

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, June 4, 2024, 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, June 4, 2024, at 9:00 a.m. at the Carbon Building-Courthouse Annex in Rawlins, WY. Attending the meeting were Chairman, Sue Jones, Vice Chairman Travis Moore, Commissioners John Johnson and John Espy. Garrett Irene was absent.

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

**ADDITIONS / CORRECTIONS**

Commissioner Johnson moved to approve the agenda as amended. Vice Chairman Moore seconded and the motion passed unanimously.

**VOUCHERS**

Commissioner Espy moved to approve the report of expenditures in the amount of \$829,106.61. Vice Chairman Moore seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Abels, Duane E.	County Health Officer 23-24	\$1,633.33
Advanced Network Mgmt., Inc.	VMWARE Upgrade	\$9,463.19
Amazon Capital Services	Misc. Supplies	\$331.78
American Legion Ball Post 122	Donation-Asst. At 2024 Care Fair	\$250.00
ARDURRA	Grants Dixon Hangar Acquisition 2024	\$4,972.50
AT&T Mobility	CCSO MDT Service	\$1,276.35
Bartlett Oilfield Service, Inc.	Blading-CR 100	\$4,328.40
Bartlett, Gwynn	Mileage	\$158.40
Black Hills Energy	Gas Services	\$12,479.88
Blue360 Media, LLC	Wy Criminal & Traffic Law Manual	\$742.56
Carbon County Comet	Crime Victim Week Ad	\$175.00
Carbon County Fair Board	Monthly Outside Agency Pymt.	\$2,833.37
Carbon County Library	Monthly Outside Agency Pymt.	\$31,170.24
Carbon County Library	Donation-Asst. At 2024 Care Fair	\$150.00
Carbon County Museum	Monthly Outside Agency Pymt.	\$20,833.37
Carbon County Senior Services	Monthly Outside Agency Pymt	\$19,583.37
Care More Turf Maintenance	Lawn Care-Jeffrey Center	\$1,750.00
CDW Government, Inc.	CCSO MDT's	\$18,238.48

CIDNET	Jail Data	\$750.00
COPRO EFP	Service-Hanna Rescue Tools	\$1,027.00
Culligan Water Conditioning	Extra Course Salt	\$250.00
Daigle Law Group LLC	Advanced Internal Affairs Class	\$695.00
Davis, Ashley	Attorney Travel	\$594.00
Dixon, Town of	Water Services	\$308.00
Dunns Custom Machining	Years of Service Awards	\$547.00
Dynamic Controls Inc.	Jail-Card Reader	\$656.49
Engineering Associates	Engineering Bridges CR 270 & CR 1	\$18,261.08
Engstrom, James D. DDS	Inmate Dental Services	\$2,500.00
Fatbeam LLC	Fiber Service & Internet	\$5,170.00
Further	Health Reimb., Medical FSA & Part. Fees	\$2,974.73
Galls/Quartermaster	Hand Cuffs/Hand Cuff Carrier	\$496.20
GlaxoSmithKline Pharm.	Meds & Vaccines	\$2,656.39
Grainger	Reflective Tape	\$190.12
Gulbrandson, Kimberly A.	PH Travel	\$140.25
Hanna, Town of	Water Services	\$254.22
High Plains Vision Center	Medical Services	\$290.00
Holiday Inn - Cody	Lodging-Cody Fire School	\$1,608.00
Hughes, Chris	PH Travel	\$17.60
Iacovetto, Karon	Monthly Janitorial Services	\$8,230.00
Iron J Towing	Service Call	\$325.00
Jack's Body & Fender Repair	Service Call	\$832.00
JC Supply Products	Ice Melt Materials	\$401.11
Judicial Dialog Systems	Installation/Training of Dialog Software	\$27,300.00
K2 Towers III, LLC	Radio Site Rent	\$2,251.02
Kaluzny, Emily	Personal Phone Usage	\$30.00
Kilburn Tire Company	Tires, Mount & Balance & Repairs	\$5,083.40
L N Curtis & Sons	Rescue Tools Annual Testing	\$3,504.30
Lifetime Benefit Solutions, Inc.	Cobra Fee	\$25.00
Midwest Card & Id Sol., LLC	Retransfer Ribbon	\$182.84
Mighty Ducts	Furnace & Duct Cleaning-Jail	\$34,000.00
Napa – Saratoga	Diesel Exhaust Fluid & Wiper Blades	\$300.37
Natrona County Legal	Involuntary Hosp. Reimburs.	\$8,936.88
NMS Labs	Lab Fees	\$318.00
Norco, Inc.	Cleaning Supplies & Paper Products	\$633.23
Old Pen Joint Powers Board	Quarterly Outside Agency Pymt.	\$8,750.00
Out Doors	14' Rail Installed 2 Remotes	\$2,057.50
Parker, Elizabeth	Mileage	\$76.92

Perue Printing	Window Envelopes	\$899.00
Plainsman Printing & Supply	Folders	\$1,685.00
Plattoga Holdings, LLC	Saratoga Gravel Project	\$188,500.00
Quadient, Inc.	Ink Cartridge/Labels	\$240.35
R.P. Lumber Company, Inc.	Misc. Parts & Supplies	\$643.94
Rawlins Automotive	Misc. Auto Parts & Supplies	\$281.96
Rawlins Hardware - 5405	Pliers	\$33.57
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$530.83
Rawlins, City of	County Burial	\$75.00
Saratoga Sun	Online Renewal	\$38.00
Schaeffer Mfg. Co.	55-Gal Synthetic Oil	\$1,847.45
Shively Hardware	PVC Pipe	\$24.56
Smith Psychological Services	Evaluation	\$400.00
South Central Wy Ems	Quarterly Outside Agency Payment	\$11,432.50
Spaulding, Dawnette	Mileage	\$91.12
Staples Advantage	Misc. Office Supplies	\$64.97
Stericycle, Inc.	Safe Budget Subscription	\$47.96
Stinker Stores Inc.	Fuel	\$729.06
Summit Food Service	Jail Meals	\$9,002.94
Supplyhouse.Com	Pressure Vacuum Breaker W/ Sensor	\$123.91
Swanson Services Corp.	Commissary Credit	\$503.51
Swanson, Rachel A.	Mileage	\$178.20
T.W. Enterprises, Inc.	Annual Generator Service	\$2,547.11
Terminix	Jail Pest Control	\$44.00
The Masters Touch, LLC	DMV Postcard Service	\$660.24
The Product Center	Ink Cartridge	\$515.47
United States Postal Service	Postage	\$10,000.00
University of Wy Extension	CES Support Person & 4-H Salary Match	\$19,092.75
UPRSWDD	Trash Services	\$190.00
Volunteers of America	Donation-Assistance At 2024 Care Fair	\$300.00
W.A.R.M. Property Ins. Pool	Property Assessment & Crime Coverage	\$233,564.23
Webster, Matthew S.	IT Travel	\$211.75
Wilson, Richard	Mileage	\$70.40
WLEA-ADVTRNG	Public Safety Communications	\$775.00
WY Co. Commissioner's Assoc.	FY 25 WCCA Dues	\$14,318.00
WY Dept of Health	3rd Qtr. Wage Adj. & Nurse Salaries	\$46,351.39
WY Dept of Transportation	Trans. Plate & Dixon Hangar Acq.	\$1,535.24
WY State 4-H Foundation	CES Travel	\$1,900.00
WY State Board of Pharmacy	Wy Controlled Substance # Renewal	\$80.00

WY Cleaning & Solutions LLC	Monthly Janitorial Services	\$6,583.33
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## **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 21, 2024, regular meeting minutes; the May 29 & 30, 2024 special meeting minutes; monthly receipts from Planning and Development Department in the amount of \$775.00, a bond for Brandee Forster, Clerk/Treasurer for the Town of Dixon in the amount of \$50,000.00. Vice Chairman Moore seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Sheriff**

Vice Chairman Moore moved to approve and authorize the Chairman's signature on the Service Agreement renewal with Motorola Solutions for dispatch consoles in the amount of \$20,559.00 for a term of May 1, 2024, through April 30, 2025, to be paid out of E911 funds. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Johnson moved to approve and authorize the Chairman's signature on the Cooperative Law Enforcement Agreement between Carbon County Sheriff's Office and the United States Forest Service to provide law enforcement services within the forest, for a term of one year and in the amount of \$8,000.00. Commissioner Espy seconded and the motion passed unanimously.

### **Building and Grounds**

Commissioner Johnson moved to approve the Modified Contract for Services with Carpet One Floor & Home, Commercial Flooring of Laramie for floor repair at the Rawlins library to include the requirement for a bond. Commissioner Espy seconded and the motion passed unanimously.

### **Road & Bridge**

Commissioner Espy moved to award the CMAQ magnesium chloride bid to Dustbusters in the amount of \$266,600.00. 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 Purchase and Delivery with Dustbusters Enterprises, Inc. to supply and apply magnesium chloride on approximately eighty-six (86) miles of County Roads throughout Carbon County, in an amount not to exceed \$533,200.00 and to authorize the Chairman's signature on the Reconnaissance Report for Project CN750 for the bridge over the North Platte River on CR660. Commissioner Johnson seconded and the motion passed unanimously.

## **IT**

Commissioner Espy moved to approve the Service Order with Fatbeam, LLC to provide high speed, high capacity, 1 gigabit internet in the amount of \$1600.00 per month and for a term of 36 months. Vice Chairman Moore seconded and the motion passed unanimously.

### **Planning and Zoning**

Vice Chairman Moore moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for Z.C. Case File #2024-06 - Jerry P. and Patricia J. Lynch and Z.C. Case File #2024-07 - Gregory and Michele Cross and schedule a public hearing for July 2, 2024, at 11:30 a.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Johnson seconded and the motion passed unanimously.

### **Clerk**

Commissioner Johnson moved to set a compensation rate of \$375.00 per Election for Head Judges to include Election Day service, training and meal allowance; \$315.00 per Election for other Judges to include Election Day service, training and meal allowance; and \$16.00 per hour for Counting Board and Canvas Board Members for the 2024 Primary and General Election. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Espy moved to regretfully accept the letter of resignation from Caleb Owens resigning from the Valley Community Center Joint Powers Board and authorize the Clerk to advertise the vacant position. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Espy moved to approve John Farr to Tourism-At-Large seat on the Carbon County Visitor's Council for a 3-year term expiring June 2027. Vice Chairman Moore seconded and the motion passed unanimously.

### **Attorney**

Commissioner Johnson moved to approve and authorize the Chairman's signature on the letter to the Memorial Hospital of Carbon County Board of Trustees regarding a hospital building assessment. Vice Chairman Moore seconded and the motion passed unanimously.

Commissioner Johnson moved to opt in to the Kroger Co. opioid settlement. Commissioner Espy seconded and the motion passed unanimously.

### **EXECUTIVE SESSION**

Vice Chairman Moore moved to go into executive session at 10:00 a.m. with Clerk Bartlett and Ashley Mayfield Davis and Sheriff Bakken to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Espy seconded and the motion passed unanimously.



Commissioner Espy moved to come out of executive session at 10:48 p.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Moore seconded and the motion passed unanimously.

**PUBLIC HEARING - Z.C. Case File #2024-05 – Richard and June George**

Chairman Jones opened a public hearing at 11:47 a.m. to hear Planning & Zoning Z.C. Case 2024-05 – Richard and June George’s request for a Zone Change from Residential (RD-10) to Residential (RD) for Lots 1-3 located in the proposed Blackhall Mountain Minor Subdivision encompassing approximately 30 acres. RD-9.92 (Lot 1); RD-9.92 (Lot 2); RD-9.91 (Lot 3). The RD Zone is to provide land for residential development that is typically single family detached and located within Town Expansion Areas and within or nearby Rural Centers. Residential single-family zones are intended to be located in areas planned for residential development that are easily accessible and infrastructure already exists or is readily available and is located approximately 1 mile east of Riverside and approximately 1 mile south of WY HWY 230. Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Jones called for comments for or against the case. There being no other comments, Chairman Jones closed the hearing at 12:16 p.m.

Commissioner Espy moved that based on the recommendation of the Planning & Zoning Commission and staff to authorize the Chairman’s signature on Resolution No. 2024-15 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding Z.C. Case 2024-05 – Richard and June George’s request for a Zone Change from Residential (RD-10) to Residential (RD) for Lots 1-3 located in the proposed Blackhall Mountain Minor Subdivision encompassing approximately 30 acres and is located approximately 1 mile east of Riverside and approximately 1 mile south of WY HWY 230. Vice Chairman Moore seconded and Commissioner Johnson is a firm believer in private property rights and noted the county has zoning for a purpose and as policy makers that’s how the county dictates where pieces of ground such as this go. The motion passed unanimously.

**PUBLIC HEARING - Min. Sub. Case File #2024-01 – Blackhall Minor Subdivision**

Chairman Jones opened a public hearing at 12:39 p.m. to hear Planning & Zoning MIN Sub Case File No. 2024-01, Blackhall Minor Subdivision request to create three (3) lots (Lot 1 = 9.92 Acres; Lot 2 = 9.92 Acres; Lot 3 = 9.91 Acres). The applicant is also applying for a zone change request (see above Z.C. Case #2024-05) to comply with the Carbon County Zoning Resolution of 2015, as amended. Chairman Jones called for comments for or against the case. There being no comments, Chairman Jones closed the hearing at 12:40 p.m.

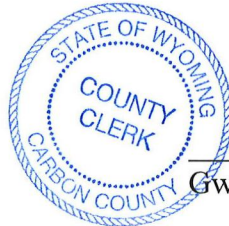
Commissioner Espy moved that based on the recommendation of the Planning & Zoning Commission and staff to authorize the Chairman’s signature on the plat regarding MIN SUB Case File No. No. 2024-01, Blackhall Minor Subdivision request to create three (3) lots (Lot 1 = 9.92 Acres; Lot 2 = 9.92 Acres; Lot 3 = 9.91 Acres) and is located approximately 1 mile east of

Riverside and approximately 1 mile south of WY HWY 230. Vice Chairman Moore seconded and the motion passed unanimously.

### **ADJOURNMENT**

Vice Chairman Moore moved to adjourn the meeting at 12:53 p.m. Commissioner Johnson seconded and the motion passed unanimously.

A regular meeting of this Board will be held Tuesday, July 2, 2024, at 9:00 a.m. at the Carbon Building – Courthouse Annex located at 215 W. Buffalo St., Rawlins, WY. A budget hearing will be held for the Specific Purpose Tax Joint Powers Board on Monday, July 15, 2024, at 9:00 a.m. following the regularly scheduled Commissioner meeting, at the Carbon County Courthouse, 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 G. Bartlett*

Gwynn G. Bartlett, Carbon County Clerk

Approved this 18<sup>th</sup> day of June 2024  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

*Sue Jones*  
Sue Jones, Chairman