

BOARD OF CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, October 5, 2004
Carbon County Courthouse
Rawlins, Wyoming

The regular meeting of the Carbon County Commissioners was held October 5, 2004 at the County Courthouse in Rawlins, WY. Attending the meeting were Chairman Artlin Zeiger; Commissioners Linda Fleming and Lee Meacham; Linda Ann Smith, County Clerk; and Gwynn Rothenberger, Deputy Clerk.

Chairman Artlin Zeiger called the meeting to order at 9:02 a.m.

VOUCHERS

The following vouchers were presented for payment:

| | | |
|-----------------------------------|---------------------|-----------|
| A T & T | PUBLIC HEALTH | 26.89 |
| ALSCO, AMERICAN LINEN DIVISION | ROAD & BRIDGE | 81.13 |
| AMERICAN DIABETES ASSOCIATION | PUBLIC HEALTH | 28.00 |
| AMERICAN PLANNING ASSOCIATION | PLANNING | 248.00 |
| AVENTIS | PUBLIC HEALTH | 2,446.08 |
| B & G EQUIPMENT, INC. | ROAD & BRIDGE | 562.61 |
| B. DALTON BOOKSELLER | GRANTS | 304.04 |
| BARTLETT, SUE RN | PUBLIC HEALTH | 111.58 |
| BEST PEST CONTROL, LLC | SENIOR SERVICES | 81.25 |
| BRANHAM JEWELERS, INC | SHERIFF | 41.55 |
| BRESNAN COMMUNICATIONS | VARIOUS | 177.84 |
| BROWN, ESTELLA | GRANTS | 6.29 |
| BUCHHOLTZ, LEROY | SENIOR SERVICES | 300.00 |
| BUILD RITE LUMBER SUPPLY | VARIOUS | 61.02 |
| BUSEY, SHARALEE | PUBLIC HEALTH | 163.91 |
| CAPITOL COMMUNICATIONS | BUILDINGS & GROUNDS | 8,500.00 |
| CARBON COUNTY SENIOR SERVICES | SENIOR SERVICES | 40,000.00 |
| CARBON COUNTY TV & ELECTRONICS | VARIOUS | 19.57 |
| CASPER STAR-TRIBUNE | ADMINISTRATION | 114.50 |
| CEDAR STREET SINCLAIR | SHERIFF | 12.50 |
| CENTURY ENVIRONMENTAL HYGIENE LLC | CARBON BUILDING | 1,881.25 |
| CENTURYTEL | VARIOUS | 122.37 |
| CHEMDRY OF SNOWY RANGE | CARBON BUILDING | 85.00 |
| CHILDRENS CLINIC, THE | SHERIFF | 260.00 |
| COMMUNICATIONS SOURCE INC | GRANTS | 125.00 |
| CORPORATE EXPRESS | VARIOUS | 2,462.44 |
| COUNTRY STORE | SHERIFF | 89.00 |
| CRAWFORD, WARREN | CES | 10.82 |
| CRUZ, SALLY | PUBLIC HEALTH | 22.20 |
| CULLIGAN WATER CONDITIONING | SENIOR SERVICES | 25.00 |
| CYR, NANCY | PUBLIC HEALTH | 23.68 |
| D & K SANITATION | VARIOUS | 261.00 |
| DAILY TIMES | VARIOUS | 499.29 |
| DOMINOS PIZZA | ADMINISTRATION | 121.35 |
| DOUGLAS WOLFE | CARBON BUILDING | 60.00 |
| DUBOIS TELEPHONE EXCHANGE | SHERIFF | 89.03 |
| EAGLE DIRECT | ELECTIONS | 9,098.97 |
| EAGLE UNIFORM SUPPLY | CARBON BUILDING | 58.98 |
| ELK MOUNTAIN TOWING | SHERIFF | 32.34 |
| ENERGY BASIN CLINIC | SHERIFF | 132.00 |
| FARMER BROTHERS COFFEE | CLERK OF COURT | 42.78 |
| FARSTER, PAMELA R. | GRANTS | 1,818.61 |
| GALLS INCORPORATED | JAIL | 330.35 |
| GLAXOSMITHKLINE FINANCIAL, INC. | PUBLIC HEALTH | 331.05 |
| GLENN D. BIGGS & ASSOCIATES, PC | ADMINISTRATION | 3,057.50 |

| | | |
|-----------------------------------|---------------------|-----------|
| GOLDEN, MARY | PUBLIC HEALTH | 146.34 |
| GOSEVNER, MAXINE | PUBLIC HEALTH | 46.62 |
| GRAPHIC SPORTS | SHERIFF | 4.95 |
| HANNA, TOWN OF | ROAD & BRIDGE | 55.20 |
| HEMOCUE | WIC | 168.00 |
| HEROLD IRON WORKS | ROAD & BRIDGE | 11.88 |
| HETTGAR, BRIDGET M RN | PUBLIC HEALTH | 9.99 |
| HIGH PLAINS POWER | SENIOR SERVICES | 104.75 |
| HILLCREST SPRING WATER, INC. | CLERK OF COURT | 26.00 |
| HOLIDAY INN - CASPER | PUBLIC HEALTH | 110.00 |
| HONES VETERINARY SERVICE, LLC | SHERIFF | 120.06 |
| HYLAND ENTERPRISES | VARIOUS | 210.20 |
| IKON OFFICE SOLUTIONS | ADMINISTRATION | 171.40 |
| JACKALOPE PRINTING | VARIOUS | 670.70 |
| JERRY'S DONUTS | SHERIFF | 6.38 |
| JOBS AVAILABLE INC | ADMINISTRATION | 372.60 |
| KAISER PAINTING & LAWN CARE | VARIOUS | 80.00 |
| KESERICH & CO., APPRAISALS | BUILDINGS & GROUNDS | 300.00 |
| KILBURN TIRE COMPANY | VARIOUS | 60.56 |
| KN ENERGY INC | VARIOUS | 1,197.85 |
| KROGER - KING SOOPERS | VARIOUS | 427.15 |
| L N CURTIS & SONS | GRANTS | 1,132.36 |
| LANA FARRESTER | GRANTS | 30.00 |
| LASSLE, SHANNON | PUBLIC HEALTH | 31.45 |
| LEXIS NEXIS MATTHEW BENDER | ADMINISTRATION | 930.45 |
| LO-FU TAN | ADMINISTRATION | 2,880.00 |
| LODGE AT RAWLINS | GRANTS | 45.00 |
| LONG BUILDING TECHNOLOGIES, INC. | BUILDINGS & GROUNDS | 5,300.37 |
| M M S | PUBLIC HEALTH | 61.53 |
| MACPHERSON, KELLY & THOMPSON, LLC | ADMINISTRATION | 1,730.76 |
| MASSEY, DANIEL T. P.C. | ADMINISTRATION | 1,916.98 |
| MATCO TOOLS | ROAD & BRIDGE | 10.25 |
| MEDICAL ARTS PRESS | VARIOUS | 69.60 |
| MEMORIAL HOSPITAL | ADMINISTRATION | 11,361.25 |
| MERBACK AWARD COMPANY | SHERIFF | 69.18 |
| MOFFAT COUNTY SHERIFF'S OFFICE | JAIL | 6,042.12 |
| MORIARITY, CATHERINE M. | ADMINISTRATION | 318.50 |
| MPM CORP / EVERGREEN DISPOSAL | SENIOR SERVICES | 85.00 |
| NATIONAL CAMPAIGN SUPPLY CORP. | ELECTIONS | 61.00 |
| NIBBLES & BYTES | ADMINISTRATION | 38.00 |
| PACIFIC POWER & LIGHT CO | VARIOUS | 3,959.36 |
| PAGE ONE | VARIOUS | 285.00 |
| PAMIDA INC | PUBLIC HEALTH | 8.22 |
| PARRIE'S ELECTRONICS | PUBLIC HEALTH | 3.98 |
| PERUE PRINTING | PUBLIC HEALTH | 29.95 |
| PICKETT, THOMAS Y AND | ASSESSOR | 2,500.00 |
| PLAINSMAN PRINTING & SUPPLY | CLERK | 406.01 |
| QUESTAR GAS | SENIOR SERVICES | 20.87 |
| QUILL CORPORATION | VARIOUS | 997.97 |
| QWEST | VARIOUS | 354.51 |
| QWEST - DENVER | CARBON BUILDING | 29.95 |
| RAWLINS AUTOMOTIVE | VARIOUS | 420.21 |
| RAWLINS GLASS | ROAD & BRIDGE | 40.36 |
| RAWLINS NATIONAL BANK | VARIOUS | 76.50 |
| RAWLINS, CITY OF | CLERK | 2,007.60 |
| RELIABLE | VARIOUS | 142.12 |
| RENDEZVOUS LODGE LLC. | CLERK OF COURT | 283.61 |
| RICHARDSON, JILL | PUBLIC HEALTH | 38.24 |
| ROSS' AUTOMOTIVE SERVICES | SHERIFF | 43.45 |
| ROSTAD MORTUARY | CORONER | 450.00 |
| RYAN, ZOLA | CES | 46.92 |
| SARATOGA AUTO PARTS, INC. | ROAD & BRIDGE | 301.34 |
| SHEPARD'S | SHERIFF | 592.48 |
| SHIVELY HARDWARE | ROAD & BRIDGE | 15.99 |

| | | |
|--------------------------------|---------------------|------------|
| SMITH, SUSAN | GRANTS | 12.58 |
| SOUTHWEST COUNSELING SERVICE | SHERIFF | 0.25 |
| SQUARE SHOOTERS EATING HOUSE | ADMINISTRATION | 304.22 |
| STATE OF WYOMING | ELECTIONS | 140.16 |
| T & T PLUMBING & SERVICE | COURTHOUSE | 263.25 |
| T'S KEYS | COURTHOUSE | 49.00 |
| TERMINIX | VARIOUS | 65.00 |
| TERRY'S TOWING SERVICE | VARIOUS | 686.00 |
| TRADING POST | SHERIFF | 89.26 |
| TRIB.COM | PLANNING | 19.95 |
| TRUE VALUE OF RAWLINS | VARIOUS | 234.67 |
| U S BANK | VARIOUS | 722.23 |
| UNION TELEPHONE COMPANY | VARIOUS | 404.15 |
| UNIVERSITY OF WASHINGTON | GRANTS | 29.00 |
| UNIVERSITY OF WYOMING | GRANTS | 50.00 |
| VERIZON WIRELESS | VARIOUS | 306.25 |
| VIDEO HITS & GAMES | JAIL | 7.40 |
| VISIONARY COMMUNICATIONS, INC. | GRANTS | 20.00 |
| W A C O | VARIOUS | 305.00 |
| WATTS, JAN | GRANTS | 400.00 |
| WAYNE'S KEY & LOCK | JAIL | 20.00 |
| WILSON, MARGARET | SHERIFF | 48.00 |
| WY CLERK OF COURT ASSOCIATION | CLERK OF COURT | 125.00 |
| WY DIESEL SERVICE | ROAD & BRIDGE | 29.98 |
| WY MACHINERY COMPANY | ROAD & BRIDGE | 544.07 |
| WY PAPER SUPPLY | VARIOUS | 765.33 |
| WY SECRETARY OF STATE | PLANNING | 10.00 |
| WY STATE ARCHIVES | ADMINISTRATION | 87.47 |
| WY STATE BAR | ATTORNEY | 667.50 |
| XEROX CORPORATION | VARIOUS | 1,233.34 |
| YAMPA VALLEY ELECTRIC | SENIOR SERVICES | 372.89 |
| YARDSCAPES | BUILDINGS & GROUNDS | 668.00 |
| ZEE | VARIOUS | 93.45 |
| | | |
| | ** GRAND TOTAL ** | 132,569.24 |

CLERK

Minutes

Commissioner Meacham moved to approve the minutes from the September 7, 2004 and the September 20, 2004 as presented. Commissioner Fleming seconded and the motion carried unanimously.

Bonds

Commissioner Fleming moved to approve bonds for Robert L. Woodhouse, Treasurer of the Jeffrey Center Board in the amount of \$5,000.00; W. John Clark, Treasurer of the Dixon Airport Board in the amount of \$3,000.00; and Rowena M. Trapp, Treasurer of the Carbon County Museum Board in the amount of \$1,000.00. Commissioner Meacham seconded and the motion carried unanimously.

Monthly Receipts

Clerk Smith presented monthly receipts for the Clerk's Office in the amount of \$19,241.50.

Extended Professional Service Agreement

Commissioner Fleming moved to authorize the Chairman to sign the Extended

Professional Service Agreement with the University of Wyoming in the total amount of \$19,092.00. Commissioner Meacham seconded and the motion carried unanimously.

Courthouse Heating and Air Conditioning

Commissioner Meacham moved to approve Payment No. 1 in the amount of \$103,000.00 with \$92,700.00 being paid to U.S. Mechanical for the Courthouse heating and air conditioning project and retainage in the amount of \$10,300.00. Commissioner Fleming seconded and the motion carried unanimously.

Commissioner Fleming moved to authorize the Clerk to pay \$138,000.00 to U.S. Mechanical for piping. Commissioner Meacham seconded and the motion carried unanimously.

Abatements

Clerk Smith presented three tax abatements for the County Assessors Office.

Juvenile Justice

Clerk Smith presented a draw down request No. 2 for the WCCA/OJJDP grant in the amount of \$8,000.00.

Commissioner Fleming moved to authorize the Chairman to sign the WCCA/OJJDP "Non Participating" Grant Draw Down Request CFDA# 16.541 in the amount of \$8,000.00. Commissioner Meacham seconded and the motion carried unanimously.

Noyes Clinic

Clerk Smith and Chief Deputy Garvin stated that a gas line is needed at the ambulance garage at the Noyes Clinic. Ms. Garvin stated that there is a charge of \$224.00 to install the line and that there will be no charge to Carbon County during the winter.

Commissioner Fleming moved to authorize the Chairman to sign the Service Line Agreement, Contract ID SE00012236991, with Questar Gas in the amount of \$224.00 to install a gas line to the Noyes Clinic in Baggs, WY. Commissioner Meacham seconded and the motion carried unanimously.

Ft. Steele Restoration Project

Clerk Smith stated that wood for the windows needs to be purchased for the restoration project at Ft. Steele as prices are expected to rise soon. She advised the Board that State Parks will purchase these supplies.

County Civil Attorney

Clerk Smith presented a request from Tom Thompson's for a \$5.00 per hour raise for his litigation services. This would make his hourly rate \$90.00. The Board will take this under advisement until further research is done.

Circuit Court

Clerk Smith presented a letter from Judge Eakin of the Circuit Court. She would like access to a file room in the Courthouse. Clerk Smith stated that the ladies restroom door in the basement of the Courthouse could be moved and a partition made in the hallway, which would give Circuit Court access to more storage area.

Clerk Smith also presented a request from Circuit Court for furniture including three shelf-filing units, one full-size desk, and four chairs in the total amount of \$5,599.18. The Board will take this request under advisement.

State Lands and Investments

Clerk Smith presented a letter from the State Lands and Investment Board stating that a public hearing will be held on October 12, 2004 at 10:00 a.m. in the Commissioners Meeting Room. The hearing is regarding a proposed land and mineral exchange on 640 acres of land located in Converse County and an additional 640 acres of land located in Carbon County.

Local Government Liability Pool Nominations

Commissioner Fleming moved to nominate Linda Smith for the at-large position on the Local Government Liability Pool Board of Directors. Commissioner Meacham seconded and the motion carried unanimously.

Armory

Clerk Smith presented a letter from the Bureau of Land Management asking to place a wind turbine southwest of the National Guard Armory. The tower would be 102' tall with 30' diameter blades.

The Board stated that it has no objection to this request

Medicine Bow Senior Center

Clerk Smith reported that Everett Grubb of Custom Builders has sent the plans for the Medicine Bow Senior Center to the Fire Marshall and they have been forwarded to the ADA inspectors.

Senior Services Board

Clerk Smith presented a resignation letter from Peggy Gourlay for her position on the Carbon County Senior Services Board.

ELECTED OFFICIALS

Commissioner Fleming moved to authorize the Chairman to sign the Cooperative Agreement Wyoming Department of Family Services Child Support Enforcement Unit and the Carbon County Clerk of District Court for a period of one year. Commissioner Meacham seconded and the motion carried unanimously.

SENIOR SERVICES

Ceil Miner presented a monthly report.

EMERGENCY MANAGEMENT

Greg Zabel updated the Board on his processes of reporting to the State of Wyoming Office of Homeland Security.

TELECOMMUNICATIONS SYSTEM

Chief Deputy Garvin informed the Board that Tom Herdt of Capitol Communications has terminated his consultation services for the telecommunications system.

Ms. Garvin presented a Memorandum of Understanding from Kent Drummond to provide consultation services for the county telecommunications system. She stated that Tom Thompson has reviewed the MOU and has approved it for the Board's consideration. Mr. Drummond's rate would be \$31.33 per hour plus travel expenses.

Commissioner Fleming moved to authorize the Chairman to sign the Memorandum of Understanding Between the Wyoming Department of Administration and Information Divisions of the Chief Administration Officer (OCIO) and Carbon County to provide a consultant for the telecommunications project at a rate of \$31.33 per hour. Commissioner Meacham seconded and the motion carried unanimously.

JEFFREY CENTER

Ms. Garvin stated that a new dishwasher has been installed at the Jeffrey Center. She would like the Board to declare the old dishwasher as surplus property. The Board will consider this request.

JUVENILE JUSTICE

Ada Fowler reported that during her attendance of a meeting with other juvenile justice administrators, she was informed that the grant funding she receives to fund her programs will either no longer be available or will be significantly reduced. She would like the Board to consider funding the juvenile justice program next fiscal year.

SARATOGA SUBDIVISION

Chuck Bartlett requested authorization for an expansion of the Swanson subdivision in Saratoga. Mr. Bartlett stated that there would be three additional lots and he is requesting that the Board and the Clerk approve the final plat

Commissioner Meacham moved to authorize the Chairman to sign the final plat authorizing the expansion of the Swanson Brothers Subdivision Lots 1 and 2 Block 2 and Lot 7 Block 4. Commissioner Fleming seconded and the motion carried unanimously.

CARBON BUILDING

Ben Smith of Energy Construction reported that they have consulted with Weston Engineering of Laramie, Wyoming to design and oversee the construction of a drain field on the south and west sides of the Carbon Building. This drainage system would be in place to keep water out of the Carbon Building basement.

Mr. Smith reported that test holes have been drilled approximately 2 feet from the building to determine if the flooding is from ground water or rainwater. They would like to wait until spring to test the water in the holes to determine its source. He also reported that the windows are sealed and the sprinklers have been redirected to not spray the building.

Mr. Smith presented a proposal to install a drainage system to collect and dispose of water. The Board would like to wait until next spring when the source of the flooding is determined from the test holes, then determine the best solution depending on that result.

RECESS

Chairman Zeiger recessed for lunch at 12:05 p.m. and reconvened at 2:03 p.m.

PLANNING & ZONING

Commissioner Fleming moved to go into executive session at 2:04 p.m. with Linda Smith and Kristy Rowan to discuss personnel. Commissioner Meacham seconded and the motion carried unanimously.

Commissioner Meacham moved to come out of executive session at 2:22 p.m. Commissioner Fleming seconded and the motion carried unanimously.

ECONOMIC DEVELOPMENT CORPORATION

Harry Lovato and Jay Grabow of the Economic Development Corporation reported on the progress of separating the EDC and Planning & Zoning Department. The men reported that the EDC is now located at the Bank of Commerce building and only has files to transfer to the new office.

The Board advised EDC to have the office, including files, completely moved Friday, October 8, 2004, and turn in all keys by that time.

Mr. Grabow reported that the WY Business Council has hired a consulting group to determine what business industries certain areas of the state should target. Commissioner Meacham stated that he has met with the group.

COUNTY FIRE DEPARTMENT

Dwight France, County Fire Warden, and Brian Hightree, Deputy Fire Warden, presented the Wildland Urban Interface Grant application that he recently submitted. Mr. France reported that this grant would require a 50% match totaling \$83,000.00. The County's match would include Fire Warden salaries, use of a county vehicle, and \$1,000.00 funding from each property owner. There are six sites that would each receive approximately \$2,300.00 to protect structures including improve access in and out and reducing trees around the structure.

GIS / GPS

Karen Larsen updated the Board on the progress of the rural addressing project. She stated that she will notify residents of their assigned addresses as they are given.

ROAD & BRIDGE

Nina Adams of the Seminole Boat Club appeared with Bill Nation to report that a ballot has been sent out to all Seminole Boat Club members asking their input regarding the county taking over ownership of the road leading to the Boat Club. Ms. Adams will report back when the results have been tabulated.

Mr. Nation presented his bi-monthly report. Mr. Nation requested and received authorization to pay Drive Train Industries in the amount of \$1,902.42.

JEFFREY CENTER

Commissioner Meacham moved to declare the dishwasher that has been removed from the Jeffrey Center surplus and authorized it be disposed of. Commissioner Fleming seconded and the motion carried unanimously.

EXECUTIVE SESSION

Commissioner Fleming moved to go into executive session at 3:31 p.m. with Linda Smith and Glenn D. Biggs and Sheriff Colson to discuss personnel. Commissioner Meacham seconded and the motion carried unanimously.

Commissioner Meacham moved and Commissioner Fleming seconded to come out of executive session at 4:35 p.m. The motion carried unanimously.

LM OLSON PAYMENT APPLICATION

Commissioner Meacham moved to approve LM Olson Payment Application No. 15 in the total amount of \$788,505.00, with \$779,509.40 being paid to LM Olson and \$8,995.60 being paid to LM Olson's escrow account. The Board approved this application to be forwarded to the Carbon County Detention Facility Joint Powers Board for payment. Commissioner Fleming seconded and the motion carried unanimously.

MENTAL HEALTH EXAMINER

Commissioner Fleming moved that Glenn D. Biggs be hired as the mental health examiner at $\frac{3}{4}$ time with full benefits. Commissioner Meacham seconded and the motion carried unanimously.

ADJOURNMENT

There being no further business, Chairman Zeiger adjourned the meeting at 4:38 p.m.

BOARD OF COMMISSIONERS
CARBON COUNTY, WYOMING

-s- Artlin Zeiger, Chairman

ATTEST:

-s- Linda Ann Smith, County Clerk