

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, August 3, 2021
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, August 3, 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.

VOUCHERS

Commissioner Barkhurst moved to authorize payment to Commissioner John Espy in the amount of \$83.92. Commissioner Moore seconded, and the motion carried with Commissioner Espy abstaining due to conflict and all others voting for the motion.

Commissioner Barkhurst moved to approve the report of expenditures in the amount of \$208,993.82 for an aggregate total of \$209,077.74. Commissioner Espy seconded, and the motion carried unanimously.

Vendor	Detail Line Description	Total
Acme Electric Company, LLC	Led Lights & Electrical Repairs	\$2,696.36
Advanced Heating, Inc.	Removed Ducted Units	\$4,259.75
Alesco, American Linen Division	Towels/Soap/Mats	\$56.90
Apg Media Of The Rockies	Notice Of Sale	\$332.01
AT&T Mobility	CCSO MDT Cell Service	\$900.54
Balestrieri, Michelle	Mileage	\$138.88
Black Hills Energy	Gas Services	\$2,324.16
Bomgaars Supply	Misc. Supplies	\$52.95
Candy Mountain	Water	\$94.00
Carbon County Clerk	ERC Vehicle Lease	\$9,562.00
Carbon County Fair Association	2021 Fair Booth Space	\$25.00
Carbon County Fair Board	Monthly Outside Agency Payment	\$4,166.67
Carbon County Library	Monthly Outside Agency Payment	\$32,500.00
Carbon County Museum	Monthly Outside Agency Payment	\$18,166.67
Carbon County Senior Services	Monthly Outside Agency Payment	\$16,666.67

Casper Winnelson Co	Misc. Parts	\$671.07
Clerk Of Dist. Court (Jurors)	Jurors/Bailiff Fees	\$4,630.56
Convergeone, Inc.	Office 365 Maintenance	\$4,320.00
Corvinus Group LLC	Controls Upgrade Retainage	\$19,210.00
Cowboy Chemical	Jai Laundry Supplies	\$261.15
Cowboy Supply House	Misc. Supplies	\$3,796.13
Cuts & Stitches	New County Seal Banners	\$195.00
Dixon, Town Of	Water Services	\$516.34
Dude Solutions	Maintenance Software Renewal	\$7,373.29
Dynamic Controls Inc	Valve & Actuator Replacement	\$1,452.34
Encartele	Jail Data	\$750.00
Espy, John	N.A.C.O. Hotel Room	\$83.92
Fatbeam LLC	Internet & Fiber Services	\$5,259.70
Fleming, Linda	Mileage	\$71.40
Fritz Welding & Machine, Inc.	Steel	\$298.12
Further	Medical FSA & Health Reimb.	\$3,270.44
Graphic Business Solutions, LLC	Notary Stamps	\$89.90
High Desert Construction	Rain Gutter/Down Spouts	\$1,776.00
High Plains Power	Electric Services	\$348.30
Hostlers General Store	Fuel	\$197.84
Iacovetto, Karon	Aug 2021 Contract Custodial	\$16,065.00
Jack's Body & Fender Repair	Towing Services	\$654.00
Kaluzny, Emily	Personal Phone Usage July	\$30.00
Kone Elevators Escalators	Elevator Maintenance	\$1,735.36
L N Curtis & Sons	Rescue Equipment	\$7,680.88
M. Gonzales Trucking, Inc.	Mechanics Services	\$394.71
M. Gonzales Trucking, Inc.	Tires	\$621.73
McGraw, Joan	Mileage	\$48.00
McKesson Medical-Surgical	Jail Meds	\$16.02
Mclean, Linda	Electronic Monitoring Refund	\$896.50
Midwest Fire Equip & Repair Co.	Nipples	\$366.80
Mountain Alarm	Alarm Monitoring	\$42.90
Mountain West Motors	Tailgate Latch & Handle	\$102.83
My Office Etc.	File Folders	\$56.75
Nation, Leslie H	Mileage	\$24.60
Norco, Inc.	Electrode	\$32.36
Nugent, Mark	Mileage	\$291.00
Perkins Oil Co	Fuel	\$200.02
Personnel Evaluation, Inc.	Deputy Testing	\$40.00
Plainsman Printing & Supply	Case binders	\$2,623.35
Public Safety Center, Inc	Gloves	\$889.00

Quill Corporation	Expandable Folder	\$21.59
R.P Lumber Company, Inc.	Misc. Supplies	\$192.35
Rawlins Automotive	Misc. Parts	\$1,260.98
Rawlins Eastside Carwash	Wash Cards	\$110.70
Rawlins Fire Extinguisher	Fire Extinguisher	\$70.00
Rawlins Glass Center, Inc.	Safety Glass	\$151.00
Rawlins Hardware	Bushing/Fasteners/Conduit	\$6.18
Saratoga Auto Parts, Inc.	Misc. Parts	\$744.41
Schaeffer Mfg. Co	Oil	\$1,271.00
Shepard's	Fuel	\$1,827.02
Shively Hardware	Misc. Supplies And Parts	\$362.81
South Central Wy Ems	Travel/Equip. Usage & Gier Payroll	\$3,056.11
Staples Advantage	Misc. Supplies	\$105.85
State Of Wyoming A & I	File Storage & Mainframe Access	\$30.02
State Of Wyoming DCI	Sex Offender Change Fees	\$25.00
Stinker Stores, Inc.	Antifreeze & Fuel	\$7,957.42
Stocks, Kody R	Mileage	\$211.50
Summit Food Service	Jail Meals	\$2,831.05
Swanson Services Corporation	Jail Commissary	\$502.10
The Quik Lube	Mechanic Services On S&R MPV	\$170.00
Thyne, Ken	Liquor License Refund	\$500.00
Tin Boy Garage	Misc. Repairs	\$520.72
T-O Engineers	Engineering Svs. & Master Plan Update	\$2,612.50
Tyler Technologies, Inc	Hist. Index & IDOC/ITAX	\$663.76
UPRSWDD	Trash Services	\$190.00
Voiance Language Services LLC	Over The Phone Interpretation	\$7.50
Walker, Deborah C	Sewing Services	\$24.00
Wille, O.R.	Mileage	\$45.00
Wohl, Judith	Mileage	\$81.00
Wy Diesel Service	Temperature Sensor	\$56.50
Wy Machinery Company	Filter/Coolant/Parts	\$1,370.45
Wy Public Health Laboratory	Lab Services	\$327.00
Wy Rents, LLC	Asphalt Roller & Pressure Washer	\$1,094.60
Wy Retirement System	June Volunteer Fire Retirement	\$693.75
Wy Secretary Of State	Notary Fee X6	\$360.00
Wyoming Trader	Social Media Marketing	\$250.00
Yocum, Leo	Mileage	\$48.00

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 19, 2021, regular meeting minutes, July 29,

2021, special meeting minutes, monthly receipts from Planning and Zoning in the amount of \$1,745.00, a bond for Russell Waldner, Treasurer for Saratoga – Carbon County Impact Joint Powers Board in the amount of \$25,000.00 and a bond for Beverly Hannum, Treasurer for the City of Rawlins in the amount of \$100,000.00. Commissioner Barkhurst seconded, and the motion carried unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Planning and Development

Kristy Rowan, Office Manager and Deputy Zoning Administrator for the Planning and Development Department presented a Certification of Recommended Action for P.U.D. Case File No. 2021-02 – Brush Creek and C.U. Permit Transfer Requests for C.U. Case #2019-03 – “Riverbend Lodge” – The Overland Trail Cattle Company transferring to Bend in the River, LLC, and C.U. Case #2015-03 – “Ten Mile Inn” – Charles and Kimberly Thyne transferring to Troy and Barbara Wallace.

Commissioner Moore moved to schedule a public hearing for the C.U. Permit Transfer Requests for C.U. Case #2019-03 – “Riverbend Lodge” – The Overland Trail Cattle Company transferring to Bend in the River, LLC, and C.U. Case #2015-03 – “Ten Mile Inn” – Charles and Kimberly Thyne transferring to Troy and Barbara Wallace for September 7, 2021, at 11:15 a.m. at the Carbon County Courthouse in Rawlins, Wyoming. Commissioner Espy seconded, and the motion carried unanimously.

Commissioner Moore moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission P.U.D. Case File No. 2021-02 for Brush Creek and schedule a public hearing for September 14, 2021, at 3:30 p.m. at the Platte Valley Community Center in Saratoga, Wyoming. Commissioner Espy seconded, and the motion carried unanimously.

Emergency Management

Lenny Layman, Emergency Management Coordinator presented a proposal for design and installation of a Motorola remote dispatch console for the Carbon County Coordination Center (C4) for approval.

Commissioner Espy moved to approve the proposal for the design and installation of the Motorola remote dispatch console for the Carbon County Coordination Center. Commissioner Moore seconded, and the motion passed unanimously.

Mr. Layman discussed a draft of the agreement with City of Rawlins Police Department (RPD) to share the C4 communications network with RPD communications. He anticipates having the final Memorandum ready for signature at the August 17th meeting.

Mr. Layman discussed a recent training tour that his Public Information Officer (PIO) group attended in Steamboat Colorado. The group got to see how a Type 2 Incident Management Team (IMT) operated in an Incident Command Post (ICP) for the live Morgan Creek Fire on July 22nd.

Mr. Layman stated that there will be a Grand Re-opening for the Memorial Hospital of Carbon County Family Practice Clinic in Hanna on July 30, 2021, from noon to 2:00 p.m. and an Open House of August 2nd for the new Rawlins Police Chief Michael Ward. He also stated that he will have a booth at the Carbon County Fair for the Office of Emergency Management.

Mr. Layman stated that he received a donation from Mike Lujan with Michael's Big City Steakhouse which included \$3,177.00 worth of products including 30 cases of PPE disinfectant wipes.

Assessor

Renee Snider, County Assessor presented the 2021 Mill Levies for adoption.

Commissioner Espy moved to adopt the 2021 Mill Levies as presented by the County Treasurer. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Espy asked the Clerk to send letters to each entity who hasn't filed their budget with the Department of Audit and the County Clerk.

Public Health

Public Health Nurse Amanda Brown reported that she still has two registered nurse positions open, and her staff is trying to maintain operations in the interim. She also gave an update on COVID-19 cases in the county, ways of free testing and vaccine clinics.

Building and Grounds

Jim Piche, Building and Grounds Manager requested to ratify the designation of a Mr. Joe James as a volunteer to operate equipment at the fairgrounds.

Commissioner Jones moved to ratify the appointment of Joe James as a volunteer including equipment operation at the fairgrounds. Commissioner Espy seconded, and the motion carried unanimously.

Road & Bridge

Kandis Fritz, Road & Bridge Coordinator discussed a discrepancy in her budget. Clerk Bartlett explained Kandis had zeroed out a mag chloride line item and moved funds to a lease item. When the BOCC cut the equipment, she cut the line item rather than moving it back to the R&B budget. The BOCC asked her to advertise for a budget amendment early 2022 to replace the funds so funding is available for mag chloride next spring.

Ms. Fritz requested to purchase a 1999 Peterbilt water truck with 266,000 miles for \$63,000.00. She also found a used John Deere roller with 400 hours for \$85,406.00. Ms. Fritz reported she would use impact funds as the equipment would be used in those impacted areas. Her challenge is

that end dumps are being used as water trucks. Chairman Johnson asked that the BOCC have time to think about the purchases.

Ms. Fritz reported the final Agreement for Temporary Access of a Right of Way on County Road # 660 for One Bar Eleven Ranch was previously approved and executed this morning. Bids for the work will be open August 4 at the County Courthouse at 1 p.m.

Ms. Fritz had advertised for engineering services for a bridge replacement on County Road 203, the Butler Bridge. WLC and Engineering Associates both responded to her advertisement however she was reluctant to provide pricing because the work may or may not be awarded. If the BOCC opts, it could use the BROS program however that would be years down the road and replacement may need done sooner. Based on the responses she recommends using the BROS program. Should replacement be needed sooner, a certified contractor would need to be hired to weld the repairs. She anticipates federal funds for bridge replacements coming out but is unsure how that would affect the BROS timeline. Commissioner Espy said he agrees with her recommendation for this bridge.

Commissioner Espy moved to authorize the Chairman's signature on the Cooperative Agreement Between the Wyoming Department of Transportation and Carbon County for Federal Project STP-BROS CN06068, Bridge over North Platte River Structure DML (County Road 203). Commissioner Barkhurst seconded and stated that he feels the county is stuck as he would rather fix the bridge now but based on the cost and information, he feels the BROS program is the way to go. The motion passed unanimously.

Treasurer

Patty Bentsen, Carbon County Treasurer asked if the BOCC will allow mineral taxpayers to opt out of monthly payments from Senate File 60. The BOCC asked for time to think about it and information on which taxpayers would like to move forward with opting out and how much in taxes they pay.

Clerk of District Court

County Attorney, Ashley Davis presented an agreement for Virtual Private Network (VPN) connection for commissioner approval. This allows the Clerk of District Court to access the Supreme Court's system.

Commissioner Jones moved to approve the Memorandum of Understanding between the Wyoming State Supreme Court and Carbon County for a Virtual Private Network (VPN) connection. Commissioner Espy seconded, and the motion passed unanimously.

Clerk

County Clerk Gwynn Bartlett presented a resolution to change the September 21 meeting to the 14 as most county officials will be at the WY Association of County Officers conference in Gillette that week.

Commissioner Jones moved to approve Resolution No. 2021-29, Amendment Number 6 (Six) To Resolution 2013-12, A Resolution of The Board of County Commissioners, Carbon County Wyoming Setting Meeting Schedules to change the meeting date from September 21, 2021, to September 14, 2021, at the Platte Valley Community Center in Saratoga, WY. Commissioner Barkhurst seconded, and the motion passed unanimously.

RESOLUTION 2021 - 29

AMENDMENT NUMBER 6 (SIX) TO RESOLUTION 2013-12, A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS, CARBON COUNTY WYOMING SETTING MEETING SCHEDULES

WHEREAS, pursuant to Wyo. Stat. §18-3-502, the Board of County Commissioners shall meet the first Tuesday of each month or at such other times as may be designated by resolution of the board; and

WHEREAS, pursuant to Carbon County Resolution 2013-12 the Board of County Commissioners of Carbon County Wyoming will also meet the third Tuesday of each month; and

WHEREAS, at times the first or third Tuesday of the month falls on a day where the Board may be unavailable due to other meetings, holidays or other occurrences and it may be more convenient to meet on an alternate date; and

WHEREAS, this resolution shall constitute the sixth amendment to Resolution 2013-12, A Resolution of the Board of County Commissioners, Carbon County Wyoming Setting Meeting Schedules.

THEREFORE BE IT RESOLVED because of Wyoming Association of County Officials (WACO) Conference, the regular meeting of the Board of Carbon County Commissioners originally scheduled for September 21, 2021, is rescheduled to September 14, 2021 at 2:00 p.m. at the Platte Valley Community Center in Saratoga, WY.

PASSED, APPROVED, AND ADOPTED this 3rd day of August 2021.

BOARD OF COUNTY COMMISSIONERS OF CARBON COUNTY, WYOMING

By: -s- Willing John Johnson, Chairman
On behalf of the Carbon County
Board of County Commissioners

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

Attorney

Ashley Davis, County Attorney presented an agreement with Westlaw for subscription services.

Commissioner Moore moved to authorize the Chairman's signature on the service Agreement with Westlaw in the amount of \$832.34 per month for a term of 36 months. Commissioner Barkhurst seconded, and the motion passed unanimously.

Attorney Davis presented a six-month diversion agreement with Cathedral Home for Children. They are proposing using only county funds for this period and hope to secure funding for the position by January to fund the remainder of the fiscal year.

Commissioner Espy moved to authorize the Chairman's signature on the Agreement for Services with Cathedral Home for Children for a term of six months ending December 31, 2021, to provide diversion services. Commissioner Barkhurst seconded, and the motion passed unanimously.

Commissioners

Vice-Chairman Sue Jones presented a Certificate of State Grant-in-Aid grant agreement to fund the beacon replacement at Dixon Airport, in the amount of \$10,800.00 and a \$22,000 grant from American Rescue Act funds.

Commissioner Jones moved to approve the Certificate of State Grant-In-Aid for Dixon Airport's emergency beacon repair in the amount not to exceed \$10,800.00. Commissioner Moore seconded, and the motion passed unanimously.

Commissioner Jones moved to authorize the Chairman's signature on the Dixon Airport Grant Agreement for the purpose of funding costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport in the amount of \$22,000.00 with a termination date of 4-years from the date of acceptance. Commissioner Moore seconded, and the motion passed unanimously.

COMMISSIONER DISCUSSION

Commissioner Moore reported there will be a special meeting August 18 to discuss fire district information. The point will be to determine if municipalities would like to participate in a district.

Commissioner Espy reported that a democratic senator is proposing a permanent bill outlining how payment in lieu of taxes (PILT) is paid. He said NACO, through WIR is discussing how this would work for states. He is also working on mule deer migration throughout other counties along with Carbon's plan. Commissioner Espy provided a report on the fair schedule occurring this week.

Commissioner Jones reported that she serves on a collaborative group discussing siting for renewable energy projects.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 10:29 a.m. with Clerk Bartlett, Ashley Mayfield Davis, John Rutherford, and Brittany Nyman 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 noting no action was taken and that the minutes be signed and sealed. Commissioner Barkhurst seconded, and the motion carried unanimously.

NEW YORK LIFE

Robert “Matt” Matthew Grant a registered representative and insurance agent with New York Life presented quotes for County sponsored life insurance for County employees as a payroll deduction benefit. He is proposing the county offer their product as a payroll deduction and possibly replace the employer sponsored plan.

Clerk Bartlett reported that if the BOCC would like to offer additional products to employees that she be allowed to devise a process to offer the business to all agents to offer services and pick the best one or two. She stated that she agrees with offering benefits to employees as payroll deductions but that the county can’t offer benefits of every broker or agent who contacts the county as it would be an administrative burden.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 11:37 a.m. Commissioner Moore seconded, and the motion carried unanimously.

A regular meeting of this Board will be held September 7, 2021, at 2:00 p.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.