

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, March 4, 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, March 4, 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 Johnson and Sue Jones. John Espy was absent

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

**ADDITIONS / CORRECTIONS**

Commissioner Johnson moved to approve the agenda as presented. Commissioner Bartlett seconded and the motion passed unanimously.

**VOUCHERS**

Commissioner Bartlett moved to approve payment to Sunrise Sanitation for \$75.00. Commissioner Johnson seconded and the motion passed with all voting for the motion except Commissioner Jones who abstained due to personal conflicts.

Commissioner Bartlett moved to approve the report of expenditures in the amount of \$139,330.22 for an aggregate total today of \$139,405.22. Commissioner Johnson seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Abels, Duane E	Medical Services	\$1,633.00
Amazon Capital Services	Misc. Charges	\$598.00
Apex Communications	Radio Contract Services	\$4,000.00
AT&T Mobility	CCSO MDT Service	\$1,485.40
Bank of Commerce	Ach Annual Fee	\$50.00
Bank of Montreal - Mastercard	Misc. Charges	\$30,916.31
Black Hills Energy	Gas Services	\$21,336.91
Blakeman Propane	Propane Services	\$3,623.76
Bomgaars Supply	Misc. Parts & Supplies	\$930.94
Carbon County Clerk	WCCA Congressional Tour	\$754.00
Carbon Power & Light Inc	Electric Services	\$2,504.73
Casper Winnelson Co	Plumbing Parts	\$1,064.82
Center For Internet Security, Inc	Albert Cyber Security	\$13,560.00
CIDNET	Data Purchased by Facility	\$750.00

Cook Chevrolet	Vehicle Parts/Maintenance	\$2,168.12
Daily Times	Newspaper Subscription Renewal	\$407.52
Dirty Boyz Sanitation, Inc	Trash Services	\$1,606.00
Dixon, Town of	Water Services	\$308.00
Drummond Refrigeration LLC	Refrigeration Services at Jail	\$255.00
Easi File	Land Office Divider Cards	\$77.55
Eaton Sales & Service LLC	Elk Mtn Fuel Pump	\$884.50
Elk Mountain, Town Of	Propane Services Elk Mtn Library	\$544.43
ETG Systems, Inc.	Lead Acid Battery/Fire Alarm	\$960.00
Fritz Welding & Machine, Inc.	Steel/Metal	\$816.48
Galls/Quartermaster	Collar Insignia Pairs	\$208.83
Grainger	Misc. Parts & Supplies	\$851.63
Griffin, Prince	Soberlink Deposit Refund	\$926.00
Gulbrandson, Kimberly A	Mileage Reimbursement	\$62.15
Hanna, Town of	Water Services	\$282.12
HealthEquity	Monthly Admin Fee	\$448.30
High Plains Power	Electric Services	\$472.40
Hughes, Chris	Mileage Reimbursement	\$15.40
IML Security Supply	Primus Keys X50	\$510.50
Jack's Body & Fender Repair	Tow Services	\$2,708.00
Jefferson Combined Court	Legal Document Request	\$21.00
K2 Towers III, LLC	Radio Site Rent	\$2,318.54
Kaisler, Todd	Mileage Reimbursement	\$99.00
Kaluzny, Emily	Personal Phone Usage	\$30.00
Kone Elevators Escalators	Passenger Elevator Maintenance	\$1,890.48
Kostovny, Mark	Mileage Reimbursement MHCC	\$46.20
Laramie GM Auto Center	Labor/Parts/Shop Supplies	\$162.93
Lifetime Benefit Solutions, Inc	Cobra Buy Up Fee	\$35.00
Mobile Concrete, Inc	Concrete For Cattleguard Blocks	\$1,625.00
Moss, Barbara	Mileage Reimbursement	\$105.60
Napa - Saratoga	Misc. Auto Parts & Supplies	\$163.62
Natrona County Circuit Court	Protection Order Case Request	\$7.00
Norco, Inc.	Misc. Supplies	\$38.63
O'Reilly Auto Parts	Motor Oil/Funnel	\$38.94
Parker, Elizabeth	Mileage Reimbursement	\$64.90
Perkins Oil Co	Def	\$154.52
QT Pod	Network Access & Agreement	\$1,195.00
Quill Corporation	Replacement Printhead for Big Printer	\$470.99
R.P. Lumber Company, Inc.	Roof Sealant/Cement Water Stop	\$34.97
Rawlins Automotive	Misc. Auto Parts & Supplies	\$1,090.93
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$119.96

Rawlins Hardware - 5465	Shop Supplies	\$27.97
Rawlins Pack and Ship LLC	FedEx Shipping Labels	\$24.52
Rialto Animal Hospital	K9 Thresher Vet Visit	\$1,634.60
Rice - Prior, Denise	Jail Mental Health Services	\$1,200.00
Rock Solid SST	Body Armor	\$1,697.40
Seilaff, Amy N	Notary Reimbursement	\$60.00
Shively Hardware	Spring/Knob/Lever/Hole Saw	\$56.95
Spaulding, Dawnnette	Mileage Reimbursement	\$281.40
State of Wyoming A & I	State Mainframe Access	\$62.44
Stericycle, Inc.	Steri-Safe Budget Subscription	\$50.80
Stinker Stores Inc	Diesel	\$6,355.18
Summit Food Service	Jail Meals	\$9,471.20
Sunrise Sanitation Service, LLC	Trash Services	\$75.00
Swanson Services Corporation	Jail Commissary Supplies	\$1,713.49
Swanson, Rachel A	Mileage Reimbursement	\$692.57
Terminix	Monthly Services	\$193.00
The Masters Touch, LLC	Mailing Services	\$475.72
The Quik Lube	Vehicle Services/Maintenance	\$48.00
Triple X Contracting, Inc.	Trash Services	\$260.00
Tyler Technologies, Inc	Web Hosting for Tyler Systems	\$275.63
UPRSWDD	Trash Services	\$152.00
WLEA-ADVTRNG	Detention Basic	\$130.00
WY Attorney General	Repayment	\$417.16
WY Machinery Company	2000 Hr. Service Kit & Antifreeze	\$882.18
Wyoming Law, Pc	Legal Services	\$1,609.00
Young, Tracy	Prevention	\$4,125.00

## **CONSENT AGENDA**

Commissioner Johnson moved to approve the consent agenda noting any item could be removed for separate action. Clerk Smith noted the consent agenda includes February 18, 2025, regular meeting minutes; monthly receipts from the Planning and Development in the amount of \$325.00; a bond for Gina Helmetag, Assistant Treasurer for Town of Sinclair in the amount of \$50,000.00. Commissioner Jones seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Sheriff**

Commissioner Bartlett moved to approve the 287(g) Memorandum of Agreement with Immigration and Customs Enforcement (ICE) for the purpose of collaborating public safety by facilitating the custodial transfer of specific aliens in LEA jail/correctional facilities to ICE for removal purposes at the time of the alien's scheduled release from criminal custody which will

remain in effect until either party, upon 90-day written notice to the other party, provides notice of termination or suspension of the MOA. Commissioner Johnson seconded and the motion passed unanimously.

### **Road & Bridge**

Commissioner Bartlett moved to award the bid for the 1992 Ford F250 Pickup (VIN# 2FTHF26G6PCA14442) to Steve Hays in the amount of \$901.00; the bid for the 1978 Belshie Trailer (VIN: 7418) to Scott Thayer in the amount of \$1,682.00; and the bid for the 1974 Belshie Flatbed Trailer (VIN: 3852) to Steve Hays in the amount of \$976.00. Commissioner Jones seconded and the motion passed unanimously.

### **Planning & Development**

Commissioner Bartlett moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for C.U. Case File No. 2025-01 – SAC Wireless, Union Telephone Company and Saratoga Land and Cattle Company and schedule a public hearing for Tuesday, April 1, 2025, at 11:30 a.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Johnson seconded and the motion passed unanimously.

### **Clerk**

Commissioner Jones moved to appoint Daniel P. Lukowiak to the Carbon County Senior Services Board for the Hanna area and for a 3-year term ending March 2028. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Jones moved to approve any commissioners' signature on the Merchant McIntyre Service Agreement in the amount of \$8,000.00 per month and for a term of March 1, 2025, through February 28, 2026, for government relations services with the addition of a 30- or 60-day termination clause. Commissioner Bartlett seconded and the motion passed unanimously.

### **Commissioners**

Commissioner Johnson moved to approve the final scoping comments to the Federal Energy Regulatory Commission (FERC) regarding the Seminoe Pumped Storage Project Document #2 after legal review. Commissioner Bartlett seconded and the motion passed unanimously.

### **EXECUTIVE SESSION**

Commissioner Bartlett moved to go into executive session at 11:04 a.m. with Clerk Smith and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Johnson moved to come out of executive session at 11:29 a.m., noting no action was taken and that the minutes be signed and sealed. Commissioner Bartlett seconded and the motion passed unanimously.

## **Public Hearing - Z.C. Case File No. 2025-01 – Lucas Outdoor Inc.**

Chairman Moore opened a public hearing at 11:31 a.m. to hear Planning & Zoning Z.C. Case File No. 2025-01, Lucas Outdoor Inc. Request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Residential (RD-1.50) on approximately 1.50 acres and is located Approximately 1/4 of a mile north of Wagon Circle Road; just west of the City of Rawlins City Limits. The RD Zone is intended 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. Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Moore called for comments for or against the case. There being no comments, Chairman Moore closed the hearing at 11:36 a.m.

Commissioner Jones moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2025-07, 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 File No. 2025-01, Lucas Outdoor Inc. Request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Residential (RD-1.50) on approximately 1.50 acres and is located approximately 1/4 of a mile north of Wagon Circle Road; just west of the City of Rawlins City Limits. Commissioner Bartlett seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Bartlett moved to go into executive session at 11:38 a.m. with Clerk Smith and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Johnson moved to come out of executive session at 12:34 p.m., noting no action was taken and that the minutes be signed and sealed. Commissioner Bartlett seconded and the motion passed unanimously.

## **ADJOURNMENT**

Commissioner Bartlett moved to adjourn the meeting at 12:34 p.m. Commissioner Johnson seconded and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, April 1, 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](http://www.carboncountywy.gov) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.

-s- Lisa Smith, Carbon County Clerk

Approved this 18<sup>th</sup> day of March 2025.  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- R. Travis Moore, Chairman