

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
BUDGET WORKSHOPS & REGULAR MEETING
Monday, May 20, 2019 at 8:30 a.m.
Encampment Opera House, Encampment, WY and
Tuesday, May 21, 2019
Carbon County Courthouse, Rawlins, WY**

A budget workshop of the Board of Carbon County Commissioners (BOCC) commenced Monday May 20, 2019 at the Carbon County Courthouse, Rawlins, WY to discuss budgets. Attending the meeting were; Chairman John Johnson; Vice Chairman Sue Jones; Byron Barkhurst, John Espy and Travis Moore. Chairman Johnson called the meeting to order at 8:30 a.m.

BUDGET

The following presented their fiscal year 2019 – 2020 budgets: Matt Wester, IT Director, Amanda Brown, Public Health Coordinator, Renee Snider, County Clerk, Gwynn Bartlett, County Treasurer, Patty Bentsen, Archie Roybal, County Sheriff, Glenn Biggs, Mental Health Director, John Rutherford, Fire Chief and South Central Wyoming EMS Chair, Jacob Mickelson, Library Director, Dr. Michael Kloep, Rawlins Carbon County Airport Board, Lisa Engstrom, Senior Services Director, Tina Hill, Old Pen Joint Powers Board Director, Abby Perry, County Extension Office Coordinator, Ashley Davis, County Attorney and Carbon County Fair Board.

The meeting was recessed at 3:50 p.m. and Chairman Johnson reconvened at 10:00 a.m. Tuesday, May 21, 2019 at the Encampment Opera House, Encampment, WY for a budget workshop. The regular meeting of the Board of Carbon County Commissioners (BOCC) followed at 2:00 p.m. Attending the meetings were; Chairman John Johnson, Sue Jones, John Espy, Travis Moore, and Byron Barkhurst. Commissioner Moore left at 11:45 a.m.

BUDGET

The following presented their fiscal year 2019 – 2020 budgets: Bill Nation, Road & Bridge, Jim Piche, Buildings & Grounds, Sid Fox, Planning & Development and Planning & Zoning Commission and Gwynn Bartlett, County Clerk.

VOUCHERS

Commissioner Espy moved to approve the payroll costs of \$855,515.81 and benefit costs in the amount of \$140,894.86 and the regular report of expenditures in the amount of \$338,796.82 for an aggregate total today of \$1,335,207.49. Commissioner Jones seconded and the motion carried unanimously.

BRITTINGHAM, MEGAN	2019 NAE4HA&WAE4-HA DUES	\$60.00
--------------------	--------------------------	---------

CASPER STAR-TRIBUNE	ADS	\$423.08
CBM FOOD SERVICE	JAIL MEALS	\$3,590.79
CC ALLIANCE FOR DRUG	CUSTOM TABLE THROW/BANNER STAND	\$244.00
CHRIST, TOMMIE M.	WITNESS FEES	\$60.00
CML SECURITY	SEMI ANNUAL MAINTENANCE	\$4,750.00
COWBOY CHEMICAL	LAUNDRY SUPPLIES	\$307.70
DEPARTMENT OF HEALTH	GRANTS/RENTAL VEHICLE	\$37,383.03
FIRST AMERICAN TITLE INSURANCE COMPANY	322 14TH ST CORONER BUILDING	\$237,531.19
J H KASPAR OIL COMPANY	FUEL	\$39.22
KILBURN TIRE COMPANY	TIRE REPAIR	\$24.50
LOADER, JEAN	BABY SHOWER SUPPLIES	\$65.86
MABERRY, AGRIPPINA M.	INTERPRETER SERVICES	\$50.00
MEMORIAL HOSPITAL OF CARBON COUNTY	ADMIN EMERGENCY DETENTIONS	\$6,473.35
MERCK SHARP & DOHME CORP.	PH VACCINE GENERAL VACCINES	\$981.81
NATRONA COUNTY LEGAL	ADMIN EMERGENCY DETENTIONS	\$2,625.00
OFFICE ALLY	MONTHLY EHR CHARGE	\$29.95
PARTSMASTER	NUTS/LOCKERS FOR BRIDGE SIGNS	\$158.85
PEAKVIEW CARWASH	CARWASH TOKEN	\$50.00
PHILLIPS 66-CONOCO-76	FUEL	\$3.23
PMCH	CONSULTING SERVICES	\$3,185.50
PUBLIC SAFETY CENTER, INC	GLOVE	\$299.89
QUILL CORPORATION	FOLDERS	\$204.96
RAWLINS AUTOMOTIVE	OIL/OIL FILTER	\$37.76
RAWLINS EASTSIDE CARWASH	CAR WASH CARD REFILL	\$63.00
RMS PTO	8TH GRADE PROMOTION	\$500.00
ROCKY MOUNTAIN POWER	ELECTRIC SERVICES	\$11,265.93
ROSTAD LAW, LLC	LEGAL SERVICES	\$2,239.85
SARATOGA AUTO PARTS, INC.	MISC PARTS	\$250.49
SHEPARD'S	FUEL	\$3,031.56
STATE OF WY DEPT OF FIRE PREVENTION &	CORONERS BLDG PLAN REVIEWS	\$667.60
SWEET MARIES BAKESHOP LLC	COOKIES	\$399.49
THOMSON REUTERS-WEST PAYMENT CENTER	MONTHLY CHARGES	\$771.02
TRADING POST	FUEL	\$48.34
TREVATHAN, SABRINA RMR	TRANSCRIPTION SERVICES	\$786.50
TRUE VALUE OF RAWLINS	trash bags	\$12.28
UNIVERSITY OF WY (CES)	CES PR 4-H SALARY MATCH	\$14,167.50
US BANK	JAIL HEALTH	\$4,517.08
WEX BANK	FUEL	\$211.20
WY DEPT OF TRANSPORTATION	SAVERY ROAD PROJECT CN06066	\$663.31

WY PUBLIC HEALTH LABORATORY	PH SUPPORT SERVICES	\$622.00
<u>CONSENT AGENDA</u>		

Commissioner Espy moved to approve the consent agenda noting any item could be removed for further discussion. The consent agenda includes the May 14, 2019 regular meeting minutes and monthly receipts for the Road and Bridge Department in the amount of \$268.00. Commissioner Barkhurst seconded and the motion carried unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

2019-2020 COMMISSIONERS' SCHOLARSHIPS

Commissioner Espy moved to award three new Commissioners scholarships to Nickolas Chavez of Rawlins, MacKenzie Steele of Rawlins and Thomas Duncan of Dixon with alternates in order of Sydney Thayer, Kyle Wessel and Samantha Waring. Commissioner Barkhurst seconded the motion carried unanimously.

Commissioner Espy moved to award the Commissioners Renewal Scholarship to Perri Freeman with Addie Stanley as the alternate. Commissioner Jones and the motion carried unanimously.

Attorney

Deputy Attorney Mike Kelly presented a Lease Renewal Agreement with GCR Electronics for the county to lease eight communications sites and change the fee from \$150.00 per month each to \$250.00 per month each plus a 3% per annum automatic increase beginning July 1, 2019. Other terminology was also clarified in the final version. Commissioner Espy recused himself from the conversation due to personal conflict.

Commissioner Jones moved to approve the Lease Renewal Agreement with GCR Electronics in the amount of \$250.00 per month per site beginning July 1, 2019 with an annual increase of 3% per annum on July 1 of each successive year. Commissioner Barkhurst seconded and the motion carried with all voting for the motion except Commissioner Espy who abstained due to conflict.

Buildings & Grounds

Buildings and Grounds Manager, Jim Piche requested authorization and approval of a bid from Big Horn Roofing to install a membrane roof on the Hanna Senior Center in the amount of \$8,295.00. Bids were also received from Pinnacle Construction in the amount of \$10,500.00 and Limmer Roofing for \$16,330.00.

Commissioner Espy moved to approve the bid from Big Horn Roofing in the amount of \$8,295.00 for installation of a membrane roof on the Hanna Senior Center and to authorize the any commissioner to sign a contract if the County Attorney feels one is necessary. Commissioner Barkhurst seconded and the motion carried unanimously.

Planning & Zoning

Planning and Zoning Director, Sid Fox provided the Memorandum of Understanding with the Town of Encampment for planning, zoning and development review surrounding the corporate limits of Encampment for approval. Essentially this would require the county to consult with the town on planning and zoning matters. The BOCC stated it would consider approval after the town signs.

Road & Bridge

Road & Bridge Superintendent, Bill Nation reported County Road 401 is open to the forest boundary. A window was kicked in and another was cracked on his equipment while sitting on site overnight during the snow clearing effort. The WY Department of Transportation has required larger signs to be installed at various bridges in the county. He has to install approved posts and will actively be working on these sign installations.

Mr. Nation reported a blade for the Medicine Bow area would be approximately \$19,000 more than the impact assistance that will be paid however if he forgoes the V-Plow the total would be \$300,243.00 for a 140M3 all-wheel drive CAT blade. This blade is available and would be ready within 30 days versus bidding the equipment. Bill proposes leasing the equipment. There was discussion about following the county's procurement policy and solicit bids by advertising if required by law and that the specification call for an immediate availability. The BOCC directed Mr. Nation to solicit bids from vendors by the next meeting and that he and Clerk Bartlett would both obtain financing quotes.

Mr. Nation reported that the plans for the Medicine Bow shop should be completed this week. After approval, the Fire Marshall will review followed by a bid process for construction. Mr. Nation reported that road use agreements with windfarm developers near Medicine Bow require a 35 mph speed limit and that he will actively work with them to ensure that is being followed. He will also work with law enforcement to help ensure enforcement.

Clerk

County Clerk, Gwynn Bartlett presented a Property Lease Agreement with Warren Resources for the property at 322 4th Street approval. This will be a month to month lease at \$1,500.00.

Commissioner Espy moved to authorize a commissioner's signature on the Property Lease Agreement for with Warren Resources for the property at 322 4th Street for \$1,500.00 per month. Commissioner Jones seconded and the motion carried unanimously.

Clerk Bartlett provided an Amendment to Professional Services Agreement with EKM&P dba Voorhis Associates Inc. for approval.

Commissioner Jones moved to authorize the Chairman's signature on the Amendment to Professional Services Agreement with EKM&P dba Voorhis Associates Inc. pending legal review. Commissioner Espy seconded and the motion carried unanimously.

Citizen / Commissioners Discussion

Jason Armbruster, District Forest Service Ranger from the Saratoga office updated the BOCC on projects in the area. They will be constructing a 10-person bunk house at their Saratoga property and a contract was awarded today to GCS from Grand Junction for construction. They will likely begin this summer with completion next spring or early summer. They will be contacting the County Planner for a building permit. They also have a water and sewer project ongoing at their office. The Landscape Vegetation Analysis (LaVa) project administrative objection period ended yesterday and the US Forest Service will be working through the 27 written objections through the next month. They are working on preseason fire preparation along with the county and other agencies.

Commissioner Espy reported that July 9 & 10 the WY County Commissioner's Association will be holding NEPA training. June 13 he will be a panelist on the WY Bar Association Summit in Casper.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 2:55 p.m. Commissioner Jones seconded and the motion carried unanimously.

A budget workshop will be held June 17, 2019 at 8:30 a.m. at the Carbon County Courthouse, Rawlins, WY. A budget workshop will also be held June 24, 2019 at 8:30 a.m. at the same location if needed. A regular meeting of this Board will be held June 18, 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.