

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Monday, July 19, 2021  
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Monday, July 19, 2021, at 9:00 a.m. at the Carbon County Courthouse in 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 additions or corrections to the agenda.

**CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the July 6, 2021 regular meeting minutes, monthly receipts from Road & Bridge in the amount of \$505.00 and Clerk of District Court totaling \$4,101.42; bonds for Kody R. Stocks, Secretary/Treasurer of the Reader Cemetery District of Carbon County in the amount of \$4,000.00, Pamela A. Thayer, Treasurer for the Board of Cooperative Higher Education Services in the amount of \$50,000.00 and Owen Williams, Treasurer for the Medicine Bow Conservation District in the amount of \$10,000.00. Commissioner Moore seconded, and the motion carried unanimously.

**Public Hearing – Adoption of Fiscal Year 2021 - 2022 Budget**

Chairman Johnson opened a public hearing at 9:01 a.m. to consider adoption of the fiscal year 2021-2022 budget and to hear the Carbon County 2009 Specific Purpose Tax Joint Powers Board FY21 budget.

Chairman Johnson closed the hearing at 9:05 a.m. and opened a new hearing at 9:05 a.m. to hear the county budget.

Chairman Johnson called for comments on both budgets presented. There being none, he closed the hearing at 9:08 a.m.

Commissioner Jones moved to adopt Resolution 2021-26 A Resolution to Provide Income Necessary to Finance the Budget and Appropriating Funds Through a 12.000 Mill Levy and to authorize the Chairman's signature on the final budget summary and Contracts for Services with the following outside agencies: Old Pen Joint Powers Board, Carbon County Economic Development, South Central Wyoming Emergency Medical Services, Carbon County Senior

Services, Carbon County Fair Board, Carbon County Library Board and the Carbon County Museum Board. Commissioner Espy seconded, and the motion carried unanimously.

### **VOUCHERS**

Commissioner Barkhurst moved to authorize payment to Sunrise Sanitation in the amount of \$68.00. Commissioner Moore seconded, and the motion carried with Commissioner Jones abstaining due to conflict and all others voting for the motion.

Commissioner Barkhurst moved to approve July 2020 payroll and benefit expenses of \$986,569.41 and insurance claim and premium expenses of \$304,280.28, the main amount of expenses \$1,458,375.78 for an aggregate total today of \$2,749,293.47. Commissioner Espy seconded, and the motion carried unanimously.

Vendor	Detail Line Description	Total
Acme Electric Company, LLC	Electrical Repairs	\$1,491.26
Alesco, American Linen Division	Towels/Soap/Mats	\$113.80
Apex Communications	Surge Protector/Maint. AGMT.	\$4,075.88
Apg Media Of the Rockies	Attorney Job Ad	\$1,075.71
API Systems Integrators	Monitoring Service	\$102.00
AT&T Mobility	CCSO MDT Cell Service	\$311.04
Axis Forensic Toxicology, Inc.	Lab Services	\$245.00
Ayala, Megan	Meal And Mileage Reimb.	\$362.39
Baggs, Town Of	Water Services/Office Rent	\$466.37
Bank Of Commerce (Ach)	Monthly Payroll Files	\$180.00
Bank Of Montreal - Mastercard	Misc. Charges	\$7,601.45
Bi Inc.	Electronic Monitoring Svcs.	\$2,047.50
Black Hills Energy	Gas Services	\$3,645.02
Blakeman Propane	Propane Services	\$371.80
Bob Barker Company, Inc.	Misc. Supplies	\$825.90
Bomgaars Supply	Misc. Supplies	\$559.21
Boys & Girls Clubs of Carbon Co.	2021 Q2 TANF	\$1,738.63
Buchanan, Karen	Mileage	\$75.00
Burke Moving & Storage	Moving Charges	\$5,962.50
Campbell, D. Jason	Mileage	\$27.00
Candy Mountain	Water	\$47.00
Carbon County Fair Board	Mthly. Outside Agcy. Pymt. /Q2 Rental	\$7,903.63
Carbon County Library	Monthly Outside Agency Payment	\$32,500.00
Carbon County Museum	Monthly Outside Agency Payment	\$18,166.63
Carbon County Senior Services	Outside Agency Payment	\$16,666.63
Carbon Power & Light Inc	Saratoga R&B Electric Services	\$2,160.98
CareRight Technologies, LLC	Monthly Bed Fee	\$85.80
Casper Winnelson Co	Copper Tube/Tee/Union	\$770.96

CDW Government, Inc.	Misc. Supplies	\$1,817.86
Charm-Tex, Inc.	Velcro Tabs	\$75.60
Charter Communications	Cable Services	\$119.68
Conover, Sterling	Mileage	\$10.20
Cooper, Earleen	Witness Fees	\$30.00
Corvinus Group LLC	Rebuild Allen-Bradley Processor	\$6,270.00
Cowboy Chemical	Laundry Soap	\$300.20
Daily Times	Newspaper Subscription	\$210.35
Dallin Motors Inc	Spoiler/Rivets	\$228.70
DBT Transportation Services LLC	AWOS Maintenance	\$1,667.44
Dennis Supply Company	Nidec Motor	\$1,054.97
Dirty Boyz Sanitation, Inc	Trash Services	\$1,652.00
Dixon, Town Of	Water Services	\$329.40
Dominion Energy	Gas Services	\$50.27
Drummond Refrigeration LLC	Refrigeration Repairs	\$2,486.84
DustBusters, Inc.	Mag Chloride Retainage	\$239,427.27
Dynamic Controls Inc	HVAC Repairs	\$3,839.23
E & H Plumbing & Construction	Plumbing Repairs	\$690.00
Eaton Sales & Service LLC	Fuel Tank Repair	\$7,511.93
Elk Mountain, Town Of	Water Services	\$65.50
Emblem Enterprises, Inc.	Patches	\$306.51
Encampment, Town Of	Water Services	\$97.00
Encartele	Facility Data	\$1,500.00
Engineering Associates	Beaver Creek Bridge Repair	\$18,060.71
Engstrom, James D. DDS	Dental Services	\$2,500.00
Erickson & Roberts	Legal Services	\$483.20
Espy, John	NACO Flight	\$947.80
E-Z Lift Garage Doors	Garage Door Opener	\$1,200.00
Fatbeam LLC	Internet	\$2,134.52
FCI Constructors of Wy	Courthouse/Carbon Bldg. Remodel	\$653,594.40
Fleming, Linda	Mileage	\$46.80
France, Tara	Transcription Services	\$724.75
Fritz Welding & Machine, Inc.	Flat Straps/Cutting Charge	\$112.80
Galls/Quartermaster	Sheriff's Uniforms & Supplies	\$3,542.18
GCR Electronics, LLC	Site Rental	\$2,000.00
GlaxoSmithKline Pharmaceuticals	Meningitis Vaccine	\$1,017.41
Goodwin, Mandy	Mileage	\$24.60
Graphic Business Solutions, LLC	Notary Stamp/Journal	\$88.70
Greater Wy Big Bros/Sisters	2021 Q2 TANF/June Prevention	\$6,141.54
Greenwood Mapping, Inc	Parcel Mapping	\$787.50
Hanna, Town Of	Water Services	\$351.48

Hansen, Loretta J.	Training Meal	\$27.27
Harris Govern Ft. Collins User Group	User Group Dues	\$150.00
Haver, Emily L.	Meal Reimbursement	\$42.43
Health Merch LLC	Lip Balm/Fans/Hats	\$1,385.39
Herman, Bobbie	Mileage	\$54.00
High Desert Welding & Machine LLC	Nipple	\$19.77
High Plains Power	Electrical Services	\$2.93
Hilltop Conoco	Fuel	\$81.41
Iacovetto, Karon	B&G Contract Custodial	\$16,065.00
Iron J Towing	Tow Charges	\$1,075.00
Jack's Body & Fender Repair	Tow Charges	\$2,291.00
Jeffrey Center Board	Q2 Rental Fees	\$1,300.00
Jones Simkins	Financial Statements Audit	\$15,000.00
Kaisler, Todd	Mileage	\$108.00
Kilburn Tire Company	Tires/Misc. Tire Repair	\$7,156.82
Kone Elevators Escalators	Elevator Repairs	\$433.84
Kostovny, Mark	Mileage	\$25.20
KTGA/KBDY	Radio Ads/Tower Rent	\$447.00
L N Curtis & Sons	SCBA Gear	\$55,148.00
Laramie Fire Extinguisher	Fire Extinguisher Inspections	\$192.75
Lawson Products Inc	Wing Bolts	\$73.28
Long Building Technologies, Inc.	HVAC Repairs	\$3,455.80
M. Gonzales Trucking, Inc.	Tires/Mount/Balance	\$1,054.37
Matthew Bender & Co, Inc.	2021 Wy Court Rules & Law Books	\$2,846.50
McKesson Medical-Surgical	Milk Of Magnesia	\$9.00
Medicine Bow, Town Of	Water Services	\$200.00
Memorial Hospital of Carbon County	Medical And Lab Services	\$5,431.36
Merback Award Company	Plaque	\$90.22
Mercedes Transcription, Inc	Transcription Services	\$75.02
Merseal Law, LLC	Legal Services	\$5,720.00
MHL Systems	Cutting Edges-Carbide Teeth	\$1,666.00
Michaels Fence	Industrial Double Wheel Assembly	\$68.10
Morgan, Mercedes	Witness Fees	\$15.00
Mountain Alarm	Alarm Monitoring	\$42.90
Mountain West Motors	Vehicle Repairs	\$63.08
MPM Corp / Evergreen Disposal	Trash Services	\$130.00
Nationwide	Miller Notary Bond	\$50.00
Norco, Inc.	Cylinder Rental/Misc. Supplies	\$1,031.49
Offender Watch	Offender Notification	\$105.00
O'Reilly Auto Parts	Misc. Parts	\$315.42
Perkins Conoco	Fuel	\$157.13

Perkins Oil Co	Fuel	\$5,763.64
Personnel Evaluation, Inc.	Testing	\$40.00
Perue Printing	Misc. Office Supplies	\$276.95
Phillips 66-Conoco-76	Late Fee/Interest/Fuel	\$179.79
Piche, Jim	Water Test Reimbursement	\$15.00
Plus Electric Inc.	Electrical Repairs	\$219.50
Quill Corporation	Misc. Office Supplies	\$148.62
R.P Lumber Company, Inc.	Misc. Parts & Supplies	\$881.07
Rawlins Automotive	Misc. Parts	\$2,850.12
Rawlins Eastside Carwash	Wash Cards	\$45.90
Rawlins Fire Extinguisher	Fire Extinguishers	\$255.00
Rawlins Glass Center, Inc.	Glass On Gym Door	\$447.00
Rawlins Hardware	Misc. Supplies	\$19.54
Rawlins, City Of	Water Services	\$3,979.10
Ready, Justin	Mileage	\$48.00
Reed Smith LLP	Litigation	\$91,633.47
Ricoh USA Inc	It Copiers	\$334.01
Ricoh USA, Inc	It Copiers	\$5,932.76
Rietveld, Toni	Meals	\$29.48
Rocky Mountain Info Network	Membership Dues	\$100.00
Rocky's Quik Stop	Fuel	\$724.92
Rutherford, Felicia M	Mileage	\$30.60
Saratoga Auto Parts, Inc.	Misc. Parts	\$200.08
Saratoga Feed & Grain	Deputy Uniform	\$62.59
Saratoga Sun	Misc. Ads	\$3,682.00
Saratoga, Town Of	Water Services	\$48.50
Schilling & Winn Pc	Legal Services	\$9,530.25
Security Transport Services, Inc.	Inmate Transport	\$4,068.25
Shepard's	Fuel	\$2,602.56
Shively Hardware	Misc. Supplies	\$212.48
Slow And Steady Law Office, PLLC	Legal Services	\$4,720.00
Smith Psychological Services	Deputy Pre-Employment Evaluation	\$400.00
Snake River Press	Newspaper Subscription Renewal	\$40.00
Spaulding, Dawnnette	Mileage	\$170.80
Specialized Pathology Consultants	Routine Autopsy	\$1,250.00
Standish, Micayla	Carbon County Seal Vectorization	\$1,020.00
Staples Advantage	Misc. Office Supplies	\$320.30
State Of Wyoming DCI	Sex Offender Changes	\$50.00
Stinker Stores, Inc.	Fuel	\$14,768.65
Summit Food Service	Jail Meals	\$13,645.18
Sunrise Sanitation Service, LLC.	Trash Services	\$68.00

Swanson Services Corporation	Jail Commissary Supplies	\$1,801.31
Team Lab	Cold Patch	\$5,205.00
Terminix	Pest Control	\$350.00
The Cowboy Couture	Embroidery	\$102.50
Thomson Reuters-West Pymt. Ctr.	Online Subscription Charges	\$802.17
Tin Boy Garage	Mounting/Balancing Tire Repair	\$65.50
T-O Engineers	Professional Services	\$2,418.75
Trevathan, Sabrina RDR	Transcription Services	\$1,795.80
Trudiligence, LLC	Background Checks	\$19.98
Tyler Technologies, Inc	Historical Index Module	\$37.50
U S Postmaster-Rawlins	Po Box Renewal	\$76.00
United States Treasury	2021 Fees	\$624.84
UPRSWDD	Trash Services	\$190.00
Us Bank	Misc. Charges	\$6,811.86
Valley Oil Company	Fuel	\$2,068.49
W.A.R.M. Property Insurance Pool	Crime Coverage 21-22	\$823.66
Walker, Deborah C	Shields Sewn on Shirts	\$24.00
Walker, Jeanette R.	Mileage	\$66.80
Watson, Brenda	Witness Fees	\$60.00
Western Plains Business Solutions	Temp Permit Notices	\$69.00
Wex Bank	Fuel	\$589.45
Wiant, James	Gravel Lease Agreement	\$500.00
Wille, Ron	Gravel Lease Agreement	\$500.00
Winters Griffith Architects	Construction Administration	\$20,962.00
WLC Engineering	Inspection/Materials	\$1,973.75
Wohl, Judith	Mileage	\$20.40
WY Behavioral Institute	Medical Services	\$1,484.00
WY Dept Of Health	State Car Rental	\$160.00
WY Dept Of Transportation	Savery Creek Bridge	\$6.47
WY Machinery Company	Misc. Parts	\$12,057.65
WY Rents, LLC	Roller For Asphalt	\$1,853.66
WY Secretary of State	Shroyer Notary	\$60.00
WY State Forestry	Kevlar Pants & Fire Shelters	\$3,457.44
Wyoming Disposal Systems	Trash Services	\$219.00
Wyoming Service & Controls, Inc	Building Repairs	\$2,652.00
Wyoming State Forestry Division	Fire Suppression FY 2022 Premium	\$20,762.78
Wyoming Trader	Social Media Marketing	\$250.00
Yocum, Leo	Mileage	\$24.00

## ELECTED OFFICIALS & DEPARTMENT HEADS

### Emergency Management

Commissioner Espy moved to authorize the Chairman's signature the Grant Award Agreement between Wyoming Office of Homeland Security and Carbon County for U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA) Fiscal Year 2021 Hazard Mitigation Grants Program (HMGP), FM-5347 for the purpose of completing construction work of the Mullen Fire Mitigation Project for a performance period of September 5, 2020 through March 31, 2024 in an amount not to exceed \$77,625.00 plus a cash or in-kind match of \$25,875.00. Commissioner Moore seconded, and the motion carried unanimously.

Commissioner Jones moved to authorize the Chairman's signature on the Grant Agreement Between the Wyoming Office of Homeland Security and the County of Carbon for an Emergency Management Performance Grant COVID-19 Supplemental (EMPG-S) Fiscal Year 2020, Project ID 20-EMPGS-CC2-GCF20 in the amount of \$29,750.00 with a \$29,750.00 match to purchase C4 communications equipment. Commissioner Barkhurst seconded, and the motion carried unanimously.

### **Road & Bridge**

Commissioner Espy moved to approve Congestion Mitigation Air Quality (CMAQ) Attachment E: Resolution 2021-27 authorizing the submission of an application for federal funding through the Congestion Mitigation Air Quality Program administered by the Wyoming Department of Transportation for Carbon County for the purposes of CMAQ FY22 Project. Commissioner Barkhurst seconded, and the motion carried unanimously.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:06 a.m. with Clerk Bartlett, Ashley Mayfield Davis, Archie Roybal, Lenny Layman, and Patty Bentsen to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Moore seconded, and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 11:10 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded, and the motion carried unanimously.

### **Commissioners - County Health Officer**

Commissioner Moore moved to authorize the Chairman to sign the Agreement for Services with Dr. Duane E. Abels to act as the County's Health Officer effective August 1, 2021, for Dr. Abels. Commissioner Espy seconded, and the motion carried with all voting for except Commissioner Jones who voted against as she felt this was personal and Dr. Couch met the requirements.

### **Clerk**

Commissioner Moore moved to amend the motion approved June 1, 2021, to authorize any commissioner to sign the Hardware Maintenance Agreement Between Election Systems &

Software LLC and Carbon County for voter tabulation equipment in the amount of \$27,287.50 for 5 years to be paid in equal annual installments totaling \$136,437.50 to end July 31, 2025. Commissioner Espy seconded, and the motion carried unanimously.

Commissioner Jones moved to approve the Chairman's signature on the Carbon County Prevention Project Subgrantee Contracts between Carbon County and Greater Wyoming Big Brothers Big Sisters in the amount of \$193,134.00 for prevention administration; Greater Wyoming Big Brothers Big Sisters in the amount of \$28,000.00 for mentoring; Carbon County Higher Education Center in the amount of \$21,000.00 for "Getting Ahead in Forums"; and Memorial Hospital of Carbon County in the amount of \$4,000.00 for prescribing purposes, all related prevention services for a one-year term ending June 30, 2022. Commissioner Espy seconded, and the motion passed unanimously.

Commissioner Moore moved to appoint Ryan Munks to the Saratoga – Carbon County Impact Joint Powers Board for a three-year term ending July 2024. Commissioner Espy seconded, and the motion carried unanimously.

Commissioner Moore moved to authorize the Chairman's signature on a Business Associate Agreement, Three-Way Confidentiality Agreement and Continuation Coverage Administrative Services Agreement with Lifetime Benefit Solutions, Inc to administer Cobra for the county's dental and vision insurance for one year automatically renewing. Commissioner Jones seconded, and the motion carried unanimously.

#### **PUBLIC HEARING – CARBON COUNTY LIQUOR LICENSE AND MALT BEVERAGE PERMIT RENEWALS AND TRANSFER**

Chairman Johnson opened a public hearing at 11:15 a.m. to hear numerous requests to renew liquor licenses AND to hear a request to transfer a Retail Liquor License from Rendezvous Lodge LLC dba Rendezvous Lodge to SCK Rendezvous Lodge Inc. dba Rendezvous Lodge and to renew the retail liquor license for the next licensing year.

Chairman Johnson called for public comments for or against the renewals. There being none, he closed the hearing at 11:19 a.m.

Commissioner Jones moved to approve all liquor license and malt beverage renewals each for a term of one year expiring August 31, 2022, as read in the minutes and to approve the transfer of the retail liquor license from Rendezvous Lodge LLC dba Rendezvous Lodge to SCK Rendezvous Lodge Inc. dba Rendezvous Lodge for a term beginning July 19, 2021 and ending August 31, 2021; and to renew the retail liquor license for SCK Rendezvous Lodge for a term of one year expiring August 31, 2022. Commissioner Espy seconded, and the motion carried unanimously.

#### **Public Hearing - Z.C. Case File No. 2021-03**

Chairman Johnson opened a public hearing at 11:37 a.m. to hear Planning & Zoning file type C.U. Case File No. 2021-03, Victoria Hoffman's request to permit employee housing for a commercial storage yard facility. The IH Zone is intended for areas in which heavy and concentrated

fabrication, manufacturing and industrial uses that are suitable based upon adjacent land uses and access to transportation and public services. It is the intent of this district to provide an environment for industries where there is minimal opportunity for conflict with nearby residential and non-compatible commercial development located a 5 Jade Road in the Skyline Acres Industrial Subdivision located approximately 3 miles east of Rawlins off WY HWY 76 (“Old Lincoln Highway”) on the north side; south of I-80. The P&Z Commission recommended approval with conditions, including an annual report required to the BOCC and the permit effectiveness only being two years to allow reevaluation of the cleanup efforts. Sarah Brugger, County Planning Director presented the case file.

Chairman Johnson called for comments for or against the case. There being no comments, Chairman Johnson closed the hearing at 11:41 a.m.

Commissioner Jones moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2021-28, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding C.U. Case File No. 2021-03, Victoria Hoffman’s request to permit employee housing for a commercial storage yard facility. The IH Zone is intended for areas in which heavy and concentrated fabrication, manufacturing and industrial uses that are suitable based upon adjacent land uses and access to transportation and public services. It is the intent of this district to provide an environment for industries where there is minimal opportunity for conflict with nearby residential and non-compatible commercial development located a 5 Jade Road in the Skyline Acres Industrial Subdivision located approximately 3 miles east of Rawlins off WY HWY 76 (“Old Lincoln Highway”) on the north side; south of I-80. Commissioner Moore seconded, and Commissioner Barkhurst asked if the title is in the applicant’s name. She replied yes, it was transferred three years ago. Ms. Brugger stated it was her understanding it has been recorded as well. The motion carried unanimously.

### **Planning & Development**

Commissioner Barkhurst moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for C.U. Case File No. 2021-04, SBM, LLC Kurt Kelly Revocable Trust, Z.C. Case 2021-07 SBM, LLC Kurt Kelly Revocable Trust, Z.C. Case 2021-08, John A. Corson and Minor Subdivision Case 2021-02, John A. Corson and schedule a public hearing for Tuesday, September 7, 2021, at 11:15 a.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Espy seconded, and the motion carried unanimously.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 11:52 a.m. Commissioner Moore seconded, and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, August 17, 2021, at 2:00 p.m., at the Baggs Higher Education Center, Baggs, 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.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 3<sup>rd</sup> day of August 2021.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- Willing John Johnson, Chairman