

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

**Tuesday, August 19, 2025, 2:00 p.m.**

**Baggs Higher Education Center  
360 Whippoorwill, Baggs, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, August 19, 2025, at 2:00 p.m. at the Baggs Higher Education Center in Baggs, 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 2:00 p.m.

**ADDITIONS / CORRECTIONS**

Chairman Moore removed UW Extension Office Cen\$ible Nutrition Program and removed the Sheriff request to reallocate impact funds for the purchase of a K9 vehicle and added a ratification of Commissioner Jones signature on the National Opioids Settlement for the Purdue Direct Settlement.

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

**VOUCHERS**

Commissioner Jones moved to approve payment to Bartlett Oilfield Services Inc. for \$1,318.00. Commissioner Johnson 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 July 2025 payroll and benefit expenses of \$998,959.46; insurance claim and premium expenses of \$225,920.48; the report of expenditures in the amount of \$124,064.90; and for an aggregate total today of \$1,350,262.84. Commissioner Espy seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Amazon Capital Services	Misc. Parts & Supplies	\$876.51
Ardurra	Dixon Hanger Acquisition 2025	\$6,177.66
AT&T Mobility - SEI Processing	Data Service	\$1,022.10
Bank of Montreal - Mastercard	Misc. Charges	\$33,793.44
Bartlett Oilfield Service, Inc.	Road Blading Deep Creek	\$1,318.00
Blakeman Propane	Airport Propane Services	\$178.08
Bomgaars Supply	Misc. Parts & Supplies	\$399.84
Bridger Fabrication	Galvanized Steel	\$972.06

Brown & Hiser LLC	Legal Services	\$1,210.00
Carbon Power & Light Inc.	Electric Services	\$1,982.24
Casper Winnelson Co.	Hot & Cold Valves & Auger Bulb	\$92.28
Crimmins, Stacy	Fair Help	\$1,616.25
Engineering Associates	Engineering Bridge Project CR 270	\$12,771.44
Folsom, Zach	Mileage Reimbursement	\$1,487.20
Fremont Co. Coroner's Office	Autopsy & Histology Slides	\$2,025.00
Grainger	Sewer Nozzle & Bulb Auger Steel	\$110.82
High Plains Power	Electric Services	\$362.30
Johnson Auto Plaza of Laramie	Vehicle Repairs	\$1,011.78
KC Incorporated	Windsock/Pole Maintenance	\$1,683.94
Kilburn Tire Company	Oil Change, Tires, Rotate, Mount & Balance	\$1,417.81
Malcolm, Colton	Fair Help	\$1,035.00
Merseal Law, LLC	Legal Services	\$50.67
Napa - Saratoga	Fuse & Transfer Pump	\$88.58
Norco, Inc.	Cylinder Rental	\$926.59
Olde Trading Post	Fuel	\$15.84
Perkins Oil Co.	Fuel	\$475.24
Pye-Barker Fire Safety	Sprinkler Inspections	\$3,705.00
Quadient, Inc.	Postage Machine Ink & Labels	\$609.90
R.P. Lumber Company, Inc.	PVC Union	\$4.59
Rawlins Automotive	Misc. Auto Parts & Supplies	\$1,071.34
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$1,461.52
Rawlins Hardware - 5465	Misc. Parts & Supplies	\$128.06
RNB State Bank	Ee Gift Cards for Years of Service	\$724.25
Rocky Mountain Reserve	FSA & HRA Replenishment Funding	\$774.40
Rocky's Quik Stop	Fuel	\$2,447.51
Safeguard Business Systems	Checks	\$549.80
Savery Creek Enterprises Inc.	Dixon Hanger Acquisition	\$6,972.00
Shively Hardware	Misc. Parts & Supplies	\$289.03
Stage Stop General Store	Toilet Paper & Paper Towels	\$24.15
Stinker Stores Inc.	Fuel	\$11,868.30
The Masters Touch, LLC	Postage for Mailing Renewal Cards & Cards	\$9,082.38
Thomas Y Pickett & Co Inc.	Legal Services	\$8,500.00
WACO	2025 Conference Bartlett	\$275.00
Webb, Julie	Fair Help	\$1,695.00
World Wash LLC	Hood Cleaning	\$1,550.00
WY Cleaning & Solutions LLC	Jeffery Center Kitchen Cleaning	\$350.00
Zumbrennen Electric Inc.	Light Repair & Labor	\$200.00

## **CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda, noting that any item could be removed for separate action. Clerk Smith noted the consent agenda includes the minutes from the Commissioner's meeting held on August 12, 2025, and from the Board of Equalization Hearing held that same day. Vice Chairman Bartlett seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Road & Bridge**

Kandis Fritz, Road & Bridge Coordinator, recognized years of service for employees in her office.

### **Sheriff**

Alex Bakken, Carbon County Sheriff requested and received approval to extend the purchase agreement to the Motorola Contract for body cameras, video storage, etc. for a term of three additional years and in the amount of \$49,680.00.

Sheriff Bakken updated the board about the Town of Medicine Bow ending their MOU with the Carbon County's Sheriff's Office for law enforcement services.

### **Clerk**

Lisa Smith, County Clerk, presented a letter that she received from Kenneth Miller resigning his position from the Carbon County Library Board.

Vice Chairman Bartlett moved to regretfully accept Kenneth Miller's resignation from the Carbon County Library Board and instructed the Clerk to advertise for the vacant position. Commissioner Jones seconded and the motion passed unanimously.

### **Attorney**

Attorney Davis presented a professional services agreement for board approval and Chairman's signature regarding GIS services for Carbon County.

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on the Professional Services Agreement with Ardurra Group Inc. for GIS Services FY 2025-2026 in an amount not to exceed \$65,000.00. Commissioner Jones seconded and the motion passed unanimously.

Matt Webster spoke with the IT Director of Laramie County and they are up and running and have been able to get the needed information out of RealWare. They will be sharing information to assist Matt moving forward. He also spoke with David Chapman with the Department of Revenue and they are currently ahead of schedule. He asked if we need a contract with Terra GIS or to continue paying quarterly. The county would also be contributing with a fee which will be

proprietary information. The board decided to hold off on the Terra GIS contract until the second September meeting pending further information

Attorney Davis stated the county attorney's office no longer needs to close.

### **Commissioners**

Vice Chairman Bartlett moved to ratify Commissioner Jones signature on National Opioids Settlement for the Purdue Direct Settlement Agreement via DocuSign which was previously approved and signed at the last meeting by chairman Moore. Commissioner Espy seconded and the motion passed unanimously

Attorney Davis discussed a letter that was received from Sean Bibbey, Chief for the Services Division for Wyoming Game and Fish Department regarding potential support for a 20-year public access easement in the Pennock Mountain Wildlife Habitat Management Area. The Wyoming Game and Fish Commission is pursuing a public access easement for hunting on a 320-acre tract of property owned by the Condict Ranch, LLC located just west of Saratoga.

Commissioner Espy moved to approve and authorize the Chairman's signature on a letter stating they don't object to a 20-year public access easement in the Pennock Mountain Wildlife Habitat Management Area on a 320-acre tract of property owned by the Condict Ranch, LLC located just west of Saratoga. Commissioner Johnson seconded and the motion passed unanimously.

Attorney Davis questioned whether the BOCC would like to comment on FERC Seminoe Pumped Storage Facility Project regarding environmental impacts. The board discussed the potential extensive impacts and timing of this project.

Commissioner Espy moved to approve and authorize the Chairman's signature on a comment letter to FERC regarding the Seminoe Pumped Storage Facility Project environmental impacts. Commissioner Jones seconded and the motion passed unanimously.

### **CITIZEN & COMMISSIONER DISCUSSION**

Linda Fleming mentioned the representation participation in the audience. She provided the board with a copy of the Snake River Press and spoke about local newspapers. She said they understand the challenges the BOCC faced this budget year and the appreciation from Baggs Senior Center for the money they did receive and their willingness to look for ways to cut costs. Ms. Fleming spoke about the cuts and staffing of the library. She believes they have a very qualified person in the area that may be interested in applying for the vacant library board position.

Commissioner Jones spoke about library donations and the agreement through the Saratoga Friends of the Library and the White Family Foundation matching those donations and stated that currently those donations are close to the equivalent to the county cuts to the library.

### **Public Hearing – Amendment to Carbon County Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales**

Chairman Moore opened a public hearing at 2:45 p.m. to hear comments on the proposed amendment to the Carbon County Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales. Clerk Smith noted for the record that notice of the hearing was placed in the Carbon County Comet on June 28, 2025, and July 5, 2025. Clerk Smith noted no public comments were received by her office.

Chairman Moore called for comments for or against the case. There being no comments, Chairman Moore closed the hearing at 2:48 p.m.

Vice Chairman Bartlett moved to approve the amendments to the Carbon County Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales as presented, effective August 19, 2025, and authorize the Chairman's signature on Resolution No. 2025-22 - A Resolution of the Board of County Commissioners of the County of Carbon, State of Wyoming, Adopting the Amended Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales . Commissioner Espy seconded and the motion passed unanimously.

## **RESOLUTION NO. 2025-22**

### **A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF CARBON, STATE OF WYOMING, ADOPTING THE AMENDED RULES AND REGULATIONS GOVERNING THE LICENSING OF LIQUOR AND MALT BEVERAGE SALES**

**WHEREAS**, the Board of County Commissioners of the County of Carbon is the licensing authority for the unincorporated areas of Carbon County, Wyoming and the board intends to provide for the regulation and control of the sale, distribution, possession and traffic of alcoholic liquor and malt beverages through adoption of separate Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales; and

**WHEREAS**, the Board of County Commissioners of the County of Carbon adopted Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales on July 17, 2017.

**WHEREAS**, the Board of County Commissioners of the County of Carbon has determined that it is in the best interest of the County to amend these current Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales pursuant to W.S. §§16-3-101 through 115, and Title 12 of the Wyoming Statutes.

**WHEREAS**, the purpose of these rules and regulations is to establish uniform policies governing the licensing of liquor sales by entities licensed by the Carbon County Board of County Commissioners, as the "Licensing Authority" under Title 12 of the Wyoming Statutes.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF CARBON THAT** the amended Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales shall be adopted effective September 1, 2025.

**PASSED, APPROVED AND ADOPTED** this 19<sup>th</sup> day of August 2025.

BOARD OF CARBON COUNTY COMMISSIONERS

By: -s- R. Travis Moore, Chairman

Board of County Commissioner for Carbon County

Attest:

-s- Lisa M. Smith, Carbon County Clerk

### **CITIZEN & COMMISSIONER DISCUSSION CONTINUED**

Barbara Moss, Senior Center Board Member asked the BOCC the best way to vet cost savings ideas to the Commissioners for consideration. Vice Chairman Bartlett recommended sending any ideas to her or the clerk's office. She mentioned any building maintenance, painting, etc. to discuss any donated repairs to Jeff Askins, Buildings and Grounds Manager. She mentioned the fact sheet that she has compiled and will be sending it out to boards.

Commissioner Jones stated the Town of Saratoga is wanting to take ownership of their library building and the Town of Encampment is considering the same. The Legislative Revenue Committee is next week, and she will be attending that meeting where the committee will be discussing additional property tax cuts and making some exemptions permanent. In the meantime, she appreciates everyone working together.

Chairman Moore said when they had the opportunity to speak with legislatures about what is the plan for those who are really trying to help their communities and there wasn't a plan when those decisions were made.

Commissioner Jones mentioned reaching out to local trash companies and businesses for reduced costs for services.

Linda Fleming stated when she was commissioner, they would hire local contractors and that wasn't always the best option. The formation of the county building department made a big difference for the county to save costs. Vice Chairman Bartlett stated there has to be a balance of both.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 3:05 p.m. with Clerk Smith, Ashley Mayfield Davis and Kandis Fritz to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 4:02 p.m. noting no action was taken, and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion passed unanimously.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 4:02 p.m. Vice Chairman Bartlett seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, September 16, 2025, at 2:00 p.m. Platte Valley Community Center, located at 210 W. Elm Ave., in Saratoga, 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.