

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Monday, July 14, 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 Monday, July 14, 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, and Sue Jones. Commissioner Espy was absent attending the annual NACO Conference in Philadelphia.

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

**ADDITIONS / CORRECTIONS**

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

**CONSENT AGENDA**

Commissioner Jones 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 July 1, 2025; Monthly receipts from the Carbon County Clerk in the amount of \$22,271.75 and Clerk of District Court in the amount of \$3,719.34; bonds for Jana C. Cook, Clerk/Treasurer for the Town of Riverside in the amount of \$50,000.00, Courtney E. Priest, Treasurer for the Carbon County School District #2 Recreation Board in the amount of \$10,000.00 and Jeff Corson, Treasurer for Baggs Cemetery District in the amount of \$10,000.00. Vice Chairman Bartlett seconded and the motion passed unanimously.

**Public Hearing – Adoption of Fiscal Year 2025 - 2026 Budget**

Chairman Moore opened a public hearing at 9:03 a.m. to consider adoption of the fiscal year 2025-2026 budget. County Clerk, Lisa Smith reported this hearing and a summary of the proposed budget was advertised in the county's official publication July 5, 2025.

Chairman Moore called for public comment and there being none, he closed the hearing at 9:34 a.m.

Vice Chairman Bartlett moved to adopt Resolution 2025-18 A Resolution to Provide Necessary Income to Finance the Budget and Appropriating Funds Through a 12.000 Mill Levy. Commissioner Jones seconded, and the motion passed unanimously.

## **VOUCHERS**

Commissioner Johnson moved to approve payment to Sunrise Sanitation for \$75.00. Vice Chairman Bartlett 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 payment to Bartlett Oilfield Services Inc. in the amount of \$13,822.50. Commissioner Jones seconded and the motion passed with all voting for the motion except for Vice Chairman Bartlett who abstained due to personal conflicts.

Commissioner Johnson moved to approve June 2025 payroll and benefit expenses of \$1,028,732.95; insurance claim and premium expenses of \$144,635.39; the report of expenditures in the amount of \$367,149.88 for an aggregate total today of \$1,554,415.72. Commissioner Jones seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Advanced Network Mgmt., Inc.	IBoss Web Filter	\$7,257.22
Amazon Capital Services	Rainbird	\$72.55
Apex Communications	Radio Contract Services	\$4,000.00
APG Media of the Rockies	Misc. ads	\$19.96
Ardurra	Dixon Airport Hangar Project	\$28,666.55
AT&T Mobility	County Mobile Devices	\$299.76
Baggs, Town of	Water Services	\$382.35
Bank of Montreal - Mastercard	Misc. Charges	\$16,125.72
Bartlett Oilfield Service, Inc.	Fix Washouts on Backside of Buzzard	\$13,822.50
BI Inc.	Electronic Monitoring Services	\$2,190.50
Blakeman Propane	Propane Services Dixon R&B	\$428.40
Bomgaars Supply	Anchor Shackle/Drill Bit/Ratchet Strap	\$141.43
Brown County Courthouse	Admin District Court Expenses	\$23.75
Carbon County Comet	Substantial Completion of Contract Ad	\$129.60
Carbon County Fair Board	Q2 2025 Rentals	\$10,575.00
Carbon Co. Fire Protection District	Oil Change/Tire Repair	\$105.00
CareRight Technologies, LLC	Monthly Bed Fee	\$206.08
Casper Winnelson Co.	Adapter	\$77.60
CIDNET	Data Purchased by a Facility	\$750.00
Coal Creek Law	Legal Services	\$860.00
Daily Times	Tax Page Notice of Sale Ad	\$1,407.18
Dirty Boyz Sanitation, Inc.	Trash Services	\$1,606.00
Eichenberger, Melissa	Mileage Reimbursement	\$227.50
Elevated Health & Safety Solutions	Random Drug Test	\$174.00
Elk Mountain, Town of	Water Services	\$67.50
Enbridge Gas UT WY ID	Gas Services	\$163.77

Encampment, Town of	Water Services	\$105.00
Engineering Associates	Engineering Services for Bridges	\$17,698.46
Engstrom, James D. DDS	Inmate Dental Services	\$2,500.00
E-Z Lift Garage Doors	Shop Door Repairs Bay 1 East	\$730.00
Fatbeam LLC	Fiber Internet	\$4,679.70
Foland, Sheryl	Mileage Reimbursement	\$154.00
Fremont Motor Rawlins Inc.	Engine Light Maint. & Oil Change	\$790.05
Galls/Quartermaster	Sheriff's Office Supplies & Uniforms	\$258.68
Grainger	Air Filter & Wall Pack LED	\$482.20
Gruetzmacher, Michael	Mileage Reimbursement	\$154.00
Hanna, Town of	Water Services	\$256.46
Heintz Surveying & Eng., LLC	Professional GIS Services	\$405.00
High Plains Power	Electric Services	\$372.02
ISpyFire, Inc.	ISpyFire Law Subscription Level 1	\$1,391.00
Jeffrey Center Board	Q2 2025 Rentals	\$1,900.00
K2 Towers III, LLC	Radio Site Rent	\$2,388.09
Kilburn Tire Company	Balance & Rotate Tires	\$60.00
KTGA/KBDY	Radio Site Rent	\$150.00
Kurtak, Karen	Mileage Reimbursement	\$62.70
Lazarkiewicz, Debora	Postage Refund	\$4.25
Martinez, Natasha K., P.C.	Legal Services	\$800.00
McNees, James	Mileage Reimbursement	\$77.00
Medicine Bow, Town of	Water Services	\$253.10
Memorial Hospital of Carbon County	Reimb Building Maintenance	\$95,380.60
Merseal Law, LLC	Legal Services	\$6,277.05
Mountain Trail Medical	Medical Services	\$6,500.00
MPM Corp / Evergreen Disposal	Trash Services	\$110.00
Napa - Saratoga	Misc. Auto Parts & Supplies	\$518.94
NMS Labs	Forensic Lab Services	\$169.00
Norco, Inc.	Acetylene/Oxygen	\$1,152.60
Offender Watch	Sex Offender Notifications	\$424.13
O'Reilly Auto Parts	Misc. Auto Parts	\$102.44
Othram Inc.	Evidence to Answers	\$2,999.00
Perkins Oil Co.	Fuel	\$7,322.83
PowerDMS, Inc.	Recall Setup	\$1,200.00
Rawlins Automotive	Misc. Auto Parts & Supplies	\$5,205.22
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$355.64
Rawlins Hardware - 5465	Misc. Parts & Supplies	\$143.57
Rawlins Pack and Ship LLC	FedEx Shipping Label	\$28.56

Rawlins, City of	Water Services	\$6,656.15
Ready Oilfield Service, Inc.	Labor & Equipment	\$500.00
Ready, Justin	Mileage Reimbursement	\$88.00
Rice - Prior, Denise	Mental Health Services	\$1,400.00
Rocky Mountain Power	Electric Services	\$21,740.27
Rocky's Quik Stop	Diesel Baggs/Savery/Dixon	\$2,500.35
Saratoga Sun	Subscription Renewal	\$38.00
Savery Creek Enterprises Inc.	Dixon Airport Hangar Demo	\$7,899.25
Shippy Solutions LLC	Interpret Services	\$60.00
Shively Hardware	Misc. Parts & Supplies	\$69.87
State of Wyoming A & I	RIS Hosting	\$62.44
Stinker Stores Inc.	Fuel	\$6,328.69
Summit Food Service	Jail Meals	\$9,330.47
Sunrise Sanitation Service, LLC	Trash Services	\$75.00
Swanson Services Corporation	Jail Commissary Supplies	\$1,560.96
Team Lab	Fine Road Patch	\$6,500.00
The Cowboy Couture	Embroidered Clothing	\$180.00
The Masters Touch, LLC	Mailing Services/Postcard	\$666.90
Trudiligence, LLC	Contract Custodial Background Check	\$11.99
Tyler Technologies Inc.	Tyler Web Hosting	\$275.63
United States Treasury	2025 PCORI Fees	\$627.90
Valley Fire Extinguisher	Semi-Annual Kitchen Hood Inspections	\$2,650.25
Valley Oil Company	Cardlock Invoice	\$546.80
Voiance Language Services LLC	OPI Interpretation Services	\$18.75
WC & PAA	Attorney Dues & Subscriptions	\$500.00
West End Sinclair	House Charge	\$60.49
Wex Bank	Fuel	\$571.15
Wiant, James	Gravel	\$1,000.00
Wille, O.R.	Mileage Reimbursement	\$82.50
WLC Engineering	Engineering- County Road 401 Project	\$11,978.48
WLEA-ADVTRNG	Mini-Basic/Ammunition	\$1,569.50
WY Behavioral Institute	Medical Services	\$754.00
WY Guardians Ad Litem Program	GAL Fees	\$6,403.42
WY Machinery Company	Element Fuel	\$76.47
WY Rents, LLC	Vibratory Plate	\$115.00
Wyoming Cleaning & Solutions LLC	Custodial Contract	\$14,800.00
Y2 Consultants, LLC	Consultant Services	\$2,175.75
Zumbrennen Electric Inc.	Electric Services	\$3,934.24

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Clerk**

Commissioner Jones moved to approve and authorize the Chairman's signature on the Contract for Services Agreements for the period July 1, 2025 through June 30, 2026 between the Board of Carbon County Commissioners and the following: Old Pen Joint Powers Board in an amount not to exceed \$10,000.00; Carbon County Museum Board \$100,000.00; Carbon County Library Board for \$164,452.00; Carbon County Fair Board for \$15,000.00; Carbon County Senior Services for specific services for \$175,000.00; South Central Wyoming Emergency Medical Services for \$45,730.00; and Rawlins Carbon County Airport Board for \$10,000.00. Commissioner Johnson seconded and the motion passed unanimously.

### **RECESS**

Chairman Moore called a recess at 10:10 a.m. and reconvened at 10:32 a.m.

### **PUBLIC HEARING – CARBON COUNTY LIQUOR LICENSE AND MALT BEVERAGE PERMIT RENEWALS AND NEW MALT BEVERAGE PERMIT**

Chairman Moore opened a public hearing at 11:30 a.m. to hear numerous requests to renew liquor licenses and malt beverage permits.

Malt Beverage Licenses: Seith Konrath dba Elk Mountain Conoco & Towing; Barbara Faye Wallace dba Ten Mile Inn; Manjeet Inc. dba Three Forks Muddy Gap Service; Janice Konrath, dba Walcott Service; Filcrest Enterprises dba Rocky's Quik Stop; and the new Seminoe Boat Club, Inc dba Seminoe Boat Club.

Retail Liquor Licenses: Cody Resources LP dba A Bar A Ranch with a guest ranch designation; Three Forks Lodge LLC dba The Lodge at Three Forks; Whistle Pig Inc. dba Whistle Pig Saloon Beaver Liquor; and Western Hills Campground LLC dba Western Hills Campground.

Resort Liquor License: Old Baldy Corporation dba Old Baldy Club with resort designation and Brush Creek LLC dba Brush Creek Ranch with resort designation,

Restaurant Liquor License: White Lodging Services Corporation dba French Creek Sportsman Club with a guest ranch designation.

Satellite Manufacturer Permit: Wild West Spirits LLC dba Brush Creek Distillery Satellite.

Chairman Moore called for public comments for or against the renewals. There being none, he closed the hearing at 11:32 a.m.

Commissioner Johnson moved to approve all liquor license and malt beverage renewals as read in the minutes each for a term of one year expiring August 31, 2026. Commissioner Jones seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Johnson moved to go into executive session at 11:44 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 Johnson moved to come out of executive session at 12:15 p.m. Commissioner Jones seconded and the motion passed unanimously.

## **ADJOURNMENT**

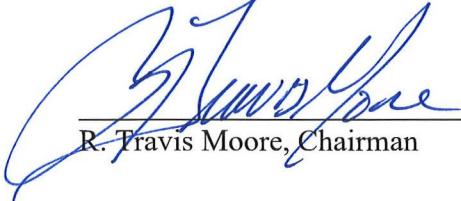
Vice Chairman Bartlett moved to adjourn the meeting at 12:15 p.m. Commissioner Johnson seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, August 19, 2025, at 9:00 a.m. at the Baggs Higher Education Center, located at 360 Whippoorwill in Baggs, 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.

  
Lisa Smith, Carbon County Clerk



Approved this 12<sup>th</sup> day of August 2025.  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

  
R. Travis Moore, Chairman