

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

**REGULAR MEETING**

**Tuesday, October 17, 2023 @ 2:00 p.m.**

**Medicine Bow Senior Center  
520 Utah St, Medicine Bow, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, October 17, 2023, at 2:00 p.m. at the Medicine Bow Senior Center in Medicine Bow, WY. Attending the meeting were Chairman, Sue Jones, Vice Chairman Travis Moore, Commissioners John Johnson, and John Espy.

Chairman Jones called the meeting to order at 2:00 p.m.

**ADDITIONS / CORRECTIONS**

Chairman Jones reported the hospital cancelled for today and asked that a board appointment for Karen Kurtak for the Planning & Zoning Commission be added under the Clerk and an Army Corps of Engineers letter regarding the Seminoe Pumped Storage Project under Commissioner discussion.

Commissioner Johnson moved to approve the agenda as amended. Commissioner Espy seconded and the motion passed unanimously.

**VOUCHERS**

Commissioner Espy moved to approve payment to Sunrise Sanitation for \$75.00. Commissioner Moore seconded and the motion passed with all voting for the motion except Commissioner Jones who abstained due to personal conflicts.

Commissioner Moore moved to approve payment to John Espy for \$566.23. Commissioner Johnson seconded and the motion passed with all voting for the motion except Commissioner Espy who abstained due to personal conflicts.

Commissioner Espy moved to approve September 2023 payroll and benefit expenses of \$1,013,025.54 and insurance claim and premium expenses of \$368,511.03, the report of expenditures in the amount of \$444,109.31 for an aggregate total today of \$1,825,654.88. Commissioner Johnson seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Advanced Network Management, Inc.	Monthly Service Contract	\$2,315.00
Affordable Tree Care, LLC	Tree Removal Saratoga Library	\$400.00
Alvarado, Robyn	Games & Puzzles for Jail	\$42.00
American Council Crim. Justice Train	Cell Extraction Course	\$299.00
Angel Armor	Sheriff Supplies Uniforms	\$11,563.33

APEX Communications	Radio Contract Services	\$4,000.00
APG Media of the Rockies	Job Ads/Office Closure	\$118.28
B&M Suppliers	Jail Health	\$899.90
Baggs, Town of	Office Rent and Water Services	\$1,487.99
Bank of Montreal - Mastercard	3 In 1 Soap Refills	\$48,259.35
BI Inc.	Monthly Elect. Monitoring Service	\$2,320.50
Brown, Amanda	Supplies and Travel Expenses	\$108.16
Buchanan, Karen	Mileage	\$88.00
Capital Business Systems Inc.	IT Copiers	\$5,062.59
Carbon County Fair Board	Quarter 2 2023 Fairground Rentals	\$6,748.00
Carbon County Veterinary Hospital	K9 Vaccines-Zeus	\$252.90
Carbon Power & Light Inc.	Radio Site Maintenance-Elk Mtn	\$56.95
CareRight Technologies, LLC	Monthly Bed Fee	\$155.40
Center For Internet Security, Inc.	Cybersecurity	\$210.00
Charter Communications	Jail Data	\$108.15
CIDNET	Jail Data	\$750.00
Colorado Doorways Inc.	Courthouse-Heavy Duty Door Closers	\$1,428.00
Communication Technologies	Radio Repair/Maintenance	\$806.09
Corvinus Group LLC	Lock Service & Assessment	\$9,870.00
Cowboy Chemical	Jail Cleaning Supplies	\$1,249.55
Culligan Water Conditioning	Extra Course Salt	\$250.00
DBT Transportation Services LLC	Dixon Airport- AWOS Maintenance	\$1,735.75
Dell Marketing L.P.	BOCCC Laptops	\$4,760.05
Dirty Boyz Sanitation, Inc.	Trash Services	\$1,762.00
Dominion Energy	Gas Services	\$69.13
Drummond Refrigeration LLC	Jail Dishwasher Service	\$558.27
Dynamic Controls Inc.	S2 Card System Repair	\$1,393.00
Elk Mountain, Town of	Lease, Rent & Water Services	\$1,559.50
Encampment, Town of	R&B Water Services	\$102.00
Espy, John	Airfare/Mileage	\$566.23
FFF Enterprises, Inc.	COVID Vaccines	\$11,916.80
Galls/Quartermaster	Flashlight & Pepper Spray	\$627.16
Greater WY Big Bros/Sisters	County Prevention Services	\$5,381.68
Greenwood Mapping, Inc.	GIS Services	\$4,331.25
Guardian Alliance Technologies	Applicant Pre-Screening/Software	\$65.00
Hahn Construction	Courthouse Door Closures Install	\$400.00
Hanna, Town of	Water Services	\$356.51
Herman, Bobbie	Mileage	\$48.40
Higgins Auto and Repair	Vehicle Diagnostic and Maintenance	\$619.43
Iron J Towing	Small Wrecker Call Out	\$161.00
Jeffrey Center Board	Quarter 2 2023 Rentals	\$5,325.00

Jones Simkins	Admin Audit- Financial Statements	\$9,600.00
Kilburn Tire Company	4 Tires & Snap in Multifrequency	\$1,011.90
KTGA/KBDY	Tower Rent & Misc. Ads	\$370.00
L N Curtis & Sons	Pressure Gauge/Vests/Flashlights	\$582.90
McKesson Medical-Surgical	Jail Health	\$204.07
McNees, James	Mileage	\$77.00
Merseal Law, LLC	Legal Services	\$11,610.00
Midwest Connect	Postage Machine Ink & Labels	\$128.00
Motorola Solutions	Misc. Radio Parts and Supplies	\$4,600.03
Mountain Alarm	Crisis Center Alarm Monitoring	\$47.90
MPM Corp / Evergreen Disposal	Trash Services	\$130.00
NMS Labs	Coroner Expense Exam Fees	\$1,403.00
Norco, Inc.	Cylinder Rent	\$27.00
Offender Watch	Sex Offender Notification	\$107.58
O'Reilly Auto Parts	Misc. Auto Parts and Supplies	\$275.89
Perkins Oil Co.	Fuel	\$7,714.70
Perue Printing	Misc. Forms	\$310.00
Pinnacle Public Finance, Inc.	HVAC Lease Payment	\$158,740.93
R.P. Lumber Company, Inc.	Misc. Parts and Supplies	\$67.83
Rapid Fire Protection, Inc.	5 Year Inspection	\$810.00
Rawlins Automotive	Misc. Auto Parts and Supplies	\$862.11
Rawlins Hardware - 5405	Steel Flat Bar	\$18.99
Rawlins Hardware - 5410	Misc. Supplies	\$618.49
Rawlins, City of	Landfill/Water Services/Bldg. Permit	\$5,294.37
Republic Services #642	Trash Services	\$322.78
Rice-Prior, Denise	Inmate Mental Health Services	\$1,050.00
Saratoga Auto Glass	Windshield Replacement	\$450.00
Saratoga Feed & Grain	Sheriff Pants	\$226.72
Saratoga Sun	Misc. Ads	\$864.08
Saratoga, Town of	Water Services	\$48.50
Shively Hardware	Enamel	\$20.37
Snider, Renee	Assessor Vehicle Exp Fuel	\$92.95
Southern WY Towing & Recovery	Fire Tow Charges	\$1,250.00
Staples Advantage	Misc. Office Supplies	\$235.87
State of Wyoming DCI	Sex Offender Fees	\$25.00
Stinker Stores Inc	Synthetic Motor Oil	\$326.57
Summit Food Service	Jail Meals	\$9,487.53
Sunrise Sanitation Service, LLC	Trash Services	\$75.00
Swanson Services Corporation	Jail Commissary	\$651.74
TeamViewer	Remote Access Software	\$1,880.02
Terminix	Jail Pest Control	\$193.00

Thos. Y. Pickett & Co., Inc.	2024 Valuation Contract	\$18,000.00
Transunion Risk & Alternative Data	Tru-lookup Program	\$175.00
Tyler Technologies, Inc.	Grant Project Tracking Software	\$5,301.00
United Tactical Systems, LLC	Sheriff Deputy Schooling	\$549.00
US Bank	Misc. Charges	\$952.03
VIP	Window Tinting	\$1,989.00
Voiance Language Services LLC	Interpretation Services	\$24.75
Vol. of America Northern Rockies	Out Agency Youth Crisis Center Bed	\$50,000.00
Webster, Matthew S.	Mileage	\$342.65
WLEA-ADVTRNG	Peace Officer Training	\$1,538.25
Wohl, Judith	Mileage	\$66.00
Wrigley, Janelle	Fire Lodging & Vehicle Usage	\$836.01
WY Dept of Health	State Rental Vehicle Mileage	\$257.92
WY Diesel Service	Sensor Kit	\$386.33
WY Retirement System	Sep Vol Fire Retirement	\$731.25
WY Secretary of State	Notary Application Fee	\$60.00
Wyoming Cleaning & Solutions LLC	After Event Cleaning-Jeffrey Center	\$500.00

### 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 October 3, 2023 regular meeting minutes; a bond for Clay Evans, Treasurer for Savery-Little Snake River Water Conservancy District in the amount of \$10,000.00; monthly receipts from the Clerk of District Court in the amount of \$3,536.00, Carbon County Clerk in the amount of \$16,194.75 and Clerk of District Court in the amount of \$851.00 for closing out of WYUSER and tax roll corrections in the amount of (\$2,260.00). Commissioner Moore seconded and the motion passed unanimously.

### ELECTED OFFICIALS & DEPARTMENT HEADS

#### Vacancy

Chairman Jones reported County Commissioner Byron Barkhurst has resigned via letter October 11, 2023, effective immediately.

Commissioner Johnson moved to officially declare Commissioner Byron Barkhurst's seat vacancy per statute and authorize the Chairman to sign a letter to the Carbon County Republican Party notifying them of the vacancy and to allow them twenty days to respond with the names of three qualified individuals to fill the vacancy. Commissioner Espy seconded and Chairman Jones stated her appreciation for Commissioner Barkhurst's service. She respects people's personal lives and the tough decisions they sometimes must make. The motion passed unanimously.

#### Sheriff

Alex Bakken, Carbon County Sheriff, requested and received approval to purchase two used police package vehicles, a 2021 Ford Explorer with 17,295 miles and a 2020 Ford Explorer with 11,210 miles. These vehicles are available for \$39,860.00 per vehicle plus approximately \$10,000.00 per vehicle for upfitting and are available now from Asia Motors in Illinois. Sheriff Bakken explained the benefits of purchasing police package vehicles versus civilian models and noted the wait time for new vehicles is currently 8-12 months. He has been searching for used law enforcement vehicles and it's almost impossible to find them.

Commissioner Espy moved to waive the procurement policy due to lack of readily available law enforcement vehicles and approve the purchase of two used police package vehicles totaling \$99,720.00 for both vehicles and outfitting from Asia Motors in Illinois from the Gateway South impact assistance fund. Commissioner Moore seconded and Commissioner Johnson thanked the Sheriff for his research of used vehicles. The motion passed unanimously.

Sheriff Bakken provided an update on the Riverside Memorandum of Understanding for law enforcement services and his initial meeting with Mayor Leroy Stephenson.

#### Road & Bridge

Kandis Fritz, Road & Bridge Coordinator, provided an update on CR1 bridge EOX (Bridge over Medicine Bow River) and CR270 Bridge FCG (Bridge over Difficulty Creek). The CR1 bridge only needs a new deck and while she originally thought the Difficulty Creek bridge needed a new deck it requires more substantial work. She hopes to utilize one contractor for both and is working with an engineer on this. She plans to close both roads during construction as there are other routes around each. Commissioner Johnson desired normal maintenance to maintain a good bridge and stated his support for the work. The BOCC authorized Ms. Fritz to proceed bidding on the work that would be anticipated for Spring or Summer of 2024.

#### Attorney

Ashley Mayfield Davis, Carbon County Civil Attorney presented a letter to the WY State Board of Equalization regarding potential rule changes for board approval and Chairman's signature.

Commissioner Espy moved to approve the Chairman's signature on the letter to the WY State Board of Equalization regarding rule changes with specific recommendations from Carbon County. Commissioner Moore seconded and the motion passed unanimously.

Attorney Davis presented a letter to the Bureau of Land Management for board approval and Chairman's signature. Commissioner Espy questioned the county's bandwidth to participate as a participating agency with no planner and Attorney Davis replied she did include the Interim Planner to participate.

Commissioner Johnson moved to approve the Chairman's signature on the letter to the Bureau of Land Management to become a participant in the development of an Environmental Impact Statement as a cooperating agency in the NEPA process for the Jackalope Wind Project. Commissioner Moore seconded and the motion passed unanimously.

Attorney Davis presented the agreement with Zumbrennen Electric Inc. in the amount of \$10,200.00 for electrical upgrades at the Jeffrey Center. HF Sinclair donated a check to the county in the same amount for these improvements.

Commissioner Espy moved to authorize the Chairman's signature on the Agreement with Zumbrennen Electric, Inc. in the amount of \$10,200.00 for electrical upgrades at the Jeffrey Center. Commissioner Moore seconded and Commissioner Johnson thanked HF Sinclair for their donation. The motion passed unanimously.

Attorney Davis asked if the BOCC approved her draft press release regarding Commissioner Barkhurst's resignation.

Commissioner Espy moved to authorize Attorney Davis to send a press release regarding Commissioner Barkhurst's resignation. Commissioner Johnson seconded and the motion passed unanimously.

#### Clerk

Gwynn Bartlett, Carbon County Clerk presented an Administrative Service Agreement with Blue Cross Blue Shield for board approval and Chairman's signature.

Commissioner Moore moved to approve the Chairman's signature on the 2023 Blue Cross Blue Shield Administrative Services Agreement for a term of 1 year beginning on October 1, 2023, through September 30, 2024. Commissioner Espy seconded and the motion passed unanimously.

Clerk Bartlett discussed dental plan quotes for 2024. After reviewing the quotes, she recommends staying with Guardian and adding orthodontic coverage with the lifetime max per person of \$1,500.00 and a waiting period of 12 months.

Commissioner Johnson moved to approve the clerk's recommendations for the 2024 dental plan with Guardian with the addition of orthodontic coverage with a lifetime max per person of \$1,500.00 per person and a waiting period of 12 months. Commissioner Espy seconded and Johnson questioned the low amount of \$1,500 as a lifetime maximum and Clerk Bartlett responded this is the higher standard with any dental company and unless the county wants to fund the program this would be her recommendation. Commissioner Moore mentioned additional coverage can also be obtained, for example with Aflac. The motion passed unanimously.

The Clerk's office received a board application from Karen Kurtak for the Planning & Zoning Commission. Two deadlines have passed with no applicants so the clerk requested this be added to today's agenda.

Commissioner Johnson moved to appoint Karen Kurtak to the Planning & Zoning Commissioner for an unexpired 3-year term ending November 2025. Commissioner Espy seconded and the motion passed unanimously.

## **CARBON COUNTY FIRE PROTECTION DISTRICT**

Jim Piche provided a monthly update on the Carbon County Fire Protection District to include that they have received a large levy payment and they have reimbursed the county \$75,000 of the \$85,000 that the county funded the district with to get up and running. They would like to expedite the purchase of the Interim Justice Center building located at 812 East Murry in Rawlins. In addition, they will continue to work on agreements with various municipalities for service in and outside of each town. Fire Warden John Rutherford was also present and Commissioner Johnson thanked him for updates he continues to send regarding calls and other activities.

### **Citizen & Commissioner Discussion**

Chairman Jones reported the Army Corps of Engineers submitted a letter to the county regarding the Seminoe Pumped Storage project and she suggested responding with comments.

Commissioner Johnson moved to respond to the Army Corps of Engineers letter regarding the Seminoe Pumped Storage project. Commissioner Moore seconded and the motion passed unanimously.

### **ROCKY MOUNTAIN POWER – Shane Sibrel**

Shane Sibrel, Regional Business Manager, provided an update on Rocky Mountain Power's project activities in Carbon County.

Brandon Smith, Director of Project Delivery for PacifiCorp's transmission program reported August through October there were roughly 800 workers in Wyoming developing their projects throughout the state. Gateway South foundations have been completed and all structures are up in Carbon County. They anticipate 95% completion by Thanksgiving on all those structures and they are pulling wires now. They continue to expand the Aeolus substation and they will have large pieces of equipment coming later this year and throughout next year including transformers and reactors and they will coordinate with Road & Bridge and others as needed to bring those larger items in.

Other lines between Windstar to Shirley Basin are approximately 60% completed and 30% complete on the structures with the line being energized next year. They have begun expansion of the Shirley Basin Substation and have begun other work on the Heward Substation as well. An additional line between Aeolus and Freezeout is approximately 50% completed and they are hopeful construction will be completed this year to be energized next year. Commissioner Johnson asked if the Aeolus work would continue throughout winter and Mr. Smith stated they would do as much as they could. Commissioner Johnson was concerned with the amount spent to keep that road open during the winter for this work and asked them to keep that in mind. PacifiCorp has introduced a new 500Kv line between Shirley Basin and Rock Springs. They have a cost recovery agreement in place with the BLM and they will be looking into alternative routes for the line.

Mike Saunders, Project Manager for PacifiCorp on Rock Creek reported that Invenergy is constructing the project and they anticipate being completed in 2024. The wind turbines are

coming off Interstate 80 through Cooper Creek Road limiting the impacts to county roads. They have other projects in early development and after the interconnection process those could proceed with further development. Mr. Saunders thought there could be approximately 100 acres disturbance or more.

### COMMISSIONER DISCUSSION

Commissioner Espy reported that the first BLM Resource Advisory Council meeting in 7 years will be held in Rawlins tomorrow. They plan to discuss issues with the Rock Springs RMP. He also stated that he is the NACO WIR President and will be attending the Western Governors Association meeting November 7 and will miss that commission meeting.

Commissioner Johnson attended the County Road Standard's meeting recently where they review various reports from counties on road work and Carbon County received a green light to proceed with its maintenance efforts.

### EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 3:10 p.m. with Clerk Bartlett, Ashley Mayfield Davis, Matt Webster, and Kandis Fritz to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Johnson seconded and the motion passed unanimously.

Kandis left the session at 3:41 p.m. and Matt joined then Matt left at 4:00 p.m.

Commissioner Espy moved to come out of executive session at 4:32 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Moore seconded and the motion passed unanimously.

### IT

Matt Webster, IT Director presented an agreement for Office 365 for board approval and Chairman's signature.

Commissioner Espy moved to approve the Chairman's signature on the 2023 O365 and Enterprise Mobility Renewal Upgrade to G5 Agreement with Advanced Network Management, Inc for a term of 1 year ending October 2024 and in the amount of \$103,284.00. Commissioner Moore seconded and the motion passed unanimously.

Mr. Webster reported carboncountywy.gov domain has been approved and he will work on the long migration towards using that domain, likely in 2024.

### ADJOURNMENT

Commissioner Johnson moved to adjourn the meeting at 4:34 p.m. Commissioner Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, November 21, 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.