

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, January 17, 2023  
Carbon Building – Courthouse Annex, Rawlins WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, January 17, 2023, at 9:00 a.m. at the Carbon Building-Courthouse Annex in Rawlins, WY. Attending the meeting were Chairman, Sue Jones, Vice Chairman, Travis Moore, Commissioner John Johnson, John Espy, and Byron Barkhurst.

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

**ADDITIONS / CORRECTIONS**

There were no additions or corrections to the agenda.

**VOUCHERS**

Commissioner Espy moved to approve January 2023 payroll and benefit expenses of \$1,112,777.69, insurance claim and premium expenses of \$231,931.54, and the report of expenditures in the amount of \$461,139.27 for an aggregate total today of \$1,805,848.50. Commissioner Moore seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Axon Enterprise, Inc.	Taser Holsters	\$710.80
Baggs, Town of	Water Services & Office Rental	\$221.33
Beach, Homer	Snow Removal Services	\$1,200.00
Beck Total Office Interiors	Circuit Court Lectern	\$3,389.52
BI Inc.	Electronic Monitoring	\$890.50
Blakeman Propane	Heating Services	\$3,227.13
Bob Barker Company, Inc.	Misc. Jail Supplies	\$1,421.81
Bomgaars Supply	Transmission Fluid	\$15.87
Bridger Fabrication	Install Hitch & Wiring	\$240.00
Brown & Hiser LLC	Legal Services	\$340.00
Carbon County Fair Board	Monthly Pymt. & Qtr. 4 2022 Rental Fees	\$6,616.67
Carbon County Library	Monthly Outside Payment	\$30,299.31
Carbon County Museum	Monthly Outside Payment	\$18,750.00
Carbon County Senior Services	Monthly Outside Payment	\$18,750.00
Carbon County Veterinary Hospital	Vaccination	\$17.50
Carbon Power & Light Inc	Electric Services	\$2,606.59
Casper Winnelson Co	Misc. Supplies	\$653.80
Charter Communications	Cable Services	\$119.72
Communication Technologies	Radio Parts For Haglund	\$932.00

Corthell and King, P.C.	Legal Services	\$999.70
Daily Times	Jail Newspapers	\$187.92
Dirty Boyz Sanitation, Inc	Trash Services	\$1,677.00
Dominion Energy	Heating Services	\$439.67
Drummond Refrigeration LLC	Double Oven Repair	\$1,571.28
Dynamic Controls Inc	Heating Elements	\$401.00
Elk Mountain, Town of	Water Services	\$70.00
Encampment, Town of	Water Services	\$102.00
Encartele	Jail Data	\$750.00
Engineering Associates	Brush Creek Rd & Professional Services	\$6,957.48
Engstrom, James D. DDS	Inmate Dental Services	\$2,500.00
E-Z Lift Garage Doors	Garage Door Maintenance	\$60.00
FCI Constructors Of WY	Courthouse Carbon Building Construction	\$229,326.30
Galls/Quartermaster	Misc. Deputy Uniforms and Equipment	\$1,349.46
Grainger	Misc. Supplies	\$1,104.44
Greater WY Big Bros/Sisters	Prevention Services	\$11,237.75
Gulbrandson, Kimberly A.	Mileage	\$11.55
Hahn Construction	Baggs Senior Center Repairs	\$2,380.00
Hanna Fire Department	Reimbursement for Lodging & Meal	\$198.03
Hanna, Town of	Water Services	\$254.22
Iacovetto, Karon	County Cleaning Services	\$9,765.00
Jack's Body & Fender Repair	Towing Services	\$450.00
Jeffrey Center Board	Qtr. 4 2022 Rental Fees	\$1,500.00
Jones Simkins	Audit Services	\$7,900.00
Kilburn Tire Company	Tire Services	\$4,557.32
KTGA/KBDY	Radio Ads	\$390.00
Kussmaul Electronics	Auto Pump Rebuilding Kit	\$226.57
L N Curtis & Sons	Annual Service & Air Pack Testing	\$4,810.50
Lifetime Benefit Solutions, Inc	Cobra Fees	\$25.00
Merback Award Company	Plaques	\$200.23
Merseal Law, LLC	Legal Services	\$6,740.00
Miller, Dale	Meal Reimbursement	\$16.25
Mountain Alarm	Monthly Monitoring Maintenance	\$47.90
MPM Corp / Evergreen Disposal	Trash Services	\$130.00
Muni Metrix Systems Corporation	Image Silo Annual Fee	\$1,223.69
Natrona County Legal	Involuntary Hospitalization	\$440.00
Natrona County Sheriff's Office	Juvenile Housing	\$2,730.00
Norco, Inc.	Cylinder Rent	\$892.09
Olde Trading Post	Fuel	\$37.00
Perkins Oil Co	Fuel	\$6,378.26
Positive Concepts/ATPI	Citation Paper	\$260.64



Quill Corporation	Misc. Office Supplies	\$206.22
R.P. Lumber Company, Inc.	Plumbing Parts	\$458.77
Rawlins Automotive	Misc. Parts	\$1,670.98
Rawlins Hardware	Misc. Supplies and Parts	\$264.16
Rawlins, City of	Water Services & Dump Fees	\$2,564.07
Republic Services #642	Trash Services	\$320.13
Rice-Prior, Denise	Inmate Mental Health Services	\$1,550.00
Rietveld, Toni	Planner	\$11.65
Sanofi Pasteur, Inc.	Vaccines	\$86.39
Saratoga Auto Parts, Inc.	Misc. Parts & Supplies	\$613.99
Saratoga, Town of	Water Services	\$48.50
Shepard's	Fuel	\$2,924.05
Shively Hardware	Paper Cartridge	\$25.98
Smith Psychological Services	Employee Evaluation	\$400.00
Stage Stop General Store	Fuel	\$47.14
Staples Advantage	Misc. Office Supplies	\$695.24
Stinker Stores Inc.	Fuel	\$2,173.82
Summit Food Service	Jail Meals	\$8,269.72
Sunburst Merc. & Longhorn Lodge	Fuel	\$245.26
Swanson Services Corporation	Jail Commissary	\$2,179.89
T.W. Enterprises, Inc.	Misc. Parts for Generator	\$7,543.35
Tin Boy Garage	Air Filter & Vehicle Repairs	\$787.05
T-O Engineers	DWX Master Plan Update	\$8,674.75
U S Postmaster-Rawlins	Box Renewal 2023	\$66.00
Valence Health Corp	Inmate Medical Services	\$6,500.00
Valley Oil Company	Fuel	\$2,063.25
Voiance Language Services LLC	Interpretation Services	\$27.00
Warne, Samuel J	Fuel Reimbursement	\$169.87
Western Truck Repair	Hood Latch & Mud Flap	\$60.44
Wex Bank	Fuel & Late Fee	\$343.57
Wreck-A-Mend	Vehicle Repairs	\$379.74
Wrigley, Janelle	Reimb. for Training Expenses	\$693.25
Wrigley, Robert L	Hotel Reimbursement	\$122.60
WY Clerks of Dist. Court Assoc.,	2023 Annual Dues	\$150.00
WY Machinery Company	Parts and Maintenance	\$6,798.39
WY Public Health Laboratory	Lab Fees	\$422.00
WY Retirement System	Vol Retirement	\$881.25

### **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the January 5, 2023, regular meeting minutes,

monthly receipts from Carbon County Clerk in the amount of \$14,513.00 and Clerk of District Court in the amount of \$4,700.90, bonds for Sondra Kay Rydberg, Deputy Treasurer for Carbon County in the amount of \$10,000.00 and Stacey L. Ward, Deputy Treasurer for Carbon County in the amount of \$10,000.00 and Notice of Valuation Changes in the amount of (\$1,324,107.00). Commissioner Moore seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Building and Grounds**

Commissioner Johnson moved to award bids for janitorial services as follows, each being for a two-year period beginning February 1, 2023, through January 31, 2025: WY Cleaning & Solutions for the Courthouse totaling \$79,000.00, KI Cleaning for the Carbon Building \$73,740.00 and the Detention Center for \$25,020.00. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Moore moved to authorize any commissioner to sign contracts with KI Cleaning for janitorial services at the Carbon Building and Detention Center and WY Cleaning & Solutions for janitorial services at the Courthouse, both for two-year periods beginning February 1, 2023, through January 31, 2025. Commissioner Espy seconded and the motion passed unanimously.

### **Sheriff**

Commissioner Espy moved to approve the additional \$8,000.00 request from ARPA funds from the estimate received from Corvinus and the electricians quote to reinstall the jail monitoring system once the housing control remodel is complete. Commissioner Moore seconded and the motion passed unanimously.

### **Road & Bridge**

Commissioner Espy moved to authorize any commissioner to sign the lease agreement with RNB State Bank and Resolution No. 2023-05 A Resolution authorizing the Board of Carbon County Commissioners of Carbon County, Wyoming, to lease, with an option to purchase, certain equipment from RNB State Bank, for the purchase and trade of two motor graders. Commissioner Moore seconded and the motion passed unanimously.

### **Clerk**

Commissioner Johnson moved to approve any commissioner's signature on the Wyoming State Forestry Volunteer Fire Assistance grant application for pagers. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to approve any commissioner's signature on the American Rescue Plan Act grant application for the purchase of a new COVID ambulance for the Memorial Hospital of Carbon County and to authorize any commissioner to sign Resolution 2023-02, A Resolution authorizing submission of a local government project ARPA grants application to the State Loan



and Investment Board on behalf of the governing body for Carbon County, Wyoming for the purpose of purchasing a new ambulance to allow for one unit to be primarily designated for transport of COVID-19 patients. Commissioner Moore seconded and the motion passed unanimously.

Commissioner Espy moved to authorize the Chairman's signature on a Lease Agreement between Carbon County and State of Wyoming, Department of Administration & Information General Services Division for Probation and Parole at the Courthouse Annex, for 1,539 square feet, in an amount not to exceed \$76,941.00 and for a term of March 1, 2023, through June 30, 2026. Commissioner Moore seconded and the motion passed unanimously.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:24 a.m. with Clerk Bartlett, Ashley Mayfield Davis, and Sarah Brugger to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Johnson moved to come out of executive session at 10:59 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Espy seconded and the motion passed unanimously.

### **COMMISSIONERS**

Commissioner Moore moved to authorize the Chairman's signature on an offer of employment and authorize Commissioner Espy to make the offer. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Moore moved to authorize the Chairman's signature and a letter regarding a conditional use permit. Commissioner Johnson seconded and the motion passed unanimously.

### **Continuation of PUBLIC HEARING - C.U. Case #2022-07-Union Telephone Company and Dana Meadows Wyoming Close LLC**

Commissioner Moore moved to untable C.U. Case #2022-07-Union Telephone Company and Dana Meadows Wyoming Close LLC's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. Commissioner Johnson seconded and the motion passed unanimously.

Chairman Jones continued a public hearing at 11:03 a.m. to hear Planning & Zoning C.U. Case #2022-07-Union Telephone Company and Dana Meadows Wyoming Close LLC's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. The request is to permit a telecommunications tower up to 105 feet tall and related facilities/equipment. The Wilson Ridge Communication Site is located approximately 1/4 mile north of I-80 and approximately 6 miles west of WY HWY 72 (Hanna-Elk Mountain Road). Sarah Brugger, Planning Director,

presented the case file. The case was tabled to allow additional time for referral agencies to comment. Additional comments were received and she overviewed them.

Chairman Jones called for comments for or against the case. There being no comments, she closed the hearing at 11:06 a.m.

Commissioner Johnson moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2023-03 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 #2022-07-Union Telephone Company and Dana Meadows Wyoming Close LLC's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. Commissioner Espy seconded and the motion passed unanimously.

#### **PUBLIC HEARING – Z.C. Case #2022-19 - Jo Ella and Desire “Desi” Vacher**

Chairman Jones opened a public hearing at 11:08 a.m. to hear Planning & Zoning Z.C. Case #2022-19 - Jo Ella and Desire “Desi” Vacher's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Residential (RD) for Lots 1-3 located in the proposed Vacher Minor Subdivision. The RD Zone is primarily intended to provide land for residential development that is typically single family and two-family residential units located within Town Expansion Areas and within or nearby Rural Centers. Residential zones are intended to be in areas planned for residential development that are easily accessible and infrastructure already exists or is readily available. The approximate location is 1/2 mile south of WY HWY 230 off Carbon County Road #211 (Blackhall Road) on the west side; approximately 1 mile east of Riverside. Sarah Brugger, Planner/GIS Specialist, presented the case file.

Chairman Jones called for comments for or against the case. Jenn Wagy did mention there was not going to be 3 additional homes as reported but rather only 2. One for her and one for her parents with the existing for her brother. There being no comments, she closed the hearing at 11:23 a.m.

Commissioner Espy moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2023-04, 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 #2022-19 - Jo Ella and Desire “Desi” Vacher's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Residential (RD) for Lots 1-3 located in the proposed Vacher Minor Subdivision. Commissioner Moore seconded and Commissioner Johnson reported water related comments gave him the understanding this is under the Sierra Madre Water & Sewer JPB and Chairman Jones clarified this is only for water. He also stated there is plenty of room for the septic and well and there are agencies to address those matters and permit those. Chairman Jones asked if the minimum lot size needs amended due to the easement through it. Sarah replied the easement is included in the lot size so keeps the lot size larger. Doug Boyd with WLC stated that even though the 70' strip is a right of way the ground is still there and the intent was to utilize the underground rights even though the adjacent owners are still using it for access. The motion passed unanimously.



**Public Hearing – MIN SUB Case File #2022-06 – Vacher Minor Subdivision**

Chairman Jones opened a public hearing at 11:29 a.m. to hear Planning & Zoning Minor Subdivision Case File #2022-06, Vacher Minor Subdivision request to create three (3) lots (Lot 1 = 3.98 Acres; Lot 2 = 1.32 Acres; Lot 3 = 1.32 Acres) from an existing 6.6-acre parcel. The applicant is also applying for a zone change from RAM to RD (see above Z.C. Case #2022-19) to comply with the Carbon County Zoning Resolution of 2015, as amended, and is located approximately 1/2 mile south of WY HWY 230 off Carbon County Road #211 (Blackhall Road) on the west side; approximately 1 mile east of Riverside. Sarah Brugger, Planner/GIS Specialist, presented the case file.

Chairman Jones called for comments for or against the case. There being no comments she closed the hearing at 11:36 a.m.

Commissioner Espy moved to authorize the Chairman's signature on the plat for Minor Subdivision Case File #2022-06, Vacher Minor Subdivision request to create three (3) lots (Lot 1 = 3.98 Acres; Lot 2 = 1.32 Acres; Lot 3 = 1.32 Acres) from an existing 6.6-acre parcel. Commissioner Johnson seconded and the motion passed unanimously.

**ADJOURNMENT**

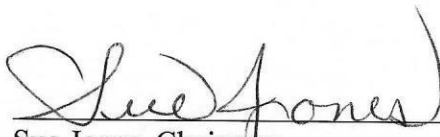
Commissioner Espy moved to adjourn the meeting at 11:41 p.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, February 21, 2023, at 9:00 a.m., at the Carbon Building – Courthouse Annex, located at 215 W. Buffalo St. Suite 240C, 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.



  
Gwynn G. Bartlett, Carbon County Clerk

Approved this 7<sup>th</sup> day of February 2023  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

  
Sue Jones, Chairman