

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, October 3, 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, October 3, 2023, at 9:00 a.m. at the Carbon Building-Courthouse Annex in Rawlins, WY. Attending the meeting were Chairman, Sue Jones, Commissioners John Johnson, John Espy and Byron Barkhurst with Vice Chairman Travis Moore attending virtually.

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

**ADDITIONS / CORRECTIONS**

Commissioner Johnson moved to add a planning comment request on a zoning matter from the City of Rawlins under the Clerk. Commissioner Barkhurst seconded and the motion passed unanimously.

**VOUCHERS**

Commissioner Barkhurst moved to approve the report of expenditures in the amount of \$351,445.48 for an aggregate total today of \$351,445.48. Commissioner Johnson seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Abels, Duane E.	County Health Officer	\$1,633.33
APCO International Inc.	APCO License Fees	\$3,390.00
APEX Communications	Maintenance Agreement	\$4,000.00
AT&T Mobility	CCSO MDT Service	\$1,375.79
Bank of Commerce	E-Recording Checks	\$228.80
Bank of Montreal - Mastercard	Misc. Charges	\$34,294.60
Benjamin, Larry	Mileage	\$61.60
Big Bale Company	Mower Tractor Tires	\$336.94
Big Sky Communications Inc.	5 Dispatch Headsets	\$2,275.00
Black Hills Energy	Gas Services	\$5,239.06
Bob Ruwart Motors	K9 Silver Tahoe Upfit	\$20,658.59
Bomgaars Supply	Shovel/Pliers	\$89.96
Buchanan, Karen	Mileage	\$66.00
Capital Business Systems Inc.	IT Copiers	\$2,686.06
Carbon County Fair Board	Monthly Outside Agency Pymt.	\$2,833.33
Carbon County Library	Monthly Outside Agency Pymt.	\$31,170.16
Carbon County Museum	Monthly Outside Agency Pymt.	\$20,833.33

Carbon County Public Health	Pre-Employment Vaccines	\$142.00
Carbon County Senior Services	Monthly Outside Agency Pymt.	\$19,583.33
Casada Funeral Home	Indigent Burial App. Fee & Veteran Burial	\$6,290.00
Casper Winnelson Co.	Misc. Plumbing Supplies	\$716.17
CIDNET	Jail Data	\$600.00
Communication Technologies	CCSO Patrol Vehicle Kits-Install	\$33,233.66
Dell Marketing L.P.	Laptop Accessories	\$175.95
Dixon, Town of	Water Services	\$308.00
Eichenberger, Melissa	Mileage	\$298.90
Engstrom, James D. DDS	Inmate Dental Services	\$2,500.00
F & S Trucking, Inc.	2 Loads of Water	\$1,287.00
Further	Health Reimbursement & Medical FSA	\$1,941.52
Galls/Quartermaster	Sheriff Uniforms	\$118.08
GlaxoSmithKline Pharm.	Vaccine Credit & Flu Vaccine	\$2,059.97
Greater WY Big Bros/Sisters	July 2023 Mentoring Services	\$16,890.61
Greenwood Mapping, Inc.	Map server Hosting	\$6,800.00
Hanna, Town of	Water Services	\$459.30
Herman, Bobbie	Mileage	\$66.00
High Plains Power	Electric Services	\$435.82
Hughes, Chris	Mileage	\$16.50
Iacovetto, Karon	Carbon Bldg. Contract Custodial	\$8,230.00
K2 Towers III, LLC	Tower Rent	\$4,436.47
Kaluzny, Emily	September Personal Phone Usage	\$30.00
Kilburn Tire Company	Mount, Balance, New Tires & Oil Change	\$2,900.85
King Soopers Customer Charges	Greeting Card	\$5.29
KTGA/KBDY	Sexual Health Ads	\$220.00
Lifetime Benefit Solutions, Inc.	Cobra	\$25.00
Memorial Hosp. of Carbon Co.	Emergency Detentions	\$13,629.99
MicroNet Communications Inc.	Coordination Notice/FCC Application Fees	\$475.00
Miller, Ken	Mileage	\$84.70
Morse, Kimberley	Meals	\$30.30
Motorola	Flex Mobile Support	\$2,149.81
Myers, Adelaide	Mileage	\$87.50
Nation, Leslie H.	Mileage	\$92.40
Neutron Industries	Scent Pack Sprays	\$189.10
Norco, Inc.	Welding Helmet Cover Lens	\$11.58
O'Reilly Auto Parts	Misc. Auto Parts	\$623.40
Parker, Elizabeth	Mileage	\$5.78
Perkins Oil Co.	Diesel Exhaust Fluid	\$504.74
Personnel Evaluation, Inc.	Pre-Employment Evals	\$25.00
Pioneer Mill & Construction Inc.	Elk Mountain Comshel & Concrete work	\$20,505.00

Price Digests	Blue Book Online Subscription	\$1,149.95
Provident Realty	Appraiser on Cherokee Road	\$200.00
Quill Corporation	Ink Cartridges	\$840.96
R.P. Lumber Company, Inc.	Misc. Parts and Supplies	\$142.67
Rawlins Automotive	Misc. Auto Parts	\$971.23
Rawlins Eastside Carwash	Sheriff Carwash Cards	\$126.00
Rawlins Glass Center, Inc.	Glass Tops for Courtroom Tables & Desks	\$723.00
Rawlins, City of	Landfill Fees	\$34.30
Rocky's Quik Stop	Fuel	\$3,170.01
Sage Creek Realty, Inc.	Appraiser on Cherokee Road	\$200.00
Saratoga Sun	Misc. Ads	\$936.66
Schaeffer Mfg. Co.	Oil	\$1,570.25
Shively Hardware	Polaris Warranty Work/Full Service	\$142.77
Staples Advantage	Misc. Office Supplies	\$733.44
State of Wyoming A & I	IT Internet & State Mainframe Access	\$34.81
Stinker Stores Inc.	Fuel	\$7,520.83
Stryker Sales Corporation	Standards Cabinets	\$1,543.10
Summit Food Service	Inmate Meals	\$17,592.40
Swanson Services Corporation	Inmate Commissary	\$1,369.82
Terminix	Jail Pest Control	\$193.00
Thayer, Sidney Scott	Appraiser on Cherokee Road	\$300.00
The Cowboy Couture	Embroidery CCSO Uniforms	\$90.00
Tyler Technologies, Inc.	Web Hosting & Internet	\$275.63
UPRSWDD	Trash Services	\$190.00
Walker, Deborah C.	Sheriff Embroidery	\$303.00
Wilson, Karon	Mileage	\$83.60
Winters Griffith Architects	Construction Administration	\$16,870.00
Wohl, Judith	Mileage	\$84.70
WY Behavioral Institute	Emergency Detentions	\$3,770.00
WY Brand Industries	Peel N Stick Patches	\$42.50
WY Dept of Health	State Vehicle Rent	\$80.00
WY Diesel Service	Vehicle Maintenance	\$375.00
WY State Bar	WY State Bar Job Ad	\$100.00
WY Cleaning & Solutions LLC	Courthouse Contract Custodial	\$6,583.33
Y2 Consultants, LLC	Land Use Plan Amendments	\$3,745.25

## 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 September 19, 2023, regular meeting minutes; a bond for Jeff Corson, Board of Director's Treasurer for Baggs Cemetery District in the amount of \$10,000.00; monthly receipts from Planning and Development in the

amount of \$27,925.00; and Tax Roll Corrections in the amount of (\$320.70). Commissioner Barkhurst seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Buildings & Grounds**

Commissioner Johnson moved to approve and authorize the Chairman's signature on the Contract for Services with Dynamic Controls Inc. for Jeffrey Center HVAC upgrades in the amount of \$115,939.00 with the work to be completed by January 3, 2024. Commissioner Espy seconded and the motion passed unanimously.

### **UW EXTENSION – NATIONAL 4-H WEEK PROCLAMATION**

Commissioner Barkhurst moved to authorize the Chairman's signature on the Proclamation for National 4-H Week. Commissioner Espy seconded and the motion passed unanimously.

### **Planning and Development**

Commissioner Barkhurst moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for Combined Z.C. Case File # 2023-10 and Minor Subdivision Case File #2023-05 – Banjo Sheep Company LLC; Z.C. Case File 2023-11 – Michele and Timothy Farnsworth; Z.C. Case File #2023-12 - Powell Properties LLC; and Z.C. Case File #2023-13 – Alan Peryam and schedule a public hearings for November 7, 2023 at 11:30 a.m. at the Carbon Building – Courthouse Annex in Rawlins, Wyoming. Commissioner Espy seconded and the motion passed unanimously.

### **Clerk**

Commissioner Espy moved to regretfully accept the resignation of Robert K. O'Connell as an appointed sportsman from the Carbon County Predator Management District Board and Larry Benjamin from the Carbon County Senior Services board and directed the Clerk to advertise for the vacancy. Commissioner Barkhurst seconded and the motion passed unanimously.

Commissioner Johnson moved to appoint Christopher Murry to the Carbon County Predator Management District Board as sportsman for an unexpired 3-year term ending December 2023 and then for an additional 3-year term ending December 2026. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to approve and authorize the Chairman's signature on the Blue Cross Blue Shield Plan change. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Johnson moved to approve the Amaze Health Subscription Agreement and authorize the Chairman's signature. Commissioner Barkhurst seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 9:55 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 10:50 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Barkhurst seconded and the motion passed unanimously.

Vice Chairman Travis Moore left the meeting.

## **Clerk**

Commissioner Johnson moved to authorize the Chairman's signature on the City of Rawlins request for comments on a Special Use Permit for Jack's Body and Fender noting the County has no objection. Commissioner Espy seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 11:57 a.m. with Clerk Bartlett, Ashley Mayfield Davis and Kristy Rowan 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 12:28 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion passed unanimously.

## **Public Hearing - Carbon County Subdivision Regulations Amendments**

Chairman Jones opened a public hearing at 1:30 p.m. to hear Carbon County Planning and Zoning Commission's proposed amendments to the Carbon County Subdivision Regulations as summarized below:

### **Description of Subdivision Regulations Proposed Amendments:**

- The proposed amendments to the following Chapters:
  - Chapter 1-General Provision
  - Chapter 2-Administration and Enforcement
  - Chapter 3-Exemption from Subdivision Regulations
  - Chapter 4-Minor Subdivisions
  - Chapter 5-Large Acreage Subdivisions
  - Chapter 6-Replats
  - Chapter 7-Major Subdivisions
  - Chapter 8-Major Subdivisions – Final Plats
  - Chapter 9-Design and Improvement Standards
  - Chapter 10-Definitions

The proposed amendments include but not necessarily limited to the addition of Large Acreage Subdivisions, further defining Replats, reorganization, reformatting, renumbering, correcting cross-reference errors, formatting inconsistencies, capitalization errors, grammatical and spelling errors, duplication and removal duplicative sections to improve clarity and ease of administration. Interim Planning Director Kristy Rowen stated that there were no comments received and recommended that the board approve the recommended amendments.

Chairman Jones called for comments for or against the case. There being no comments, she closed the hearing at 1:34 p.m.

Commissioner Espy moved to approve Resolution No. 2023-30, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting Carbon County Subdivision Regulations of 2023. Commissioner Johnson seconded and the motion passed unanimously.

#### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 1:35 p.m. Commissioner Barkhurst seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, November 7, 2023, at 9:00 a.m. at the Carbon Building – Courthouse Annex located at 215 W. Buffalo St., 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 D Bartlett*

Gwynn G. Bartlett, Carbon County Clerk

Approved this 17<sup>th</sup> day of October 2023  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

*Sue Jones*  
Sue Jones, Chairman