

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

**Tuesday, January 21, 2025, 9:00 a.m.,
Carbon Building – Courthouse Annex
215 W. Buffalo St., Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, January 21, 2025, at 9:00 a.m. at the Carbon Building-Courthouse Annex, Rawlins, WY. Attending the meeting were Chairman, R. Travis Moore, Vice Chairman Gwynn Bartlett, Commissioners John Espy, John Johnson and Sue Jones.

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

ADDITIONS / CORRECTIONS

Chairman Moore removed Union Telephone Agreements under Attorney Davis and added Ashley Paulsrud with Homeland Security under Lenny Layman, Seminoe Pump Storage and Wyoming 250 Committee under Commissioner Discussion.

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

VOUCHERS

Vice Chairman Bartlett moved to approve December 2024 payroll and benefit expenses of \$1,049,767.86, and insurance claim and premium expenses of \$232,922.15. Commissioner Espy seconded and the motion passed unanimously.

Vice Chairman Bartlett moved to approve the report of expenditures in the amount of \$250,977.36 for an aggregate total today of \$1,533,667.37. Commissioner Espy seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
Advanced Network Management, Inc.	Zetron Radio Network	\$3,578.00
Amazon Capital Services	Led Wall Pack	\$119.80
APEX Communications	Carbon County Maint. Agreement 2025	\$4,000.00
ARDURRA	DWX Engineering 2024	\$4,163.80
AT&T Mobility	Telephone Services & CCSO MDTs	\$1,734.64
Avfuel Corporation	Late Payment Fee	\$140.09
Baca, Morissa	Soberlink Refund	\$951.50
Baggs, Town of	Office Rent	\$300.00
Bank of Montreal - Mastercard	Misc. Charges	\$29,854.38

BI Inc.	Monthly Electronic Monitoring Services	\$2,828.00
Blakeman Propane	Propane Services Elk Mtn	\$621.60
Bob Barker Company, Inc.	Misc. Inmate Supplies	\$1,410.26
Bomgaars Supply	Misc. Parts & Supplies	\$584.54
Boys & Girls Clubs of Carbon County	Q4 2024 TANF	\$1,508.34
Bridger Fabrication	Repair Cat Parts	\$2,021.75
Brown & Hiser LLC	Professional Services	\$980.00
Capital Business Systems Inc.	It Equipment	\$2,504.45
Carbon County Veterinary Hospital	Vet Services	\$447.08
Carbon Power & Light Inc.	Electrical Services	\$2,121.34
CareRight Technologies, LLC	Med Right Recurring Monthly Bed Fee	\$382.58
Charter Communications	Jail Cable	\$238.48
CIDNET	Jail Data	\$3,000.00
Coal Creek Law	Legal Services	\$880.00
Commercial Lighting	Light Bulbs	\$580.49
Community Resource Center	2025 Agency Dues	\$35.00
ComTronix	Test Daily Comm/Monitoring Alarm	\$63.11
Cowboy Chemical	Cleaning Supplies	\$508.55
Daily Times	Jail Newspapers	\$187.92
DBT Transportation Services LLC	AWOS Periodic Maintenance	\$1,735.75
Dirty Boyz Sanitation, Inc.	Trash Services	\$2,126.00
Dynamic Controls Inc.	Carbon Bldg. Controller	\$3,292.25
Elevated Health & Safety Solutions	Alcohol Testing/DOT Lab & Urine	\$204.00
Elk Mountain, Town of	Rent & Water Services	\$1,567.50
Encartele	Jail Data	\$750.00
Engstrom, James D. DDS	Dental Services	\$5,000.00
Erickson & Roberts	Professional Services	\$671.70
Fatbeam LLC	Fiber & Internet	\$4,590.00
Galls/Quartermaster	Misc. Sheriff Supplies & Uniforms	\$10,139.36
Grainger	Toggle Switch	\$88.78
Greater Wy Big Bros/Sisters	Q4 TANF 2024	\$944.05
Hawley, Bill	Master Trainer Fee	\$1,001.90
Iversen, Alexandra L.	Tow Ticket	\$822.00
Jack's Body & Fender Repair	Tow Charges	\$822.00
Kaisler, Todd	Mileage Reimbursement	\$99.00
Kilburn Tire Company	Tires, Mounting & Balance	\$1,677.19
KTGA/KBDY	Tower Rent	\$150.00
Laramie Garage Doors LLC	Garage Door Repairs	\$1,837.88
Laramie Gm Auto Center	Vehicle Maintenance	\$228.49

Lipp, Kristi L.	Master Trainer Fee	\$1,058.00
Martinez, Josephine D.	Soberlink Refund	\$875.00
Matthew Bender & Co, Inc.	Wy Court Rules 2024 Supp	\$109.40
Medicine Bow, Town of	Water Services	\$214.60
Merchant McIntyre & Assoc., LLC	Jan 25 Retainer	\$8,000.00
Merseal Law, LLC	Legal Services	\$10,041.72
Mgt Tires LLC	Tires	\$2,647.92
Mountain Trail Medical	Physician Services	\$6,500.00
Moze Ventures LLC	ATV Repairs	\$1,412.07
Myers, Adelaide	Mileage	\$46.42
Napa - Saratoga	Misc. Parts & Supplies	\$452.95
National Institute for Jail Operations	Manual Maintenance	\$10,025.00
Norco, Inc.	Misc. Parts & Supplies	\$1,563.66
Offender Watch	Sex Offender Notifications	\$128.48
Olde Trading Post	Fuel	\$52.64
O'Reilly Auto Parts	Misc. Auto Parts & Supplies	\$221.07
Perkins Oil Co.	Fuel	\$13,842.09
Personnel Evaluation, Inc.	Evaluations	\$25.00
R.P. Lumber Company, Inc.	Conduit Clamp	\$3.98
Rawlins Automotive	Misc. Auto Parts & Supplies	\$2,884.15
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$543.52
Rawlins Hardware - 5465	Misc. Parts & Supplies	\$79.52
Rawlins Pack and Ship LLC	FedEx Shipping Labels	\$36.92
Rawlins, City of	Landfill & Water Services	\$4,195.70
Ready, Justin	Mileage Reimbursement	\$88.00
Rocky Mountain Power	Electric Services	\$25,553.89
Rocky's Quik Stop	Diesel	\$403.96
Saratoga Sun	Misc. Ads	\$989.99
Saratoga, Town of	Water Services	\$49.82
Shippy Solutions LLC	Interpreter	\$20.00
Shively Hardware	Misc. Parts & Supplies	\$1,973.40
Snake River Press	Lunch Closure Ads	\$216.00
Spaulding, Dawnnette	Mileage Reimbursement	\$136.01
State of Wyoming A & I	State Mainframe Access	\$62.78
State of Wyoming DCI	Sex Offender Change	\$25.00
Stinker Stores Inc.	Fuel	\$4,236.46
Summit Food Service	Jail Meals	\$14,572.13
Swanson Services Corporation	Jail Commissary Supplies	\$4,617.92
Terminix	Pest Control	\$193.00

The Cowboy Couture	Art Setup/Patches/Press Fee	\$382.00
Tracked Outdoors LLC	Trans Cool Fan/Ups Freight	\$200.00
Transunion Risk & Alternative Data	Sheriff Investigations	\$350.00
Trudiligence, LLC	Background Checks Ee	\$43.99
U S Postmaster-Rawlins	Po Box Rent	\$72.00
US Bank	Misc. Charges	\$1,347.62
Valley Oil Company	Fuel	\$1,009.44
Voiance Language Services LLC	Interpretation Services	\$93.00
West End Sinclair	Sar Fuel	\$397.84
Wex Bank	Fuel	\$1,256.50
Wille, Ron	2024 Gravel Costs	\$3,200.00
Wilson, Karon	Mileage	\$46.42
WLC Engineering	Consultant/ Engineers	\$14,028.50
WY Dept of Health	Rental For State Vehicle S-1493	\$117.50
WY Machinery Company	500 Hr. Service Kit	\$5,184.29
WY Rents, LLC	Vehicle Rental	\$79.50
WYDOT Financial Services	Brush Creek Bridge	\$68.29
WY Water Rights Consulting, Inc.	Water Haul Apps	\$1,508.75

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. Interim Clerk Smith noted the consent agenda includes the January 7, 2025, regular meeting minutes; monthly receipts from the Carbon County Clerk in the amount of \$14,475.00; bonds for Sondra Rydberg, Deputy Treasurer for Carbon County in the amount of \$10,000.00, Stacey Ward, Deputy Treasurer for Carbon County in the amount of \$10,000.00, John R. Espy, Carbon County Commissioner in the amount of \$10,000.00 and Laura J. Jones, Carbon County Commissioner in the amount of \$10,000.00. Commissioner Jones seconded and the motion passed unanimously.

TOWN OF SINCLAIR RECREATION CENTER – Monte Thayer

Monte Thayer with the Town of Sinclair Recreation Center introduced senior citizens from the Town of Sinclair who wished to learn about County Government processes.

Building and Grounds

Jeff Askins, Building and Grounds Manager, requested and received approval to fill a vacant position.

INTERVIEWS FOR CLERK VACANCY AND APPOINTMENT

Chairman Moore advised that the Republican Party met Saturday, January 18, 2025, and has submitted three names of individuals they felt qualified to fill the vacancy. The individuals chosen were Lisa Smith, Joey Correnti IV and Michelle Sidun. Joey Correnti & Michelle Sidun both withdrew their names via email to the Commissioners. Mrs. Smith expressed her continued interest noting she plans to run in 2026 for the position.

Vice Chairman Bartlett moved to appoint Lisa Smith as Carbon County Clerk effective immediately. Commissioner Jones seconded and the motion passed unanimously.

District Court Judge Dawnessa Snyder issued the Oath of Office to Mrs. Lisa Smith.

ELECTED OFFICIALS & DEPARTMENT HEADS

Emergency Management

Lenny Layman, Emergency Manager discussed the Wyoming Region Three Hazard Mitigation Plan. He explained this plan is updated every five years and is a collaboration of fifty-six individuals within Carbon County. County Planner, Kristy Rowan commended Mr. Layman for his involvement in the process.

Mr. Layman introduced Ashley Paulsrud with the Wyoming Office of Homeland Security who detailed the process involved in updating the plan. She provided a timeline stating the draft will roll out for comment later this week. The draft plan to FEMA should go to them mid-February and will hopefully be approved by FEMA in April. This plan must be approved prior to the deadline for current and future mitigation projects to be completed. Ms. Paulsrud detailed the different types of hazard mitigation funding.

Commissioner Johnson asked if the plan can be amended after approval. Ms. Paulsrud confirmed this is a living document that can be updated but doesn't require FEMA approval.

Commissioner Jones stated that the process has been led very well with lots of participation. Mr. Layman detailed the many participants this time around. Chairman Moore gave accolades to all involved in the process especially Mr. Layman.

Sheriff

Alex Bakken, Carbon County Sheriff, presented an amendment to the MOU with the Town of Encampment for dispatch services.

Commissioner Espy moved to approve and authorize the Chairman's signature on the Amendment to the Memorandum of Understanding with the Town of Encampment originally approved on December 17, 2024, for 911 and radio dispatching services to include all emergency services (Encampment Fire, etc.). Vice Chairman Bartlett seconded and the motion passed unanimously.

Sheriff Bakken presented a renewal to the Memorandum of Understanding with the Town of Riverside for board approval and Chairman's signature.

Commissioner Johnson moved to approve and authorize the Chairman's signature on the renewal of Memorandum of Understanding between the Town of Riverside and the Carbon County Sheriff's Office for law enforcement services for a term of February 15, 2025, through February 16, 2026. Vice Chairman Bartlett seconded and the motion passed unanimously.

Sheriff Bakken provided an update on the ICE 287G participation program including the warrant service model and a meeting that will be held with Officer Pacer Lee with the Supervisory Detention and Deportation Office this week.

Sheriff Bakken also discussed that various Wyoming Sheriff's will begin to bill the Wyoming State Hospital. He stated that he is working with WASCOP and Sheriff Kopp from Uinta County to "encourage" the State Hospital to pay for all costs accrued holding inmates that are pending a mental health evaluation. A bill has been introduced that would allocate funding for the State Hospital to reimburse counties that have held inmates for the state hospital. WASCOP is asking for estimations to set some sort of funding allocation prediction for the state.

Road and Bridge

Kandis Fritz, Road and Bridge Coordinator discussed CR401 signs and with Mr. Layman's assistance found two signs for around \$50,000. This could be less if we pick up ourselves from the Denver area. Vice Chairman Bartlett asked about grant funding and Mr. Laymen said he isn't aware of any grant funding but maybe could collaborate with other counties to purchase more signs at once. Otherwise, this could be purchased with State Homeland Security Program (SHSP) funding later in the year. Mr. Espy discussed his conversation with the highway commissioner to be able to use the 511 app to mention closures like these. Ms. Fritz stated she would like to wait to do this and discuss further during budget time.

Ms. Fritz discussed the engineering proposal cost estimate from WLC. This proposal is for Design Services, plans, contract documents, bidding, construction services, contract administration, construction observations, construction survey, material testing, and post-construction services on county road 401 failure spots.

Ms. Fritz asked to waive the procurement policy and move forward with this proposal from WLC. Her reason behind all of this is that they have already been working with this engineer on the project and she doesn't want to lose ground on any findings already made. She also asked to use impact funding from Chokecherry rather than the road fund. The cost proposal estimate is \$67,100.00.

Commissioner Johnson moved to waive procurement policy and approve WLC design services, plans, contract documents, bidding, construction services, contract administration, construction observations, construction survey, material testing, and post-construction services on county road 401 failure spots in the amount of \$67,100.00 utilizing Chokecherry Impact funds. Vice Chairman Bartlett seconded and the motion passed unanimously.

Ms. Fritz presented bids received for the surplus road and bridge equipment. Bids were received from Mike Perdue in the amount of \$5,000.00 for the 1982 Western Star semi (VIN:

2WKPDCJE3CK908753); and in the amount of \$12,000.00 for a 1980 Birmingham lowboy trailer (VIN: VB198).

Vice Chairman Bartlett moved to award the bids to Mike Perdue in the amount of \$5,000.00 for the 1982 Western Star semi (VIN: 2WKPDCJE3CK908753); and in the amount of \$12,000.00 for a 1980 Birmingham lowboy trailer (VIN: VB198). Commissioner Johnson seconded and the motion passed unanimously.

Ms. Fritz will leave the 1978 Belshie Trailer (VIN: 7418) and the 1974 Belshie flatbed trailer (VIN: 3-852) open to bid.

Ms. Fritz presented a Notice to Proceed for board approval and Chairman's signature.

Vice Chairman Bartlett moved to approve the Notice to Proceed for bridge replacement on County Road 270 – Bridge over Difficulty Creek – Savery Creek Enterprises. Commissioner Jones seconded and the motion passed unanimously.

Ms. Fritz was asked to get prices put together for a D6 dozer with the possibility of selling their 2001 D6 Fire Dozer to the fire district. Ms. Fritz states that she appreciated the fact that she was asked to investigate this, but she would rather see the money spent on other equipment for R&B. They have two John Deere motor graders nearing the end of the extended warranty they purchased that need replaced with bigger AWD machines, or even belly dumps before they get a dozer. She stated that they don't put enough hours on the dozers in a year to warrant a newer one. Commissioner Johnson concurred.

Currently our 2001 D6 dozer with fire suppression capabilities (angled cylinder) – 2326 hours (average of 96 hours a year) the hours per year have gone up the last 5 years. The 2005 D6 rock dozer (straight cylinder) 1718 hours (average of 86 hours a year).

Clerk

Lisa Smith, County Clerk presented a Resolution for board approval and Chairman's signature.

Commissioner Espy moved to approve and authorize the Chairman's signature on Resolution No. 2025-06, A Resolution of the Board of County Commissioners of Carbon County, Wyoming Regarding Non-Service Animals in County Facilities, Equipment & Vehicles. Commissioner Johnson seconded and the motion passed unanimously.

Resolution No. 2025 - 06

A RESOLUTION REGARDING NON-SERVICE ANIMALS/PETS IN COUNTY FACILITIES, EQUIPMENT & VEHICLES

WHEREAS, this resolution supersedes and replaces all prior resolutions regarding this topic including but not limited to Resolution 2020-02; and

WHEREAS, pursuant to Wyoming Statutes § 18-3-504(a)(i), W.S. 2023, the Carbon County Board of Commissioners "may make such orders concerning the property of the

county as they deem expedient"; and

WHEREAS, to the extent that the Carbon County Board of Commissioners ("the Commissioners") are responsible for the safety and welfare of Carbon County employees and visitors who are present on the premises of county property, the Commissioners desire to protect employees and visitors of county owned facilities, equipment and vehicles; and

WHEREAS, animals and/or pets can be deemed a threat to the health and welfare of county employees and visitors, especially when not under control of their handlers; and

WHEREAS, the Commissioners can limit potential threats to the health and welfare of county employees and visitors in or on county owned property by prohibiting non-service animals and/or pets from being allowed on county property; and

WHEREAS, Carbon County recognizes "Assistance Animals" as defined by Wyoming Statute § 35-13-205(a)(iv), W.S. 2023, which is defined as dogs that are individually trained to perform tasks for people with disabilities; and

WHEREAS, Carbon County also recognizes miniature horses as service animals and will permit these animals on county property where reasonable; and

WHEREAS, Carbon County also recognizes any animals recognized by federal law as service animals and will permit these animals on county property where reasonable.

THEREFORE, it is resolved that non-service animals and/or pets are prohibited at all county owned facilities, with the exception of the fairgrounds and other county facilities during events, activities or for purposes where the governing body of the facility has approved the presence of non-service animals and/or pets, and service or assistance animals, as defined and that are trained to do work or perform tasks for people with disabilities are allowed at all county owned facilities, with the following rules:

1. All service and assistance animals must be harnessed, leashed or tethered unless the individual's disability prevents using these devices or these devices interfere with the service or assistance animal's safe, effective performance of their tasks.
2. If the animal is out of control and the handler does not take effective action to control it, staff may ask the individual to remove the animal but still serve the patron.
3. If the animal is not housebroken staff may ask the individual to remove the animal but still serve the patron.
4. Non-service animals and/or pets that are not trained to do work or perform tasks for people with disabilities are not allowed in county buildings, vehicles or equipment at any time, with the exception of the fairgrounds and other county facilities during events, activities or for purposes where the governing body of the facility has approved the presence of non-service animals and/or pets.

ADOPTED this 21st day of January 2025.

BOARD OF COUNTY COMMISSIONERS
-s- R. Travis Moore, Chairman

ATTEST:

-s- Lisa Smith, Carbon County Clerk

Clerk Smith presented an agreement for approval and Chairman's signature.

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on the NovoBenefits Consulting and Agile Benefits Consulting Instruction to Release Data to Third Party. Commissioner Jones seconded and the motion passed unanimously.

Clerk Smith presented an email received from Lois Buchanan resigning her position from the Senior Services Board as a representative from Hanna.

Commissioner Johnson moved to regretfully accept the resignation from Lois Buchanan and instructed the Clerk to advertise for the vacant position. Commissioner Jones seconded and the motion passed unanimously.

Clerk Smith explained the county employee blood draw will be February 12 from 7-10 a.m. Employees on the county's health insurance and eligible dependents can have blood tests paid for and earn money for their health reimbursement accounts. She presented a contact with WY Health Fairs for the various testing she proposes the county covers.

Commissioner Jones moved to approve and authorize the chairman's signature on the 2025 Wellness Contract for Carbon County Employees with Wyoming Health Fairs dedicating what blood tests the county will pay for through May 2025. Commissioner Johnson seconded and the motion passed unanimously.

Attorney

Attorney Davis discussed the roadway in Natrona County that the BOCC was contacted about. She has reached out for more information and will provide an update at the next meeting.

Commissioners

Chairman Jones discussed a letter that was received from NextEra Energy Solutions regarding the Jackalope Wind, LLC and Jackalope Wind II, LLC projects in Sweetwater County and whether the BOCC would have any comments that would be incorporated into the Industrial Siting Permit Application or attend the Open House on January 28, 2025, in Rock Springs. She explained that Carbon County is included in the Industrial Siting process and are in the area of impact.

Commissioner Jones discussed the Seminoe Pump Storage and said NEPA will likely be involved and that the BOCC is corroborators in the process. Commissioner Johnson said we need to be sure everything will be done properly with the complexity of this project. Clerk Bartlett mentioned that they will likely be accessing the project from the Natrona County and Medicine Bow areas but we need to be involved with the road aspect of the project.

Commissioner Jones discussed the Wyoming 250 Committee. She spoke with Tim Nicholas and Candy Moulton regarding funds put aside for the 250-year anniversary of the United States. These funds can go to counties who form a committee to partner with the state. Commissioner Jones wants to proceed with forming a committee and get the process started. Chairman Moore asked if there's a set of by-laws and what the county's obligation is going forward. Commissioner Jones said she is waiting for more information on how to move forward. Lenny Layman offered to be on this committee.

Commissioner Jones discussed the NAVAID grant application for an upgrade to the Dixon Airport weather visibility software. She asked for approval to move forward with the NAVAID grant application for 20% of the amount of \$23,921.00.

Commissioner Espy moved to allow Commissioner Jones to move forward with the NAVAID grant application to WYDOT aeronautics for the Dixon Airport weather visibility software upgrade with the 20% match coming from the Dixon Airport fund. Vice Chairman Bartlett seconded and the motion passed unanimously.

CITIZEN & COMMISSIONER DISCUSSION

Commissioner Johnson asked Clerk Smith to provide an updated report on impact assistance funds showing what is available.

Clerk Bartlett discussed the CCCOG meeting held January 15 in Rawlins discussing outside agency funding during the next budget session.

Commissioner Johnson stated he missed CCCOG because he was attending Carbon County School District #2 parent meeting regarding concealed carry by teachers within the schools.

Commissioner Jones mentioned the legislative session has started and she will attend in Cheyenne along with Commissioners Bartlett and Espy. She stated the impacts of proposed property tax legislation could be crippling to counties. She encouraged the public to contact their legislators. Commissioner Jones also mentioned HB 262 limiting counties reserves and that there needs to be serious education on how this would affect counties. Commissioner Johnson understands that property taxes have gone up in areas but explained the cost of services have increased significantly as well and a reduction in property taxes will greatly affect the services that can be provided. He also discussed the constitutional aspect of it.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 11:20 a.m. Commissioner Johnson seconded and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, February 18, 2025, 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 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.carboncountywy.gov or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.