

**OFFICIAL 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

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.

Vendor	Detail Line Description	Total
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

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 have to make. The motion passed unanimously.

Sheriff

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.

Attorney

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.

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.

Commissioner Espy moved to approve 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.

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

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.

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.

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.

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.

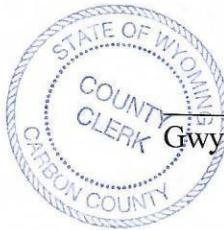
IT

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.

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 or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.



Gwynn G. Bartlett

Gwynn G. Bartlett, Carbon County Clerk

Approved this 7th day of November 2023
BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

Sue Jones
Sue Jones, Chairman