

**REPORT TO THE
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.

Vendor	Detail Line Description	Total
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 Extraditions	\$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	Repointing 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.

EMPLOYEE APPRECIATION

Department heads recognized employees having reached years of service milestones in December.

Clerk of District Court

Mara Sanger, Clerk of District Court requested to use Bank of Commerce as the depository for 2026.

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

Amanda Brown, Public Health Nurse, presented a contract for board approval and Chairman's signature.

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.

CENTENNIAL CELEBRATION FOR THE CARBON COUNTY LIBRARY SYSTEM

The Carbon County Library Board presented a proclamation for Carbon County Library System Day that was signed by the Wyoming State Governor acknowledging the 100 years of serving the residents of Carbon County since 1925.

Chairman Moore read the Governor's proclamation.

Governor's Proclamation Carbon County Library System Day State of Wyoming By the Governor

WHEREAS, the Carbon County Library System has been a cornerstone of knowledge, community, and opportunity for one hundred years, serving the people of Carbon County since 1925;and

WHEREAS, the Library System has grown to include seven branches in Elk Mountain, Encampment, Hanna, Little Snake River Valley, Medicine Bow, Rawlins, and Saratoga, ensuring that all residents, from the most rural towns to larger communities, have access to resources, technology, and learning; and

WHEREAS, the Carbon County Library System has long provided free and open access to books, information, digital resources, educational programs, and cultural enrichment for people of all ages; and

WHEREAS, these libraries serve as vital community hubs, connecting neighbors, fostering lifelong learning, and preserving the history and heritage of Carbon County and Wyoming; and

WHEREAS, the year 2025 marks the Centennial Celebration of the Carbon County Library System, honoring the vision of its founders, the dedication of its staff and volunteers, and the continued support of the communities it serves; and

WHEREAS, it is fitting that the State of Wyoming recognize the profound impact of public libraries on education, opportunity, and civic life, and join in celebrating this historic

milestone.

NOW, THEREFORE, I, MARK GORDON, Governor of the State of Wyoming, do hereby proclaim December 1st, 2025, to be

Carbon County Library System Day

in Wyoming.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Executive Seal of the Governor of Wyoming to be affixed this 13th day of November 2025.

-s- The Honorable Mark Gordon
33rd Governor of the Great State of
Wyoming

Chairman Moore presented and read the Carbon County's Proclamation celebrating the Carbon County Library System 100 years of service.

Chairman Moore read the proclamation.

COUNTY COMMISSIONERS' PROCLAMATION

Carbon County Library System Day

Whereas, the Carbon County Library System has been a valuable resource for the people of Carbon County by providing reading rooms, books, materials, and enlightenment since 1925; and

Whereas, the Carbon County Library system includes seven branches located throughout Carbon County, including Elk Mountain, Encampment, Hanna, Little Snake River Valley, Medicine Bow, Rawlins, and Saratoga, providing all residents, even those located in more rural communities, the opportunity to access resources, technology, and learning; and

Whereas, the Carbon County Library system has consistently provided free and open access to books, information, digital resources, reference materials, educational programs and cultural enrichment for people of all ages; and

Whereas, the Carbon County Library system is the core of our communities by connecting neighbors, fostering lifelong learning, providing essential programming and meeting spaces, and preserving the flow of independent information in Carbon County and Wyoming; and

Whereas, the year 2025 marks the Centennial Celebration of the Carbon County Library System, honoring the vision of its founders, the dedication of its staff, volunteers and associated foundations, and the continued support of the communities it serves; and

Whereas, it is fitting that Carbon County and the Carbon County Board of County Commissioners acknowledge and celebrate the profound impact the Carbon County Library System has had on our communities through education, opportunity, and valuable resources, and join in celebrating this historic milestone.

NOW, THEREFORE, I, R. Travis Moore, by virtue of the authority vested in me as Chairman of the Carbon County Board of County Commissioners, do hereby proclaim December 1, 2025 to be Carbon County Library System Day, in Carbon County, Wyoming.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the County of Carbon to be affixed this 2nd day of December, two thousand twenty-five.

-s- R. Travis Moore, Chairman

On behalf of the Carbon County Board of
County Commissioners

Attest: -s- Lisa M. Smith, Carbon County Clerk

Interim Library Director Jenita Calton thanked the board for their support.

ELECTED OFFICIALS & DEPARTMENT HEADS

Treasurer

Lindsey West, Carbon County Treasurer presented warrants that have been cancelled pursuant to W.S. §18-4-106. The following warrants were issued for more than 12 months and remained unpaid, and any holder would need to petition the Board of County Commissioners within one year of today's date to be paid:

Check Number	Payee	Amount
161853	EICHENBERGER, MELISSA	\$74.13
161018	B&M SUPPLIERS	\$539.94
28607	BOYLES, DENISE C	\$3.93
28628	DUFF, BRICE J	\$110.48
28314	DUFF, BRICE J	\$20.08
28241	DUFF, BRICE J	\$6.69
28082	DUFF, BRICE J	\$3.35
27331	FOSTER, KIE E	\$6.69
28654	FRENCH, SHILOH L	\$9.23
28318	HOGAN, CODY M	\$13.39
28103	KRANENBERG, TED F JR	\$0.27
24369	LANG, KELBY	\$11.09
26872	MARTA, ROBERT S	\$3.35
25721	MECOMBER, STEVEN R	\$66.50
25197	MEYER, MARK J	\$39.24
28019	PHILLIPS, BASIL J	\$3.35
27538	PHILLIPS, BASIL J	\$6.69
24990	REID, BRICE A	\$13.39
27125	ROBIDOUX, MACKENZIE L	\$6.69
26971	ROBIDOUX, MACKENZIE L	\$66.95
26790	ROBIDOUX, MACKENZIE L	\$6.69
26740	ROBIDOUX, MACKENZIE L	\$10.05
26701	ROBIDOUX, MACKENZIE L	\$20.08
24842	STOCKWELL, THOMAS G	\$6.69

25774	TAYLOR, BOBBY J	\$23.44
28663	WRIGHT, CALEB M	\$3.35
28637	WRIGHT, CALEB M	\$3.35

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.

Sheriff

Alex Bakken, Carbon County Sheriff presented a letter of commendation to Patrol Deputy Jason Black for his off duty assist with the Wyoming Highway Patrol in Casper. Deputy Black assisted a WHP Trooper who was engaged in a physical altercation with several individuals during a traffic stop.

Sheriff Bakken provided an update for his department and detailed a new crisis care program for those who are in need. They will be participating in a test pilot program for his department and there is no charge for their participation.

Road & Bridge

Kandis Fritz, Road & Bridge Coordinator, discussed an extended warranty that has expired on two John Deeres and other equipment whose warranty will be expiring soon. She inquired if the board would like her to reach out for additional warranty. They recommended for her to obtain pricing for this. She commended Fire Warden Rutherford for his assistance in getting her department operational on simulcast.

Ms. Fritz provided an update on County Road 603. She provided a proposal from Engineering Associates for groundwater mitigation and construction cost estimate. They provided one option using an additive alternate to stabilize the road in the amount of \$65,000.00, and a second option without the additive alternate in the amount of \$45,000.00. They detailed potential construction costs for drainage systems and road construction and lightweight fill efforts, as well as a tentative schedule.

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.

Vice Chairman Bartlett asked Ms. Fritz to explain the importance of this particular road situation and how it coincides with the bridge project this spring.

Planning & Development

Kristy Rowan, Planning & Development Coordinator and Zoning Administrator presented a Certification of Recommended Action for Z.C. Case #2025-05 – Zoran and Vesna Vrhovnik.

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

Lisa Smith, County Clerk, presented the 2026 commissioner meeting schedule and related resolution for adoption.

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.

RESOLUTION 2025-28 AMENDMENT NUMBER 9 (NINE) TO RESOLUTION 2013-12, A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS, CARBON COUNTY WYOMING SETTING MEETING SCHEDULES

WHEREAS, pursuant to Wyo. Stat. §18-3-502, the Board of County Commissioners shall meet the first Tuesday of each month or at such other times as may be designated by resolution of the board; and

WHEREAS, pursuant to Carbon County Resolution 2013-12 the Board of County Commissioners of Carbon County Wyoming will also meet the third Tuesday of each month; and

WHEREAS, the first or third Tuesday of the month may occasionally fall on a holiday, a day the board is unable to meet or a day when it may be more convenient to meet on an alternate date; and

WHEREAS, this resolution shall constitute the ninth amendment to Resolution 2013-12, A Resolution of the Board of County Commissioners, Carbon County Wyoming Setting Meeting Schedules.

THEREFORE BE IT RESOLVED because the budget public hearing shall be no later than the 3rd Monday in July and the budget resolutions shall be adopted within 24 hours of the hearing, the Board of Carbon County Commissioners regular meeting is hereby rescheduled to Monday, July 20, 2026, beginning at 9:00 a.m. at the county seat rather than July 21, 2026; and

THEREFORE BE IT FURTHER RESOLVED because the third Tuesday in August is Primary Election Day, the Board of Carbon County Commissioners is hereby rescheduled to meet August 25, 2026, beginning at 2:00 p.m. at the Platte Valley Community Center, Saratoga, WY rather than August 18, 2026.

THEREFORE BE IT FURTHER RESOLVED because the first Tuesday in November is General Election Day, the Board of Carbon County Commissioners is hereby rescheduled to meet November 10, 2026, beginning at 9:00 a.m. at the county seat rather than November 3, 2026.

PASSED, APPROVED, AND ADOPTED this 2nd day of December 2025.

-s- R. Travis Moore, Chairman

Attest:

-s- Lisa M. Smith , County Clerk

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 Sue Jones presented a contract for board approval and Chairman's signature.

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.

CITIZEN/COMMISSIONERS DISCUSSION

Vice Chairman Bartlett along with Commissioner Espy met with weed and pest and conservation districts to discuss the needs in Carbon County. She mentioned the meeting with Rawlins City Manager yesterday and the plan for monthly meeting. She will be attending the hospital board meeting tomorrow as well.

Commissioner Espy discussed the House National Resource Committee that would codify county involvement.

Commissioner Jones discussed proposed legislation to make 50% homeowners' exemption permanent. They also recommend a Constitutional Amendment that would eliminate all property tax. They also move forward a Constitutional Amendment for a cap tax. There was also a proposal for additional sales tax of 2%. These create numerous issues with funding of local governments. She said it's necessary for there to be proper funding of local governments. She stated there's a lot of misinformation about our county's funds and reserve accounts and clarified that we are not pocketing and hoarding money and explained how the county only gets to keep a small portion of these tax dollars and a large portion goes to schools and special districts.

Commissioner Espy stated he recently went through property taxes in his neighborhood and stated most paid more for the taxes of the vehicles in their driveways than they did on property taxes. He stated that home values fluctuate with the economy.

Commissioner Johnson stated that the fact is that most of the public doesn't like property taxes but when they realize the value of the services they receive, they agree it's reasonable.

Commissioner Jones stated that the 2% sales tax backfill would not take into consideration any backfill for special districts, it would only assist the county and schools. The voters voted to form and to be taxed for those special districts. The cap tax proposal leaves out ag sales out of the taxing formula including homes on those properties and detailed the Pathfinder Ranch as an example that wouldn't be taxed.

Vice Chairman Bartlett stated we do not have enough reserves to cover emergency situations and detailed the recent Jeffrey Center sewer repairs and road failure of CR 603 and the expense of those.

Commissioner Johnson said by not funding special districts it is taking people's votes away which he said is hypocritical when so many are claiming there is voter fraud.

Chairman Moore spoke to how far a dollar goes to the services provided. By reducing this there will be a reduction in return for each tax dollar spent. He stated who pays for the critical infrastructure when that funding is reduced.

Buildings & Grounds

Jeff Askins, Buildings and Grounds Manager, gave an update on the brick reappointing at the courthouse and said that it is halted until spring. He will be going out for landscaping bids soon. His department is preparing for winter now. Chairman Moore requested that Jeff's department team together with higher ed to reconstruct the stage at the Jeffrey Center next year. Mr. Askins supports the idea completely.

Attorney Davis stated the board has approved Mr. Askins to go out to bid, however she is working on the wording of the bid proposal to include all options as well as to include a fourth option to include both sod or seed and xeriscaping.

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.

MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)

Kerry Ashment, Chief Executive Officer, and Joy Coulston, Chief Financial Officer for MHCC, presented a monthly update on the operations of the hospital. Mr. Ashment stated they currently have about two and half payroll's worth of funds set aside and are working to have legacy expenses paid off by 2027. They have been working on their strategic business plan. Ovation is assisting with this, but they will exit at the end of the month. They are working on grant opportunities

available. They have been working with Emergency Manager Lenny Layman for security related grant funding. They have been experiencing high turnover and are working to eliminate that issue and retain more individuals. They have been working with local hospitals in the area for potentially sharing some individuals. Ms. Coulston detailed they will have a cost report soon and have been working through that process. They are making progress on the revenue cycle. They are working to process and get a return on claims faster. Commissioner Jones asked if they currently have a cost report. Ms. Coulston stated that it has been filed and the 2024 report is being revised. The filed reports should be provided, she thinks in March or April. Vice Chairman Bartlett asked if someone would be appearing in front of the SLIB board for the MRG grant. Mr. Ashment stated a couple of people will be going. Commissioner Johnson stated that Mr. Ashment had previously stated that they are reducing their legacy debt and Commissioner Johnson wanted to know what steps they are taking to accomplish that. Mr. Ashment stated that they are following standard accounting processes and addressing issues not previously addressed. Commissioner Johnson asked if Ovation is leaving at the end of the month. Mr. Ashment said this is true but will still be able to advise. He stated Ovation has done a good job in assisting with the strategic business plan. Mr. Ashment clarified he has no affiliation with Ovation. Commissioner Johnson is appreciative of their hard work and the improvements that are being made. Chairman Moore asked if there's a particular model they've been following. Mr. Ashment said it's structured to other plans but is mostly Ovations design. Ms. Coulston stated it referred to as MAP or Management Accountability Plan.

CITIZEN/COMMISSIONERS DISCUSSION

Chairman Moore stated the National Parks Service finally responded with revisions after a long pause. Chairman Moore and a small group will be meeting soon to discuss their next steps.

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.carboncountwy.gov or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.