

**OFFICIAL REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, May 21, 2024, 2:00 p.m.
Encampment Opera House
622 Rankin Ave, Encampment, WY 82325**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, May 21, 2024, at 2:00 p.m. at the Encampment Opera House in Encampment, WY. Attending the meeting were Chairman, Sue Jones, Vice Chairman Travis Moore, Commissioners John Johnson, John Espy and Garrett Irene.

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

ADDITIONS / CORRECTIONS

Commissioner Johnson moved to remove the hospital and add the county health officer contract with Dr. Abels under the Attorney. Vice Chairman Moore seconded and the motion passed unanimously.

VOUCHERS

Commissioner Irene moved to approve April 2024 payroll and benefit expenses of \$1,043,639.96 and insurance claim and premium expenses of \$145,354.82 the report of expenditures in the amount of \$345,149.16 for an aggregate total today of \$1,534,143.94. Vice Chairman Moore seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Advanced Network Mgmt., Inc.	Services Contract & Domain Upgrade	\$3,525.00
APEX Communications	Monthly Contract Services	\$4,000.00
APG Media of the Rockies	2024 Primary Candidate & Absentee Ads	\$384.00
ARDURRA	DWX Acquisition Hangars	\$31,334.49
AT&T Mobility	CCSO MDT Service	\$1,243.99
Baggs, Town of	Water Services	\$208.72
Bank of Montreal - Mastercard	Misc. Charges	\$25,302.21
Bartlett Oilfield Service, Inc	Blading Cr 100	\$11,510.04
BI Inc.	Electronic Monitoring Services	\$1,397.50
Big Bale Company	22 Ram Tires	\$1,104.76
Blakeman Propane	Tank Rent & Propane Services	\$377.28
Bomgaars Supply	Misc. Parts & Supplies	\$1,542.90
Boys & Girls Clubs of Carbon Co.	Q1 TANF	\$1,644.69
Bridger Fabrication	Bullet Hinges/Tubing	\$350.40
Brown & Hiser LLC	Legal Services	\$1,790.00

Capital Business Systems Inc.	IT Copiers	\$2,642.29
Carbon Power & Light Inc	Electric Services	\$2,196.79
CareRight Technologies, LLC	Monthly Bed Fee	\$187.22
CDW Government, Inc.	CCSO MDT's	\$2,006.08
Charm-Tex, Inc.	Inmate Shoes	\$219.60
Coal Creek Law	Legal Services	\$720.00
Cowboy Supply House	Cleaning Supplies	\$438.34
Cox, Tim & Susan	Security Camera	\$186.24
Cragun, Megan A.	Mileage	\$170.50
Daily Times	Jail Newspapers	\$167.04
Dirty Boyz Sanitation, Inc.	Trash Services	\$1,646.00
Drummond Refrigeration LLC	Refrig. Srvc. at Fairgrounds & Jeffrey Ctr	\$919.11
Dynamic Controls Inc.	Jeffrey Center Control Retainage	\$11,593.90
Election Systems & Software, LLC	Annual Hardware & Software Maint Agt.	\$25,812.50
Elevated Safety Solutions	Emp Physical & Random Dot	\$357.00
Elk Mountain Conoco	Fire Fuel	\$35.93
Elk Mountain, Town of	R&B Water Services	\$67.50
Encampment, Town of	R&B Water Services	\$102.00
Engineering Associates	Engineering-Bridge Replacements	\$9,472.78
Erickson & Roberts	Legal Services	\$763.93
F & S Trucking, Inc.	Fairgrounds Gravel	\$1,254.80
Fremont Motor Rawlins Inc.	Block Heater Replacement	\$1,588.88
Galls/Quartermaster	Sheriff Uniforms	\$914.38
Greater WY Big Bros/Sisters	Q1 TANF	\$777.99
Hays, Patricia	Mileage	\$44.00
Herman, Bobbie	Boards Fair Mileage	\$49.50
High Plains Vision Center	Medical Services	\$145.00
Jack's Body & Fender Repair	Abandoned Vehicle Tow Charges	\$100.00
Kaisler, Todd	Boards Fair Mileage	\$99.00
Kaseya US LLC	Help Desk/Work Order Mgmt. Software	\$3,299.34
Kilburn Tire Company	Tires, Mount & Balance	\$2,750.86
Klim	S&R Safety Clothing	\$13,967.50
Kostovny, Mark	Boards MHCC Mileage	\$46.20
KTGA/KBDY	Radio Site Rent & Misc. Ads	\$810.00
Kurtak, Karen	Boards P&Z Mileage	\$62.70
L N Curtis & Sons	Misc. Hoses, Valves and Supplies	\$2,766.18
Medicine Bow, Town of	Water Services	\$218.65
Merseal Law, LLC	Legal Services	\$7,690.00
Miller, Ken	Mileage	\$45.32
Motorola Solutions	New Radio & Programming-R&B	\$3,707.89
MPM Corp / Evergreen Disposal	Trash Services	\$130.00

Napa - Saratoga	Misc. Supplies	\$273.39
Nation, Leslie H.	Mileage	\$46.20
National Business Furniture LLC	Lateral File/Laminate Top	\$2,356.64
NMS Labs	Drug/Alcohol Screening	\$439.00
Norco, Inc.	Misc. Supplies and Cylinder Rent	\$2,681.12
Offender Watch	Sex Offender Notifications	\$63.24
Olde Trading Post	Fuel	\$97.68
Oregon DMV	Certified Court Records	\$3.00
O'Reilly Auto Parts	Misc. Auto Parts and Supplies	\$315.60
Perkins Oil Co.	Diesel Exhaust Fluid & Fuel	\$9,576.61
Personnel Evaluation, Inc.	Pre-Employment Tests	\$25.00
Perue Printing	BOCC Business Cards	\$184.75
Phillips 66 Co./SYNCB	Fuel	\$95.48
QT Pod	Card Reader	\$321.46
Quill Corporation	Ink Toner	\$522.88
R.P. Lumber Company, Inc.	Extension Cord	\$106.68
Rawlins Automotive	Misc. Auto Parts and Supplies	\$4,594.97
Rawlins Eastside Carwash	Car Wash Cards	\$270.63
Rawlins Hardware - 5405	Misc. Supplies	\$248.07
Rawlins Hardware - 5410	Misc. Supplies	\$261.69
Rawlins Hardware - 5465	Misc. Supplies	\$14.37
Rawlins Little League	Rawlins Little League-Reg. Scholarships	\$500.00
Rawlins Pack and Ship LLC	Shipping Label	\$22.66
Ready, Justin	Boards Fair Mileage	\$88.00
Rocky's Quik Stop	Dixon-Diesel	\$3,124.80
Routt County Road & Bridge	Mag-CR 710	\$28,536.00
Saratoga Middle High School	2024 Post Prom Party	\$500.00
Saratoga Sun	Child Abuse Prevention Ad	\$46.00
Savery Creek Enterprises Inc.	LSRV Library Concrete Repair	\$8,000.00
Shippy Solutions LLC	Interpretation Services	\$20.00
Shively Hardware	Misc. Supplies	\$83.45
Skyline Motors, Inc.	Oil Change/Tire Rotation and Alignment	\$310.70
Staples Advantage	Misc. Office Supplies	\$179.81
State of Wyoming DCI	Sex Offender Registration	\$25.00
Stinker Stores Inc.	Fuel	\$20,611.13
Summit Food Service	Jail Meals	\$8,879.16
Swanson Services Corporation	Jail Commissary Supplies	\$2,003.33
The Masters Touch, LLC	Assess. Notices & Primary Election Mailer	\$3,991.72
Tin Boy Garage	Fuel Filter	\$166.68
Transunion Risk & Alt. Data	Trulookup Program	\$75.00
Triple X Contracting, Inc.	Trash Services	\$260.00

Uline	Security Strips	\$245.67
US Bank	Misc. Charges	\$2,472.61
Valley Fire Extinguisher	Hydro Test/Recharge/6 Year Maintenance	\$1,378.90
Valley Oil Company	Fuel	\$852.16
Voiance Language Services LLC	Interpretation Services	\$96.00
Webster, Matthew S.	Mileage	\$194.70
West End Sinclair	Fuel	\$125.57
Western Truck Repair	Heater Kit	\$89.91
Wex Bank	Sheriff Vehicle Exp Fuel	\$469.27
WLEA-ADVTRNG	Peace Officer Criminal Law Procedures	\$675.00
World Wash LLC	Kitchen Exhaust/Hood Cleaning	\$925.00
Wreck-A-Mend	Remove Decals	\$85.00
WY Behavioral Institute	Emergency Detentions	\$1,508.00
WY Dept of Health	Rental State Vehicle	\$230.72
WY Guardians Ad Litem Program	Guardian Ad Litem 23-24 Fees	\$38,404.97
WY Machinery Company	War. & Main. Work & Water Truck Rental	\$7,906.89
WY State Fire Advisory Board	2024 Dues	\$500.00
WY State Forestry	Helmets/Nozzles/Hose	\$2,037.97
Wyoming Health Fairs	County Employee Blood Draws	\$1,140.00

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 May 7, 2024, regular meeting minutes; monthly receipts from Clerk of District Court in the amount of \$4,690.00, and a 2023 Tax Roll Correction in the amount of (\$101,997.00). Vice Chairman Moore seconded and the motion passed unanimously.

National Travel & Tourism Week Proclamation

Vice Chairman Moore moved to authorize the Chairman's signature on the Proclamation for National Travel and Tourism Week. Commissioner Espy seconded, and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Emergency Management

Commissioner Espy moved to approve Amendment One to the Agreement between Wyoming Office of Homeland Security and Carbon County for Emergency Manager Salary that extends the project period from September 30, 2024, to September 30, 2025. Commissioner Johnson seconded and the motion passed unanimously.

Building and Grounds

Commissioner Johnson moved to authorize the Chairman's signature on the Contract for Services with Zumbrennen Electric Inc for LED lighting at the Fairgrounds Arena in the amount of \$45,000.00 utilizing funds from a grant from the Carbon County School District #1 Recreation Board. Commissioner Espy seconded and the motion passed unanimously.

Clerk

Commissioner Espy moved to reappoint both Karon Wilson and Patricia Hays to the Carbon County Library Board for a 3-year term ending June 2027, Jennifer Moore and Lori Smith both to the Carbon County Museum Board for a 3-year term ending June 2027, Gerald "Jerry" Steele to the Memorial Hospital of Carbon County board for a 5-year term ending June 2029, Irene Archibald to the South-Central Wyoming Emergency Medical Services for a 3-year term ending June 2027, Megan Sheets to the Carbon County Community Juvenile Services Joint Powers Board for a 3-year term ending June 2027, and to appoint Kathy Hiatt to the Old Pen Joint Powers Board for an unexpired 3-year term ending April 2025. Commissioner Irene seconded and the motion passed with all voting for the motion except Moore who abstained due to conflict.

Commissioner Johnson moved to declare a vacancy and authorize the Clerk to advertise for the vacant unexpired 3-year term ending June 2025 for the Platte Valley Community Center Joint Powers Board and sends his condolences to the family of Dan Hodgekiss. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Espy moved to approve and authorize the Chairman's signature on the Blue Cross Blue Shield of Wyoming Carbon County Employee Plan Document and Summary Plan Description restated and with an effective date of October 1, 2023. Commissioner Irene seconded and the motion passed unanimously.

Vice Chairman Moore moved to approve and authorize the Chairman's signature on the Energy Efficiency and Conservation Block Grant Statement of Work. Commissioner Espy seconded and the motion passed unanimously.

Vice Chairman Moore moved to ratify the Chairman's signature on the Safe Streets and Roads for All Grant Application that was signed on the Streets and Roads for All Grant Application that was signed on May 15, 2024. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Irene moved to approve and authorize the Chairman's signature on the COBRA Administrative Service Agreement and Business Associate Agreement with Lifetime Benefit Solutions, each for 12-month terms. Vice Chairman Moore seconded and the motion passed unanimously.

Attorney

Vice Chairman Moore moved to approve and authorize the Chairman's signature on Amendment Number One to the Memorandum of Understanding between WY Department of Health, Public

Health Division and Carbon County for COVID 19 vaccination outreach activities that extends the term of the agreement through June 30, 2025, and replaces Attachment A, Statement of Work, with Attachment A-1, Revised Statement of Work. Commissioner Irene seconded and the motion passed unanimously.

Commissioner Espy moved to approve and authorize the Chairman's signature on the Grant Agreement between WY Department of Health, Public Health Division and Carbon County for the purpose of setting forth terms and conditions to ensure that the appointed County Health Officer provides additional support to the Public Health Nursing Office in relation to public health preparedness and response; for a term of July 1, 2024 through June 30, 2025 and in an amount not to exceed \$10,000.00 and an Agreement for Services with Dr. Duane E. Abels to serve as the County Health Officer through June 30, 2026 at a rate of county funds totaling \$800.00 per month with the second year contingent upon state funding. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Irene moved to approve and authorize the Chairman's signature on the Grant Agreement between WY Department of Health, Public Health Division and Carbon County for the purpose of setting forth terms and conditions to ensure that the County develops public health emergency preparedness and response capabilities and implement Centers for Disease Control and Prevention Public Health Preparedness Capabilities; for a term of July 1, 2024 through June 30, 2025 and in an amount not to exceed \$123,000.00. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to approve and authorize the Memorandum of Understanding between the City of Laramie, Wyoming and the Carbon County Sheriff's Office for Law Enforcement Extraterritorial Assistance and for a term that shall remain in effect for a period of time not to exceed 1 month beyond the current term of office of the Sheriff or Chief of Police. Vice Chairman Moore seconded and the motion passed unanimously.

Vice Chairman Moore moved to approve and authorize the Chairman's signature on the Contract for Delivery with Bartlett Oilfield Services Inc. to deliver 13,000 tons of gravel to specific portions of CR 205, 207 and 550, in the amount of \$82,500.00. Commissioner Irene seconded and the motion passed unanimously.

Commissioner Espy moved to authorize any commissioner to sign a Property of Agency Agreement for Old Growth Forest, if necessary, prior to the next meeting and pending legal review. Vice Chairman Moore seconded and the motion passed unanimously.

2024-2025 COMMISSIONERS' SCHOLARSHIPS

Commissioner Espy moved to award County Commissioner's Scholarships as follows: MacKenzie Priest of Elk Mountain, Fischer Williams of Saratoga and Jillian Mascarenas of Rawlins with alternates in order of Chase Kennedy of Elk Mountain, Ximena Chavez-Perea of Rawlins and Douglass Campbell of Saratoga. Vice Chairman Moore seconded the motion passed unanimously.

Vice Chairman Moore moved to award the renewal scholarship to Jaden Campbell with Allison Bromley as the alternate. Commissioner Johnson seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 3:47 p.m. with Clerk Bartlett, Ashley Mayfield Davis and Kandis Fritz was present via phone for a portion of the time and hung up at 4:09 pm, the session held to discuss personnel, potential litigation and other matters considered confidential by law. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 4:25 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion passed unanimously.

Commissioners

Commissioner Johnson moved to authorize Chairman Jones to sign correspondence with Rocky Mountain Power regarding a bridge on County Road 121. Vice Chairman Moore seconded and the motion passed unanimously.

ADJOURNMENT

Vice Chairman Moore moved to adjourn the meeting at 4:25 p.m. Commissioner Espy seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, June 18, 2024, 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 4th day of June 2024
BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

Sue Jones
Sue Jones, Chairman