

**MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, September 4, 2007
County Courthouse, Rawlins, Wyoming**

The regular meeting of the Board of Carbon County Commissioners commenced Tuesday, September 4, 2007 at the County Courthouse in Rawlins, Wyoming. Attending the meeting were Commissioners Terry Weickum and Jerry Paxton; County Clerk Gwynn Rothenberger, County Attorney Cindy DeLancey, and Deputy Clerk Kathy Turner. Chairman Zeiger was absent.

Commissioner Weickum, Acting Chairman, called the meeting to order at 9:04 a.m.

VOUCHERS

The following vouchers were presented and approved for payment:

ALCO	SUPPLIES	24.22
ALDERETE, MAX	INSTALLED KEYBOARD TRAYS	122.50
ALSCO, AMERICAN LINE	SUPPLIES	80.18
ALTERNATIVE SENTENCING	EXAMINATION	223.00
AMERICAN CORRECTIONAL	ACA MEMBERSHIP DUES	35.00
ATCO INTERNATIONAL	SUPPLIES	194.00
BEHAVIORAL INTERVENTION	MONITORING SERVICES	358.05
BOB BARKER COMPANY	SUPPLIES	261.32
BOUGERE, LIBBY	SUPPORT GROUP FACILITATOR	240.00
BRESNAN COMMUNICATIONS	TV SERVICE	70.79
BUFFALO CREEK PSYCHOLOGICAL	PSYCHOLOGICAL EVALUATION	1,800.00
BUILD RITE LUMBER SUPPLY	REPAIRS FOR CHOP SAW	175.68
C N A SURETY	NOTARY BOND	50.00
CAPITOL COMMUNICATIONS	NEW UPS	3,750.64
CARBON COUNTY TV & E	SUPPLIES	49.98
CARBON COUNTY VETERINARY	SUPPLIES	35.99
CBM FOOD SERVICE	JAIL FOOD	6,848.69
CENTURYTEL	PHONE SERVICE	53.79
CESKO, DAVID MD	MEDICAL SERVICES	200.00
CHEYENNE FREIGHTLINE	PARTS	167.71
COMMUNICATION SYSTEM	PARTS	92.44
COMMUNICATIONS SOURCES	PAGERS/RADIO BATTERY	284.30
COMPUTER SOFTWARE ASSOCIATES	COMPUTER SERVICES	2,023.00
CONNELL RESOURCES	DIXON AIRPORT	216,573.57
CORPORATE EXPRESS	SUPPLIES	1,002.64
DAILY TIMES	SUBSCRIPTIONS	315.00
DELL MARKETING L.P.	COMPUTER	2,387.99
EAGLE UNIFORM SUPPLY	SUPPLIES	140.61
ELK MOUNTAIN VOLUNTEER FIRE DEPT.	FUEL/TRAINING SUPPLIES	907.57
ENTENMANN - ROVIN CO	SUPPLIES	432.10
EVANS, MORGAN	HAIRCUTS	70.00
FLEET SERVICES	FUEL	530.09
FRANCIS, SARAH	TRAVEL/MILEAGE	951.14
GALLS INCORPORATED	SUPPLIES	69.16
GASES PLUS	SUPPLIES	2,436.24
GOLDEN RULE COMPUTER	COMPUTER REPAIRS	198.00
GRAINGER	FAN PARTS	487.82
GRAPHIC SPORTS	STAMP	28.95
HAGOOD, VICKI	MILEAGE	135.70
HANNA, TOWN OF	WATER & SEWER	70.50

HIGH PLAINS POWER	ELECTRICAL SERVICE	480.95
HILLCREST SPRING WATER	SUPPLIES	41.56
HYLAND ENTERPRISES, INC.	PARTS & LABOR	626.14
J H KASPAR OIL COMP	FUEL	3,882.00
JACK, WILLIAM A.	CPR CLASSES	455.00
JACKALOPE PRINTING	SUPPLIES	374.95
JEFFREY C WARDLE ACA	DETENTION SERVICES	1,364.00
JERRY'S DONUTS	SUPPLIES	47.94
KENCO ENTERPRISES INC.	SECURITY SYSTEM CHANGE	1,757.90
KILBURN TIRE COMPANY	VEHICLE MAINTENANCE/REPAIRS	360.07
KONE ELEVATORS ESCALATOR	MAINTENANCE	1,208.99
KROGER - KING SOOPER	SUPPLIES	93.43
L N CURTIS & SONS	SUPPLIES	2,644.24
LAWSON PRODUCTS INC	SUPPLIES	578.66
LEBEDA, KAREN	LOCK REPLACEMENT	82.70
LONG BUILDING TECHNOLOGIES	DUCT CLEANING	2,691.77
MAS MODERN MARKETING	SUPPLIES	434.41
MCI COMMERCIAL SERVICES	PHONE SERVICE	24.54
MEMORIAL HOSPITAL	MEDICAL SERVICES/SUPPLIES	8,468.95
MERBACK AWARD COMPANY	SUPPLIES	85.95
MOORE MEDICAL CORP.	SUPPLIES	1,872.55
NASW WYOMING	REG FEES FOR NASW WYOMING	125.00
NAT'L CENTER FOR VICTIMS OF CRIME	MEMBERSHIP DUES	75.00
OPTAC INTERNATIONAL, INC.	REGISTRATION FEES	699.00
PAGE ONE	PAGER SERVICES	382.49
PAMIDA INC	SUPPLIES	64.30
PAXTON, JERRY	MILEAGE	165.60
PHILLIPS 66	FUEL	395.45
PITNEY BOWES	RENTAL CHARGES	296.75
PRECISION AMMUNITION	AMMUNITION	1,637.32
PRO-CHEM INDUSTRIAL	SUPPLIES	261.45
PROJECT PREVENTION	AD/PAYROLL/PHONES CHARGES	3,266.92
PTS OF AMERICA, LLC	PRISONER TRANSPORT	8,273.00
PUBLIC SAFETY CENTER	SUPPLIES	242.11
QWEST-DENVER	PHONE SERVICE	85.86
RASMUSSEN FURNITURE	SUPPLIES	35.98
RAWLINS AUTOMOTIVE	PARTS	282.75
RAWLINS GLASS	WINDSHIELD REPLACEMENT	470.00
REGIONAL JUVENILE DETENTION	DETENTION SERVICES	7,192.00
REMICK, SHELIA	POSTAGE & SUPPLIES	82.72
RITE-STYLE OPTICAL	SAFETY GLASSES	193.00
RIVERSIDE GARAGE & CABINS	PAINT	33.81
ROCKY MOUNTAIN POWER	ELECTRICAL SERVICE	63.61
SARATOGA AUTO PARTS	PARTS	233.34
SECRETARY OF STATE	NOTARY FEES	90.00
SHELL FLEET PLUS	FUEL	57.59
SHIVELY HARDWARE	MOWER PARTS	99.15
SKYLINE MOTORS, INC.	VEHICLE REPAIRS	952.13
SMITH TRANSFER & STORAGE	MOVING OFFICE FURNITURE	150.00
SNAP-ON TOOLS	TOOLS	129.00
SOURCE GAS	GAS SERVICE	3,053.37
T'S KEYS	DUPLICATE KEYS/REPLACE DOOR LOCK	56.00
T.W. ENTERPRISES, INC.	MAINTENANCE & REPAIRS	1,076.25
TERMINIX	MONTHLY SERVICE	75.00

TRIBCSP.COM	E-MAIL ACCOUNT	2.00
TRUE VALUE OF RAWLINS	SUPPLIES/VACUUM/SUPPLIES	153.49
UNION TELEPHONE COMP	TELEPHONE SERVICES	544.22
USP COMMUNICATIONS	TELEPHONE SERVICES	391.16
VAN'S WHOLESALE	SUPPLIES	163.85
VERIZON WIRELESS	CELL PHONE SERVICES	253.71
VISIONARY COMMUNICATIONS	TELEPHONE SERVICES	21.95
WEICKUM, TERRY	MILEAGE	73.60
WEST PAYMENT CENTER	WEST INFORMATION CHARGES/CD'S	709.01
WY DIESEL SERVICE	PARTS & LABOR	1,433.08
WY DIVISION OF VICTIMS SERVICES	REGISTRATION FEES/UNEXP FUNDS	16,950.55
WY EMERGENCY MEDICAL	REGISTRATION FEES	130.00
WY STATIONERY	SUPPLIES	1,978.17
WYOPASS	REGISTRATION FEES	150.00
XEROX CORPORATION	BASE CHARGES	856.40
	GRAND TOTAL	325,562.20

CLERK

Minutes

Commissioner Paxton moved to approve the minutes of the August 21, 2007 regular meeting as presented. Commissioner Weickum seconded and the motion carried unanimously.

Monthly Receipts

Commissioner Paxton moved to approve the monthly receipts for Road & Bridge in the amount of \$400.00. Commissioner Weickum seconded and the motion carried unanimously.

Bonds

Commissioner Paxton moved to approve a bond for Robert L. Woodhouse, Jeffrey Center Treasurer, in the amount of \$5,000.00; Ranson Hackett, Baggs Solid Waste Disposal District Treasurer, in the amount of \$10,000.00; and Jonna Davis, Town of Saratoga Treasurer in the amount of \$50,000.00. Commissioner Weickum seconded and the motion carried unanimously.

Winter Meeting Schedule

Clerk Rothenberger discussed the Commissioners winter meeting schedule and asked when the Board would like to reschedule the January 1, 2008 meeting for, as that is a holiday. The meeting was moved to January 8, 2007.

Mercantile Board

Clerk Rothenberger advised the Mercantile Board recently met and decided to request the only bid for their storefront remodel be rejected. She stated the Mercantile Board may use this grant funding for windows only rather than toward a complete remodel.

Commissioner Paxton moved to reject the bid from Shepard Construction for remodeling the Carbon Mercantile storefront. Commissioner Weickum seconded and the motion carried unanimously.

Voter Registration System Memorandum of Understanding

Clerk Rothenberger presented a Memorandum of Understanding (MOU) between the Secretary of State and Carbon County defining the responsibilities of the county regarding the use of a statewide-computerized voter registration system from Saber Software Inc. She added that there is no fee for the software and the term is until either party terminates the MOU. Clerk Rothenberger added that Attorney DeLancey has reviewed the MOU and recommended

approval.

Commissioner Paxton moved to authorize the County Clerk to sign the Memorandum of Understanding Between the Wyoming Secretary of State and Carbon County for use of Saber Software's uniform, centralized computerized statewide voter registration system. Commissioner Weickum seconded and the motion carried unanimously.

Mental Health Contract Amendment

Clerk Rothenberger presented an Amendment to the contract with the Wyoming Department of Health for Mental Health deleting the Health Insurance Portability and Accountability Act (HIPPA) clause from the original contract. She added Attorney DeLancey has reviewed the Amendment and recommended approval.

Commissioner Paxton moved to approve Amendment Number One to the Contract Between Wyoming Department of Health, Mental Health and Substance Abuse Services Division and Carbon County Commissioners. Commissioner Weickum seconded and the motion carried unanimously.

Cooperative Extension Services

Commissioner Paxton moved to approve the Extended Professional Service Agreement between the University of Wyoming and the Board of County Commissioners of Carbon County committing the county to contribute \$20,653.00 annually to the University of Wyoming Cooperative Extension Service for an Extension Professional for Carbon County. Commissioner Weickum seconded and the motion carried unanimously.

Department of Health Contract

Clerk Rothenberger presented a Contract with the Wyoming Department of Health, Mental Health and Substance Abuse Services to comply with current and future provisions for the Privacy and Security of Individually Identifiable Health Information. She stated Attorney DeLancey has reviewed the Contract and recommended approval.

Commissioner Paxton moved to approve the Contract Between the State of Wyoming, Department of Health, Mental Health and Substance Abuse Service Division and Carbon County Commissioners to comply with current and future provisions for the Privacy and Security of Individually Identifiable Health Information for an indefinite term with no payment due to either party. Commissioner Weickum seconded and the motion carried unanimously.

Audit Engagement Letter

Clerk Rothenberger presented Mader Tschacher Peterson & Co LLC's Engagement Letter to perform the annual audit for Carbon County. She advised the audit will begin the end of September and she should have a final report by the end of the year. The Engagement Letter states the fees for the audit are up to the amount of \$25,300.00. She stated Attorney DeLancey has reviewed this letter and recommended approval.

Commissioner Paxton moved to authorize the Acting Chairman to sign the Audit Engagement Letter from Mader Tschacher Peterson & Co., LLC to perform an annual audit for Carbon County. Commissioner Weickum seconded and the motion carried unanimously.

Bioterrorism Contract

Clerk Rothenberger presented a contract designating V. Raja Chandra, M.D. as the Bioterrorism Representative for Carbon County to strengthen local and county response to bioterrorism. She stated Attorney DeLancey has reviewed this contract and recommended approval.

Commissioner Paxton moved to approve the Contract Between V. Raja Chandra M.D., Carbon County Health Officer and the Wyoming Department of Health and that the Wyoming Department of Health will pay the designee \$12,000.00 for a term of August 31, 2007 through August 30, 2008. Commissioner Weickum seconded and the motion carried unanimously.

Multi-Hazard Mitigation Planning Grant

Clerk Rothenberger presented a grant agreement with the Office of Homeland Security in the amount of \$17,773.00 with a \$5,925.00 match to hire a consultant to prepare a multi-hazard mitigation plan. She asked that the new Emergency Management employee be involved with the requirements of this grant as public meetings are required. She stated Attorney DeLancey has reviewed the agreement and recommended approval.

Commissioner Paxton moved to approve the Grant Award for U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA), Hazard Mitigation Grant Program, FEMA-1599-WY, in the total amount of \$23,698.00 to prepare a multi-hazard mitigation plan for Carbon County. Commissioner Weickum seconded and the motion carried unanimously.

Emergency Management Coordinator

Clerk Rothenberger discussed that she and Greg Zabel, Emergency Management Coordinator, have advertised for Mr. Zabel's position, as he will be retiring in October. There was discussion that applications will be due September 18, and that she would like to schedule interviews with Greg Zabel and the Commissioners for sometime the week of September 24. She asked that this individual be asked to be involved with Homeland Security grants as part of his or her job duties. The Board agreed to interview these applicants Thursday September 27, 2007

MEMORANDUM OF UNDERSTANDING

Commissioner Paxton presented a News Release from the Rocky Mountain News with Congress stating \$8 million has been allocated to battle bark beetles in Colorado and Wyoming and that Carbon County is included in this funding. He requested the Board consider signing a Memorandum of Understanding stating the Board's support.

Commissioner Paxton moved to approve the Memorandum of Understanding Between Carbon County, Saratoga-Encampment-Rawlins Conservation District, Laramie Rivers Conservation District, Little Snake River Conservation District and the U.S. Department of Agriculture Forest Service Medicine Bow-Routt National Forests to provide for a cooperative working relationship during the implementation of the Medicine Bow National Forest Land and Resource Management Plan. Commissioner Weickum seconded and the motion carried unanimously.

ELECTED OFFICIALS / DEPARTMENT HEADS

Library

Kristin Herr discussed a Library Endowment Bill and presented a resolution she requested the Board sign stating its support for this Bill. She stated the purpose is to provide for a two to one match to funding the library foundation raises. Attorney DeLancey stated she reviewed the proposed resolution and that she sees no legal issues with it.

There was discussion that one paragraph be removed from the resolution and Attorney DeLancey suggested the Board table the resolution for further review.

Commissioner Weickum stated the resolution does not commit the county to anything, just the idea that the Board supports proposed legislation. Commissioner Paxton stated he would prefer paragraph three be removed. Clerk Rothenberger agreed to delete this paragraph and present the revised resolution later today for approval.

Treasurer

County Treasurer Baldwin discussed county funds and asked the Board to be cautious and not issue approval numbers for large purchases until further notice. She discussed that her office will be working on disbursing tax bills and once these are sent out, funds will begin coming in. The Board agreed to not authorize any major purchases until further notice.

EXECUTIVE SESSION

Commissioner Paxton moved to go into executive session at 9:55 a.m. for personnel with Bill Nation, Attorney DeLancey and Clerk Rothenberger. Commissioner Paxton moved to come out of executive at 10:11 a.m.

Commissioner Paxton moved to come out of executive session at 10:11 a.m and that the minutes of the executive session be approved as written and be sealed. Commissioner Weickum seconded and the motion carried unanimously.

Commissioner Weickum stated that no action was taken during the executive session.

RECESS

Commissioner Weickum called a recess at 10:12 a.m. and reconvened at 10:19 a.m.

ELECTED OFFICIALS/DEPARTMENT HEADS (CONTINUED)

Road & Bridge

Business Ready Community Grant

Bill Nation advised Carbon County has moved up to the number one recommended project on the Business Ready Community Grant and Loan Program. He added that he will attend the Wyoming Business Council's September 13, 2007 meeting to speak on behalf of the grant application. The Board thanked everyone involved in the process of getting this grant application submitted.

Area Work

Mr. Nation distributed the Road & Bridge Report of September 4, 2007. He stated that on August 21, 2007, all Road & Bridge employees recertified in a CPR and First Aid training course. On August 22, 2007, the entire Road & Bridge crew went to the top of Elk Mountain to pour 16,800 pounds of concrete for a radio tower base. This project went well and they will hang the tower next week.

Mr. Nation advised this week they are hauling gravel on part of County Road 402, and will also replace a culvert on County Road 504. He also advised road blading continues throughout the county as needed.

Commissioner Paxton moved to declare the following as surplus property and authorized the Road & Bridge Department to advertise for bids to sell a Sweeper/Broom #169, 1989 Ford Pickup VIN 1FTEF26Y2KPB09700, 1967 Ford 2.5 ton VIN F60BKB543147, 1984 International oil/diesel VIN 1HTLDTVNOEHA33067 and 1981 Backhoe Allice Chalmers VIN LD22682U594191. Commissioner Weickum seconded and the motion carried unanimously.

Treasurer Baldwin advised Mr. Nation will have to collect sales tax on the backhoe and the Sweeper/Broom in addition to the sales price and her office will collect sales tax on the vehicles.

LIBRARY

Commissioner Paxton moved to approve Resolution No. 2007-26, A Resolution Supporting the Wyoming Library Association's Library Endowment Bill. Commissioner Weickum seconded and the motion carried unanimously.

Resolution No. 2007 - 26

Resolution Supporting the Wyoming Library Association's Library Endowment Bill

Whereas:

1. The geographic distribution and cyclical nature of Wyoming's minerals-based economy means many of Wyoming's public libraries often face economic constraints, which result in reduced service hours, staff and book budgets. Wyoming's recent economic situation has improved and public libraries desire to extend the influence of this favorable economic trend.

2. The Wyoming Library Association is proposing a special library endowment bill, which would allow library foundations to raise endowment funds to be matched with state funds. The endowments would provide a stable source of funds to augment library services in each county.
3. The economic well being of Wyoming counties can vary widely. In order to promote endowment building equity, the Wyoming Library Association proposes that the endowment program provide tiered match ratios, based on each county's total valuation.

Therefore Be It Resolved:

1. We, the Board of Carbon county Commissioners, endorse the Wyoming Library Association's efforts to establish a Wyoming public library endowment challenge program, and will participate to the fullest extent possible to support its passage in the Wyoming Legislature.
2. We, the Board of Carbon county Commissioners, endorse the Wyoming Library Association's proposal, which provides a two-to-one match for the Carbon County Library Foundation.

Dated this 4th day of September 2007.

BOARD OF CARBON COUNTY COMMISSIONERS

-s- Terry Weickum
-s- Jerry Paxton

Attest:

-s- Gwynn G. Rothenberger, County Clerk

Building Manager

Leroy Graham distributed a list of projects he is currently working on. He discussed a problem with water in the Carbon Building and that he is changing the watering pattern and hopes this will solve the problem. Mr. Graham reported he will be meeting with the engineer in Saratoga who is working with the Jeffrey Center Board on their French drain. He hopes this project can be done in conjunction with a French drain at the Carbon Building. He discussed that he hopes to visit the buildings outside of Rawlins soon, but he has been extremely busy with just the Courthouse and Carbon Building.

Mr. Graham presented Phase I of the HVAC system at the Carbon Building with LONG Building Technologies, Inc. He asked for the Board's approval. The Board advised him to return with the original document and they would consider it.

Information Technology (IT) Employee

Clerk Rothenberger advised the new IT employee has accepted the position and will start September 10, 2007.

Long Distance

Commissioner Paxton asked if calling cards were available and Clerk Rothenberger advised the long distance service has not been in operation for approximately one week and the she is in the process of changing the county's long distance carrier to Qwest. She agreed to provide calling cards as soon as the transfer is complete.

Library

Kristin Herr distributed a quarterly library report as of September 4, 2007. She stated she has been the Director of the Carbon County Library System since April 30, 2007 and is still acclimating herself to the system and their processes. She discussed the library system, the goals the library is currently addressing, and her goals for the next year.

EXECUTIVE SESSION

Commissioner Paxton moved to go into executive session at 10:55 a.m. for litigation and personnel with Attorney DeLancey and Clerk Rothenberger. Commissioner Weickum seconded and the motion carried unanimously.

Commissioner Paxton moved to come out of executive session at 11:19 a.m. and that the minutes of the executive session be approved as written and be sealed. Commissioner Weickum seconded and the motion carried unanimously.

Commissioner Weickum stated that no action was taken during the executive session.

CBSA RENEWAL

Dale Lyman provided an overview of the County's insurance and prescription plans and explained the costs and savings. Mr. Lyman advised the cost will increase by 13.75% from last year. He discussed a program that he feels would save the county in claims by identifying serious medical issues early therefore preventing large claims later. Henry Hewitt was also present.

RECESS

Commissioner Weickum recessed for lunch at 12:17 p.m. and reconvened at 1:30 p.m.

CBSA RENEWAL (CONTINUED)

Dale Lyman discussed the renewal process and the companies that bid on the county's renewal. He stated he must receive information on three participants before these companies will lock in their rates. Mr. Lyman advised he would provide additional information to Clerk Rothenberger before next Tuesday so the Board can make a renewal decision then.

CARBON BUILDING

Commissioner Paxton moved to authorize the Chairman to sign Engineering and Design Agreement between LONG Building Technologies, Inc. and Carbon County for the Carbon Building HVAC System Renovation Phase I in an amount not to exceed \$30,000.00. Commissioner Weickum seconded and the motion carried unanimously.

PLANNING & ZONING

Public Hearing Case File No. 07-05 Case File No. 07-06

Lou Kline advised there have apparently been civil disturbances regarding access to the subdivision on the property that was scheduled for a public hearing today. He advised tabling the issue until these civil issues have been resolved.

Commissioner Paxton moved to table the subdivision replat of Case File No. 07-05 and Case File #07-06, Rafe Cooper, Granville P. & Vickie Cooper, and Sanford W. Barker. Commissioner Weickum seconded and there was discussion. Bill Nation provided a letter from the County Sheriff to the County Attorney requesting a formal opinion regarding the attempt to limit access of others and a reply to the Sheriff. The Board read the documents, and unanimously voted to carry the motion as originally presented.

Bill Nation discussed the documents and requested that the Planning Commission and County Planner address language to be included on future plats regarding access to prevent problems such as these from occurring in the future.

Commissioner Weickum asked the Planning Commission about amendments to 2003 Zoning Resolution. Will Speer discussed that there will be four public hearings throughout the county in November, and the first of December the Planning Commission will bring a recommendation forward.

Mr. Speer discussed that the Planning Commission's regulations have been sent to the Attorney General and that their meeting date will be changed after the Attorney General's review and after other required processes.

Planning Commission Travel Expenses

Kristy Rowan asked for clarification regarding mileage reimbursement for the Planning Commission when their members attend training or meetings other than their regular Planning

Commission meetings. The Board stated they would like to consider the request and make a decision at a later date.

ADJOURNMENT

There being no further business, Commissioner Weickum adjourned the meeting at 2:25 p.m.

-s- Gwynn G. Rothenberger, Carbon County Clerk

Approved this 11th day of September 2007.

BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

-s- Commissioner Weickum, Acting Chairman