

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

**Tuesday, June 17, 2025, 9:00 a.m.  
Carbon Building – Courthouse Annex  
215 W. Buffalo St., Second Floor, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, June 17, 2025, at 9:00 a.m. at the Carbon Building – Courthouse Annex in 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**

Chairman Moore removed Annual Compensation Agreement for UW Extension Office and removed the time for the budget workshop.

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

**VOUCHERS**

Commissioner Johnson moved to approve payment to Bartlett Oilfield Services Inc. in the amount of \$6,659.74. Commissioner Espy seconded and the motion passed with all voting for the motion except Vice Chairman Gwynn Bartlett who abstained due to personal conflicts.

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

Commissioner Johnson moved to approve May 2025 payroll and benefit expenses in the amount of \$955,032.45; insurance claim and premium expenses in the amount of \$260,809.78; a report of expenditures in the amount of \$877,939.94; for an aggregate total today of \$2,100,516.91. Commissioner Espy seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
7220 Fire & Ice	Furnace Repl. Caretaker Residence	\$5,814.79
Abels, Duane E.	Medical Services	\$272.15
Advanced Network Mgmt., Inc.	Managed Services Contract	\$6,974.00
Amazon Capital Services	Misc. Purchases	\$195.68
APEX Communications	Radio Support Contract	\$4,000.00
APG Media of the Rockies	Office Closure	\$40.00

Ardurra	Professional Services	\$25,036.77
AT&T Mobility - Sei Processing	CCSO MDT Service	\$871.45
AvFuel Corporation	Fuel	\$14,996.64
Baggs, Town of	Water Services & Office Rental	\$312.10
Bank of Montreal - Mastercard	Misc. Charges	\$36,486.83
Bartlett Oilfield Service, Inc.	Blade Roads & Hydrovac Travel	\$6,659.74
BI Inc.	Electronic Monitoring Services	\$2,580.50
Bisceglia, Debra	Circuit Court Jury Trial Bailiff	\$75.00
Blakeman Propane	Propane Services Elk Mtn R&B	\$588.00
Bob Barker Company, Inc.	Pen/Tumbler	\$442.54
Bomgaars Supply	Misc. Parts & Supplies	\$352.89
Bonner, Dubouchett	Soberlink Monitor Refund	\$900.50
Bridger Fabrication	Bridge Materials	\$876.96
Brown & Hiser LLC	Legal Services	\$2,100.00
Bullock Law, LLC	Legal Services	\$1,285.00
Caltopo	Caltopo Teams	\$700.00
CAMFIL, USA Inc.	Air Filters	\$1,044.62
Capital Business Systems Inc.	IT Copiers	\$2,358.91
Carbon County Comet	Misc. Ads	\$1,101.60
Carbon Co. Fire Protection Dist.	Vehicle Maint. & Tires	\$280.00
Carbon Power & Light Inc.	Electric Services	\$1,882.51
CareRight Technologies, LLC	Monthly Bed Fee	\$192.64
Casper Winnelson Co.	Plumbing Supplies	\$674.68
CDW Government, Inc.	Warranty Coverage for MDT's	\$2,037.56
Charter Communications	Jail Cable	\$350.59
CIDNET	Data Purchased by a Facility	\$750.00
Cowboy Chemical	Cleaning Supplies	\$1,172.20
Craig, Fallon	Monitor/Charger Deposit Refund	\$875.00
Crane & Hoist Sales, Inc.	Annual Inspection	\$2,640.00
Crater Enterprises, Inc.	Grease Trap Pumping	\$2,070.00
Culligan Water Conditioning	Extra Coarse Salt Delivered	\$500.00
Davis, Ashley	Mileage Reimbursement	\$475.20
Dirty Boyz Sanitation, Inc.	Trash Services	\$3,212.00
Dixon, Town of	Water Services	\$308.00
Dustbusters, Inc.	Mag Chloride	\$266,600.00
Dynamic Controls Inc.	Camera Licenses for Bldg. Cameras	\$18,703.00
Election Sys. & Software, LLC	Battery Repl. & Machine Repair	\$3,133.94
Elk Mountain, Town of	Water Services	\$69.50
Enbridge Gas UT WY ID	Gas Services Baggs Library	\$103.62

Encampment, Town of	Water Services	\$105.00
Engineering Associates	Eng. for Bridge FCG, EOX & DMT	\$22,612.43
Engstrom, James D. DDS	Dental Services	\$2,500.00
ETG Systems Inc.	Fire Alarm Monitoring	\$480.00
Fatbeam LLC	IT Internet, Fiber & IT Wide Area Net.	\$4,679.70
Galls/Quartermaster	CCSO Deputy Uniform Supplies	\$377.12
Geotec	Culverts	\$8,058.30
Grainger	GP Motor & Ear Plugs	\$259.37
Hagan, Walter	Circuit Court Jury Trial Bailiff	\$75.00
Hanna, Town of	Water Services	\$256.46
HealthEquity	June 2025 Monthly Admin Fee	\$262.75
Hedges Operating, LLC	Pad By Bare Ground Airport Office	\$700.00
Heintz Surveying & Eng., LLC	GIS & Assessor Contract Services	\$2,970.00
Herring, Jeff	Oil	\$173.95
High Plains Power	Electric Services	\$400.86
Kaluzny, Emily	Personal Phone Usage	\$30.00
Kilburn Tire Company	Tires	\$1,547.40
KTGA/KBDY	Radio Site Rent	\$150.00
Kurtak, Karen	Mileage Reimbursement	\$62.70
Martinez, Natasha K., P.C	Legal Services	\$520.00
Medicine Bow, Town of	Water Services	\$214.60
Memorial Hospital of Carbon Co.	Jail Health	\$89.00
Merseal Law, LLC	Legal Services	\$10,398.46
Micronet Communications Inc	Licensing for Sinclair to 9 Mile	\$600.00
Motorola Solutions	Sheriff Radios & Service Agreement	\$76,419.49
Mountain Trail Medical	Medical Services	\$6,500.00
MPM Corp / Evergreen Disposal	Trash Services	\$110.00
Napa - Saratoga	Misc. Auto Parts & Supplies	\$395.10
Newbrough, Wendy J.	Mileage Reimbursement	\$292.60
Norco, Inc.	Air Disp., Aerosol & Cylinder Rental	\$998.96
O'Reilly Auto Parts	Oil	\$24.98
Offender Watch	Sex Offender Notification Charges	\$35.00
Olde Trading Post	May Fuel	\$53.79
Perkins Oil Co.	Fuel	\$9,050.83
Personnel Evaluation, Inc.	Web-Based Pep Test	\$25.00
Plainsman Printing & Supply	Legal Folders	\$1,665.00
R.P. Lumber Company, Inc.	Misc. Parts & Supplies	\$344.57
Rawlins Automotive	Misc. Auto Parts & Supplies	\$1,588.39
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$1,370.83

Rawlins Hardware - 5465	Misc. Parts & Supplies	\$61.95
Rawlins Pack and Ship LLC	Shipping Label	\$24.60
Rawlins, City of	Water Services	\$3,693.48
RDO Equipment Co.	Hose	\$214.17
Reed Smith LLP	MHCC Litigation	\$4,922.00
Reiman Corp	Bridge Repair DMT- Enc River	\$107,413.50
Reyna, Miguel	Monitor/Charger Deposit Refund	\$637.00
Rietveld, Toni	Tai Chi Recertification	\$40.00
Robinson, David	Mileage	\$165.00
Rocky Mountain Power	Electric Services	\$20,980.60
Rocky's Quik Stop	Diesel Baggs Dixon	\$3,117.01
Saratoga, Town of	Water Services	\$49.82
Schaeffer Mfg. Co.	Lube	\$1,910.60
Shippy Solutions LLC	Interpret Services	\$80.00
Shively Hardware	Mulch/ Potting Mix Soil	\$34.72
Southern WY Towing & Recovery	Towing Services	\$455.00
Stinker Stores Inc.	Fuel	\$8,252.82
Summit Food Service	Jail Meals	\$9,168.74
Sunrise Sanitation Service, LLC	Trash Services	\$75.00
Swanson Services Corporation	Jail Commissary Supplies	\$1,094.92
Terminix	Pest Control	\$193.00
Tyler Technologies Inc.	Web Hosting for Tyler Systems	\$275.63
United States Postal Service	Admin Postage	\$10,000.00
University of WY Extension	4th Quarter Payroll	\$18,481.50
UPRSWDD	Trash Services	\$152.00
US Bank	Misc. Sheriff's Office Charges	\$882.03
Valley Oil Company	Diesel	\$846.58
Voiance Language Services LLC	Interpretation Services	\$70.50
W.A.R.M. Property Ins. Pool	Cyber Coverage Level 2	\$901.78
Wex Bank	Fuel	\$619.59
Wille, Ron	Gravel	\$1,000.00
World Wash LLC	Remove Grease, Inspecting & Testing	\$950.00
Wreck-A-Mend	Vehicle Maintenance	\$480.22
WY Co. Commissioner's Assoc.	FY26 Dues	\$12,781.00
WY Dept of Health	State Vehicle Rental	\$292.81
WY Machinery Company	Backhoe Service Kit 2000 Hr.	\$1,572.93
WY Rents, LLC	Mini-Ex Rental Beaver Dam Removal	\$477.35
WY State 4-H Foundation	Meals/Motel	\$113.00
WY State Lands & Investments	Lankey Gravel Pit	\$90.00

WYDOT Financial Services	Titles	\$1,433.52
Wyoming Health Fairs	Ee Blood Draws	\$406.00
Young, Tracy	Prevention Services	\$4,125.00
Zetron	Final Pymt. on Sinclair Radio System	\$73,458.00
Zoco Unlimited Inc.	Water for Mag	\$12,480.00
Zumbrennen Electric Inc.	Dig Ditch & Electrical Repair	\$1,706.56

### **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 the minutes from the Commissioner's meeting held on June 3, 2025; Monthly receipts from the Clerk of District Court in the amount of \$3,475.00 and Carbon County Clerk in the amount of \$29,595.83; and Notice of Valuation of Changes in the amount of **(\$1,510,846.00)**. Commissioner Jones seconded and the motion passed unanimously.

### **EMPLOYEE APPRECIATION**

Department heads recognized employees having reached years of service milestones in June.

### **ELECTED OFFICIALS & DEPARTMENT HEADS**

#### **Road & Bridge**

Kandis Fritz, Road & Bridge Coordinator, presented a final acceptance certificate for board approval and Chairman's signature.

Vice Chairman Bartlett moved to approve and authorize Chairman's signature on the Final Acceptance Certificate for FY2024 dust suppression with Dustbusters Enterprises Inc. Commissioner Johnson seconded and the motion passed unanimously.

#### **Treasurer**

Lindsey West, Carbon County Treasurer, presented an agreement for board approval and Chairman's signature.

Commissioner Espy moved to approve and authorize the Chairman's signature on Worldfuel Card Processing Merchant Agreement for the credit card machine at Dixon Airport for a term of 3-years and shall automatically renew for successive 1-year periods unless terminated on 60-days written notice pending legal review. Commissioner Jones seconded and the motion passed unanimously.

### Clerk

Lisa M. Smith, Carbon County Clerk, presented board applications that were received for the Carbon County Library Board, Platte Valley Community Center Joint Powers Board, Carbon County Museum, and Carbon County Visitor Council.

Vice Chairman Bartlett moved to reappoint Adelaide Myers to the Carbon County Library Board for a term of 3-years ending June 2028; reappoint both Katelyn Olson and Kathy Beck to the Platte Valley Community Center Joint Powers Board for a term of 3-years ending June 2028, reappoint Larry Moore to the Carbon County Museum for a term of 3-years ending June 2028; and to approve the Carbon County Visitor Council's appointment of Mike Armstrong to the Member-at-Large seat for an unexpired 3-year term ending June 30, 2027. Commissioner Espy seconded and the motion passed unanimously.

Clerk Smith presented the proposed amendments to the Rules and Regulations Governing the Licensing of Liquor and Malt Beverages for Carbon County to the BOCC for discussion and asked if the BOCC wants to accept recommended changes from the Wyoming Liquor Division and to consider any fee changes. She stated she would publish the 45-day notice for a public hearing for August 19<sup>th</sup> at 2:45 p.m.

Clerk Smith presented an amendment to a lease agreement for board approval and Chairman's signature. The amendment is for the purpose of extending the term of the lease through July 31, 2028.

Commissioner Jones moved to approve Amendment Six to the Lease Agreement with WY Department of Transportation for the CDL testing site in Rawlins amending the term of the lease through July 31, 2028, and in the amount of \$1,200.00 per year. Commissioner Espy seconded and the motion passed unanimously.

Clerk Smith asked the BOCC for authorization to pay the comp time earned after working with departments to ensure employees don't already have plans to use the time. She stated the total payoff would be approximately \$67,272.13 which includes taxes. The county's personnel policy was changed to pay out comp time by December 31st of each year, but the BOCC can also pay out at other times as well.

Commissioner Espy moved to pay out all accrued comp time earned with the June 2025 payroll. Commissioner Johnson seconded and the motion passed unanimously.

Clerk Smith presented a letter for board approval and Chairman's signature.

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on a letter to U.S. Representative Harriet Hageman thanking her for her support in submitting the County's Community Project Funding request to the House of Representatives Appropriation Subcommittee on Commerce, Justice, Science, and other Related Agencies for Police Pursuit Vehicle Acquisition. Commissioner Jones seconded and the motion passed unanimously.

## **Commissioners**

Commissioner Johnson wanted to clarify the term of appointment for Stephanie Chiu to the MHCC Board of Directors. The board agreed the intention of the appointment was for an additional 5-year term through June 2030.

Commissioner Johnson moved to approve the appointment of Stephanie Chiu to the Memorial Hospital of Carbon County Board of Directors for a 5-year term ending June 2030. Vice Chairman Bartlett seconded and the motion passed unanimously.

Commissioner Sue Jones presented a service agreement for board approval and Chairman's signature.

Commissioner Jones moved to approve and authorize the Chairman's signature on the Ardurra Master Services Agreement to provide professional services of Dixon Airport to commence upon the Effective Date and continue for one year therefrom and will automatically renew for successive one-year periods unless a party provides the other a notice of non-renewal at least thirty (30) days prior to the expiration of the then current term pending legal review. Commissioner Johnson seconded and the motion passed unanimously.

## **IT**

Matt Webster, IT Director, wanted to recognize Rick Cox in his department.

## **CITIZEN & COMMISSIONER DISCUSSION**

Commissioner Johnson stated it has been a trying few weeks going into the budget session but expressed a lot of thought has gone into this process. He commended High Altitude Towing for their lot conditions.

Vice Chairman Bartlett agreed that the budget has been trying and expressed that decisions made aren't personal but necessary to balance the budget.

Commissioner Espy thanked everyone for their condolences. He discussed SRS and thinks it could possibly proceed forward.

Commissioner Jones discussed the Legislative Revenue Committee and the discussion to remove all property taxes and implementation of a consumption tax. She explained the ramifications in the future from this year and future cuts and how that will affect services in Carbon County. Commissioner Espy added that the bust of the 1980's resulted in a saving effort that will be diminished by these efforts.

Chairman Moore stated that this crunch has been self-inflicted with individuals not understanding what they were voting for. The people making these changes mirror what's happening at the federal level and not understanding how this impacts the local communities. He stated WCCA is saying that Carbon County hasn't signed up for the surplus partnership for approved purchasing.

Commissioner Johnson clarified that our legislators representing Carbon County voted against these property tax changes.

#### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 9:56 a.m. with Clerk Smith and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Vice Chairman Bartlett seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 10:56 a.m. noting that no action was taken and that the minutes be signed and sealed. Commissioner Jones seconded and the motion passed unanimously. The board recessed and when reconvening it will go into the budget workshop.

#### **BUDGET WORKSOP**

A budget workshop was held to review the county's current and upcoming budget.

#### **ADJOURNMENT**

Vice Chairman Bartlett moved to adjourn the meeting at 2:43 p.m. Commissioner Johnson seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Monday, July 14, 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.carboncountywy.gov](http://www.carboncountywy.gov) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.