

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

**Tuesday, December 2, 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, December 2, 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**

Chairman Moore removed the Fire Warden's recognition presentation for the next meeting and added Proposal from Engineering Associates for County Road 603 under Road and Bridge.

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

**VOUCHERS**

Vice Chairman Bartlett moved to approve the report of expenditures in the amount of \$499,978.65. Commissioner Espy seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Amazon Capital Services	Window Shades & Thermostat Lock	\$581.52
AT&T Mobility	County Mobile Phones	\$442.44
Beacon in the Wind, LLC	Office Rental	\$3,600.00
Black Hills Energy	Gas Service	\$13,708.81
Black, Leo T.	Inmate Transport Meals	\$29.89
Blue Knight Security LLC	Jail Extractions	\$4,225.00
Bob Barker Company, Inc.	Inmate Uniforms	\$296.16
Bomgaars Supply	Misc. Parts & Supplies	\$43.98
Brown & Hiser LLC	Guardian Ad Litem	\$870.00
Carbon Co. Higher Education Center	Prevention	\$1,768.12
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.	Valves & Pre Rinse Sink/Shipping	\$637.75
Century Link	Jail Wi-Fi Service	\$141.82

Cidnet	Data Purchased	\$750.00
Couch II, Wayne M.D.	County Health Officer	\$833.33
Dirty Boyz Sanitation, Inc.	Trash Services	\$4,818.00
Dixon, Town of	Water & Sewer Services	\$308.00
Employers Council	Dues & Subscriptions	\$8,350.00
Engstrom, James D. DDS	Dental Services	\$2,500.00
ETG Systems Inc.	Annual Fire Alarm Inspection	\$1,330.00
Grainger	Grease Interceptor	\$454.78
Gulbrandson, Kimberly A.	Mileage Reimbursement	\$324.50
Harold F Johnson Masonry	Repainting Project	\$242,808.00
Herring, Jeff	Oil	\$155.77
Hughes, Chris	Mileage Reimbursement	\$18.70
Jack's Body & Fender Repair	Towing Services	\$1,740.00
Kaisler, Todd	Mileage Reimbursement	\$99.00
Kaluzny, Emily	Personal Phone Usage Nov. 2025	\$30.00
Martinez, Natasha K., P.C.	Emergency Detentions	\$80.00
Mckesson Medical-Surgical	Medical Supplies	\$923.18
Merchant McIntyre & Assoc., LLC	Monthly Retainer	\$8,000.00
Napa - Saratoga	Coupler/Coupling	\$55.97
Norco, Inc.	Misc. Parts & Supplies	\$695.05
O'Reilly Auto Parts	Wiper Blades	\$92.97
Parker, Elizabeth	Mileage Reimbursement	\$249.54
Personnel Evaluation, Inc.	Web-Based Pep Testing	\$50.00
Quill Corporation	Index Cards/Sheet Protectors	\$67.12
R.P. Lumber Company, Inc.	Misc. Parts & Supplies	\$99.34
Rawlins Automotive	Misc. Parts & Supplies	\$1,415.68
Rawlins Fc	Juvenile Service Board	\$500.00
Rawlins Hardware - 5410	Misc. Parts & Supplies	\$104.88
Rawlins Hardware - 5465	Rags	\$33.98
Rawlins Little League	Juvenile Service Board	\$500.00
Rawlins Pack and Ship LLC	Shipping Services	\$27.99
Ready, Justin	Mileage Reimbursement	\$88.00
Rhs Swimming & Diving	Juvenile Service Board	\$500.00
Sanofi Pasteur, Inc.	Vaccines	\$2,587.41
Shippy Solutions LLC	Interpreter Services	\$40.00
Shively Hardware	Tire	\$183.31
South Central WY EMS	Outside Agency Payment	\$11,432.50
Southern WY Towing & Recovery	Towing Services	\$437.00
Staples Advantage	Staples	\$7.40

State of WY Legislative Stabilization	Mineral Ad Valorem Loan Repayment	\$40,483.28
State of Wyoming DCI	Sex Offender Changes	\$25.00
Stericycle, Inc.	Subscription	\$54.36
Stinker Stores Inc.	Fuel	\$7,534.03
Summit Food Service	Jail Meals	\$4,659.74
Swanson Services Corporation	Commissary	\$2,039.53
Swanson, Rachel A.	Mileage Reimbursement	\$110.00
Tromble, Lorie	Soberlink Monitor Refund	\$1,053.50
Tyler Technologies Inc.	Tyler Systems Support Agreement	\$13,265.52
UPRSWDD	Trash Service	\$152.00
Valley Oil Company	Fuel	\$322.52
Wilson, Cindy	Mileage & Volunteer Reimbursement	\$71.00
WLC Engineering	Sage Creek Road Repairs	\$116.39
WLEA-ADVTRNG	Training	\$685.00
WY Behavioral Institute	Emergency Detentions	\$3,770.00
WY Dept of Environmental Quality	Aviation Gas Tank Fees	\$200.00
WY Dept of Health	PH Nurse Salary Grant & Veh. Rental	\$46,800.22
WY Machinery Company	Misc. Parts, Supplies & Labor	\$2,003.68
WY Rents, LLC	Mini Excavator Rental	\$330.00
WY State 4-H Foundation	2026 Dues	\$100.00
Wyoming Cleaning & Solutions LLC	Monthly Janitorial Services	\$14,800.00
Wyoming Law, PC	Emergency Detentions	\$1,230.00
Young, Tracy	Prevention	\$4,125.00
Zumbrennen Electric Inc.	Professional Fee/Mileage	\$390.00

## 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 November 18, 2025, and monthly receipts from Road & Bridge Department in the amount of 684.50. Vice Chairman Bartlett seconded and the motion passed unanimously.

## Clerk of District Court

Commissioner Espy moved to authorize the Clerk of District Court to use the Bank of Commerce as the depository for 2026. Vice Chairman Bartlett seconded and the motion passed unanimously.

## Public Health

Vice Chairman Bartlett moved to approve and authorize the Chairman's signature on the Contract between Wyoming Department of Health, Public Health Division and Carbon County to hire staff

to increase capacity to provide communicable disease services to healthcare providers, healthcare staff, healthcare programs, community based organizations and Wyoming residents, for a term of January 1, 2026 through December 31, 2028 and in the amount not to exceed \$259,200.00. Commissioner Johnson seconded and the motion passed unanimously.

### **ELECTED OFFICIALS & DEPARTMENT HEADS**

#### **Treasurer**

Vice Chairman Bartlett moved to accept the county canceled warrants presented per W.S. §18-4-106. Commissioner Johnson seconded and the motion passed unanimously.

#### **Road & Bridge**

Commissioner Espy moved to waive the procurement policy and accepted the proposed option B from Engineering Associates in the amount of \$65,000.00. Commissioner Jones seconded and the motion passed unanimously.

#### **Planning & Development**

Vice Chairman Bartlett moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for Z.C. Case #2025-05 – Zoran and Vesna Vrhovnik and schedule a public hearing for January 6, 2026, at 11:30 a.m. at the Carbon Building-Courthouse Annex in Rawlins, Wyoming. Commissioner Espy seconded and the motion passed unanimously.

#### **Clerk**

Commissioner Espy moved to adopt the 2026 Commissioners Meeting Schedule and approve Resolution No. 2025-28, Amendment Number 9 (Nine) to Resolution 2013-12, A Resolution of the Board of County Commissioners, Carbon County Wyoming Setting Meeting Schedules. Commissioner Jones seconded and the motion passed unanimously.

#### **IT**

Matt Webster, IT Director discussed that the Code Red system was recently compromised and has since disabled some systems in Colorado and Wyoming but hasn't affected Carbon County. This system has currently been disabled.

### **COMMISSIONERS**

Commissioner Jones moved to approve and authorize the Chairman's signature on the Contract between WYDOT, Aeronautics Division and County Commissioners for 2026 Airport Crack Seal Project for Dixon Airport in the amount of 20% of actual construction costs incurred. Commissioner Espy seconded and the motion passed unanimously.

## **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 10:38 a.m. with Clerk Smith and Ashley Mayfield Davis 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 11:11 a.m. noting no action was taken and that the minutes be signed and sealed. Vice Chairman Bartlett seconded and the motion passed unanimously.

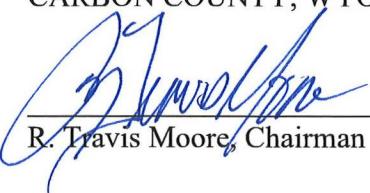
## **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 11:36 a.m. Vice Chairman Bartlett seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, January 2, 2026, 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.



Approved this 16<sup>th</sup> day of December 2025.  
BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING



R. Travis Moore, Chairman