

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING**

**Tuesday, April 16, 2024, 2:00 p.m.
Sinclair Town Hall, Sinclair, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, April 16, 2024, at 2:00 p.m. at the Sinclair Town Hall in Sinclair, WY. Attending the meeting were Chairman, Sue Jones, Vice Chairman Travis Moore, Commissioners John Espy, John Johnson and Garrett Irene.

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

ADDITIONS / CORRECTIONS

Chairman Jones added a board resignation under the clerk.

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

VOUCHERS

Vice Chairman Moore moved to approve March 2024 payroll and benefit expenses of \$1,066,710.34 and insurance claim and premium expenses of \$126,960.80 plus the main amount of bills totaling \$567,997.73 for a grand total of \$1,761,668.87. Commissioner Espy seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Advanced Network Management, Inc.	Email Domain Upgrade	\$6,205.00
Albrechtson, Mary Kay	Bailiff Jury Trial	\$75.00
Amazon Capital Services	Letter Board Signs	\$199.83
ARDURRA	Hangar Acquisition & Engineering	\$19,770.94
B&M Suppliers	Gloves	\$539.94
Baggs, Town of	Water Services & Office Space Rent	\$156.77
Bank of Montreal - Mastercard	Misc. Charges	\$35,803.76
Beach, Homer	Ryan Park Volunteer FD Snowplowing	\$800.00
BI Inc.	Monthly Monitoring Services	\$1,813.50
Big Sky Communications Inc.	Dispatch Headsets	\$541.00
Blakeman Propane	Propane Services	\$3,321.96
Bob Barker Company, Inc.	Jail Inmate Uniforms	\$192.00
Bomgaars Supply	Misc. Parts & Supplies	\$622.57
Brown & Hiser LLC	Legal Services	\$800.00
Carbon County Fair Board	Admin Fairgrounds Rental Fees	\$1,405.00
Carbon Power & Light Inc.	Electric Services	\$2,310.09

Charter Communications	Jail Data	\$238.48
CIDNET	Jail Data	\$750.00
Coal Creek Law	Legal Services	\$900.00
Coconino Co. Sheriff's Office	Civil Process Fee	\$80.00
Cowboy Chemical	Cleaning Supplies	\$693.35
Cragun, Megan A.	Meal Reimbursement/Mileage	\$257.80
Daily Times	Newspaper Subscription Renewal	\$366.12
Davis, Ashley	Attorney Travel	\$950.40
DBT Transportation Services LLC	Nadin AWOS Maintenance	\$1,735.75
Dirty Boyz Sanitation, Inc.	Trash Services	\$1,646.00
Dolan Consulting Group	Deputy Training-D Miller	\$95.00
Dominion Energy	Gas Services	\$372.67
Drummond Refrigeration LLC	Refrigeration Repairs CH & Coroner	\$1,422.00
Duboc, Maureces	Soberlink Rental Refund	\$879.50
Elk Mountain, Town of	Rent, Water & Propane Services	\$1,844.50
Encampment, Town of	R&B Water Services	\$102.00
Galls/Quartermaster	Sheriff Uniform	\$1,801.87
Grainger	Grease Trap Treatment	\$110.35
Greater Wy Big Bros/Sisters	March 2024 Prevention	\$4,603.50
Greenwood, Maryjo	Admin Witness Expenses	\$600.00
Herman, Bobbie	Mileage	\$49.50
Jeffrey Center Board	Admin Jeffrey Center Rental Fees	\$650.00
Jones, Randy Jay	Return Mileage Jury Duty Travel	\$107.80
K2 Towers III, LLC	Radio Site Rent	\$2,251.02
Kilburn Tire Company	Oil Change/Washer Fluid	\$114.74
Kostovny, Mark	Mileage	\$46.20
KTGA/KBDY	Flu Vaccine Ad	\$220.00
Kurtak, Karen	Mileage	\$62.70
Langdon, Callie	Mileage	\$371.80
Maricopa Co. Sheriff's Office	Civil Process Fee	\$200.00
McKesson Medical-Surgical	Jail Health	\$245.65
Medicine Bow, Town of	Water Services	\$218.65
Memorial Hospital of Carbon County	Admin Emergency Detentions	\$65,264.63
Merchant McIntyre & Assoc., LLC	April 2024 Monthly Retainer	\$8,000.00
Merseal Law, LLC	Legal Services	\$9,255.00
Mobile Concrete, Inc.	R&B Materials Cattleguards	\$1,622.75
Moss, Barbara	Mileage	\$100.10
Mountain Alarm	Youth Crisis Center Alarm Monitoring	\$57.90
MPM Corp / Evergreen Disposal	Encampment County Shop Trash Services	\$130.00
Napa - Saratoga	Diesel Exhaust Fluid	\$510.31
Norco, Inc.	Misc. Supplies	\$925.26

Offender Watch	Sex Offender Notification	\$284.92
O'Reilly Auto Parts	Oil Filter/Oil	\$62.43
Perkins Oil Co.	Fuel	\$10,356.32
Perue Printing	Exemption Forms & Window Envelopes	\$185.40
Pinnacle Public Finance, Inc.	HVAC Replacement Lease	\$158,740.93
Quarles Petroleum	Fire Fuel	\$1,559.22
R.P. Lumber Company, Inc.	Freight & Misc. Supplies	\$991.23
Rasmussen Furniture	Courthouse Filter	\$46.95
Rawlins Automotive	Misc. Auto Parts and Supplies	\$1,840.63
Rawlins Hardware - 5410	Misc. Parts and Supplies	\$329.86
Rawlins, City of	Water Services & Landfill Fees	\$2,198.69
Ready, Justin	Mileage	\$88.00
RNB State Bank	Years of Service Gift Cards	\$504.70
Rock Solid SST	Ammunition	\$928.00
Rocky Mountain Power	Electric Services	\$20,357.29
Rodabaugh, Sherry	Bailiff Jury Trial	\$75.00
Rutherford, John	Fuel Reimbursement	\$93.00
Safeguard Business Systems	Blank Stock	\$512.85
Saratoga Sun	Misc. Ads	\$824.50
Shively Hardware	Vinegar	\$115.43
Slow and Steady Law Office, PLLC	Legal Services	\$6,670.00
Smith, Chelsy	Employee Appreciation Hoodies	\$108.00
Staples Advantage	Misc. Office Supplies	\$326.01
State of Wyoming A & I	State Mainframe Access	\$15.87
State of Wyoming DCI	Sex Offender Fees	\$25.00
Stinker Stores Inc.	Fuel	\$10,525.12
Sublette County Treasurer	WCCA Congressional Tour Fee	\$698.00
Summit Food Service	Jail Meals	\$9,023.99
Swanson Services Corporation	Jail Commissary	\$1,266.22
Taylor, Robert Leonard	Admin Witness Expenses-Return Travel	\$162.80
The Masters Touch, LLC	Election Mailer Postage	\$1,900.00
The Product Center	Roller Maintenance Kit	\$387.03
Tin Boy Garage	Starting Fluid & Fuel Filter	\$250.47
Transunion Risk & Alternative Data	Trulookup System	\$179.00
Trudiligence, LLC	Ee Background Checks	\$85.48
Tyler Technologies, Inc.	Hosting/Systems Support	\$275.63
University of Wy Extension	FY 2024 Salary Billing 3rd Qtr.	\$6,263.25
US Bank	Misc. Charges	\$1,971.12
Valence Health Corp	Inmate Medical Services	\$6,500.00
Valley Oil Company	Fuel	\$873.07
Voiance Language Services LLC	Interpretation Services	\$39.75

Volunteers of America	Crisis Center Payment	\$50,000.00
West End Sinclair	Fuel	\$69.15
Western Truck Repair	Air Solenoid/Freight	\$134.55
Wex Bank	Sheriff Vehicle Fuel	\$875.02
WY Behavioral Institute	Emergency Psych Hold	\$4,062.00
WY Dept Of Health	2nd Qtr. Wages	\$45,349.13
WY Machinery Company	Misc. Parts	\$3,111.61
Wyoming Health Fairs	County Employee Blood Draws	\$8,085.00
Wyoming Medical Center	Inmate ICU & Ambulance Fee	\$17,012.20
Y2 Consultants, LLC	Chokecherry P&Z Land Use Plan Update	\$7,157.25
Zumbrennen Electric Inc.	Electrical repair at Probation & Parole	\$90.00

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 April 2, 2024, regular meeting minutes; monthly receipts from Clerk of District Court in the amount of \$4,580.00, Carbon County Clerk in the amount of \$14,796.41; and a bond for Brooke D. Mruzek, Treasurer for the Carbon County School District #1 Recreation Board in the amount of \$10,000.00. Commissioner Johnson seconded and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

2024 National Crime Victims' Rights Week Proclamation

Vice Chairman Moore moved to authorize the Chairman's signature on the Proclamation for National Crime Victims' Rights Week and read the proclamation. Commissioner Johnson seconded and the motion passed unanimously.

Building and Grounds

Commissioner Irene moved to authorize the Chairman's signature on the ETGFire Installation and Monitoring Agreement for a rate of \$45.00 per month per account for a twelve-month period. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to authorize the Chairman's signature on the Contract for Services with Mighty Ducts contract for HVAC remediation and duct cleaning at the detention center in the amount of \$34,000.00. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to approve the Contract for Services with Carpet One Floor & Home, Commercial Flooring of Laramie in the amount of \$13,930.00 for floor repair at the Rawlins library. Vice Chairman Moore seconded and the motion passed unanimously.

Clerk

Commissioner Espy moved to authorize the Chairman's signature on the Temporary Assistance for Needy Families (TANF) Grant Application assurance to apply for the next term's grant totaling \$12,500.00. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Irene moved to approve Resolution No. 2024 - 06 a Resolution Adopting official Voting Districts and Precincts for Carbon County, Wyoming. Vice Chairman Moore seconded and the motion passed unanimously.

Vice Chairman Moore moved to authorize the Chairman's signature on Resolution 2024-07 A Resolution of the County Commissioners of Carbon County, Wyoming Supporting a Vision Zero Policy in the County, and Supporting the Development of a Complete Streets Improvement Plan of Carbon County, which will accompany the Safe Streets and Roads for All Grant application and to authorize any commissioner to sign additional grant application documents as necessary. Commissioner Espy seconded and the motion passed unanimously.

Vice Chairman Moore moved to approve any commissioner to sign a grant application or other necessary documents for the Federal Land Access Program (FLAP) documents as needed pursuant to legal review as the deadline is April 30, which is before the next meeting. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Johnson moved to regretfully accept the resignation from Joyce Menke for the Carbon County Senior Services Board and direct the County Clerk to advertise the vacant position and to reappoint Dennis Carpenter to the Old Pen Joint Powers Board for 3-year terms expiring April 2027. Commissioner Espy seconded and the motion passed unanimously.

Information Technology

Commissioner Espy moved to waive procurement based on Matt's comparisons and quotes of various software and allow IT and Buildings & Grounds to purchase a new work order system. Vice Chairman Moore seconded and Commissioner Johnson asked how much Matt knows about the proposed software. Matt stated a current employee in his office has used the proposed software in the past and this, compared to other systems, had the lowest learning curve. Vice Chairman Moore asked why Dude Solutions is no longer being updated and Matt stated that another company bought them out and they are pushing another solution and consolidated products. The motion passed unanimously.

ADJOURNMENT

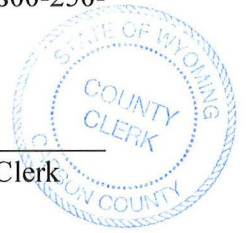
Commissioner Espy moved to adjourn the meeting at 3:37 p.m. Vice Chairman Moore seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, May 21, 2024, at 2:00 p.m. at the Encampment Opera House located in Encampment, 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, Carbon County Clerk



Approved this 7th day of May 2024
BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING



Sue Jones, Chairman