

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, July 5, 2022  
Carbon Building – Courthouse Annex, Rawlins WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, July 5, 2022, at 9:00 a.m. at the Carbon Building-Courthouse Annex in Rawlins, WY. Attending the meeting were Chairman, John Johnson, Vice Chairman, Sue Jones, John Espy, Byron Barkhurst and Travis Moore. Chairman Johnson was present via Zoom.

Chairman Johnson called the meeting to order at 9:00 a.m. and turned the meeting over to Vice Chairwoman Jones.

**ADDITIONS / CORRECTIONS**

Vice Chair Jones removed the IT item for Capital Business Systems to the agenda.

**VOUCHERS**

Commissioner Barkhurst moved to approve payment to Sunrise Sanitation for \$68.00. Commissioner Espy seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to personal conflicts.

Commissioner Barkhurst moved to approve the report of expenditures in the amount of \$167,803.36 for an aggregate total today of \$167,871.36. Commissioner Espy seconded and the motion carried unanimously.

Vendor	Detail Line Description	Total
AT&T Mobility	CCSO MDT Services	\$855.72
Beck Total Office Interiors	Desk Furniture	\$3,581.70
Benjamin, Larry	Mileage	\$9.60
Black Hills Energy	Gas Services	\$6,095.07
Blakeman Propane	Heating Services	\$1,607.70
Bob Barker Company, Inc.	Inmate Supplies	\$394.23
Bomgaars Supply	3 Way Valve/Hole Saw	\$26.98
Boyles, Denise	Mileage	\$199.00
Casper Winnelson Co	Misc. Supplies	\$272.60
Dixon, Town Of	Water Services	\$308.00
Dominion Energy	Heating Services	\$66.11
Drummond Refrigeration LLC	Misc. Refrigeration Repairs	\$2,079.41
Election Sys. & Software, LLC	Election Software Agreement	\$25,812.50
Encartele	Jail Data	\$750.00
Fatbeam LLC	Fiber/Internet	\$5,170.00

FBI-LEEDA	Dues	\$695.00
Fleming, Linda	Mileage	\$79.80
Foxit Software Incorporated	Software Renewal	\$1,505.70
Further	Health Reimbursement	\$4,667.19
Galls/Quartermaster	Nameplate/Uniforms	\$234.74
Gonzalez Butler, Wanda I	Interpreter Services	\$40.00
Goodwin, Mandy	Mileage	\$33.90
Grainger	Belt/Air Filter	\$383.40
Greenwood Mapping, Inc	Parcel Mapping	\$787.50
High Plains Power	Electric Services	\$432.93
Jack's Body & Fender Repair	Towing Services	\$186.00
Kilburn Tire Company	Oil Change/Air Filter/Washer Fluid/Rotation	\$79.92
Kussmaul Electronics	5 Place Terminal Strip	\$38.42
L N Curtis & Sons	Respirators/Air Packs	\$45,877.00
Loco Creek Contracting	Weed Spraying At Airport	\$1,209.50
Martinez, Natasha K., P.C	Legal Services	\$120.00
Medicine Bow, Town Of	Water Services/Vehicle Accident	\$578.00
Mike's Lock & Key	Lock Smith Services	\$155.54
Moss, Barbara	Mileage	\$64.80
Mountain Alarm	Monthly Test	\$47.90
Nation, Leslie H	Mileage	\$33.60
Norco, Inc.	Cylinder Rent	\$619.48
O'Reilly Auto Parts	Misc. Parts	\$52.25
Perkins Oil Co	Fuel	\$1,414.91
Quadient, Inc.	Ink/Postage Machine Labels	\$256.55
Quill Corporation	Misc. Supplies	\$204.60
R.P Lumber Company, Inc.	Misc. Parts	\$168.90
Rawlins Automotive	Misc. Parts	\$438.68
Rawlins Hardware	Batteries	\$17.99
Shippy, April	Interpreter Services	\$50.00
Staples Advantage	Misc. Supplies	\$204.99
State Of Wyoming DCI	Sex Offender Changes/Reg	\$145.00
Stinker Stores Inc	Fuel	\$194.90
Summit Food Service	Jail Meals	\$7,836.57
Sunrise Sanitation Service, LLC.	Trash Services	\$68.00
Swanson Services Corporation	Jail Commissary/ Credit	\$1,884.27
The Cowboy Couture	Embroidery	\$60.00
Thos. Y. Pickett & Co., Inc.	Valuation Contract	\$7,000.00
T-O Engineers	DWX Fence Relocation/Seal Coat & Mark	\$32,191.05
Tyler Technologies, Inc	Converting Hard Copies To Digital	\$1,400.00
United States Treasury	Quarterly Fed Excise Tax Payment	\$670.32

UPRSWDD	Trash Services	\$190.00
W.A.R.M. Property Ins. Pool	Crime Coverage 2022-2023	\$779.33
Weiland, Helen	Mileage	\$38.40
Wilson, Karon	Mileage	\$34.20
WLEA	Sheriff Deputy Schooling	\$550.00
WLEA	Sheriff Deputy Schooling	\$1,476.20
Wohl, Judith	Mileage	\$20.40
Wrigley, Robert L	Expenses	\$506.06
Wy Behavioral Institute	Emergency Detentions	\$3,016.00
Wy County Assessor's Assoc.	Summer Meeting Registration	\$200.00
Wy Rents, LLC	Rentals	\$705.35
Wy Retirement System	Volunteer Firefighter Pension	\$937.50
Wy Secretary Of State	Notary Fee	\$60.00

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the June 21, 2022, regular meeting minutes, monthly receipts from Planning and Development in the amount of \$9,475.00, a bond for Jana C. Cook, Clerk/Treasurer for the Town of Riverside in the amount of \$50,000.00 and a bond for Darrin H. Jennings, Superintendent for Carbon County School District #2 in the amount of \$50,000.00. Commissioner Moore seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **South Central Wyoming Emergency Medical Services (SCWEMS)**

Commissioner Barkhurst moved to adopt Resolution No. 2022-26 A Resolution Authorizing Submission Of A Grant Application to The State Of Wyoming Department Of Transportation On Behalf Of The South-Central Wyoming Emergency Medical Services Joint Powers Board For The Purpose Of Purchasing WyoLink Compatible Radios. Commissioner Moore seconded and the motion passed unanimously.

### **Sheriff**

Commissioner Espy moved to waive procurement and allow the Sheriff's Department to purchase a body scanner in amount of \$139,000.00 using American Rescue Plan Act (ARPA) funds. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Moore moved to approve the Chairman's signature on a Contract for Mental Health Services at the Carbon County Jail with Denise Rice-Prior in the amount of \$100.00 per hour and for a term lasting until terminated. Commissioner Espy seconded and the motion passed unanimously.

## **Planning and Development**

Commissioner Barkhurst moved to schedule a public hearing for the C.U. Permit Transfer Requests for C.U. Case #2015-04 – Slater Creek Livestock, LLC/Benjamin and Hallie Noland/Sage Veterinary Services request to approve the transfer of Conditional Use Permit Case File #2015-04 to Brown Horse Cattle Co., LLC and Baggs Veterinary Services, LLC. for August 2, 2022, at 11:15 a.m. at the Carbon Building Courthouse Annex in Rawlins, Wyoming. Commissioner Espy seconded, and the motion carried unanimously.

## **Attorney**

Commissioner Espy moved to approve any commissioner's signature on the Contract between the Department of Family Services and Carbon County Board of County Commissioners for a term of July 1, 2022, through June 30, 2024, and in the amount not to exceed \$50,000.00 pending legal review. Commissioner Moore seconded and the motion passed unanimously.

## **Clerk**

Commissioner Espy moved to approve the Chairman's signature on the Contract for Services Agreement between the Board of Carbon County Commissioners and the Old Pen Joint Powers Board in an amount not to exceed \$35,000.00 for a term of July 1, 2022 through June 30, 2023, Carbon County Museum Board in an amount not to exceed \$225,000.00 for a term of July 1, 2022 through June 30, 2023, Carbon County Library Board in an amount not to exceed \$363,591.68 for a term of July 1, 2022 through June 30, 2023, Carbon County Fair Board in an amount not to exceed \$50,000.00 for a term of July 1, 2022 through June 30, 2023, Carbon County Senior Services in an amount not to exceed \$225,000.00 for a term of July 1, 2022 through June 30, 2023, South Central Wyoming Emergency Medical Services in and amount not to exceed \$45,000.00 for a term of July 1, 2022 through June 30, 2023 and for Carbon County Economic Development Corporation in an amount not to exceed \$15,000.00 for a term of July 1, 2022 through June 30, 2023. Commissioner Moore seconded and the motion passed unanimously.

## **Commissioners**

Commissioner Espy moved to instruct the clerk to publish the statement of receipts and expenditures for the fiscal year ending June 30, 2022, per W.S. 18-3-515 to be published in the Saratoga Sun. Commissioner Moore seconded and the motion carried unanimously.

## **CITIZEN & COMMISSIONERS DISCUSSION**

Commissioner Espy moved to authorize Chairman Johnson's and Attorney Davis' electronic signature on the Dixon Airport fence relocation grant agreement. Commissioner Barkhurst seconded and the motion carried unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 9:58 a.m. with Clerk Bartlett and Ashley Mayfield Davis 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 10:50 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion carried unanimously.

## **Commissioners**

Commissioner Espy moved to authorize the Chairman's signature on a letter to the Bureau of Land Management after attorney review. Commissioner Barkhurst seconded and the motion carried unanimously.

## **Public Hearing – Budget Amendment**

Vice Chairwoman Jones opened a public hearing at 10:58 a.m. to hear about a proposed Budget Amendment to departmental budgets for Fiscal Year 2022 and Clerk Bartlett noted the hearing was advertised in the Saratoga Sun on June 30. Gwynn outlined the amendments by department.

Vice Chairwoman Jones called for comments for or against the amendment. There being none, he closed the hearing at 11:03 a.m.

Commissioner Barkhurst moved to adopt Resolution 2022-27 FY 2022 Budget Amendment Number Three for departmental budgets. Commissioner Espy seconded and the motion passed unanimously.

## **Public Hearing – Z.C. Case #2022-09 – Lance Stewart**

Vice Chairwoman Jones opened a public hearing at 11:13 a.m. to hear Planning & Zoning Z.C. Case File #2022-09, Lance Stewart's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-10.33) on approximately 10.33 acres. The FPSR Zone is intended to be applied to areas of the County in which timber production and seasonally accessible recreation uses are the desirable predominant uses. The approximate location is 6 miles west of Encampment off WY HWY 70 on the south side and east of U.S.F.S. Road 550. Sarah Brugger, Planner/GIS Specialist, presented the case file noting this is pre-existing and non-conforming and the case is simply to bring the land into conformance in case they wanted to build in the future.

Vice Chairwoman Jones called for comments for or against the case. There being no comments, Vice Chairwoman Jones closed the hearing at 11:16 a.m.

Commissioner Barkhurst moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2022-28 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 File #2022-09, Lance Stewart's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-10.33) on approximately 10.33 acres located 6 miles west of Encampment off WY HWY 70 on the south side and east of U.S.F.S. Road 550. Commissioner Espy seconded, and the motion passed unanimously.

**Public Hearing – Z.C. Case #2022-10 – Alan Harding of Brown & Hiser, LLC and John Gillam II**

Vice Chairwoman Jones opened a public hearing at 11:16 a.m. to hear Planning & Zoning Z.C. Case File #2022-10, Alan Harding of Brown & Hiser, LLC and John Gillam II's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Rural Residential Agriculture (RRA-80) encompassing approximately 80 acres. The RRA Zone is intended to be applied in areas of the County which are particularly suited to large-lot development that allow both agricultural and residential uses intermingled. The approximate location is 1 mile east of Carbon County Road #291(Hanna/Leo/Kortes Road) and approximately 4.5 miles south of the Natrona County Line. Sarah Brugger, Planner/GIS Specialist, presented the case file.

Vice Chairwoman Jones called for comments for or against the case. Alan Harding of Brown & Hiser spoke for the applicant noting he prepared the application and was in favor of approval. There being no comments, Vice Chairwoman Jones closed the hearing at 11:22 a.m.

Commissioner Barkhurst moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2022-29, 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 File #2022-10, Alan Harding of Brown & Hiser, LLC and John Gillam II's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Rural Residential Agriculture (RRA-80) encompassing approximately 80 acres. The approximate location is 1 mile east of Carbon County Road #291(Hanna/Leo/Kortes Road) and approximately 4.5 miles south of the Natrona County Line. Commissioner Moore seconded and the motion passed unanimously.

**Public Hearing – MIN SUB Case File #2022-02 – Blake Kawcak**

Commissioner Espy moved to table Minor Subdivision Case File 2022-02, Blake Kawcak's request to create five (5) lots: Lot 1 = 18.413 acres, Lot 2 = 11.862 acres, Lot 3 = 15.351 acres, Lot 4 = 7.872 acres, and Lot 5 = 6.379 acres. Commissioner Barkhurst seconded and the motion carried unanimously.

Vice Chairwoman Jones opened a public hearing at 11:25 a.m. to hear Planning & Zoning Minor Subdivision Case File #2022-02, Blake Kawcak's request to create five (5) lots: Lot 1 = 18.413 acres, Lot 2 = 11.862 acres, Lot 3 = 15.351 acres, Lot 4 = 7.872 acres, and Lot 5 = 6.379 acres. The applicant is also applying for a zone change request (see above Z.C. Case #2022-06) to comply with the Carbon County Zoning Resolution of 2015, as amended and is located approximately 3 miles northeast of Baggs off Carbon County Road #702 (Baggs/Dixon Road). Sarah Brugger,

Planner/GIS Specialist, presented the case file. The applicant submitted a request to postpone this case and the zone change case file until July 5 as an easement has not yet been obtained, specifically to the northern portion of the subdivision. Sarah noted there was one amendment to the covenants that no structures could be constructed on a pipeline easement.

Mr. Kawcak reported covenants were amended and signed by all three property owners. He added that in response to Commissioner Espy's questions previously about water rights noting that as long as he is there, water rights are valid.

Vice Chairwoman Jones called for comments for or against the case. There being no comments she closed the hearing at 11:29 a.m.

Commissioner Espy moved to authorize the Chairman's signature on the plat for Minor Subdivision Case File #2022-02, Blake Kawcak's request to create five (5) lots: Lot 1 = 18.413 acres, Lot 2 = 11.862 acres, Lot 3 = 15.351 acres, Lot 4 = 7.872 acres, and Lot 5 = 6.379 acres. Commissioner Moore seconded and the motion passed unanimously.

#### **PUBLIC HEARING – Z.C. CASE #2022-06 – Blake Kawcak**

Commissioner Espy moved to table Planning & Zoning Z.C. Case File #2022-06, Blake Kawcak's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Rural Residential Agriculture (RRA) for Lots 1 thru 5, located in the proposed Kawcak Minor Subdivision encompassing approximately 64 acres. Commissioner Moore seconded and the motion carried unanimously.

Vice Chairwoman Jones opened a public hearing at 11:32 a.m. to hear Planning & Zoning Z.C. Case File #2022-06, Blake Kawcak's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Rural Residential Agriculture (RRA) for Lots 1 thru 5, located in the proposed Kawcak Minor Subdivision encompassing approximately 64 acres. RRA-18.413 (Lot 1); RRA-11.862 (Lot 2); RRA-15.351 (Lot 3); RRA-7.872 (Lot 4); RRA-6.379 (Lot 5). The RRA Zone is intended to be applied in areas of the County which are particularly suited to large-lot development that allow both agricultural and residential uses intermingled. The approximate location is 3 miles northeast of Baggs off Carbon County Road #702 (Baggs/Dixon Road). Sarah Brugger, Planner/GIS Specialist, presented the case file.

Vice Chairwoman Jones called for comments for or against the case. There being no comments, Vice Chairwoman Jones closed the hearing at 11:35 a.m.

Commissioner Moore moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2022-30, 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 File #2022-06, Blake Kawcak's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Rural Residential Agriculture (RRA) for Lots 1 thru 5, located in the proposed Kawcak Minor Subdivision encompassing approximately 64 acres. The approximate location is 3 miles northeast of Baggs off Carbon County Road #702 (Baggs/Dixon Road). Commissioner Espy seconded, and the motion passed unanimously.

## **COMMISSIONERS**

Commissioner Moore moved to authorize department heads to close their offices as they choose for employees to attend Jeff Walton's funeral. Commissioner Espy seconded and the motion carried unanimously.

## **ADJOURNMENT**

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

A regular meeting of this Board will be held Tuesday, August 2, 2022, at 9:00 a.m., at the Carbon Building-Courthouse Annex, located at 215 W. Buffalo St. Suite 240A, 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 [www.carbonwy.com](http://www.carbonwy.com) 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 18<sup>th</sup> day of July 2022  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING  
-s- Willing John Johnson, Chairman