

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

**Tuesday, October 7, 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, October 7, 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 Espy and Sue Jones. Commissioner John Johnson attended via teams.

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

**ADDITIONS / CORRECTIONS**

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

**VOUCHERS**

Vice Chairman Bartlett 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.

Vice Chairman Bartlett moved to approve the report of expenditures in the amount of \$839,523.14 for an aggregate total today of \$839,598.14. Commissioner Espy seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
3N Weed & Pest	Spray Willows & Brush on Co. Roads	\$1,190.00
71 Construction	CR 401 Sage Creek Repairs	\$420,508.91
Advanced Network Mgmt., Inc.	Abnormal Email Filtering	\$27,561.94
Amazon Capital Services	Band Saw	\$289.00
APG Media of the Rockies	CCSO Advertising Fee	\$187.92
Ardurra	GIS Services	\$2,052.50
AT&T Mobility	County Mobile Service	\$319.59
AT&T Mobility - SEI Processing	CCSO MDT Service	\$1,062.35
Baggs, Town of	Water Service	\$184.60
Bartlett, Gwynn	Hospital Grant Application Postage	\$32.59
Battson, Brianna	Meal & Mileage Reimbursement	\$189.09
Bisceglia, Debra	Circuit Court Jury Trial Bailiff	\$75.00
Black Hills Energy	Gas Service	\$5,254.68
Bob Barker Company, Inc.	Socks & 2 Chest Sets	\$138.28

Buchanan, Karen	Mileage Reimbursement	\$66.00
Carbon County Comet	BOCC Meeting Minutes Publication	\$1,339.20
Carbon Co. Council of Gov.	2025 Dues	\$200.00
Carbon County Fair Board	Rental Fees	\$8,636.00
Carbon County Library	Monthly Outside Agency Payment	\$13,704.33
Carbon County Museum	Monthly Outside Agency Payment	\$8,333.33
Carbon County Senior Services	Monthly Outside Agency Payment	\$14,583.33
Casper Winnelson Co.	Misc. Plumbing Supplies	\$1,438.74
CDW Government, Inc.	Docking Stations	\$617.10
Charter Communications	Jail Cable	\$350.59
CIDNET	Data Purchased	\$2,850.00
Couch II, Wayne M.D.	County Health Officer 25-26	\$833.33
DBT Transportation Services LLC	AWOS Maintenance	\$3,471.50
Dell Marketing L.P.	42 Dell Laptops	\$39,990.42
Dirty Boyz Sanitation, Inc.	Trash Services	\$1,606.00
Dixon, Town of	Water/Sewer Services	\$308.00
Enbridge Gas UT WY ID	Gas Services	\$6.70
Encampment, Town of	R&B Water	\$107.00
ETG Systems Inc.	Fire Alarm Monitoring System	\$1,292.37
F & S Trucking, Inc.	Hauling Roto mill to Hanna Draw CR 291	\$24,033.75
First American Title Ins. Co.	Title Searches	\$750.00
Frontier Upfitting	Labor & Grille Light Replacement	\$350.00
Galls/Quartermaster	Shoulder Patches	\$455.99
Graphic Business Solutions, LLC	Envelopes	\$504.86
Guardian Alliance Technologies	Software License	\$195.00
Gulbrandson, Kimberly A.	Mileage Reimbursement	\$55.00
Hagan, Walter	Circuit Court Jury Trial Bailiff	\$75.00
Hanna, Town of	Water Service	\$258.76
Harkins, Sarah	Meal & Mileage Reimbursement	\$328.20
Higgins Auto and Repair	Brake Pad and Rotor Replacement	\$1,532.68
High Plains Power	Electric Service	\$430.97
Hughes, Chris	Mileage Reimbursement	\$16.50
Jack's Body & Fender Repair	Towing Service	\$5,964.00
Jeffrey Center Board	Jeffrey Center Rental Fees	\$2,125.00
Johnson Auto Plaza of Laramie	Vehicle Service/Brakes/Ball Joints	\$5,532.56
Kilburn Tire Company	Tire Balance	\$259.80
Kone Elevators Escalators	Elevator Repairs Courthouse	\$9,240.40
Kurtak, Karen	Mileage Reimbursement	\$62.70
Lifetime Benefit Solutions, Inc.	Cobra Buy Up Fee	\$35.00
Martinez, Natasha K., P.C.	Legal Services	\$630.00
McKesson Medical-Surgical	Jail Medical Supplies	\$908.69

McNees, James	Mileage Reimbursement	\$77.00
Merchant McIntyre & Assoc. LLC	Monthly Retainer	\$16,000.00
Morse, Kimberley	Mileage Reimbursement	\$175.00
Moss, Barbara	Mileage Reimbursement	\$52.80
Motorola Solutions	Flex Spillman Mobile	\$14,619.35
MPM Corp / Evergreen Disposal	Trash Service	\$110.00
Napa - Saratoga	Misc. Auto Parts	\$297.82
Noggin Guru, Inc.	Planning Training & Education	\$396.00
Norco, Inc.	Cylinder Rental & Misc. Paper Supplies	\$1,458.47
Offender Watch	Community Notification Card	\$73.32
O'Reilly Auto Parts	Misc. Auto Parts	\$518.78
Out Doors	Garage Door Maintenance	\$400.00
Parker, Elizabeth	Mileage Reimbursement	\$107.14
Perkins Oil Co.	Def Fluid	\$297.19
Personnel Evaluation, Inc.	Pep Testing Fee	\$25.00
Perue Printing	Window Envelopes	\$1,039.50
Rawlins Automotive	Misc. Auto Parts & Supplies	\$3,014.39
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$392.69
Rawlins Hardware - 5465	Paper Rags	\$28.98
Rawlins Pack and Ship LLC	Shipping Fee	\$31.48
Rawlins, City of	Water Services & Landfill Fees	\$9,414.88
RDO Equipment Co.	John Deere Filters/Bushing/Misc Parts	\$2,363.76
Rice - Prior, Denise	Mental Health Services	\$1,150.00
Rocky Mountain Reserve	Participant Fees	\$966.00
Savery Creek Enterprises Inc	Retainage CR270 Bridge Project	\$29,716.00
Shepard, Carson	Reset Switch Unit/Labor	\$1,120.00
Shippy Solutions LLC	Legal Services	\$40.00
Shively Hardware	Misc. Parts & Supplies	\$26.35
Skyline Motors, Inc.	Mirror	\$71.18
Slow & Steady Law Office, PLLC	Legal Services	\$8,010.00
Smith, Brett	Employee Appreciation Clothing	\$110.00
Staples Advantage	Misc. Office Supplies	\$75.17
State of Wyoming A & I	Mainframe Access	\$62.44
Stericycle, Inc.	Subscription	\$54.66
Stinker Stores Inc.	Fuel	\$6,305.00
Summit Food Service	Jail Meals	\$13,909.26
Sunrise Sanitation Service, LLC.	Trash Services	\$75.00
Swanson Services Corporation	Jail Commissary Supplies	\$2,316.22
Swanson, Rachel A.	Mileage Reimbursement	\$198.00
Terminix	Monthly Service	\$193.00
The Quik Lube	Oil/Filter/Labor	\$79.55

Tonkovich, Andrea	Mileage Reimbursement	\$46.20
Triple X Contracting, Inc.	Garbage Services	\$260.00
United States Postal Service	Postage	\$10,000.00
University of WY Extension	Salaries	\$18,566.50
UPRSWDD	Trash Service	\$152.00
Valence Health Corp	Physical Exam CCSO Deputy	\$125.00
Webb, Julie	Fair Help	\$565.00
Weiland, Helen	Mileage Reimbursement	\$69.30
Wex Bank	Fuel	\$2,165.32
Wille, O.R.	Mileage Reimbursement	\$82.50
WLC Engineering	CR 401 Sage Creek Repairs	\$21,191.19
Wohl, Judith	Mileage Reimbursement	\$239.80
WY Dept of Transportation	Transfer 2025 Chevrolet Plates	\$6.00
WY Machinery Company	Service, Parts & Labor	\$2,593.60
WY Cleaning & Solutions LLC	Monthly Janitorial Services	\$15,150.00
Y2 Consultants, LLC	Project Management	\$2,007.00
Young, Tracy	Prevention Services	\$4,125.00

## 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 September 16, 2025; monthly receipts from Planning and Development in the amount of \$7,250.00, Carbon County Clerk's Office in the amount of \$23,195.75 and Clerk of District Court in the amount of \$3,079.00; and a bond for Angie E. Hobbs, 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

### Certifications

Vice Chairman Bartlett moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for Replat Sub Case #2025-01 – Victor Gallagher(Old Baldy Village 5<sup>th</sup> Ad.); Replat Sub Case #2025-02 – Frank Semple (Old Baldy Village 5th Ad.); and Z.C. Case #2025-04 – Has-See Inda, LLC and schedule a public hearing for November 18, 2025 at 11:30 a.m. at the Carbon Building-Courthouse Annex in Rawlins, Wyoming. Commissioner Espy seconded and the motion passed unanimously.

## UW EXTENSION - NATIONAL 4-H WEEK PROCLAMATION

Commissioner Espy moved to declare October 5 –11 2025, National 4-H Week and to authorize the Chairman's signature on the Proclamation for National 4-H Week. Vice Chairman Bartlett seconded and the motion passed unanimously.

## **IT**

Vice Chairman Bartlett moved to approve and authorize any commissioner to sign the Granicus proposal for the public records request software in the amount of \$14,902.50 for the first year with a 7% increase over the next three years pending legal review. Commissioner Jones seconded and the motion passed unanimously.

## **Building and Grounds**

Commissioner Espy moved to ratify the Chairman's signature on the Contract for Services with Sewer Pros for the Jeffrey Center Sewer Repair Project in the amount of \$154,058.00 with a 5 year workmanship warranty that was signed on October 2, 2025, with an estimated completion date of October 31. Vice Chairman Bartlett seconded and the motion passed unanimously.

## **Clerk**

Commissioner Jones moved to reappoint Travis Harding to the Baggs Solid Waste Disposal District for a 3-year term ending August 2028. Vice Chairman Bartlett seconded and the motion passed unanimously.

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on COBRA rate verification forms, Blue Cross Blue Shield ASO Group Plan Changes and ASO Group Reopening Request. Commissioner Jones seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:21 a.m. with Clerk Smith and Ashley Mayfield Davis, and Matt Webster to discuss personnel, potential litigation and other matters considered confidential by law. Matt Webster left at 10:35a.m. Vice Chairman Bartlett seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 11:02 a.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Bartlett seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 11:20 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 12:02 p.m. noting no action was taken and the minutes be signed and sealed. Vice Chairman Bartlett seconded and the motion passed unanimously.

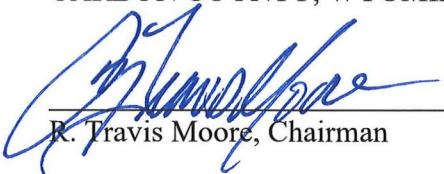
## **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 12:18 p.m. Vice Chairman Bartlett seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, November 4, 2025, at 9:00 a.m. at the Carbon Building – Courthouse Annex in 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.

  
Lisa Smith, Carbon County Clerk  


Approved this 21<sup>st</sup> day of October 2025.  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

  
R. Travis Moore, Chairman