

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

**Tuesday, April 1, 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, April 1, 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, John Espy and Sue Jones.

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

**ADDITIONS / CORRECTIONS**

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

**VOUCHERS**

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

Vice Chairman Bartlett moved to approve the report of expenditures in the amount of \$492,221.93 for an aggregate total today of \$492,296.93. Commissioner Johnson seconded and the motion carried unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Abels, Duane E	Medical Services	\$1,633.00
Advanced Network Mgmt., Inc.	Cisco Switches, ID Mgmt. & Contract Fees	\$44,091.30
Amazon Capital Services	Misc. Parts & Supplies	\$521.95
APEX Communications	Managed Contract Services	\$4,000.00
AT&T Mobility	IT Mobile Phones & MDT Services	\$1,931.70
Baggs, Town of	Office Space Rent	\$150.00
Black Hills Energy	Gas Services	\$16,190.20
Blakeman Propane	Propane Services	\$3,334.80
Bob Barker Company, Inc.	Jail Supplies	\$660.06
Bomgaars Supply	Garage Door Remote	\$75.98
Brand Craft Labs, LLC	Rework Carbon Bldg. & Courthouse Signs	\$2,130.00
Capital Business Systems Inc.	IT Copiers	\$2,524.64
Capitol Communications	Avaya Phone License & Support	\$3,444.34
Carbon County Comet	Misc. Ads	\$1,090.80

Carbon County Fair Board	Monthly Outside Agency Payment	\$2,725.00
Carbon Co. Fire Prot. Dist.	Removing/Replacing Batteries	\$35.00
Carbon County Library	Monthly Outside Agency Payment	\$29,247.00
Carbon County Museum	Monthly Outside Agency Payment	\$18,995.00
Carbon County Senior Services	Monthly Outside Agency Payment	\$18,212.50
Casper Winnelson Co.	Seal	\$264.49
CIDNET	Data Purchased by Facility	\$750.00
Civic-Plus	County Website	\$6,883.46
Cowboy Chemical	Laundry/Dish Detergent/Cleaning Supplies	\$966.70
D&S Express	Injector Cup/Nozzle Cap/Holder/O-Ring	\$1,103.68
Davis, Ashley	Mileage	\$475.20
Dixon, Town of	Water Services	\$308.00
Drummond Refrigeration LLC	Water Filter/Labor & Lid Switch	\$231.93
Dunns Custom Machining	Years of Service Awards/Name Plates	\$964.00
Dynamic Controls Inc.	Jeffrey Ctr. VFD/Motor & Cc Jail Sys. Crash	\$32,297.00
Engstrom, James D. DDS	Dental Services	\$5,000.00
Fatbeam LLC	Fiber & Internet	\$4,590.00
Further	Health Reimbursement	\$50.00
GeoTec	Culvert Cr303 Enc	\$2,273.70
Grainger	Pin Segment & Relief Valve	\$49.10
Haver, Emily L.	Travel Meal	\$28.12
HealthEquity	HRA Prefunding & Monthly Admin Fee	\$10,573.35
Heintz Surveying & Eng., LLC	GIS Services	\$202.50
Huffys Airport Windsocks, Inc.	Ext Light/Obstruction Light	\$1,564.95
Hughes, Chris	Mileage Reimbursement	\$16.50
Iacovetto, Karon	Custodial Services	\$8,230.00
Jack's Body & Fender Repair	Tow Services	\$1,454.00
Jurado, Libby D.	Rx Reimbursements	\$281.89
K2 Towers III, LLC	Radio Site Rent	\$2,318.54
Kaluzny, Emily	Personal Phone Usage	\$30.00
Kone Elevators Escalators	Carbon Bldg. & Courthouse Elevator Maint.	\$7,990.39
Kostovny, Mark	Mileage Reimbursement	\$138.60
MHL Systems	Scarifier System & Bits	\$8,002.07
Miller, Dale	Travel Meal	\$15.50
Motorola	Power Phone Interface Maintenance	\$1,327.96
Napa - Saratoga	Misc. Auto Parts & Supplies	\$225.30
Norco, Inc.	Misc. Supplies	\$2,360.94
Parker, Elizabeth	Mileage Reimbursement	\$23.43
Personnel Evaluation, Inc.	Evaluations	\$25.00

Pinnacle Public Finance, Inc.	HVAC Replacement Lease	\$158,740.93
R.P. Lumber Company, Inc.	Water Heater Element	\$51.98
Rawlins Automotive	Brake Rotor/Pads	\$5,207.73
Rawlins Glass Center, Inc.	Windshield Repair	\$1,744.06
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$260.09
Rowan, Kristy	Mini Refrigerator	\$169.59
Schneider, Stephanie A.	Mileage Reimbursement	\$123.20
Shively Hardware	Misc. Parts & Supplies	\$177.04
Staples Advantage	Misc. Office Supplies	\$995.51
State of Wyoming A & I	State Mainframe Access	\$62.44
Stericycle, Inc.	Stari-Safe Budget Subscription	\$50.80
Stinker Stores Inc.	Fuel	\$342.07
Summit Food Service	Jail Meals	\$4,585.71
Sunrise Sanitation Service, LLC	Trash Services	\$75.00
Swanson Services Corporation	Jail Commissary Supplies	\$1,316.91
Swanson, Rachel A.	Mileage Reimbursement	\$88.00
T.W. Enterprises, Inc.	Remove/Replace Actuator & Conditioner	\$1,766.48
The Masters Touch, LLC	Postage	\$1,887.19
Thomas Y Pickett & Co Inc	Final Installment for 25 Valuation Contract	\$10,850.00
Trudilgence, LLC	Background Checks Ee	\$63.98
Tyler Technologies, Inc	Web Hosting	\$551.26
University of WY Extension	Emily Haver & Laurie Boyd 3rd Qtr. Salary	\$18,481.50
UPRSWDD	Trash Services	\$152.00
WY Co. Treasurer's Assoc.	2025 Dues	\$200.00
WY Dept of Health	Mileage Reimbursement	\$117.50
WY Machinery Company	Labor & Misc Parts	\$10,157.41
WYDOT Financial Services	Titles	\$206.21
WY Cleaning & Solutions LLC	Courthouse Cleaning Services	\$6,583.33
Wyoming Signs, LLC	Signs at Courthouse & Carbon Bldg.	\$11,154.44
Young, Tracy	Prevention Services	\$4,125.00

### **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. Clerk Smith noted the consent agenda includes March 18, 2025, regular meeting minutes; monthly receipts from the Road & Bridge in the amount of \$4,500.00 and Planning and Development in the amount of \$1,950.00; bonds for Kay Embree, Treasurer for the Medicine Bow Rural Health Care District in the amount of \$5,000.00 and Craig Mustard, Council member for the Town of Elk Mountain in the amount of \$25,000.00 and Suzie Cox, Secretary for Saratoga Cemetery District in the amount of \$10,000.00. Commissioner Jones seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **2025 National Crime Victims' Rights Week Proclamation**

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

### **Sheriff**

Commissioner Espy moved to approve the purchase quote from Motorola for the purchase of in-car camera management, body camera data management, and body camera charging docks for vehicles for a total price of \$23,840.00 and authorize the funds to be expended from (Gateway South 306/) Boswell (300). Vice Chairman Bartlett seconded and the motion passed unanimously.

### **Certifications**

Vice Chairman Bartlett moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for C.U. Case #2025-02 – Condict & Sons Cattle Company and schedule a public hearing for May 6, 2025, at 11:30 a.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Johnson seconded and the motion carried unanimously.

### **Planning and Development**

Commissioner Jones moved to approve Resolution No. 2025-08, A Resolution Authorizing an Extension for Union Telephone Company's Conditional Use Permit for the Construction (including operation, maintenance, and decommissioning/removal) of the "Midway Communications Site" - C.U. Case File #2023-06, "Midway Communications Site", Permit Extension #1. Commissioner Espy seconded and the motion carried unanimously.

### **Road & Bridge**

Commissioner Johnson moved to approve and authorize the Chairman's signatures on the Cooperative Agreement between WYDOT and the County Commissioners regarding Cooperative Agreement between WYDOT and the County Commissioners regarding Federal Project STP-BROS CN06074 Bridge Over Encampment River Structure No. DMT. Commissioner Espy seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:07 a.m. with MHCC Hospital Board, MHCC CEO and COO, Clerk Smith and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 11:27 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion carried unanimously.

### **Public Hearing – C.U. Case #2025-01 – SAC Wireless on behalf of UTC and Saratoga Land and Cattle Company**

Chairman Moore opened a public hearing at 11:31 a.m. to hear Planning & Zoning C.U. Case File No. 2025-01- SAC Wireless on behalf of Union Telephone Company and Saratoga Land and Cattle Company's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. The request is to replace the existing 37-foot tower with a permanent 120-foot tower with foundation with the overall total tower height being 126 feet including appurtenances and related facilities and is located approximately 1.25 miles north of Saratoga on HWY 130 and approximately 1,250 feet west on a private road. Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented the case file.

Chairman Moore called for comments for or against the case. Chairman Moore closed the hearing at 11:48 a.m.

Commissioner Espy moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2025-09, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding C.U. Case File No. 2025-01- SAC Wireless on behalf of Union Telephone Company and Saratoga Land and Cattle Company's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. The project is located approximately 1.25 miles north of Saratoga on HWY 130 and approximately 1,250 feet west on a private road. Vice Chairman Bartlett seconded and the motion carried unanimously.

### **Clerk**

Commissioner Johnson moved to regretfully accept the resignation from Mark Kostovny and instructed the Clerk to advertise for the vacant position. Vice Chairman Bartlett asked if they wanted to request qualifications in that advertisement and discussed the application. They agreed to advertise the unexpired term and potentially the new term that starts in June. Attorney Davis asked if the board would like to require applicants to interview in person. Commissioner Espy seconded and the motion passed unanimously.

### **CITIZEN & COMMISSIONER DISCUSSION**

Vice Chairman Bartlett moved to nominate Kristy Rowan to fill the county vacancy on the Economic Development Board. Commissioner Espy seconded and the motion passed unanimously.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 12:00 p.m. with Clerk Smith and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 1:06 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Jones seconded and the motion carried unanimously.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 1:06p.m. Commissioner Jones seconded and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, May 6, 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 be placed on the agenda, call the Clerk's Office by Thursday before the meeting. Per Wyo. Stat. §18-3-516(f), access to county information can be obtained at [www.carboncountyywy.gov](http://www.carboncountyywy.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 15<sup>th</sup> day of April 2025.  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- R. Travis Moore, Chairman