

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, June 4, 2019  
Carbon County Courthouse, Rawlins, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, June 4, 2019 at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman, John Johnson, Vice Chairman, Sue Jones, John Espy, Travis Moore, and Byron Barkhurst.

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

**ADDITIONS/CORRECTIONS**

There were no changes to the agenda.

**VOUCHERS**

Commissioner Barkhurst moved to approve the report of expenditures in the amount of \$327,744.65. Commissioner Espy seconded and the motion carried unanimously.

307 PROFESSIONAL CLEAN LLC	JUNE CONTRACT CLEANING	\$10,485.00
ACME ELECTRIC COMPANY, LLC	ELECTRICAL WORK	\$91.18
ALSCO, AMERICAN LINEN DIVISION	SHOP SUPPLIES	\$106.88
ASPEN FAMILY DENTAL	DENTAL SERVICES	\$422.06
AXIS FORENSIC TOXICOLOGY, INC.	LAB FEES	\$230.00
BELANGER, GWENDOLYN W.	MILEAGE	\$105.00
BIG HORN ROOFING, INC	HANNA SENIOR CENTER ROOF	\$8,121.00
BLACK HILLS ENERGY	HEATING FUEL	\$9,359.90
BLACKWATER SEPTIC SOLUTIONS	SUMP CLEAN OUT	\$300.00
BLAKEMAN PROPANE	HEATING SERVICES	\$248.00
BOMGAARS SUPPLY	MISC SUPPLIES	\$50.16
BUCHANAN, KAREN	BOARDS SENIOR SVC MILEAGE	\$73.20
BUILD RITE LUMBER COMPANIES	ROOF EDGE RETURNED	\$224.31
CARBON COPY	DECALS	\$225.00
CARBON COUNTY SENIOR SERVICES	OUT AGENCY CC SENIOR SERVICES INC	\$50,000.00
CARBON COUNTY WEED & PEST	WEED KILLER	\$816.28
CBM FOOD SERVICE	JAIL MEALS	\$6,898.41
CENTURY LINK	PHONE LINES	\$334.53
CENTURYLINK WA	PHONE LINES	\$12,070.22
CENTURYLINK-PHOENIX	PHONE LINES	\$847.21
CET FIRE PUMPS MFG	ELECTRIC VALVE	\$380.00

CHARM-TEX, INC.	JAIL SUPPLIES	\$544.80
CHRIST, CODY A.	WITNESS FEES	\$60.00
CHRIST, JON R.	MILEAGE	\$1,025.80
CHRIST, KAYSIE	WITNESS FEES	\$60.00
CHRIST, VANESSA A.	WITNESS FEES	\$60.00
CIVIC-PLUS	ANNUAL MAINTENCE	\$4,357.50
CLERK OF DIST COURT (JURORS)	JURORS (DISTRICT COURT)	\$3,937.00
COWBOY CHEMICAL	GALLON BUCKET	\$94.20
COWBOY SUPPLY HOUSE	MISC JAIL SUPPLIES	\$860.61
DALLIN MOTORS INC	MISC AUTO WORK	\$1,400.75
DIRTY BOYZ SANITATION, INC	TRASH SERVICES	\$710.00
DIXON, TOWN OF	WATER SERVICES	\$308.00
DOMINION ENERGY	HEATING SERVICES	\$135.82
ELK MOUNTAIN CONOCO	FUEL	\$915.65
ELK MOUNTAIN, TOWN OF	WATER SERVICES/4TH QRT INVOICE	\$1,558.00
EMBLEM ENTERPRISES, INC.	UNIFORM PATCH	\$300.62
FOLAND, SHERYL	GRANTS VAWA LAW 18-19	\$125.00
FRANCE, TARA	TRANSCRIPTION SERVICES	\$2,206.75
FRITZ WELDING & MACHINE, INC.	MOWER TRAILER WELDING WORK	\$181.71
FURTHER	HEALTH REIMBURSEMENT	\$7,821.48
HAHN CONSTRUCTION	REPAIR WINDOW JEFFERY CENTER	\$150.00
HIGH PLAINS POWER	ELECTRIC SERVICES	\$418.55
HI-TECH AUTO	OIL/OIL FILTER	\$245.95
INTERNATIONAL ACADEMICS OF EMERG	SHERIFF DEPUTY SCHOOLING	\$25.00
J H KASPAR OIL COMPANY	FUEL	\$187.65
JOHNSTON, RANAE	MILEAGE	\$42.00
KELLY, MICHAEL K.	MILEAGE	\$45.60
KENCO SECURITY AND TECHNOLOGY	MONITORING ALARM	\$78.00
KILBURN TIRE COMPANY	TIRES	\$2,142.16
KINETIC LEASING	LEASES/BONDS FAIR MULT - KINETIC DEC 2019	\$77,992.00
KING SOOPERS CUSTOMER CHARGES	PHARMACY	\$106.28
KIRSCH, ARCHIE P	PH PR HEALTH OFFICER	\$1,300.00
LARAMIE FIRE EXTINGUISHER	YEARLY INSPECTION	\$306.00
LOCAL GOVERNMENT LIABILITY POOL	ADMIN INSURANCE & BONDS	\$50,700.00
LONG BUILDING TECHNOLOGIES, INC.	JAIL WATER HEATER/BATTERY	\$1,586.90
MAGURANY, JARAD W	MILEAGE	\$105.00
MCALLISTER, MARY E	JURY TRIAL MEAL	\$80.04
MCKESSON MEDICAL	MEDICAL SUPPLIES	\$383.71
MEDICINE BOW, TOWN OF	STRUCTURE FIRE	\$1,418.00
MEMORIAL HOSPITAL OF CC	BLOOD WORK FEES	\$225.00

MILLER, CORINNE	MILEAGE	\$201.86
MOSS, BARBARA	BOARDS SENIOR SVC MILEAGE	\$79.80
MOUNTAIN WEST MOTORS	WIRING HARNESS CONNECTOR	\$9.95
MY OFFICE ETC.	SHERIFF SUPPLIES	\$60.68
NEUTRON INDUSTRIES	GLASS CLEANER	\$302.96
NEWMAN TRAFFIC SIGNS	SPECIAL TRAFFIC SIGNS	\$358.34
NSFM PIZZA INC	ADMIN DISTRICT COURT EXPENSES	\$58.90
OFFENDER WATCH	SEX OFFENDER NOTIFICATION	\$70.00
O'REILLY AUTO PARTS	FUEL HOSE/HITCH BALL KIT	\$51.31
PARTSMMASTER	CAP SCREW	\$195.71
PARTSMMASTER	CAP SCREW	\$173.02
PATTON, ROBERT L.	BOARDS SENIOR SVC MILEAGE	\$10.80
PERKINS OIL CO	FUEL	\$1,703.62
PERRY, ABBY	SUPPLIES FOR WORM ACTIVITY AT HEAD START	\$17.06
PLATTE VALLEY COMM CENTER	RENT FOR ELECTION DAY	\$125.00
PRIORITY DISPATCH	IT SOFTWARE MAINTENANCE	\$8,099.99
PROFORCE	GLOCK TRAINING PISTOL	\$1,816.00
QUILL CORPORATION	COPY PAPER/ENVELOPES	\$167.72
RAWLINS AUTOMOTIVE	MISC PARTS	\$489.82
RAWLINS GLASS CENTER, INC.	WINDOW LATCH	\$404.27
RAWLINS, CITY OF	WATER SERVICES	\$1,728.60
REGISTRATIONMAX, LLC	FAIR ENTRY PROGRAM	\$750.00
RMA ARMAMENT, INC	ARMOR PLATE	\$6,096.87
SAFARILAND GROUP	SYRINGE TUBES	\$134.73
SAPP, KATHRYN C.	MENTAL HEALTH CONTRACT SERVICES	\$729.30
SHAW, GAYLE	BOARDS SENIOR SVC MILEAGE	\$24.00
SHIVELY HARDWARE	FOR NEW BRIDGE SIGNS ENCAMPMENT	\$3.99
SOUTH CENTRAL WY EMS	OUT AGENCY SOUTH CENTRAL WY EMS	\$11,250.00
STAPLES ADVANTAGE	MISC OFFICE SUPPLIES	\$140.41
STATE OF WYOMING A & I	MAINFRAME ACCESS FOR TITLES	\$37.69
STUNTRONICS, LLC	BAND IT USER MANUAL	\$520.00
SWANSON SERVICES CORP	JAIL COMMISSARY SUPPLIES	\$1,367.42
TRUE VALUE OF RAWLINS	SUPPLIES	\$1,930.70
TYLER TECHNOLOGIES, INC	MISC SOFTWARE	\$1,396.03
ULINE	UPRIGHT POSTS	\$74.91
VOICE PRODUCTS INC.	ANNUAL MAINT. ON SHERIFF RECORDER	\$8,970.00
WLC ENGINEERING	CARBON COUNTY BUILDING GUIDELINES	\$11,252.25
WY COUNTY ASSESSOR'S ASSOC	WCAA DUES	\$200.00
WY DEPT OF TRANSPORTATION	STATE ASSIGNED VIN FOR COUNTY TRAILER	\$20.00
WY LAW ENFORCEMENT ACADEMY	ANNUAL DUES/REGISTRATION	\$200.00
WY MACHINERY COMPANY	R&B MAINT & REPAIR CAT PARTS	\$224.57

WY RENTS, LLC	B&G MAINT & REPAIR FAIR	\$682.50
YOCUM, LEO	BOARDS SENIOR SVC MILEAGE	\$24.00

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for further discussion. The consent agenda includes the May 20 and May 21, 2019 budget workshop and regular meeting minutes; a bond for Brandee Nicole Forster, Clerk/Treasurer for the Town of Dixon in the amount of \$50,000.00 and monthly receipts for the Planning & Zoning in the amount of \$3,562.00. Commissioner Moore seconded and the motion carried unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Clerk**

Commissioner Espy moved to authorize the Chairman's signature on two Carbon County Extension Annual Compensation Agreements for the 4-H educator and support staff in the amount of \$46,887.00 and \$21,474.00 annually. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Jones moved to approve Resolution 2019-14 County Wide Consensus Block Grant Application Form BY 13/14 Funding. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Barkhurst moved to approve Resolution 2019-15 Preliminary Authorizing the Expenditure of Funds Prior to the Issuance of Revenue Bonds to Finance Projects for the County; and Declaring the Official Intent of the County to have the Expenditures Reimbursed by a Joint Powers Board with Proceeds from the Future Sale of the Bonds. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Espy moved to authorize the Chairman's signature on the Request for Qualifications for Construction Manager At Risk for the Courthouse and Carbon Building Improvement Project. Commissioner Moore seconded and the motion carried unanimously.

### **Road & Bridge**

Commissioner Espy moved to waive the procurement policy and authorize the purchase of a CAT 140M3AWD blade from WY Machinery in the amount of \$344,759.93. Commissioner Jones seconded and Clerk Bartlett asked if the Board would be exercising the buy-back option offered by CAT Financial. The BOCC discussed the option but would like to own this machine at the end of the term. The motion carried unanimously.

Commissioner Espy moved to accept the financing quote from the Rawlins State Bank formerly known as Rawlins National Bank for a blade to be paid for with impact assistance funds from the TB Flats Project and the construction of the Medicine Bow Road & Bridge shop to be paid for

with impact assistance funds from the Ekola Flats project. Commissioner Moore seconded and Commissioner Barkhurst questioned if the county is committing funds if impact payments do not come. Clerk Bartlett stated unfortunately the state will not provide funding up front but rather during or after these items need to be in place to mitigate impacts. Chairman Johnson added that the project company needs to be asked to bond these amounts up front. The motion carried unanimously.

Commissioner Espy moved to approve final plans for the Medicine Bow Road & Bridge building and submit those to the Fire Marshall, Department of Environmental Quality and all other permitting agencies and to and bid the project after attorney and commissioner review of the bid documents. Commissioner Barkhurst seconded and the motion carried unanimously.

**Public Hearing – Elk Mountain Conoco and Towing Special Malt Beverage License Transfer**

Commissioner Jones moved to approve the transfer of Malt Beverage Permit from Michael Konrath dba Elk Mountain Conoco to Seith Konrath dba Elk Mountain Conoco and Towing expiring August 31, 2019. Commissioner Barkhurst seconded and the motion carried unanimously.

**Public Hearing – Budget Amendment 1**

Commissioner Espy moved to adopt Resolution 2019-16 FY 2019 Budget Amendment Number One for Buildings & Grounds Administration, Maintenance and Repair, Treasurer and Reserves. Commissioner Moore seconded and the motion carried unanimously.

**PUBLIC HEARINGS**

**Z.C. Case #2019-07 – Shepard and Western Hills and Minor Subdivision Case #2019-02 – Shepard and Western Hills**

Commissioner Jones moved to approve Resolution No. 2019-17 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission Z.C. Case #2017-07 Shepard – Western Hills for a request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Highway Commercial (C-2 for Lot 1) and Residential (RD-1.11 for Lot 2 and RD-1.93 for Lot 3) located in the proposed Shepard Minor Subdivision encompassing approximately 24.46 acres. Commissioner Barkhurst seconded and the motion carried unanimously.

Commissioner Barkhurst moved to approve the Minor Subdivision Case File #2019-02 Walter and Kathleen Shepard and Western Hills Campground LLC for a request to create three lots, Lot 1 – 21.42 acres, Lot 2 – 1.11 acres, and Lot 3 – 1.93 acres and authorize the Chairman to sign the plat. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Moore moved to approve Resolution No. 2019-18 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County

Planning and Zoning Commission C.U. Case File #2019-05 Adobe Butte Feed Company and Dennis Criswell, Little Snake River Feedlot for a request for a Condition Use Permit in the Ranching, Agriculture and Mining (RAM) Zone District – Industrial Agriculture/Confined animal feeding operation/feedlot. Commissioner Espy seconded and the motion carried unanimously.

### **Certifications of Recommended Action**

Commissioner Barkhurst moved to accept the Certification of Recommended Action for Z.C. Case #2019-08 Casey and Sammi Staman, and schedule a public hearing at 11:15 a.m. July 2, 2019 at the Carbon County Courthouse in Rawlins, WY. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Espy moved to accept the Certification of Recommended Action from the Planning & Zoning Commission for the proposed 2019 Fee Schedule and schedule a Public Hearing for June 18, 2019 at 10:30 a.m. Commissioner Moore seconded and the motion carried unanimously.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session with Ashley Davis, Clerk Bartlett and Bill Nation to discuss personnel, potential litigation and other matters considered confidential by law at 12:55 p.m. Commissioner Moore seconded and the motion carried unanimously.

Bill Nation left the session at 1:17 p.m.

Commissioner Espy moved to come out of executive session at 1:55 p.m. noting no action was taken and the minutes be signed and sealed as written. Commissioner Moore seconded and the motion carried unanimously.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 1:55 p.m. Commissioner Moore seconded and the motion carried unanimously.

A budget workshop will be held June 25, 2019 at 8:30 a.m. at the Carbon County Courthouse, Rawlins, WY and personnel will be discussed and possible action taken as well. A regular meeting of this Board will be held July 2, 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.

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Gwynn G. Bartlett, Carbon County Clerk

Approved this 4<sup>th</sup> day of June 2019.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

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Willing John Johnson, Chairman