

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING**

**Tuesday, August 1, 2023 @ 9:00 a.m.
Carbon Building- Courthouse Annex,
215 W. Buffalo Street, Second Floor, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, August 1, 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, Commissioners John Johnson, John Espy and Byron Barkhurst.

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

ADDITIONS / CORRECTIONS

Commissioner Johnson moved to add the Maintenance Agreement with APEX Communications under IT, remove Memorial Hospital of Carbon County and change Power Company of Wyoming LLC to Transwest Express LLC on the agenda. Commissioner Moore seconded and the motion passed unanimously.

VOUCHERS

Commissioner Barkhurst moved to approve the report of expenditures in the amount of \$515,233.71 Commissioner Espy seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Advanced Network Mgmt., Inc.	Hardware	\$17,506.18
APCO International Inc.	Licensing Service Fees	\$3,420.00
APG Media of the Rockies	Ads	\$143.34
Astrophysics	Metal Detector Package Scanner -CH	\$4,450.00
AT&T Mobility	CCSO MDT Service	\$1,218.93
Baggs, Town of	Volunteer Services	\$592.75
Bartlett Oilfield Service, Inc.	Contract Services	\$5,374.99
Benjamin, Larry	Mileage	\$132.00
Black Hills Energy	Gas Services	\$6,905.02
Blakeman Propane	Propane Services	\$527.85
Blue Knight Security LLC	Jail Extraditions	\$3,925.00
Blue360 Media, LLC	WY Criminal & Traffic Law Books	\$960.25
Bob Barker Company, Inc.	Misc Jail Supplies	\$1,059.89
Bomgaars Supply	Misc Supplies	\$341.68
Carbon County Veterinary Hospital	Canine Vaccinations	\$255.17
Carbon Power & Light Inc.	Electric Services	\$1,916.90

CareRight Technologies, LLC	Recurring Bed Fee	\$144.30
Casper Winnelson Co.	Misc Parts/Supplies	\$2,342.33
Charter Communications	Jail Cable	\$120.13
CIDNET	Jail Data	\$750.00
Communication Technologies	3 Radios Installed	\$298.05
Cowboy Supply House	Misc Cleaning Supplies	\$2,996.06
Cragun, Megan A.	Mileage/Meals	\$129.48
Daily Times	Jail Newspapers	\$167.04
Dallin Motors Inc.	Service - 2015 Dodge	\$432.19
Defense Technology (Florida)	Barricades & Grenades	\$1,621.94
Dixon, Town of	Water Services	\$308.00
DOI/BLM	Casper Dispatch Support FY23	\$1,000.00
Elevated Safety Solutions	Drug & Alcohol Tests	\$134.00
Elk Mountain, Town of	Elk Mtn Senior Center Rent	\$1,500.00
Fatbeam LLC	Fiber/Internet	\$15,510.00
FCI Constructors of Wy	Courthouse/Carbon Bldg. Remodel	\$125,867.88
Further	Health Reimburse/FSA	\$4,310.03
Galls/Quartermaster	Sheriff Supplies/Uniforms	\$4,282.95
Grainger	LED Lightbulbs	\$582.50
Halacy, Colton	Meal Reimbursement	\$27.73
Herring, Jeff	Grease	\$190.50
Hughes, Chris	Mileage	\$11.00
Iron J Towing	Tow Services	\$309.00
Jack's Body & Fender Repair	Tow Services	\$400.00
Kaluzny, Emily	Personal Phone Usage-July	\$30.00
Kenny Electric	Courthouse Breaker	\$13,219.00
Kilburn Tire Company	Tire Repair	\$18.95
KTGA/KBDY	Radio Ads	\$170.00
Malcolm, Colton	Temp Fair Board Assistant	\$746.25
Matthew Bender & Co, Inc.	WY Court Rules/Statutes	\$2,129.05
McGarvin-Moberly Construction Co.	CR 700 Chip Seal Project	\$132,787.02
Medicine Bow, Town of	HWY 487 Accident	\$6,026.50
Memorial Hospital of Carbon County	Medical Services	\$1,791.00
MicroNet Communications Inc.	Microwave Licensing	\$4,500.00
Midwest Connect	Ink Cartridges	\$223.00
Miller, Ken	Mileage	\$46.20
Mountain Alarm	Alarm Monitoring	\$47.90
Napa – Saratoga	Wiper Blades	\$60.37
Nation, Leslie H.	Mileage	\$41.80
Norco, Inc.	Cylinder Rent	\$96.79
Noregon Systems LLC	R&B Diagnostic Software	\$6,020.00

Offender Watch	Sex Offender Notification	\$106.94
O'Reilly Auto Parts	Misc. Parts/Supplies	\$372.72
Parker, Elizabeth	Mileage	\$59.90
Perkins Oil Co.	Fuel	\$1,202.40
Personnel Evaluation, Inc.	Pre-Employment Test	\$50.00
Perue Printing	Self-Seal Envelopes	\$1,579.00
R.P. Lumber Company, Inc.	Misc. Parts/Supplies	\$69.46
Rapid Fire Protection, Inc.	Jail-Sprinkler Repair	\$4,207.60
Rawlins Automotive	Misc. Parts/Supplies	\$2,165.75
Rawlins Glass Center, Inc.	Windshield	\$408.71
Rawlins Hardware - 5405	Coupling	\$4.99
Rawlins Hardware - 5465	Concrete Mix	\$15.18
Rawlins, City of	Water Services	\$5,962.31
Rocky Mountain Info Network	Annual Membership	\$100.00
Saratoga Auto Glass	Windshield Replacement	\$424.00
Saratoga Feed & Grain	Sheriff Jeans	\$64.76
Saratoga Sun	Radio/Newspaper Ads	\$2,001.73
Saratoga, Town of	Water Services	\$48.50
Schofield, Stephanie M.	Fire Arson Dog Vaccinations	\$115.99
Shively Hardware	Misc. Office Supplies	\$2,532.62
Slow & Steady Law Office, PLLC	Legal Services	\$12,770.00
Staples Advantage	Misc. Office Supplies	\$137.78
State of Wyoming A & I	State Mainframe Access	\$19.94
State of Wyoming A & I	File Storage	\$17.27
State of Wyoming DCI	Sex Offender Fees	\$50.00
Stinker Stores Inc.	Encampment Diesel	\$5,216.37
Summit Food Service	Jail Meals	\$8,675.63
Swanson Services Corporation	Jail Commissary	\$1,793.08
Terminix	Pest Control	\$193.00
Thos. Y. Pickett & Co., Inc.	1st Instl. 2024 Valuation Contract	\$9,000.00
UPRSWDD	Trash Services	\$190.00
Walker, Deborah C.	Patches/Flags Sewn on Shirts	\$290.00
Walker, Jeanette R.	Summerfest Supplies	\$131.38
West End Sinclair	Fuel	\$17.37
Wilson, Karon	Mileage	\$64.35
WLC Engineering	Cherokee Road Right of Way	\$8,332.19
Wohl, Judith	Mileage	\$154.00
Wreck-A-Mend	Repair/Recharge Air Conditioner	\$430.57
WY Dept of Health	State Vehicle Rental	\$178.88
WY Dept of Transportation	20 Cases of Titles	\$1,194.60
WY Dept of Transportation	Transfer 78 - Vin S72586w	\$2.00

WY Dept of Transportation	CR 203 Bridge Over N Platte	\$984.89
WY Machinery Company	1000 Hour Service Maintenance	\$10,532.79
Wyoming Cleaning & Solutions LLC	Jeffrey Center After Event Cleaning	\$1,000.00
Y2 Consultants, LLC	Carbon Co. Land Use Plan Update	\$2,117.00
Zumbrennen Electric Inc.	Fairgrounds Electrical Upgrade	\$50,129.17

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. Clerk Bartlett noted the consent agenda includes the July 17, 2023, regular meeting minutes; bonds for Pamela Thayer, Treasurer for the Board of Cooperative Higher Education Services, in the amount of \$50,000.00, Courtney Priest, Treasurer for CCSD #2 Recreation Board, in the amount of \$10,000.00 and Beverly Hannum, Treasurer for the City of Rawlins, in the amount of \$100,000.00; a Continuation Certificate for Thomas E. Sarvey, Treasurer for the City of Rawlins, in the amount \$250,000.00 and monthly receipts for the Planning and Development Department in the amount of \$6,559.33. Commissioner Barkhurst seconded and the motion passed unanimously.

Employee Recognition

Gwynn Bartlett, County Clerk overviewed employees having reached years of service milestones in August.

ELECTED OFFICIALS & DEPARTMENT HEADS

Assessor

Renee Snider, County Assessor presented the 2024 Mill Levies for adoption. She mentioned issues obtaining budgets and levy requests from special districts.

Commissioner Espy moved to adopt the 2024 Mill Levies as presented by the County Assessor. Commissioner Moore seconded and the motion passed unanimously.

Sheriff

Alex Bakken, Carbon County Sheriff, requested to ratify the Chairman's signature on the Cooperative Law Enforcement Agreement between Carbon County Sheriff's Office and the United States Forest Service for forest patrols. Chairman Jones signed the agreement on July 26, 2023, as the deadline for the agreement was for July 31, 2023.

Commissioner Espy moved to ratify the Chairman's signature on the Cooperative Law Enforcement Agreement between Carbon County Sheriff's Office and the United States Forest Service to provide law enforcement services within the forest, for a term of one year and in the amount of \$8,000.00. Commissioner Moore seconded and the motion passed unanimously.

Sheriff Bakken provided an update for the Sheriff's Office which included applications received for the School Resource Officer for CCSD#2 and the removal of the pre-certification requirement for the patrol division. He reported the town of Medicine Bow currently has no town Marshall or fire department but he will assist in covering and the town has agreed to reimburse the county for any overtime incurred.

IT

Matt Webster, Carbon County IT Director presented a letter to .gov domain registration for board approval and Chairman's signature. The new domain would be carboncountywy.gov. After this is approved there will be a transition period and he anticipated switching over before elections next year.

Commissioner Johnson moved to approve and authorize the Chairman's signature on the letter to .gov domain registration requesting to obtain and maintain the new domain name to carboncountywy.gov from carbonwy.com. Commissioner Barkhurst seconded and the motion passed unanimously.

Mr. Webster presented a quote with CrowdStrike for board approval and Chairman's signature. CrowdStrike is a global cybersecurity leader with an advanced cloud-native platform for protecting endpoints, cloud workloads, identities, and data.

Commissioner Moore moved to waive the procurement policy based on only one vendor source available and approve and authorize the Chairman's signature on the quote from Center for Internet Security, Inc for CrowdStrike in the amount of \$16,500.00 and for a term of one year. Commissioner Espy seconded Commissioner Johnson asked how the cost compares to the prior company Sophos. Matt replied that the cost was \$4,000 per year resulting in a major increase. The motion passed unanimously.

Mr. Webster presented a six-month agreement with Apex Communications for radio communications maintenance. Attorney Davis reported this is in line with the larger communications and tower project that John Rutherford is administering.

Commissioner Barkhurst moved to authorize the Chairman's signature on the Maintenance Agreement with Apex Communications for a six-month term ending December 31, 2023, in the amount of \$4,000 per month. Commissioner Johnson seconded and Commissioner Johnson asked if the cost could be more than \$4,000 per month. Attorney Davis replied that if there is a longer tower climb the county may have to hire a separate company incurring larger costs however emergency repairs are included. The motion passed unanimously.

Road & Bridge

Kandis Fritz, Road and Bridge Coordinator presented a resolution for a grant application for board approval and Chairman's signature regarding the FY24 GMAQ project for the following County Roads 701 (19 miles), 608 (7 miles), 203 (5 miles), 660 (12 miles), 121 (11 miles) and 291 (6 miles). She plans to apply for \$390,000 with the county's portion of \$78,000 from the road fund.

Commissioner Espy moved to approve Resolution 2023-27, A Resolution 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 the CMAQ FY24 Project. Commissioner Moore seconded and the motion passed unanimously.

RESOLUTION NO. 2023-27

**A RESOLUTION 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 THE CMAQ
FY24 PROJECT.**

WITNESSETH

WHEREAS, the governing body for County Carbon County desires to participate in the Congestion Mitigation Air Quality Program (CMAQ) to assist in funding this project;

WHEREAS, the governing body for Carbon County recognizes the need for the project;

WHEREAS, CMAQ requires that federal funding criteria be met, and Carbon County agrees to ensure satisfaction of all requirements;

WHEREAS, Carbon County acknowledges that if funded, the CMAQ project shall be completed prior to December 31, 2026;

WHEREAS, the governing body for Carbon County agrees to set aside a minimum of \$78,000.00 as a line item in its budget for the required twenty percent (20%) local cash match on the project;

WHEREAS, the governing body for Carbon County acknowledges CMAQ is funded on a reimbursement basis and all invoices must be 100% paid by Carbon County prior to reimbursement through CMAQ (80% Federal Reimbursement). Carbon County acknowledges that failure to comply with this requirement may result in cancellation of the award and repayment by Carbon County of all funds reimbursed.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY for Carbon County that a funding application requesting \$390,000.00 in federal CMAQ funding be submitted to the Wyoming Department of Transportation – CMAQ for consideration to assist in funding for the Carbon County project.

BE IT FURTHER RESOLVED THAT Kandis Fritz is hereby designated as the Project Administrator of Carbon County to act on behalf of the governing body on all matters relating to this funding application.

PASSED, APPROVED AND ADOPTED THIS 1st DAY OF August 2023.

-s- Sue Jones,
Carbon County BOCC Chairman

ATTEST:

-s- Gwynn Bartlett,
Carbon County Clerk

Ms. Fritz reported crews are working on chip sealing, new employees have started and that production is low on cattle guard blocks therefore they will be pouring their own.

Fire

John Rutherford, Carbon County Fire Warden introduced Tara Williams the new Administrative Assistant for the Carbon County Fire Protection District.

Mr. Rutherford presented an agreement between Carbon County Fire and Moffat County, Colorado for board approval and Chairman's signature.

Commissioner Moore moved to approve the Carbon County, WY and Moffat County, CO Mutual Aid Agreement for the purpose of providing fire protection and fire-fighting services outside of their respective states and counties and within the jurisdictional boundaries of the other Party and shall continue to be in effect until terminated by either party after giving 60 days written notice. Commissioner Barkhurst seconded and the motion passed unanimously.

Planning and Development

Sarah Brugger, Carbon County Planning and Development Director presented certifications of recommended action on behalf of the Carbon County Planning & Zoning Commission and requested a public hearing be scheduled for each. The applicants are Z.C. Case #2023-02 – Curtis and Brenda James, Min Sub Case #2023-01 – James Minor Subdivision, Z.C. Case #2023-05 – Dennis and Mandy Goodwin, C.U. Case #2023-06–PacifiCorp – “Gateway West Segment D-1 Transmission Line Project”.

Commissioner Barkhurst moved to accept Certifications of Recommended Action from the Carbon County Planning & Zoning Commission for Z.C. Case #2023-06 – Laryn and Julie Jackson, Z.C. Case #2023-07 – Garrett Pantle, Kevin Pantle, Gaven Pantle, and Carman Williams schedule a public hearing for Tuesday, September 5, 2023, at 11:30 a.m./p.m. at the Carbon Building – Courthouse Annex. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Barkhurst moved to accept Certifications of Recommended Action from the Carbon County Planning & Zoning Commission for Carbon County Subdivision Regulations (Proposed Amendments) and schedule a public hearing for Tuesday, October 3, 2023, at 1:30 p.m. Commissioner Moore seconded the motion passed unanimously.

Mrs. Brugger provided an update on the Carbon County Land Use Plan noting the first committee meeting was last week. They will continue to meet on the fourth Wednesday of each month in various areas of the county with a virtual option at each.

Ms. Brugger reported she has issued building permits for 7 foundations and turbines for the Rock Creek Wind project. There have been two building permits for hangars at Dixon Airport and this will fill all hangar spaces at the airport. Chairman Jones reported she met with the Federal Aviation Administration regarding the upcoming WACIP and discussed an apron expansion and hangar area however because this will be away from the runway it will be determined less important for grant funding. The county may have to connect the taxiway to the hangar area with its own funding.

Clerk

Gwynn Bartlett, Carbon County Clerk presented an amendment to the contract with Dept. of Family Services for Temporary Assistance for Needy Families Community Partnership Initiative for approval and Chairman's signature. She noted that the amendment was to increase the total contract dollar amount by \$12,500.00 to \$25,000.00 and to extend the term of the contract.

Clerk Bartlett requested Chairman's signature on a Corrected Warranty Deed for Cathy Gardens. There was an error in the grantor name, so the property has not been officially transferred by the Assessor's Office.

Commissioner Johnson moved to authorize the Chairman's signature on the Corrective Warranty Deed for Cathy Gardens. Commissioner Barkhurst seconded and the motion passed unanimously.

Clerk Bartlett asked for specific start times for the Board of Equalization Hearings on the 11th and 12th of September. Commissioner Johnson stated that 9:00 a.m. would work best. Attorney Davis asked if it would be appropriate if the business went on the 11th and the private individuals on the 12th. Assessor Snider agreed that would work best for T.Y. Picket. Chairman Jones asked if Commissioner Barkhurst presence would be required as he is not available on those days. Clerk Bartlett stated that his knowledge would be beneficial to the hearing.

Chairman Jones asked to investigate other dates where all Commissioners would be available and come back with those dates. Attorney Davis would look and see if the hearings could proceed with only 4 Commissioners present.

TRANSWEST EXPRESS LLC - TRANSWEST EXPRESS TRANSMISSION PROJECT UPDATE

Kelly Cummins, Vice-President of Land and Environmental, Kara Choquette, Director of Communications and Government Relations and Keanan Harrold, Director of Engineering from Transwest Express LLC as well as Barry Schwitters - Program Manager, Ronnie Sorenson - Construction Manager, Chris Butta - Scope 1 Project Manager, Brandon Hawkins - VP of Environmental, and Lee Paulson - Scope 2 and 4 Project Manager from Barnard Wilson Joint Venture presented an update on the Transwest Express Transmission Project.

Ms. Cummins presented an overview of the 732-mile transmission project in WY, CO, UT, and NV that runs through 14 counties and has taken approximately 12 years to get to the point of construction. There are two phases of construction with the first of WY to NV and the second phase to upgrade the line to NV with an additional 1,500 megawatts of transmission.

Since 2018 they have completed more than 60,000 acres of environmental surveys; land acquisition across the entire line including private, state, and federal lands; received primary permits; the Notice to Proceed from the BLM on April 10; and selected contractors including Siemens who subbed with Mortensen. Barnard and Wilson have a joint venture for work as well with a tentative construction start date of September 18 with the first on-line date of September 2027 with the additional 1,500-megawatt upgrade anticipated one year later. With this beginning impact assistance will be paid to the county.

Mr. Schwitters introduced the various project managers who will be executing various portions of the project simultaneously in the county and presented a construction schedule. They are working with local emergency services and other county agencies to ensure they are complying with local and state laws.

Commissioners

Commissioner Moore reported the Carbon County Council of Governments has elected new officers who are now Morgan Irene, Chairman, Melodie Seilaff, Vice-Chairman, and Shannon Fagan as the Secretary/Treasurer. He has also spoken with the State of Colorado representatives for National Heritage Areas and they have two management formats including a board and a 501c3 and he continues to work on this for Wyoming.

Commissioner Espy recently attended the NACO annual meeting where he shared our Road Use Agreement with a commissioner from another state.

Commissioner Johnson wished the 4H and FFA participants well at this week's fair.

Chairman Jones reported the Revenue Committee for the County Commissioner Association is working on property tax issues.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 10:43 a.m. with Clerk Bartlett and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Barkhurst seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 11:25 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 11:25 p.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, September 5, 2023, at 9:00 a.m. at the Carbon Building-Courthouse Annex located at 215 W. Buffalo, Suite 240A, Rawlins, WY 82301. 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 or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.