

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, December 16, 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 16, 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 added a Memorandum of Understanding under the Sheriff and removed the letter to G&F regarding bridge DMK over the North Platte River 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 payment to Sunrise Sanitation for \$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 payment to John Espy for \$528.19. Commissioner Johnson seconded and the motion passed with all voting for the motion except Commissioner Espy who abstained due to personal conflicts.

Vice Chairman Bartlett moved to approve the November 2025 payroll and benefit expenses in the amount of \$996,027.64; insurance claim and premium expenses in the amount of \$289,074.02; the report of expenditures in the amount of \$406,601.46 for an aggregate total today of \$1,692,306.31. Commissioner Johnson seconded and the motion passed unanimously.

<b>Vendor</b>	<b>Detail Line Description</b>	<b>Total</b>
Advanced Network Management, Inc.	Software License	\$123,254.55
Amazon Capital Services	Misc. Parts & Supplies	\$327.39
American Council Criminal Justice Train	Training	\$700.00
Apex Communications	Radio Contract Services	\$4,000.00
Baggs, Town of	Water Service & Office Rental	\$313.60
Bank of Montreal - Mastercard	Misc. Charges	\$42,444.52

BI Inc.	Electronic Monitoring	\$1,319.50
Blakeman Propane	Propane	\$2,666.16
Blazing Trails Media, LLC	Advertising Fees	\$170.00
Bomgaars Supply	Misc. Parts & Supplies	\$79.96
Broken Antler Service	Window Installation	\$1,364.00
Brown & Hiser LLC	Guardian Ad Litem	\$140.00
Capital Business Systems Inc.	Copiers	\$2,111.37
Capitol Communications	County Fax System	\$1,595.00
Carbon County Comet	Misc. BOCC Ads	\$1,782.00
Carbon County Council of Governments	2026 CCCOG Dues	\$200.00
CareRight Technologies, LLC	Bed Fee	\$192.64
Cidnet	Data Purchased	\$750.00
Coal Creek Law	Guardian Ad Litem	\$1,250.00
Davis, Patricia	Mileage Reimbursement	\$66.00
Dirty Boyz Sanitation, Inc.	Trash Service	\$1,606.00
Elk Mountain, Town of	Water Service & Sr. Center Rent	\$1,575.00
Enbridge Gas UT WY ID	Gas Service	\$233.14
Encampment, Town of	Water Service	\$107.00
Engineering Associates	CR 603 Road Repairs	\$2,588.00
Engstrom, James D. DDS	Dental Service	\$2,500.00
Espy, John	Naco Flight	\$528.19
Fatbeam LLC	Fiber Internet & Sales Tax	\$4,679.70
France, Tara	Court Reporter Service	\$2,339.65
Fremont County Coroner's Office	Autopsy Fee	\$4,504.00
Frontier Upfitting	Vehicle Upfitting	\$13,419.00
Grainger	Plumbing Supplies	\$328.33
Hanna, Town of	Water Service	\$284.63
Heintz Surveying & Engineering, LLC	Professional GIS Services	\$1,215.00
High Plains Power	Electric Services	\$383.11
Jones Simkins	Audit Services	\$9,425.00
Kone Elevators Escalators	Elevator Repair	\$5,470.87
KTGA/KBDY	Radio Site Rent	\$150.00
Kurtak, Karen	Mileage Reimbursement	\$62.70
Lifetime Benefit Solutions, Inc.	Cobra Fee	\$35.00
Martinez, Natasha K., P.C.	Emergency Detentions	\$1,110.00
Mckesson Medical-Surgical	Envelopes	\$453.50
Medicine Bow, Town of	Water Service	\$226.19
Merseal Law, LLC	Guardian Ad Litem	\$5,796.35
Moody's Investors Service	Annual Fee	\$500.00
Moss, Barbara	Mileage Reimbursement	\$100.10
Motorola Solutions	Spillman for CCSO	\$55,507.28

Mountain Trail Medical	Physician Services	\$6,500.00
MPM Corp / Evergreen Disposal	Trash Service	\$110.00
Napa - Saratoga	Misc. Auto Parts & Supplies	\$245.69
NMS Labs	Postmortem Fees	\$507.00
Norco, Inc.	Cylinder Rent & Misc. Supplies	\$992.74
O'Reilly Auto Parts	Oil/Oil Filter	\$83.43
Perkins Oil Co.	Fuel	\$563.02
Quarles Petroleum	Fuel	\$960.25
Quill Corporation	Engraved Sign	\$38.06
R.P. Lumber Company, Inc.	Bucket/Lid	\$37.92
Rawlins Automotive	Misc. Auto Parts & Supplies	\$1,081.87
Rawlins Hardware - 5410	Roller Handle/Paint Brush/Rollers	\$180.68
Rawlins Hardware - 5465	Misc. Parts & Supplies	\$232.43
Rawlins Pack and Ship LLC	Shipping	\$29.70
Rawlins, City of	Water Services	\$2,913.81
RDO Equipment Co.	Motor Grader Maintenance	\$4,177.76
Rice - Prior, Denise	Mental Health Services	\$1,600.00
Rocky Mountain Power	Electric Services	\$21,724.74
Rocky Mountain Reserve	FSA & HRA Fees/ Participant Fees	\$3,288.07
Rocky's Quik Stop	Fuel	\$1,982.15
Saratoga Sun	Subscription Renewal	\$52.00
Saratoga, Town of	Water Service	\$51.82
Schaeffer Mfg. Co.	Oil	\$1,847.45
Shively Hardware	Misc. Parts & Supplies	\$44.47
Stage Stop General Store	Tape	\$14.18
Staples Advantage	Misc. Office Supplies	\$139.92
Stinker Stores Inc.	Fuel	\$9,186.30
Summit Food Service	Jail Meals	\$9,469.42
Sunrise Sanitation Service, LLC.	Trash Service	\$75.00
Swanson Services Corporation	Commissary	\$2,333.27
Terminix	Pest Control	\$44.00
The Masters Touch, LLC	Mailing Service for Registration	\$428.48
The Product Center	Roller Maintenance Kit	\$549.82
Thomas Y Pickett & Co Inc.	2026 Valuation Contract	\$10,000.00
Tin Boy Garage	Low Beam Light Bulb	\$19.99
Trudiligence, LLC	Em Volunteer Background Checks	\$76.94
U S Postmaster-Rawlins	PO Box Rental	\$324.00
United States Postal Service	Postage	\$10,000.00
Valley Fire Extinguisher	Extinguisher Maintenance	\$6,631.65
Valley Oil Company	Fuel	\$200.31
Weiland, Helen	Mileage Reimbursement	\$69.30

Wex Bank	Fuel	\$2,892.08
Wille, O.R.	Mileage Reimbursement	\$82.50
Wohl, Judith	Mileage Reimbursement	\$66.00
WY Behavioral Institute	Emergency Detentions	\$2,262.00
WY Clerks of District Court Association	Annual Dues	\$300.00
WY Dept Of Environmental Quality	Tank Storage	\$200.00
WY Machinery Company	Coolant	\$40.19
Zumbrennen Electric Inc.	Professional Services & Supplies	\$2,699.81

## **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 December 2, 2025; monthly receipts from Planning and Development in the amount of \$1,625.00, Clerk of District Court in the amount of \$3,300.00 and Carbon County Clerk in the amount of \$15,041.50; and bonds for Alethea Weber, Clerk/Treasurer for the Town of Baggs in the amount of \$50,000.00, Morgan Irene, Mayor for the Town of Elk Mountain in the amount of \$25,000.00, Doreen Harvey, Clerk/Treasurer for the Town of Encampment in the amount of \$75,000.00 and a Continuation Certificate for Heidi R. Hess, Clerk/Treasurer for the Town of Elk Mountain in the amount of \$25,000.00. Commissioner Jones seconded and the motion passed unanimously.

## **ELECTED OFFICIALS & DEPARTMENT HEADS**

### **Road & Bridge**

Kandis Fritz, Road & Bridge Coordinator along with Craig Kopasz, PE with Engineering Associates and Ryan Shields and Diego Fronza with WYDOT discussed CR 603 and the bridge project. She is working through the process with the team to ensure the road is repaired properly and the bridge project moves forward.

Mr. Kopasz discussed his plan to mitigate the water, using lightweight material to fill the slide area to help alleviate the problem. They will be using an enhanced French drain to address surface water issues. Commissioner Johnson has concerns during irrigation season. How will the surface water be incorporated with the french drain. Mr. Kopasz said there will be an additional french drain for this. They could discuss additional options with the landowner to incorporate. He believes this will address the saturation issues even if only addressing the roadway. These repairs will not permanently fix all of the issues. Commissioner Espy suggested they reach out with the conservation district and water conservancy district to address any water issues outside of the right-of-way. Commissioner Johnson asked WYDOT if this sounds satisfactory to them. Mr. Shields said they will review the progress as they continue to work together.

### **Emergency Manager**

Lenny Layman, Emergency Manager presented an amendment to a grant agreement for board approval and Chairman's signature.

Commissioner Jones moved to approve and authorize the Chairman's signature on Amendment Two to the Grant Award Agreement between Wyoming Office of Homeland Security and Carbon County (24-EMPG-CAR-GCF24) to extend the period of performance to September 30, 2026, for emergency management payroll expenses in the amount of \$58,158.00. Vice Chairman Bartlett seconded and the motion passed unanimously.

He detailed the 2025 SHSP grant. He was preliminarily awarded \$11,750 this year's application did not include his normal subscriptions.

Emergency Manager Layman recognized Annette Penman and the grant committee with HF Sinclair and thanked them for the Starlink donation. Chairman Moore extended the county's gratitude for their contributions to our community.

## **2026 OFFICIAL PUBLICATION**

Lisa Smith, Carbon County Clerk, reported that she received sealed bids from the Rawlins Times, Saratoga Sun and Carbon Comet to be the county's official publication for 2026.

The Saratoga Sun quoted \$5.00 per column inch for both legal and classified ads with standard display ads for \$8.00 per inch. The Carbon County Comet quoted \$5.40 per column inch for legal, classified and standard display ads. The Rawlins Times quoted \$4.99 per column inch for legal, \$7.50 per column inch for classified ads, and \$8.00 per inch for standard display ads. Each also provided publication days and publication deadlines. All presented their paid subscription numbers for both print and online subscribers as follows: Saratoga Sun has 799 paid print subscriptions and 139 online subscriptions; the Carbon County Comet has 158 paid print subscriptions and 544 online subscriptions; and the Rawlins Times has 535 paid print prescriptions and 34 online subscriptions.

Vice Chairman Bartlett stated that there is a lot of information to digest. Commissioner Espy agreed and stated that it would be in the best interest of the county and its citizens to review the data presented and asked the clerk's office to compile 2-3 years' worth of data for an average of publication inches and compare that with the different bid rates for each paper. They agreed to decide the award for the 2026 Official Publication at their January 6, 2026, meeting.

## **Road & Bridge**

Kandis Fritz, Road & Bridge Coordinator provided extended warranty information for both the Cat and John Deere motor graders. To get an additional 2-year/7500 hours on the Caterpillar motor graders it would be approximately \$34,240.00 for all four motor graders and to get another 2000 hours for the two John Deere motor graders would be approximately \$38,184.00. Only the John Deere graders would have to be hauled to Casper for warranty work. There are no deductibles for warranty claims. Commissioner Johnson asked what their average hours on equipment are? Ms. Fritz stated most of her graders have 8,000 – 10,000 hours. Commissioner Jones stated this is smart

money knowing what a piece of equipment costs these days. Vice Chairman Bartlett stated this could be paid for out of our general fund 595. Commissioner Espy stated he would prefer to wait until January to decide. He would like a breakdown comparison of new equipment versus the warranty on the current equipment before deciding. Ms. Fritz stated a brand-new motor grader is around \$450,000. The Caterpillars have been more reliable. She has had more problems with the John Deere graders. Ms. Fritz stated that her next two motor graders that she would trade in would be both Caterpillars.

Coordinator Fritz also discussed the Off-System Bridge Inspection report from WYDOT. Bridge DML – North Platte River County Road 203 weight limits have been reduced for 2-3 Axles at 14 tons, 4-6 Axles at 15 tons, 6+ Axles at 15 tons and Semi-trailers at 16 tons. She has called CCSD#2 to inform them of lower rating. She stated that it is going to be close to impossible to beat the bus in the winter now that we can no longer cross bridge in MG. Also Bridge DNC – Medicine Bow River County Road 3 weight limits have been reduced as well. For 2-3 Axles – 7 tons, 4-6 Axles – 8 tons, 6+ Axles -8 tons and Semi-trailer – 10 tons. This was previously at 22 tons.

### **Emergency Manager**

Vice Chairman Bartlett asked Mr. Layman why he didn't apply for his subscriptions again in his SHSP grant. He stated this was for supplanting since it was included in this year's budget. Chairman Moore stated their delays of the grantor caused the supplanting issues and they need to address this if this is an issue again in the future.

### **Sheriff**

Alex Bakken, Carbon County Sheriff presented a memorandum of understanding for board approval and Chairman's signature. Sheriff Bakken stated this will be for 20 hours per month with a charge of \$21,600 annually to the Town of Baggs. Vice Chairman Bartlett stated this equates to \$90 per hour and that it isn't feasible when considering the actual cost to the county for providing these services. Commissioner Jones stated she doesn't think it's responsible for municipalities to not be providing their own law enforcement services knowing they can get it provided by the Sheriff at a very low cost. Vice Chairman Bartlett would like to see it get to more of a market value.

Commissioner Espy moved to approve the Memorandum of Understanding for Law Enforcement Services between the Town of Baggs, Carbon County Sheriff, and the Carbon County Board of County Commissioners providing 20 hours per month for \$21,600 annually for a term of December 1, 2025, through December 1, 2026. Commissioner Johnson seconded and the motion passed unanimously.

Sheriff Bakken also provided departmental updates to include also thanking H.F. Sinclair for their \$6,000 donation for snow mobile trailers. He reported SHSP preliminary grant funding for radios in the amount of \$65,998.00. He is looking at options for what type of radios he will be purchasing with these funds.

Chairman Travis Moore left the meeting at 10:30 a.m.

## **Clerk**

Lisa Smith, County Clerk, presented two board applications that she received for the vacant seat on the Fair board.

Commissioner Espy stated that he called and spoke with each of them and recommended to appoint Sarah Barber.

Commissioner Espy moved to appoint Sarah Barber to the Fair Board for a 5-year term ending December 2030. Commissioner Jones seconded and the motion passed unanimously.

Clerk Smith reported that financial disclosures are on file for all commissioners, County Clerk Lisa Smith, Chief Deputy Clerks Ashley Jolly and Wendy Newbrough, County Treasurer Lindsey West and Deputy Treasurers Sondra Rydberg, Stacey Ward, Janeil Ebell and Veronica Fernandez.

Clerk Smith presented a grant agreement for board approval and Chairman's signature.

Commissioner Espy moved to approve and authorize the Vice Chairman's signature on the US Department of Transportation Grant Agreement under FY24 Safe Streets and Roads for All Grant Program for the Carbon County Comprehensive Safety Action Plan in the amount of \$182,400.00 for a term of 48-months. Commissioner Jones seconded and the motion passed unanimously.

## **Attorney**

Attorney Davis stated that the Dixon Airport Hangar Lease Agreement with Bo Stocks needs to be modified to correct the row and lot of the hangar. The lease currently states lot 5, it needs to be corrected to row 2, lot 3.

Commissioner Jones moved to approve the modification of the Dixon Airport Lease Private Operator which amends the location of the hangar from lot 5 to row 2 lot 3. Commissioner Johnson seconded and the motion passed unanimously.

Attorney Davis provided an update on the public records software.

## **PLANNING AND ZONING**

Kristy Rowan requested and received authorization to request an extension to allow sufficient time to review and submit comments on the Wyoming Intertie Project Pre-Application. The requested review extension period is for Friday, January 9, 2026, due to the upcoming Christmas and New Year holidays and short work weeks. This extension request will allow Carbon County to review the pre-application more thoroughly and provide thoughtful comments.

## **IT**

Matt Webster, IT Director, provided an update on the AV system in the Commissioner Meeting room. He will be getting quotes to replace faulty equipment.

## **COMMISSIONERS**

Commissioner Jones presented Ardurra's scope of work and task order for the Dixon Airport 2026 Crack Seal Project for Dixon Airport for board approval and Chairman's signature.

Commissioner Jones moved to approve and authorize the Vice Chairman's signature on Ardurra Group LLC Professional Services Master Task Order Agreement for 2026 Seal Coat and Mark Project for Dixon Airport in the amount of \$77,671.00 to be completed Summer 2026. Commissioner Espy seconded and the motion passed unanimously.

Attorney Davis presented a letter from the Town of Medicine Bow for discussion.

Commissioner Espy moved to approve and authorize any Commissioner's signature on a letter to all municipalities regarding contributions to all county libraries. Commissioner Johnson seconded and the motion passed unanimously.

Attorney Davis presented another letter for board approval and Chairman's signature. The deadline to submit comments for Alternative D for the FERC Seminoe Pumped Storage Project is January 2, 2026, and the letter is still in draft form. She provided an update and asked if anyone had anything to add. They requested a letter stating that due to the addition of Alternative D that just came out yesterday and they request that the EIS deadline be extended.

Commissioner Johnson moved to approve and authorize the Chairman's signature on a comment letter and request that the EIS deadline be extended for Alternative D for the FERC Seminoe Pumped Storage Project. Commissioner Espy seconded and the motion passed unanimously.

Commissioner Espy moved to approve and authorize the Chairman's signature on a letter regarding the draft EIS for the FERC Seminoe Pumped Storage Project contingent on the boards final review. Commissioner Jones seconded and the motion passed unanimously.

Attorney Davis stated they have received multiple notices for appointments of Public Defenders. She is familiar with these individuals but no real current information about them. The board doesn't have any concerns.

## **Sheriff**

Alex Bakken, Carbon County Sheriff requested and received approval for his bullet proof vest grant application.

## **Emergency Manager**

Lenny Layman, Emergency Manager discussed some additional benefits of the Starlink donation from HF Sinclair. He stated that the equipment could be potentially utilized for elections.

## **CITIZEN/COMMISSIONERS DISCUSSION**

Commissioner Johnson stated there are many events this time of year and wherever he goes people ask about property taxes and they understand the need for property taxes and their purpose. He said that the messaging coming out of Cheyenne is frustrating.

Commissioner Espy stated that congress passed SRS Secure Rural Schools and will back fill 2024 and fully fund fiscal year 2025. He recently attended the NACO meeting in Texas. The message during the meeting is that commissioners are doing a poor job telling their stories of issues in their areas including property tax issues and how to help your constituents understand where this money comes from and how it's distributed. They also discussed the mental health crisis in this country regardless of where you live.

Commissioner Jones said she appreciates and thanks the county employees and everything they do. She discussed a recent interaction staff had with a difficult individual and said they all county employees deserve respect and thanked them for what they have to endure at times.

## **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. Commissioner Johnson seconded and the motion passed unanimously.

Commissioner Espy moved to come out of executive session at 11:47 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Espy moved to continue to use the Carbon County Comet through January 6, 2026, due to the fact that last year's motion authorized the official publication through December 31, 2025. Commissioner Johnson seconded and the motion passed unanimously.

## **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 11:50 a.m. Commissioner Jones seconded, and the motion passed unanimously.

The regular meeting of this Board will be held Tuesday, January 20, 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.