

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, July 1, 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, July 1, 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**

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

**VOUCHERS**

Commissioner Jones moved to approve payment to Bartlett Oilfield Services Inc. for \$1,240.00. Commissioner Espy seconded and the motion passed with all voting for the motion except Vice Chairman Bartlett who abstained due to personal conflicts.

Commissioner Jones moved to approve the report of expenditures in the amount of \$273,846.70 for an aggregate total today of \$275,086.70. Commissioner Espy seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Amazon Capital Services	LED Driver & Elect. Conduit Kit	\$142.44
Axon Enterprise, Inc.	Battery Packs	\$593.40
Bank of Montreal - Mastercard	Misc. Charges	\$20,620.89
Bartlett Oilfield Service, Inc.	Haul Dirt/Fill in Old Culverts	\$1,240.00
Black Hills Energy	Gas Services	\$8,149.47
Blakeman Propane	Propane Services	\$1,565.76
Blue Knight Security LLC	Jail Extractions	\$4,225.00
Bob Barker Company, Inc.	Jail Supplies	\$1,256.50
Buchanan, Karen	Mileage Reimbursement	\$148.50
Carbon County Comet	Misc. Ads	\$1,611.90
Carbon County Fair Board	Banner Fees	\$180.00
Children's Advocacy Project, Inc.	Yearly Donation	\$3,000.00
Clegg Barbara A.	Mileage Reimbursement	\$173.47

Clerk of Dist. Court (Jurors)	Jurors (District Court)	\$4,675.90
Coal Creek Law	Legal Services	\$1,250.00
Communication Technologies	Smart Connect Activation Labor	\$110.00
Cowboy Chemical	Misc. Cleaning Supplies	\$2,229.15
Dixon, Town of	Water Services	\$344.80
Galls/Quartermaster	CCSO Deputy Uniform & Supplies	\$524.19
Grainger	Misc. Supplies	\$747.94
Hays, Patricia	Mileage Reimbursement	\$61.60
Hellman, Michael	Monitor/Charger Deposit Refund	\$875.00
Hughes, Chris	Mileage Reimbursement	\$30.80
Jack's Body & Fender Repair	Towing Services	\$1,936.00
Kilburn Tire Company	Oil/Oil Filter	\$88.41
Kone Elevators Escalators	Carbon Building Elevator Maint.	\$51,780.00
Lascano, Misty	Witness Fees	\$45.00
Lifetime Benefit Solutions, Inc	Cobra Fee	\$35.00
Merchant McIntyre & Associates, LLC	Monthly Retainer	\$8,000.00
MHL Blades	Snowplow Blade	\$2,232.00
Miller, Ken	Mileage Reimbursement	\$64.02
Moss, Barbara	Mileage Reimbursement	\$134.20
Nation, Leslie H.	Mileage Reimbursement	\$64.90
Norco, Inc.	Misc. Cleaning Supplies	\$305.24
Parker, Elizabeth	Mileage Reimbursement	\$104.39
R.P. Lumber Company, Inc.	Wire Doble/Rebar	\$64.55
Rawlins Automotive	Engine Fuel & Filter	\$111.51
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$235.05
Rawlins Pack and Ship LLC	FedEx Shipping Label	\$27.99
Rocky Mountain Sewer Pros	Hydro-Jetting Drain Line	\$1,066.05
Saratoga Sun	Notice Of Sale Ad	\$160.00
Savery Creek Enterprises Inc.	Demolish Hangars/Remove Asphalt	\$124,568.75
Shippy Solutions LLC	Interpreter Services	\$80.00
Shively Hardware	Misc. Parts & Supplies	\$43.74
Slow And Steady Law Office, PLLC	Legal Services	\$7,170.00
Southern Wyoming Towing & Recovery	Tow Services	\$400.00
Staples Advantage	Office Chair	\$263.18
Stericycle, Inc.	Budget Subscription	\$50.80
Summit Food Service	Jail Meals	\$9,465.07
Swanson Services Corporation	Commissary Supplies	\$1,324.40
Swanson, Rachel A.	Mileage Reimbursement	\$330.00
Tracked Outdoors LLC	Hagglund Maintenance	\$2,289.13

UPRSWDD	Trash Services	\$152.00
Weiland, Helen	Mileage Reimbursement	\$62.70
Wilson, Karon	Mileage Reimbursement	\$64.90
WY County Assessor's Association	Summer Meeting	\$200.00
WY Rents, LLC	Mini Excavator	\$348.00
Y2 Consultants, LLC	Engineering Services	\$7,433.75
Zumbrennen Electric Inc.	Concrete Vault/Lid	\$629.26

## **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 minutes from the Commissioner's meeting held on June 17, 2025; Monthly receipts from the Planning and Development in the amount of \$2,200.00; and a bond for Joseph G. Neel, Council Member for the Town of Elk Mountain in the amount of \$25,000.00. Vice Chairman Bartlett seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Public Health**

Amanda Brown, Public Health Nurse, presented a grant agreement for board approval and Chairman's signature.

Attorney Davis mentioned that this agreement pays for the salary and benefits for Emily Kaluzny's position and includes deliverables that the position is expected to meet (which typically covers travel to required training). The federal funding is unknown right now, as funding to CDC has been reduced. The State has notified Public Health that they are going to pay the salary and benefits for this position for now but depending on what happens as the federal fiscal year begins, it may be necessary to modify this agreement. The State wants to wait until they have a final decision on funding before changing the agreement. If it becomes necessary to cut the position or reduce the deliverables, that will likely happen this fall.

Commissioner Jones moved to approve the Grant Agreement between Wyoming Department of Health, Public Health Division and Carbon County for developing health emergency preparedness and response capabilities in Carbon County through the implementation of the Centers for Disease Control and Prevention Public Health Preparedness Capabilities for a term of July 1, 2025, through June 30, 2026, and in an amount not to exceed \$118,000.00. Commissioner Espy seconded and the motion passed unanimously.

### **Sheriff**

Alex Bakken, Carbon County Sheriff presented a memorandum of understanding for board approval and Chairman's signature.

Commissioner Johnson moved to approve and authorize the Chairman's signature on the Memorandum of Understanding between the City of Rawlins and Carbon County Sheriff's Office regarding Impound and Shelter Service at the Rawlins Rochelle Animal Shelter and shall remain in full force and effect until either party requests the MOU be terminated. Vice Chairman Bartlett seconded and the motion passed unanimously.

Sheriff Bakken requested permission to formally authorize a special account for unified dispatch funds from the Town of Saratoga for the Sheriff's Office. The desire of the board is to leave Saratoga unified dispatch funds in Fund 001 and potentially create another department if needed for the Sheriff to track necessary expense line items.

Sheriff Bakken presented another memorandum of understanding for board approval and Chairman's signature.

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on the Memorandum of Understanding between the Carbon County Sheriff and South Central Wyoming Emergency Medical Services (SCWEMS) for the purpose of providing 911 and emergency medical radio dispatching services and terminal users for SCWEMS for an indefinite term beginning July 1, 2025. Commissioner Espy seconded and the motion passed unanimously.

Sheriff Bakken presented a contract for services for board approval and Chairman's signature.

Vice Chairman Bartlett moved to approve FY26 Contract for Services to Victims of Crime between the State of Wyoming Office of the Attorney General, Division of Victim Services and Carbon County Sheriff's Office Victim Witness Program for a term of July 1, 2025, through June 30, 2026, and in an amount not to exceed \$117,497.00. Commissioner Espy seconded and the motion passed unanimously.

Sheriff Bakken gave an update for his department and stated the unified dispatch went live this morning without any problems.

### **Road & Bridge**

Kandis Fritz, Road & Bridge Coordinator, has been in contact with Phillips 66 and they want to close and bore across CR 351, Seminoe Road, with a pipeline. She has explained to them that per our county policy and underground utility permits, no county road that has an asphalt surface shall be cut, and they must bore under our county road. They are still adamant about the possibility of cutting through our county road and that they would be responsible for any repairs. She has told them no, but they wanted her to present their request to the BOCC. Chairman Moore stated it's important for Phillips 66 to have a communication plan for those who reside in the area, including state parks and Bureau of Reclamation. Ms. Fritz will work with Phillips 66 for a plan on timing and communication in order for the Commissioners to move forward with formal action. Vice Chairman Bartlett stated if the county needs to hire someone to verify proper compaction that it should be at that company's cost.

Ms. Fritz presented an agreement for board approval and Chairman's signature.

Commissioner Espy moved to approve the Agreement between Carbon County and 71 Construction to provide services for the CR 401 (Sage Creek Road) Repair Project in the amount of \$586,652.00. Commissioner Jones seconded and the motion passed unanimously.

### **Planning and Development**

#### **Certifications**

Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented a Certification of Recommended Action for Z.C. Case #2025-03 – Bobbie Orchard & Orchard Family Ranch LCC.

Commissioner Johnson moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for Z.C. Case #2025-03 – Bobbie Orchard & Orchard Family Ranch LCC and schedule a public hearing for Tuesday, August 12, 2025, at 11:30 a.m. at the Carbon Building-Courthouse Annex located in Rawlins, Wyoming. Vice Chairman Bartlett seconded and the motion passed unanimously.

Ms. Rowan gave an update on Congressional Tour items for gift bags. She also mentioned the Wyoming Business Council proposed rules changes for review and potential comments. The Board directed Ms. Rowan to say that she can provide comments on behalf of Planning Dept.

#### **Clerk**

Lisa M. Smith, Carbon County Clerk, presented two annual compensation agreements for the UW Extension Office for board approval and the Chairman's signature.

Commissioner Espy moved to approve and authorize the Chairman's signatures on the Annual Compensation Agreements with the University of Wyoming for Emily Haver in the amount for \$25,056.00 and Laurie Boyd in the amount of \$49,210.00 both for a term of July 1, 2025, through June 30, 2026. Commissioner Johnson seconded and the motion passed unanimously.

Clerk Smith presented board applications that she received.

Vice Chairman Bartlett moved to re-appoint Kenneth Klouda to the Carbon County Museum Board for a 3-year term ending June 2028 and Russell Waldner to the Saratoga-Carbon County Impact Joint Powers Board for a 3-year term ending July 2028. Commissioner Espy seconded and the motion passed unanimously.

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

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on the Rocky Mountain Reserve Services Agreement for Health Flexible Spending Account (FSA), Dependent Care Account Flexible Spending Account (DCA) and Health Reimbursement Arrangement (HRA)

to make certain benefits available to Carbon County Employees. Commissioner Johnson seconded and the motion passed unanimously.

### **Attorney**

Ashley Davis, Carbon County Civil Attorney stated that Jared Larsen with Phillips 66 contacted Ms. Fritz during the meeting and has agreed that Phillips 66 is willing to take on the cost for the CR 351, Seminoe Road project. Mr. Larsen stated that in regard to the road repair, Phillips 66 proposes to have a contractor that the county approves of, to do the repair work including verifying compaction, road base levels, and asphalt. Mr. Larsen said that a 2-year warranty on the road is likely doable. Phillips 66 will begin working on a traffic control plan with detour options and they will begin reaching out to state and local agencies who use the road on concerns that need to be addressed. Phillips 66 will also prepare notices for the local paper and radio station once the timeline is determined. Mr. Larsen also conveyed that it is anticipated that the Seminoe Road would be detoured for approximately 2 weeks.

### **Buildings and Grounds**

Jeff Askins gave a brief update and stated that his office is now fully staffed.

### **Fire**

Fire Warden, John Rutherford gave an update on the current fire season and fireworks permits that have been issued.

### **Commissioners**

Vice Chairman Bartlett moved to direct the County Clerk to publish the statement of revenue and expenses for FY25 required by Wyoming Statute §18-3-515 at her convenience by the deadline. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Sue Jones requested the Chairman's signature be ratified on an agreement.

Commissioner Jones moved to ratify the Chairman's signature on the request for FAA Approval of Agreement for Transfer of Entitlements from Dixon Airport to Miley Memorial Field in Marbelton, WY and Big Piney, WY in the amount of \$49,191.00, that was signed on June 25, 2025. Commissioner Johnson seconded and the motion passed unanimously.

Vice Chairman Bartlett presented two joint resolutions for board approval and Chairman's signature.

Vice Chairman Bartlett moved to approve Resolution No. 2025- 14, Joint County Wide Consensus Block Grant for FY15/16 funding for the Town of Saratoga in the amount of \$11,077.76 and Resolution No. 2025-15 Joint County Wide Consensus Block Grant for FY15/16 funding for the Town of Encampment in the amount of \$31,424.77; both from the 2019 Specific Purpose Tax Proceeds that are in reserve. Commissioner Johnson seconded and the motion passed unanimously.

## **CITIZEN & COMMISSIONER DISCUSSION**

Commissioner Jones gave an update on the WY250 Committee and stated that filming has begun for this project.

Commissioner Espy stated that Senator Lee's land disposal legislation has died.

Commissioner Johnson thanked the volunteer firemen in the county and encouraged the public to be cautious this fire season with fireworks.

Chairman Moore stated this upcoming July 4 is an important time to reflect on civic duties. He also thanked local firemen and law enforcement and encouraged everyone to be safe.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:13 a.m. with Clerk Smith and Attorney 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 10:33 a.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Bartlett seconded and the motion passed unanimously.

## **Stepping Stones Youth Home – Volunteers of America**

Jon Tengesdal, Vice President of Housing and Outreach for Volunteers of America-Northern Rockies provided a quarterly update for the Stepping Stones Youth Home.

## **PUBLIC HEARING – Budget Amendment**

Chairman Moore opened a public hearing at 10:43 a.m. to hear about a proposed Budget Amendment to departmental budgets for Fiscal Year 2025 and Clerk Smith noted the hearing was advertised in the Saratoga Sun on June 21. Lisa outlined the need for the amendment stating that utilities exceeded the budget by \$34,300.45, the elections budget by \$3,117.30 due to an unexpected battery replacement for election equipment and the abandoned vehicle fund for \$7,520.44

Chairman Moore called for comments for or against the amendment. There being none, he closed the hearing at 10:45 a.m.

Vice Chairman Bartlett moved to adopt Resolution 2025-16 - FY 2025 Budget Amendment Number One for departmental budgets. Commissioner Johnson seconded and the motion passed unanimously.

## **RESOLUTION 2025 - 16 FY 2025 BUDGET AMENDMENT NUMBER ONE**

**WHEREAS** Carbon County adopted the Fiscal Year 2025 Budget in accordance with the Wyoming Uniform Municipal Fiscal Procedures Act; and

**WHEREAS** the Board of Carbon County Commissioners wishes to amend the adopted budget in accordance with the same Act.

**NOW, THEREFORE, BE IT RESOLVED** that the following budget amendments are made.

<b>Fund/Entity</b>	<b>Approved Budget</b>	<b>Amendment Amount</b>	<b>Amended</b>
<b>Budget</b>			
Department 471 Building Utilities	\$555,220.00	\$34,300.45	\$589,520.45
Department 550 Elections	\$79,960.00	\$3,117.30	\$83,077.30
Department 595 Cash Reserves	\$1,572,160.87	\$(37,417.75)	\$1,534,743.12
Abandoned Vehicle Fund 150	\$10,771.00	\$7,520.44	\$18,291.44

*\*Revenue to cover amendments in special revenue funds are covered by revenue deposited into that fund, interest earned on that fund or money transferred into that fund*

**PASSED, APPROVED AND ADOPTED** this 1<sup>st</sup> day of July 2025.

CARBON COUNTY, WYOMING  
-s- R. Travis Moore, Chairman

ATTESTED:

-s- Lisa M. Smith, Carbon County Clerk

#### **MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)**

Kerry Ashment, Chief Executive Officer, Stephanie Hinkle, Chief Operating Officer, and the new Chief Finance Officer, Joy Holsten for MHCC provided an update. Ms. Hinkle provided the budget approved by the board of trustees. Mr. Ashment provided an update on their rainy-day funds, particularly for payroll. Ms. Hinkle also updated on High Country Behavioral Health.

Commissioner Espy commented that he was glad to hear they have plans and that they have a budget. He stated that stability will breed confidence with the public. Chairman Moore asked for an explanation of the structure of the board, COO, CEO, and CFO. Mr. Ashment explained.

Rod Wackerlin, Board Chairman stated he's more confident in the management of the hospital that he's been in a long time.

## **PUBLIC HEARING – C.U. Case #2025-03 – Harmoni Towers & Eastgate Ranch LLC**

Chairman Moore opened a public hearing at 11:30 a.m. to hear Planning & Zoning file C.U. Case #2025- 03, Harmoni Towers & Eastgate Ranch LLC's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone. The request is to permit a new telecommunications tower (Shirley Basin Communications Site) with an overall tower height being 255 feet tall and related facilities/equipment and located approximately 3.5 miles south of the Natrona County and Carbon County lines off WY HWY 487 on the south side; approximately 33.7 miles north of Medicine Bow and approximately 37.7 miles north of Hanna. 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 11:34 a.m.

Commissioner Espy moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2025-17, 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 #2025- 03, Harmoni Towers & Eastgate Ranch LLC's request for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone and located approximately 3.5 miles south of the Natrona County and Carbon County lines off WY HWY 487 on the south side; approximately 33.7 miles north of Medicine Bow and approximately 37.7 miles north of Hanna. Commissioner Jones seconded and the motion passed unanimously.

### **Resolution No. 2025 – 17**

**A Resolution of the Board of County Commissioners of Carbon County, Wyoming  
adopting the recommendation of the Carbon County Planning and Zoning Commission.**

#### **C.U. Case File #2025-03**

***“Shirley Basin Communications Site”***

**WHEREAS**, pursuant to the Carbon County Zoning Resolution of 2015, as amended, and Wyo. Stat. Ann. §18-5-202(b), the Carbon County Planning and Zoning Commission advertised to hold a public hearing on Monday, June 2, 2025, which said hearing was advertised by public notice at least thirty (30) days prior to said hearing; and

**WHEREAS**, at the Monday, June 2, 2025, public hearing, the Carbon County Planning and Zoning Commission provided the public the opportunity to comment and the Carbon County Planning and Zoning Commission considered any public comments which were made at said public hearing; and

**WHEREAS**, at the conclusion of the Monday, June 2, 2025, public hearing, the Carbon County Planning and Zoning Commission voted to certify in writing its recommendation to the Carbon County Board of County Commissioners pursuant to the Carbon County Zoning Resolution of 2015, as amended for Carbon County, Wyoming; and

**WHEREAS**, the Carbon County Board of County Commissioners, pursuant to the Carbon County Zoning Resolution of 2015, as amended, and Wyo. Stat. Ann. §18-5-202(c) and after receipt of said certified recommendation; advertised by public notice at least 14 days prior to a

public hearing to take public input and comments which said hearing occurred on Tuesday, July 1, 2025; and

**WHEREAS**, at said public hearing on July 1, 2025, the Carbon County Board of County Commissioners provided the opportunity for the public to comment and for the Carbon County Board of County Commissioners to consider any comments which were made on the proposed application; and

**WHEREAS**, the Carbon County Board of County Commissioners in considering said application have also reviewed and considered the Carbon County Comprehensive Land Use Plan, as amended; and the Carbon County Zoning Resolution of 2015, as amended, specifically, Section 7.7, Conditional Use Permits; and

**WHEREAS**, the Carbon County Board of County Commissioners have determined that the proposed permit is in general conformance with the Carbon County Comprehensive Land Use Plan, as amended, and the Carbon County Zoning Resolution of 2015, as amended, and otherwise promotes the health, safety and general welfare of the residents of Carbon County; and

**WHEREAS**, at a regularly scheduled meeting of the Carbon County Board of County Commissioners, by majority vote, the Carbon County Board of County Commissioners moved to approve the following Conditional Use Permit Application:

**C.U. Case File #2025-03:** Conditional Use Permit Request in the Ranching, Agriculture and Mining (RAM) Zone. The request is to permit a new telecommunications tower with an overall tower height being 255 feet tall and related facilities/equipment.

**Project/Site Name:** Shirley Basin Communications Site

**Petitioners:** Harmoni Towers (Applicant) and Eastgate Ranch LLC (Land Owner)

**Parcel Identification Number:** 28792110000500-Parent Parcel

**General Site Location:** Approximately 3.5 miles south of the Natrona County and Carbon County lines off WY HWY 487 on the south side; approximately 33.7 miles north of Medicine Bow and approximately 37.7 miles north of Hanna.

**Legal Description:** SW1/4 NE1/4 of Section 21, Township 28 North, Range 79 West of the 6th P.M., Carbon County, Wyoming, LESS AND EXCEPTING THEREFROM land conveyed to the State Highway Commission of Wyoming in Order of Conveyance recorded April 24, 1972 in Book 574, Page 435.

**Licensed Premises Description (10,000 sq.ft. – leased area):** BEGINNING AT A POINT NORTH 77°35'56" WEST., A DISTANCE OF 1669.12 FEET FROM THE EAST QUARTER CORNER OF SECTION 21, TOWNSHIP 28 NORTH, RANGE 79 WEST, 6TH PRINCIPAL MERIDIAN, SAID POINT ALSO HAVING A BASIS OF BEARING NORTH 00°23'56" EAST., 1319.76 FEET BETWEEN THE EAST QUARTER CORNER AND THE EAST 1/16<sup>TH</sup> CORNER, NORTHEAST QUARTER OF SAID SECTION.; RUNNING THENCE WEST, A DISTANCE OF 100.00 FEET; THENCE NORTH, A DISTANCE OF 100.00 FEET; THENCE EAST, A DISTANCE OF 100.00 FEET; THENCE SOUTH, A DISTANCE OF 100.00 FEET TO THE POINT OF BEGINNING. CONTAINING 10,000.00 SQUARE FEET.

**TERMS AND CONDITIONS OF APPROVAL:**

1. If the telecommunication tower approved through this Conditional Use Permit (255 foot tower) is removed from service, the Applicant shall reclaim the existing foundation in accordance with a Reclamation Plan approved by the Surface Owner(s) to a depth of 36 inches or to the existing depth required at the time of reclamation, whichever standards are more stringent shall apply. Removal of the tower and reclamation shall begin within two (2)

years from the date the telecommunication tower approved through this Conditional Use Permit is removed from service and until completed to the satisfaction of the Surface Owner(s).

2. Co-location is encouraged. Towers must be designed to accommodate at least three (3) antenna arrays oriented in vertical succession and associated equipment.
  - a. Additional users and associated equipment shall not add to the permitted tower height, nor shall it cause the tower to exceed design wind load rating.
  - b. All plans for towers shall be stamped by an engineer and include the wind load rating.
  - c. Commercial wireless telecommunication service providers must not unreasonably exclude other providers from co-locating on the same tower when co-location is structurally, technically or otherwise possible.
3. An area with a radius equal to at least 110% of the tower height must be maintained by the land owner and the permit holder as a Clear Zone. Habitable structures unrelated to the operation of the tower shall not be located within the clear zone.
4. The Applicant or owner must post a sign at the entrance that includes the facility name and the name and phone number of the responsible person in event of an emergency.
5. Any modifications to the structure that increase its surface footprint or are over the permitted tower height will require a new Conditional Use Permit.
6. Building Permit(s) are required prior to the start of construction.
7. The Applicant shall provide a copy of the FCC Phase II Compliance to the Carbon County Planning & Development Department along with any application for new communication towers and modifications to existing communication towers.  
FCC Website Address: <https://www.fcc.gov/general/enhanced-9-1-1-wireless-services>.
8. The applicant shall provide a copy of the FAA determination of no-hazard to air navigation to the Carbon County Planning & Development Department along with any application for the siting and construction of all Towers exceeding 200 feet above ground. FAA Website Address:  
<https://oeaaa.faa.gov/oeaaa/external/gisTools/gisAction.jsp?action=showNoNoticeRequiredToolForm>
9. The Applicant or owner must notify the Carbon County Planning & Development Department in writing of any material changes to the project subsequent to the County issuance of the Conditional Use Permit.
10. The Applicant shall contact and work with the Carbon County Weed & Pest District for Best Management Practices to minimize and control potential environmental problems that might result from the proposed use.
11. No construction activities shall occur at the site during March 15<sup>th</sup> – June 30<sup>th</sup>. These stipulations apply to all activities at the site of the new tower, as well as all decommissioning and removal (i.e., all non-maintenance and operation) activities at the tower site.
12. The Applicant shall maintain compliance with SGEO (as per the Wyoming Game and Fish comment letter dated 03/24/2025. See Exhibit “A”). The entire project’s footprint, including utility easements, improved roads, and the communication facility lease site, and project details shall be entered into the Density and Disturbance Calculation Tool (DDCT) for analysis of compliance with the SGEO. A DDCT analysis shall be completed for the proposed project prior to any issuance of building permits.

13. The Applicant shall submit a copy of the DDCT and the Wyoming Game and Fish's decision (if applicable for the decision) to the Carbon County Planning & Development Department prior to any issuance of building permits.
14. Installation and maintenance of an aircraft detection lighting systems (ADLS) is required in order to mitigate light impacts, if approved by the Federal Aviation Administration (FAA). If required, such FAA approved systems shall require the warning lights to be off except when necessary to alert aircraft in the area. Lights shall remain off at night unless aircraft are detected within FAA proximity minimums in the area by the ADLS or if FAA requirements dictate otherwise. If the FAA does not approve an aircraft detection lighting system, then the applicant shall install an appropriate lighting system as approved by the FAA.
15. Upon approval by the Board, the following provisions from the Zoning Resolution will be incorporated into the final Resolution:

- a. Section 7.7-H--Expiration of Conditional Use Permits.

Any use for which a conditional use permit is granted must be commenced within two (2) years from the date of approval. If the Project is not commenced within two (2) years from the date of approval then the conditional use permit shall expire and become null and void and be of no further effect, except as extended in compliance within this section.

If any such use cannot be commenced until construction of structures, buildings and other physical assets associated with the use are completed, then construction of such structures, buildings and other physical assets must be commenced, absent any valid extension, not later than two (2) years from the date of approval of the conditional use permit and completed within a reasonable amount of time in accordance with the timeframe normally required for such construction. If such construction is not commenced and completed as required, then the conditional use permit shall become null and void and be of no further effect and any uses approved in accordance with the permit shall not be permitted without further action on the part of Carbon County.

- b. Section 7.7-I--Extension of Conditional Use Permits.

If the project has not been commenced as required, the Applicant(s) may request from the Board an extension of the permit for a period of up to twenty-four (24) months upon a showing of good cause. The Applicant(s) shall apply to the County, through the Department, in writing for the extension no later than ninety (90) days prior to the expiration of the permit or any previously granted extension. At the time of the application for the extension, the Applicant(s) shall provide such information as is necessary for the County to determine whether good cause exists for the extension. Good cause may include, but is not limited to, good faith efforts to obtain required authorization from other agencies with jurisdiction, delay in construction due to weather conditions, pending litigation, or other causes which have delayed the project and which are beyond the reasonable control of the Applicant(s). The Applicant(s) may request not more than two (2) separate extensions from the Board, with such total extension period not to exceed forty-eight (48) months. The Board shall promptly consider the application for the extension and either allow it or deny it.

1. Requests for subsequent extensions of the permit shall first be presented to the Commission no later than ninety (90) days prior to the expiration of the permit or any previously granted extension. The Commission shall recommend to the Board either

approval or denial of the extension of the permit. The recommendation of the Commission shall be considered by the Board at their next regular meeting.

2. No permit shall expire during the time the decision on the extension is being considered.
- c. Section 7.7-J--Transfer of Conditional Use Permits.

No conditional use permit shall be transferred without the prior approval of the Board in accordance with the following:

1. The Board may authorize transfers of permits to a different person if:
  - a. The permit transfer request is initiated by a written request from the current permit holder and accompanied by a written acceptance of the permit, its terms and conditions by the prospective transferee.
  - b. The permit transfer request is heard by the Board at a public meeting after notice is published.
  - c. The permit transfer administrative fee has been paid.
  - d. Board approval shall not be unreasonably withheld upon good cause shown.
- d. Section 7.7-K--Amendments to Conditional Use Permits.

A Conditional Use Permit may be amended pursuant to the procedures and standards as required for a new Conditional Use Permit application.

**NOW THEREFORE BE IT RESOLVED BY THE  
BOARD OF COUNTY COMMISSIONERS OF CARBON COUNTY, WYOMING:**

That the Carbon County Board of County Commissioners hereby approves this Conditional Use Permit (CUP) as certified to them in writing by the Carbon County Planning and Zoning Commission as represented in the Conditional Use Permit (C.U. Case #2025-03) – “Shirley Basin Communications Site”.

**PRESENTED, READ, AND ADOPTED** at a regularly scheduled meeting of the Board of County Commissioners of Carbon County, Wyoming, on this 1<sup>st</sup> day of July 2025.

**BOARD OF COUNTY COMMISSIONERS OF  
CARBON COUNTY, WYOMING**

By: -s- R. Travis Moore, Chairman  
On behalf of the Carbon County  
Board of County Commissioners

Attest:

-s- Lisa M. Smith, Carbon County Clerk

**EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 11:37 a.m. with Clerk Smith and Attorney 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 12:27 p.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Bartlett seconded and the motion passed unanimously.

**RECESS FOLLOWING EXECUTIVE SESSION**

## **BUDGET DISCUSSION**

The board discussed budget items remaining from the June 17 budget workshop.

## **ARDURRA**

Representatives from Ardurra discussed the County's GIS needs assessment

## **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 3:37 p.m. Vice Chairman Bartlett seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, August 12, 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.