190.00
MEMORIAL HOSPITAL OF CARBON COUNTY	PRE EMPLOYMENT LAB WORK	\$394.76
MERCEDES TRANSCRIPTION, INC	HEALTH REPORTS	\$112.75
MERCK SHARP & DOHME CORP.	VACCINES	\$6,383.57
MICHAEL'S BIG CITY GRILLE	WITNESS MEALS	\$146.10
MICHAELS FENCE	SADDLE CLAMP	\$32.03
MID-AMERICAN RESEARCH CHEMICAL	CINTRONELLA REPELLENT	\$111.34
MIKE'S LOCK & KEY	REKEY/BLANK KEY	\$49.50
MILLER, CORINNE	MEALS/MILEAGE	\$348.85
MODERN MARKETING, INC	SHERIFF STICKERS	\$523.15
MOSS, BARBARA	MILEAGE	\$54.30
MPM CORP / EVERGREEN DISPOSAL	TRASH SERVICES	\$130.00
NATASHA K. MARTINEZ, P.C.	LEGAL SERVICES	\$90.00
NEBRASKA DEPT OF MOTOR VEHICLES	CERTIFIED DRIVING RECORD	\$6.00
NEUBAUER, PELKEY, MERSEAL AND	GAL SERVICES	\$3,256.25
NORCO, INC.	ACETYLENE CYLINDER	\$866.88
OFFENDER WATCH	SEX OFFENDER NOTIFICATIONS	\$73.70
O'REILLY AUTO PARTS	SNOW BRUSH/3PK PAPER	\$32.47
PERKINS OIL CO	TANK RENTAL	\$3,046.05
PINNACLE PUBLIC FINANCE, INC	LEASES/BONDS CARBON BLDG HVAC	\$158,740.93
QUILL CORPORATION	FILES, STICKY NOTES, INK	\$2,024.20
RAWLINS AUTOMOTIVE	FILTERS	\$3,605.95
RAWLINS EASTSIDE CARWASH	WASH CARDS	\$207.10
RAWLINS, CITY OF	WATER SERVICES	\$1,892.40
REBLE, GERALDINE	WITNESS EXPENSES	\$325.00
RICOH USA INC	COPIERS	\$793.18
RICOH USA, INC	COPIER LEASE PAYMENTS	\$15,262.28
ROCKY MOUNTAIN POWER	ELECTRIC SERVICES	\$15,831.73
ROGERS, PAMELLA K	MILEAGE	\$6.00

ROSTAD LAW, LLC	LEGAL SERVICES	\$2,435.25
ROWAN, KRISTY	ELECTIONS MEAL/MILEAGE	\$174.15
SALT LAKE WHOLESALE SPORTS	AMMO	\$570.00
SAPP, KATHRYN C.	MENTAL HEALTH CONTRACT SERVICES	\$2,056.84
SARATOGA AUTO PARTS, INC.	WIPER BLADER/DEICER	\$494.82
SARATOGA SUN	SUBSCRIPTION	\$317.50
SARATOGA, TOWN OF	WATER SERVICES	\$151.93
SCHAFFER MFG CO	DIESEL	\$1,250.15
SCHERMETZLER, SHEELA M ED.S.	CONTRACT LSBG WORK JAN 22-APR 26	\$2,468.33
SCHILLING & WINN PC	GAL SERVICES	\$3,986.35
SECURITY TRANSPORT SERVICES, INC.	INMATE TRANSFER	\$1,764.65
SHAHADEY, MATTHEW	WITNESS EXPENSES	\$141.00
SHEPARD'S	DIESEL	\$5,435.53
SHIVELY HARDWARE	TRASH BAGS	\$49.83
SHORMA, BETH L.	MILEAGE	\$5.00
SIMPLE DISTRIBUTORS, LLC	A-Z PLASTIC SELF STICK TABS	\$29.50
SKYLINE MOTORS, INC.	AIR FILTER	\$1,676.92
SLOW AND STEADY LAW OFFICE, PLLC	LEGAL SERVICES	\$2,330.00
SMITH, LORETTA K	MILEAGE	\$75.00
SNAKE RIVER PRESS	NEWSPAPER SUBSCRIPTION RENEWAL	\$240.00
SPAULDING, DAWNETTE	PER DIEM TRAVEL	\$78.76
SPECIALIZED PATHOLOGY CONSULTANTS	FORENSIC AUTOPSY	\$1,175.00
STAPLES ADVANTAGE	JAIL SUPPLIES	\$384.15
STATE OF OREGON MOTOR VEHICLE DIV	CERTIFIED DRIVING RECORD	\$3.00
STATE OF WY - PUBLIC DEFENDER	FY2019 PUBLIC DEFENDER SUPPLEMENT	\$46,764.08
STEPHENSON, LEE ANN	MILEAGE	\$37.20
STEWART STREETER, SANDRA	MILEAGE	\$104.00
STUNTRONICS, LLC	SHERIFF DEPUTY SCHOOLING	\$590.00
SUNRISE SANITATION SERVICE, LLC.	TRASH SERVICES	\$68.00
SWANSON SERVICES CORPORATION	JAIL COMMISSARY SUPPLIES	\$2,654.35
THE MASTERS TOUCH, LLC	ASSESSMENT NOTICES	\$6,181.97
THE WILDFIRE PROJECT	INITIAL SCREENING	\$100.00
THOMSON REUTERS-WEST PAYMENT	MONTHLY DATABASE CHARGES	\$771.02
TRADING POST	FUEL	\$284.51
TRIMBLE, CONNIE MARIE	WITNESS EXPENSES	\$60.00
TRUE VALUE OF RAWLINS	MISC HARDWARE	\$437.37
U W C E S	CES PR 4-H SALARY MATCH	\$4,532.00
ULINE	FREIGHT CHARGE	\$21.49
UNITED STATES POSTAL SERVICE	POSTAGE FEES	\$15,000.00
VALLEY OIL COMPANY	APRIL FUEL	\$688.05
VOIANCE LANGUAGE SERVICES LLC	INTERPRETATION	\$42.75
VOLUNTEER FIREMEN PENSION FUND	MAR VOL FIRE RETIREMENT	\$1,215.00
W C & P A A	DUES FOR FY 2019	\$700.00

WEX BANK	FUEL	\$235.64
WILLE, O.R.	MILEAGE	\$45.00
WILSON, MARGARET	PATCHES	\$12.00
WLC ENGINEERING	SURVEYING FEES	\$750.00
WY COUNTY TREASURER'S ASSOCIATION	REGISTRATION FEES	\$45.00
WY DEPT OF TRANSPORTATION	MED BOW BRIDGE CN06062 PORTION	\$454.65
WY DEPT OF WORKFORCE SVCS	HAMMACK	\$924.00
WY LAW ENFORCEMENT ACADEMY	SHERIFF DEPUTY SCHOOLING	\$550.00
WY MACHINERY COMPANY	HOSE & CLIP	\$1,590.37
WY PEACE OFFICERS ASSOC	BODWIN MEMBERSHIP	\$10.00
WY STATE BAR	JOB POSTING ON ONLINE JOB BANK	\$100.00
WY STATE FIREMEN'S ASSOCIATION	DEATH BENEFIT	\$774.00
WYOMING HEALTH FAIRS	DATA FEED REPORTING	\$1,677.00
WYOMING MEDICAL CENTER	JAIL HEALTH	\$4,019.20
YAMPA VALLEY ELECTRIC	ELECTRIC SERVICES	\$936.39
YOCUM, LEO	MILEAGE	\$24.00
YOUNG, CHARLES MD	PRE EMPLOYMENT PHYSICAL	\$450.00

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for further discussion. The consent agenda includes the April 16, 2019 regular meeting minutes; a bond for Donald R. Brinkman, Treasurer for the Carbon County Recreation Board – School District No. 1 in the amount of \$10,000.00; bond rider for Stacy Holt changing her name to Stacey Ward; monthly receipts for the Planning and Development Department in the amount of \$56,135.00, the County Clerk's Office in the amount of \$31,132.75 and the Clerk of District Court in the amount of \$3,030.00 and notice of value changes totaling (\$902,717.00). Commissioner Moore seconded and the motion carried unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Public Health**

Commissioner Jones moved to approve the Amendment One to the Contract Between Carbon County and State Public Health Department and Carbon County Public Health Office changing the funding source from federal funds under CFDA #93.069 to Trust Agency Funds account #6201. Commissioner Barkhurst seconded and the motion carried unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session with Ashley Davis and Clerk Bartlett to discuss personnel, potential litigation and other matters considered confidential by law at 9:10 a.m. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 9:23 a.m. noting no action was taken and the minutes be signed and sealed as written. Commissioner seconded and the motion carried unanimously.

### **Commissioners**

Commissioner Jones moved to approve a Settlement Agreement with Three Forks Ranch Corp. and Dixon Airport. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Jones moved to authorize the Chairman's signature on the Amendment to Lease and Fixed Base Operator Agreement with Three Forks Ranch pending legal and board approval. Commissioner Espy seconded and the motion carried unanimously.

### **Road & Bridge**

Commissioner Jones moved to ratify Amendment No. 2 to the Professional Services Agreement with Engineering Associates for the Medicine Bow Road and Bridge Complex to add a \$7,500.00 fee and extend the completion date to May 14, 2019. Commissioner Barkhurst seconded and the motion carried unanimously.

### **Fire**

Commissioner Espy moved to authorize the Chairman's signature on the 2019 Wildland Fire Management Annual Operating Plan. Commissioner Moore seconded and the motion carried unanimously.

### **Sheriff**

Commissioner Barkhurst moved to approve the Motorola Solutions Service Agreement in the amount of \$6,386.00 for the period of July 15, 2019 through July 14, 2020 pending legal review. Commissioner Moore seconded and the motion carried unanimously.

### **Buildings & Grounds**

Commissioner Moore moved to authorize the Chairman's signature on a letter to 307 Professional Clean to extend their cleaning contract for the Courthouse and Carbon Building for one year. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Espy moved to authorize the Chairman to sign closing and any other necessary documents for the purchase of 322 4<sup>th</sup> Street. Commissioner Moore seconded and the motion carried unanimously.

### **ADOPTION OF PROCUREMENT POLICY**

Commissioner Espy moved to adopt the Carbon County Procurement Policy & Fiscal Procedures for Fixed and Controlled Asset effective May 14, 2019. Commissioner Jones seconded and the motion carried unanimously.

### **MEMORIAL HOSPITAL OF CARBON COUNTY**

Commissioner Barkhurst moved to approve the Memorandum of Understanding Between the Memorial Hospital of Carbon County and the Carbon County Board of Commissioners allowing MHCC to use a microwave repeater/transmitter at the Courthouse for an indefinite term unless terminated with 180 days written notice. Commissioner Moore seconded and the motion carried unanimously.

### **PUBLIC HEARINGS**

#### **C.U. Case File #2019-04: Three Forks Lodge**

Commissioner Jones moved to approve Resolution No. 2019-11 C.U. Case File #2019-04-Three Forks Lodge with conditions as presented in the resolution. Commissioner Espy seconded and the motion carried unanimously.

#### **Z.C. Case File #2019-06: Overland Trail Cattle Company**

Commissioner Espy moved to approve Resolution No. 2019-12 Z.C. Case File #2019-06 - Overland Trail Cattle Company with any recommended conditions as listed in the resolution. Commissioner Moore seconded and the motion carried unanimously.

#### **C.U. Case #2019-03 Riverbend Lodge**

Commissioner Jones moved to approve Resolution No. 2019-13 C.U. Case File #2019-03 – Riverbend Lodge with any recommended conditions as listed in the resolution. Commissioner Espy seconded and the motion carried unanimously.

### **Certifications of Recommended Action**

Commissioner Moore moved to accept the Certifications of Recommended Action for Z.C. Case #2019-07 Walter and Kathleen Shepard and Western Hills Campground LLC, Minor Subdivision Case #2019-02 – Shepard Minor Subdivision and C.U. Case #2019-05 – Adobe Butte Feed Company and Dennis Criswell and schedule a public hearing for each at 11:15 a.m. June 4, 2019 at the Carbon County Courthouse in Rawlins, WY. Commissioner Espy seconded and the motion carried unanimously.

### **Clerk**

Commissioner Jones moved to appoint Rocky Fiedor to the Platte Valley Community Center Joint Powers Board for an unexpired 3-year term ending June 2020. Commissioner Barkhurst seconded and the motion carried unanimously.

## **EXECUTIVE SESSION**

Commissioner Moore moved to go into executive session with Ashley Davis and Clerk Bartlett to discuss personnel, potential litigation and other matters considered confidential by law at 3:25 p.m. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Moore moved to come out of executive session at 3:51 p.m. noting no action was taken and the minutes be signed and sealed as written. Commissioner Jones seconded and the motion carried unanimously.

## **ADJOURNMENT**

Commissioner Moore moved to adjourn the meeting at 3:52 p.m. Commissioner Jones seconded and the motion carried unanimously.

A regular meeting of this Board will be held on June 4, 2019 at 9:00 a.m. at the Carbon County Courthouse. 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.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 21st day of May 2019.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- Willing John Johnson, Chairman