

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

**Tuesday, November 4, 2025, 9:00 a.m.,
Carbon Building – Courthouse Annex
215 W. Buffalo St., Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, November 4, 2025, at 9:00 a.m. at the Carbon Building-Courthouse Annex, 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. Vice Chairman Bartlett seconded and the motion passed unanimously.

VOUCHERS

Vice Chairman Bartlett moved to approve the report of expenditures in the total amount of \$351,186.36. Commissioner Johnson seconded and the motion passed unanimously.

Vendor	Detail Line Description	Total
3n Weed and Pest	Spray Willows & Brush CR 401	\$6,035.00
Amazon Capital Services	Ceramic Tile Gloss	\$24.11
American Council Criminal Justice	CCSO Training	\$600.00
Artistic Custom Badges & Coins LLC	CCSO Coins and Patches	\$887.70
AT&T Mobility	OEM & County Mobile Phones	\$442.44
Bennett Law Group, Pc	Legal Services	\$2,275.00
Big Sky Communications Inc.	4 Headsets	\$356.00
Black Hills Energy	Gas Service	\$8,909.03
Bob Barker Company, Inc.	Misc. Inmate Supplies	\$126.44
Bomgaars Supply	Misc. Parts & Supplies	\$236.40
Buchanan, Karen	Mileage Reimbursement	\$88.00
Carbon County Fair Board	Outside Agency Payment	\$15,000.00
Carbon County Library	Outside Agency Payment	\$13,704.33
Carbon County Museum	Outside Agency Payment	\$8,333.33
Carbon County Senior Services	Outside Agency Payment	\$14,583.33
Casper Winnelson Co.	Misc. Plumbing Supplies	\$858.76
CIDNET	Data Purchased	\$1,050.00
Couch II, Wayne M.D.	County Health Officer	\$833.33
Dixon, Town of	Water & Sewer Services	\$308.00

Drummond Refrigeration LLC	Walk In Cooler Repairs & Parts	\$21,834.76
Elevated Health & Safety Solutions	Random Drug Testing	\$102.00
Elk Mountain, Town of	Propane	\$428.35
Garcia, Eddie	Soberlink Monitoring Refund	\$875.00
Grainger	Hot Water Faucet Replacement	\$11.66
Granicus LLC	Public Records Request Software	\$14,902.50
Gulbrandson, Kimberly A.	Travel Reimbursement	\$173.25
Hays, Patricia	Mileage Reimbursement	\$47.30
Heintz Surveying & Eng., LLC	Aug To Oct 2025 Gis Services	\$945.00
High Plains Power	Electric Services	\$396.25
Hughes, Chris	Mileage Reimbursement	\$16.50
IBS of Northwestern Colorado	Batteries	\$779.70
Johnson Auto Plaza of Laramie	Patrol Vehicle Service & Repair	\$3,283.58
Kaluzny, Emily	Personal Phone Usage Oct 2025	\$30.00
Kone Elevators Escalators	Elevator Repairs	\$6,603.00
Lifetime Benefit Solutions, Inc.	Cobra Fee	\$35.00
Memorial Hospital of Carbon Co.	E.D.'s & Ambulance Services	\$8,892.75
Merchant McIntyre & Assoc., LLC	Monthly Retainer	\$8,000.00
Modern Marketing, Inc.	Lollipops-No Drugs Symbol	\$340.22
Morse, Kimberley	Travel Reimbursement	\$40.51
Moss, Barbara	Mileage Reimbursement	\$77.00
Napa - Saratoga	Misc. Parts & Supplies	\$280.71
Nms Labs	Forensic Fees	\$338.00
Norco, Inc.	Misc. Supplies & Cylinder Rent	\$974.08
Old Penitentiary Joint Powers Board	Outside Agency Payment	\$10,000.00
Packard, Julie	Meal Reimbursement	\$7.98
Parker, Elizabeth	Travel Reimbursement	\$176.94
Perkins Oil Co.	Diesel Exhaust Fluid/Drum	\$200.83
Personnel Evaluation, Inc.	Web-Based Pep Testing	\$100.00
Pye-Barker Fire Safety	Fire Inspection	\$1,764.00
Quill Corporation	Misc. Office Supplies	\$253.55
R.P. Lumber Company, Inc.	Adhesive Cement	\$12.99
Rawlins Automotive	Misc. Auto Parts & Supplies	\$3,152.83
Rawlins Carbon Co. Airport Board	Outside Agency Payment	\$10,000.00
Rawlins Glass Center, Inc.	Window Replacement	\$368.00
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$262.42
Rawlins Hardware - 5465	Shop Rags/Toilet Paper	\$41.87
Rawlins Pack and Ship LLC	Shipping Fee	\$24.53
Rocky Mountain Oilfield Warehouse	9 Mile to Whiskey Peak Link	\$74,213.95
Rocky Mountain Power	Electric Services	\$47,847.79
Saucedo, Carlos	Training Fees	\$1,747.50

Shippy Solutions LLC	Interpreter Services	\$45.00
Shively Hardware	Misc. Parts & Supplies	\$3,362.92
Skyline Motors, Inc.	Sensor	\$221.70
Smith Psychological Services	Psychological Evaluation Fee	\$400.00
Squirrel Tree Automotive LLC.	Batteries/Service Fees	\$512.11
State of Wyoming A & I	Mainframe Acc. & Doc. Storage	\$98.08
Stericycle, Inc.	Subscription	\$54.36
Stinker Stores Inc.	Fuel	\$4,420.04
Summit Food Service	Jail Meals	\$4,777.68
Swanson Services Corporation	Inmate Commissary	\$1,676.30
Swanson, Rachel A.	Travel Reimbursement	\$498.48
T.O.G.	Washed Windows	\$1,080.00
Thomas Y Pickett & Co Inc.	2026 Valuation Contract	\$10,000.00
UPRSWDD	Trash Service	\$152.00
Wilson, Karon	Mileage Reimbursement	\$48.40
Wohl, Judith	Mileage Reimbursement	\$66.00
Wreck-A-Mend	Vehicle Repairs	\$3,306.90
WY Machinery Company	Motor Grader Service	\$4,350.62
WY Rents, LLC	Misc. Rental Equipment	\$907.29
Wyoming Cleaning & Solutions LLC	Monthly Janitorial Services	\$14,800.00
Wyoming Law, Pc	Court Appointed E.D.'s	\$2,050.00
Young, Tracy	Prevention Services	\$4,125.00

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 October 21, 2025; and Notice of Valuation Changes in the amount of -\$858,847.00. Vice Chairman Bartlett seconded and the motion passed unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Public Health

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on Public Health's Cash Handling Policy. Commissioner Jones seconded and the motion passed unanimously.

Sheriff

Commissioner Jones moved to approve and authorize the Chairman's signature on the letter of support for grant funding request for portable Starlink mini antennas. Vice Chairman Bartlett seconded and the motion passed unanimously.

Clerk

Commissioner Jones moved to reappoint Karen Kurtak to the Planning and Zoning Commission for a 3-year term ending November 2028 and instructed the Clerk to set up interviews for the new applicants at the next BOCC meeting. Commissioner Espy seconded and the motion passed unanimously.

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on the Rocky Mountain Reserve Cafeteria Plan and Summary Plan Description effective January 1, 2026. Commissioner Espy seconded and the motion passed unanimously.

Attorney

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on Resolution No. 2025-25, A Resolution Correcting the Expiration Term Date for Zachary Harshorn to the Rawlins – Carbon County Airport Board Joint Powers Board. Commissioner Jones seconded and the motion passed unanimously.

COMMISSIONERS

Commissioner Jones moved to approve and authorize the Chairman's signature on the 2026 NAVAID Maintenance Agreement for Dixon Airport, State Project No. ADW027X in the amount of \$4,326.70 for airport construction and development and for a period of October 1, 2025, through September 30, 2026. Vice Chairman Bartlett seconded and the motion passed unanimously.

Commissioner Espy moved to approve and authorize the Chairman's signature on Resolution No. 2025-26, A Resolution for 2025 Operation Green Light for Veterans. Vice Chairman Bartlett seconded and the motion passed unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 9:53 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 10:52 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion passed unanimously.

Road and Bridge

Commissioner Espy moved to authorize Superintendent Fritz to work with Attorney Davis on drafting a letter to the Wyoming Game and Fish Department regarding Bridge DMK – North Platte River and to authorize any Commissioner's signature on the letter once completed. Vice Chairman Bartlett seconded and the motion passed unanimously.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 12:22 p.m. Vice Chairman Bartlett seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, December 2, 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.carboncountwy.gov or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.



Lisa Smith, Carbon County Clerk

Approved this 18th day of November 2025.
BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING



R. Travis Moore, Chairman