

**MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, September 11, 2007
Jeffrey Memorial Center, Rawlins, Wyoming**

The regular meeting of the Board of Carbon County Commissioners commenced Tuesday, September 11, 2007 at the Jeffrey Memorial Center in Rawlins, Wyoming. Attending the meeting were Commissioners Terry Weickum and Jerry Paxton; County Clerk Gwynn Rothenberger, and Deputy Clerk Kathy Turner. Chairman Zeiger was absent.

Commissioner Weickum, Acting Chairman, called the meeting to order at 9:02 a.m.

VOUCHERS

The following vouchers were presented and approved for payment:

A T & T	CARBON BUILDING PAY PHONE	2.77
ALBINS, JOSHUA	SUPPLIES	33.00
ALCO	SUPPLIES	33.96
ALCORN, CHRISTINE	LAWN CARE	45.00
ARLINGTON OUTPOST	FUEL	48.15
AVAYA, INC	TELEPHONE SERVICE	131.10
BAGGS, TOWN OF	WATER/GARBAGE	18.75
BANK OF COMMERCE	TRAVEL/SUPPLIES/TRAINING	4,320.74
BEAN, MARCIA E.	LEGAL SERVICES	4,319.24
BEST WESTERN COTTONTREE	LODGING - WITNESS	73.85
BEST WESTERN-INN AT LANDER	LODGING	60.00
BG & J SANITATION	GARBAGE SERVICES	460.00
BI-RITE PHARMACY	PRESCRIPTIONS	2,847.00
BI-RITE SPORTING GOODS	TRAINING	557.29
BOB BARKER COMPANY	SUPPLIES	274.94
BRESNAN COMMUNICATIONS	TV/INTERNET SERVICE/COMPUTER	514.00
BUILD RITE LUMBER SUPPLY	REPAIRS/SUPPLIES	609.37
BUSEY, SHARALEE	TRAVEL	80.04
CAPITOL COMMUNICATIONS	TELEPHONE SERVICES	591.29
CARBON COUNTY COOPERATIVE EXT	TRAVEL	9.50
CARBON COUNTY DATA PROCESSING	FLEXIBE BENEFITS SECTION 125	100.00
CARBON COUNTY TREASURER	REIMBURSEMENTS	2,666.45
CARBON POWER & LIGHT INC	ELECTRICAL SERVIES	213.12
CARVER, JOHN D., M.D.	MEDICAL SERVICES	1,030.00
CBM FOOD SERVICE	JAIL FOOD	3,154.71
CESKO, DAVID MD	MEDICAL SERVICES	619.61
CHEYENNE ORAL & MAXILLOFACIAL SURGERY	DENTAL SERVICES	225.00
COMMUNICATIONS SOURCE INC	EQUIPMENT	16.60
COMPUTER SOFTWARE ASSOCIATES	SUPPORT SERVICES	594.45
CONOCOPHILLIPS	FUEL	39.21
CORPORATE EXPRESS	SUPPLIES	384.24
CSK AUTO, INC.	SUPPLIES	20.62
CULLIGAN WATER CONDITIONING	SUPPLIES	196.25
CYR, NANCY	MILEAGE	173.88
DAILY TIMES	ADVERTISING	1,914.72
DALLIN MOTORS INC	REPAIRS	17.88
DAY-TIMERS, INC.	SUPPLIES	68.92
DELEON, JOHN	LEGAL SERVICES	3,140.00
DIVISION OF CRIMINAL INVESTIGATION	BACKGROUND INVESTIGATIONS	30.00
DIXON, TOWN OF	WATER/GARBAGE	33.50
DRUMMOND REFRIGERATION	INSTALL COOLER	65.00
DUBOIS TELEPHONE EXCHANGE	TELEPHONE SERVICES	127.27
EAGLE UNIFORM SUPPLY	SUPPLIES	145.91
ELK MOUNTAIN, TOWN OF	WATER/GARBAGE	47.50
ENCAMPMENT, TOWN OF	WATER/GARBAGE	54.00
ENGSTROM, JAMES D. DDS	DENTAL SERVICES	2,058.00

ERICKSON & ROBERTS	LEGAL SERVICES	6,792.24
FARMER BROTHERS COFFEE	SUPPLIES	187.47
FEDEX	SUPPLIES	17.49
FRANCIS, SARAH	MILEAGE	146.95
FSH COMMUNICATIONS	COURTHOUSE PAY PHONE	70.00
GALLS INCORPORATED	SUPPLIES	90.97
GCR ELECTRONICS, LLC	SITE RENTAL	450.00
GOSVENOR, MAXINE	MILEAGE	97.98
HANNA, TOWN OF	WATER/GARBAGE	70.50
HAYS, STEPHEN DDS	DENTAL SERVICES	130.00
HETTGAR, BRIDGET M RN	MILEAGE	145.82
HIGH PLAINS VISION CENTER	VISION SERVICES	181.00
HILLCREST SPRING WATER, INC.	SUPPLIES	65.81
HILLTOP CONOCO	FUEL	89.85
HILLTOP LUBE	VEHICLE MAINTENANCE	48.50
HOLIDAY INN - CASPER	LODGING	60.00
IRON J TOWING	TOW CHARGES	265.00
J H KASPAR OIL COMPANY	FUEL	8,198.75
JACKALOPE PRINTING	SUPPLIES	214.00
JERRY'S DONUTS	SUPPLIES	23.97
JUVE, JANE H	LEGAL SERVICES	4,967.29
KAISER PAINTING & LAWN CARE	LAWN CARE	80.00
KNAPP SUPPLY & EQUIPMENT CO	SUPPLIES	530.42
KROGER - KING SOOPERS	PRESCRIPTIONS	519.81
LANE'S PLUMBING & HEATING	REPAIRS	149.00
LARIAT QUICK STOP	FUEL	965.93
LEXIS NEXIS MATTHEW BENDER	SUBSCRIPTIONS	1,191.00
LONG BUILDING TECHNOLOGIES, INC.	REPAIRS	442.50
MEDICINE BOW HEALTH CENTER	EXAM FEES	60.00
MEDICINE BOW, TOWN OF	WATER/GARBAGE	106.00
MEMORIAL HOSPITAL	MEDICAL SERVICES	2,698.04
MPM CORP / EVERGREEN DISPOSAL	GARBAGE SERVICES	85.00
MY AUTOMOTIVE, INC.	REPAIRS	34.04
NASW WYOMING	TRAINING	150.00
OFFICE DEPOT	SUPPLIES	188.22
PAGE ONE	PAGERS	33.18
PARKER, SUSAN	MILEAGE	16.02
PERKINS OIL CO	FUEL	1,780.97
PERSONNEL CONCEPTS LIMITED	TRAINING	48.75
PLATTE VALLEY MEDICAL	MEDICAL SERVICES	145.00
POCKET PRESS INC	SUBSCRIPTIONS	219.75
PUBLIC SAFETY CENTER, INC	SUPPLIES	755.00
QUESTAR GAS	GAS SERVICES	8.70
QUILL CORPORATION	SUPPLIES	944.96
QWEST	TELEPHONE SERVICES	83.59
RAWLINS AUTOMOTIVE	REPAIRS	2,145.40
RAWLINS FIRE EXTINGUISHER	ANNUAL INSPECTION	70.00
RAWLINS URGENT CARE	MEDICAL SERVICES	201.00
RAWLINS, CITY OF	WATER/GARBAGE	2,954.10
RI TEC INDUSTRIAL PRODUCTS	TRUCK PARTS/REPAIRS	280.00
RIDEOUT, RICHARD P.C.	LEGAL SERVICES	80.50
ROSS' AUTOMOTIVE SERVICES	REPAIRS	216.67
RYAN ELECTRONICS INC	CONTRACT SERVICES	4,007.29
SARATOGA AUTO PARTS, INC.	PARTS	92.74
SHIVELY HARDWARE	SUPPLIES	19.99
SKYLINE MOTORS, INC.	REPAIRS	51.65
SNAP-ON TOOLS	TOOLS	68.45
SNOWY RANGE PROPANE-RENTAL	PROPANE	445.47
SOUTHEAST EAR, NOSE & THROAT	MEDICAL SERVICES	195.00
SQUARE SHOOTERS EATING HOUSE	JURY MEALS	287.28
SUNRISE SANITATION SERVICE, LLC.	GARBAGE SERVICES	25.00
TERMINIX	MONTHLY SERVICES	150.00
TRIPLE XXX CONTRACTING, INC.	GARBARGE SERVICES	45.00

TRUE VALUE OF RAWLINS	SUPPLIES	2,584.49
U S BANK	SUPPLIES/TRAVEL	302.01
U S POSTMASTER	POSTAGE/BOX RENT	484.82
UNION TELEPHONE COMPANY	TELEPHONE SERVICES	332.60
VALLEY OIL COMPANY	FUEL	3,978.18
VALLEY PHARMACY	PRESCRIPTIONS	239.80
VAN'S WHOLESALE	SUPPLIES	361.46
VERIZON WIRELESS	CELL PHONE SERVICES	203.61
WAGON CIRCLE ORTHOPEDIC CLINIC	MEDICAL SERVICES	79.00
WASHBOARD, THE	SUPPLIES	23.40
WFAPA	TRAINING	125.00
WY DEPARTMENT OF FAMILY SERVICE	SUPPLIES	25.02
WY DIESEL SERVICE	TRUCK PARTS/REPAIRS	3,419.79
WY MACHINERY COMPANY	PARTS/REPAIRS	3,376.63
WY PUBLIC HEALTH ASSOCIATION	SUBSCRIPTIONS	20.00
WY RENTS	EQUIPMENT RENTAL	220.00
WY SECRETARY OF STATE	NOTARY BONDS	120.00
WY STATIONERY	SUPPLIES	3,709.30
XEROX CORPORATION	BASE CHARGES	1,054.80
YAMPA VALLEY ELECTRIC	ELECTRICAL SERVICES	662.12
	GRAND TOTAL	98,373.87

CLERK

Minutes

Commissioner Paxton moved to approve the minutes of the September 4, 2007 regular meeting changing the Engineering and Design Agreement between Long Building Technologies, Inc. and Carbon County for the Carbon Building HVAC System Renovation from Phase II to Phase I. Commissioner Weickum seconded and the motion carried unanimously.

Monthly Receipts

Commissioner Paxton moved to approve the County Clerk's Statement of Fees for August 2007 in the amount of \$24,963.75. Commissioner Weickum seconded and the motion carried unanimously.

Board Resignation

Clerk Rothenberger presented a letter from Larry Hicks resigning from his seat on the Baggs Solid Waste Disposal District. She added that her office would advertise for this opening.

Agreement for Services – Project Prevention

Clerk Rothenberger stated the county's contract with the Department of Health states that any subcontracting of work requires approval by the Department of Health. She advised she and Attorney DeLancey have also drafted an Agreement for Services with Theresa Pacheco of Project Prevention for her grant services. She added that Ms. Pacheco has already signed it and she presented an approval letter from the Department of Health to contract with Ms. Pacheco for these services.

Commissioner Paxton moved to approve the Agreement for Services Between Theresa Pacheco and Carbon County Government for Ms. Pacheco to act as independent grant consultant for Carbon County Project Prevention and provide all duties and services related to the Contract Between the Wyoming Department of Health, Mental Health and Substance Abuse Services Division and Carbon County Commissioners For Substance Abuse Prevention Services dated June 27, 2007, for the term of one year. Commissioner Weickum seconded and the motion carried unanimously.

Clerk Rothenberger stated Ms. Pacheco will provide quarterly reports to the Board regarding her services.

CBSA Renewal

Clerk Rothenberger discussed the county's insurance renewal with Corporate Benefit Services of America. She advised that U.S. Fire's bid is the recommended bid and that one individual would have a conditionally higher specific limit at \$75,000.00 and one other individual would definitely have a \$125,000.00 specific limit. She stated the Board could choose either a \$40,000.00 or a \$45,000.00 specific limit for all other participants, depending on the risk the Board would like to assume.

Commissioner Weickum stated the co-pay and deductible amounts should be revisited next year. Commissioner Paxton agreed due to the economic situation in Carbon County to leave things the way they are for this year, but look at the co pay and deductible next year.

Commissioner Paxton moved to accept the bid from U.S. Fire with a \$40,000.00 specific limit noting that one participant will have a conditional \$75,000 specific limit and another employee will have a \$125,000.00 specific limit and to give authorization to Clerk Rothenberger to sign any documents for the renewal. Commissioner Weickum seconded and the motion carried unanimously.

Commissioner Weickum asked Clerk Rothenberger to investigate the last time the county put out the insurance for bids and possibly do that next year.

Business Ready Community Grant

Clerk Rothenberger provided an Agenda to Commissioner Weickum for the Wyoming Business Council's meeting September 13, 2007 to be held in Gillette, Wyoming for the grant application to improve county roads leading to DKRW's proposed facility site. Clerk Rothenberger, Commissioner Weickum and Bill Nation will be attending this meeting to represent Carbon County.

Commissioner Weickum asked Clerk Rothenberger to advise Economic Development Corporation and Kim Lorenzen of the time and place of this meeting.

Information Technology

Clerk Rothenberger introduced Matt Webster the new Information Technology (IT) employee. She stated that Mr. Webster will report to the Board on a periodic basis. Mr. Webster stated he would like to centralize some of the IT related items for the county and that he hopes county employees will use him as a resource. He feels this is a great opportunity for the county to save money. Clerk Rothenberger advised Mr. Webster is already working one website for the county going with links to all county offices from one web address.

ELECTED OFFICIALS / DEPARTMENT HEADS

Assessor

County Assessor Sheryl Snider presented rebates and abates. She stated that supplements totaled \$236,734.00 with adjustments of \$109,653.00 for an increase of \$127,091.00.

Ms. Snider stated she is being strongly advised by the State to provide a guideline of her office's progress on reviewing 25% of county property each year, the current requirement, and that this process is very involved and time consuming. Ms. Snider stated that because these reviews require a great deal of travel she would like authorization to purchase the vehicle for her office that was approved in her budget. Treasurer Baldwin advised that she would like bids to wait until later in the year. The Board advised Ms. Snider to begin advertising for bids and take delivery of the vehicle and pay for it in December.

Clerk Rothenberger discussed that the Assessor's Office could possibly use the GIS vehicle on days that Karen Larsen is not traveling in it. Commissioner Weickum asked Assessor Snider to visit with Ms. Larsen.

Treasurer

County Treasurer Cindy Baldwin discussed that she is almost ready to begin printing and mailing tax invoices.

Treasurer Baldwin advised her office issued more than three hundred vehicles registrations in one day during August. She stated there is no room in her office for additional employees and this could become a confidentiality issue. She added she may need to have some minor construction done in her office next year to accommodate her employees and the public.

Building Manager

Leroy Graham advised Terri Archer from Senior Services contacted him regarding a refrigerator at the Rawlins Senior Center that needs repairs. He requested and received approval to have this recharged and have the compressor replaced for a total amount of \$1,400.00.

Commissioner Weickum advised a tree is leaning towards the Rawlins Senior Center and the cost to remove the tree is approximately \$700.00. He advised Mr. Graham to have the tree removed and to have Ms. Rothenberger find funding for this.

Emergency Management Coordinator

Greg Zabel advised he has talked with various individuals to determine if they would be interested in applying for his position with the county, but they have decided not to apply. He advised his last day will be October 5, 2007. Clerk Rothenberger advised the application deadline is September 18, 2007, and interviews will be scheduled on September 27, 2007 with the Board and Mr. Zabel to interview the applicants.

RECESS

Commissioner Weickum called a recess at 10:07 a.m. and reconvened at 10:12 a.m.

LITTLE SNAKE RIVER (LSR) LAW ENFORCEMENT COVERAGE

Pat Grieve, Town Council Member for the Town of Baggs, advised he was representing the Baggs Town Council regarding law enforcement coverage in and near the Baggs area. He stated the Town of Baggs only has one officer employed and he believes there is only one Sheriff's deputy who lives thirty miles from Baggs. The Town Council is concerned with the lack of coverage, especially due to the rising activity in the area. Mr. Grieve reported that the Town Council has advised their police officer that he should not respond to any county calls outside the Town of Baggs, unless a call is life threatening, as this leaves the town without law enforcement coverage. He stated that the towns of Dixon and Savery do not have any officers in their towns further complicating the issue. He did add that Baggs may hire a second officer and if this happens, it would relieve some of the issues.

Sheriff Colson advised he has another deputy hired for the area but they cannot find him an appropriate, affordable house to reside in or near Baggs. He stated he appreciates what Chief Owens and his staff from Baggs does to help the Sheriff's Department and that he has not directly received any complaints from the citizens in Baggs about his department's coverage.

Mr. Grieve stated there is plenty of housing in Baggs evidenced by the Town's ability to find an affordable house for their new employee in one week. The Board asked Mr. Grieve to assist them in finding the new deputy housing and Mr. Grieve replied that it is the county's responsibility to find housing for their employees not the Town of Baggs, but then he offered to let the Town employees know that this deputy is actively looking for housing. Mr. Grieve stated he would ask the Baggs Clerk's office to put the county Sheriff's Department on the list to call when a house is available.

Commissioner Weickum advised that the Board does not run the Sheriff's Department as Sheriff Colson does and asked if Mr. Grieve has notified Sheriff Colson of any issues. Commissioner Paxton stated that the Town of Dixon is a player in this issue and asked if they have an officer on staff.

Sheriff Colson stated they will work with the Baggs Police Department, as they have been doing, and stated that he is satisfied with the coverage at this time, but he would like to get his second deputy living in the area as soon as housing allows. Sheriff Colson advised he would continue looking for a house in Baggs for the second deputy but that if time continues to pass, he would like the board to consider placing a modular house on county owned land in the area for a deputy to rent or to purchase a modular for the deputy to rent. The Board asked Sheriff Colson to check

into housing and property issues.

SARATOGA TOWN HALL

Bridget Hettgar advised she spoke with Suzie Cox, Clerk of Saratoga, and Saratoga has agreed to lease the old town hall building for \$1,200.00 per month to the county with the option to buy and lease payments would go towards the purchased price. She stated the property appraised for \$280,000.00 and the town would like to sell the building for that price. She added the town anticipates vacating at the end of October. Clerk Rothenberger asked if the lease payments were 100% towards the purchase price and Ms. Hettgar was unsure.

Commissioner Paxton discussed parking and asked if Ms. Hettgar knew about an agreement with the Odd Fellows for use of their adjacent parking lot and asked how close the parking was to the Odd Fellows building. Ms. Hettgar did not know the property boundary lines. Commissioner Weickum asked how much parking there was and Ms. Hettgar advised there were four spaces & one handicap space in front and then five in the back, but parking was tight.

Commissioner Paxton asked how much Public Health is currently paying for rent and Ms. Hettgar replied \$650.00 per month. Commissioner Weickum stated he was concerned about the lack of parking spaces and that he feels like this will be a problem especially if a portion of the building is leased to someone else.

Commissioner Paxton voiced his concerns of the utilities and lease amount for the new building compared to what they are currently paying per month. Commissioner Weickum asked Ms. Hettgar to meet with Odd Fellows regarding parking and the Counseling Center to see if they would be interested in leasing a portion of the building as this would help with the monthly costs. He also stated we would need to know where the property boundary lines are. Commissioner Weickum advised he would like to tour the building with Ms. Hettgar when it could be arranged.

Clerk Rothenberger suggested Leroy Graham, Building Manager, help Ms. Hettgar find the property boundaries and determine any future maintenance costs.

Commissioner Paxton stated he would like to see the appraisal and Ms. Hettgar stated she would get a copy from the Town of Saratoga. The Board advised Ms. Hettgar they do need additional information but are still interested in the building.

Commissioner Paxton asked Ms. Hettgar to estimate moving costs, utilities, furnishings, maintenance, and any other costs that may be associated with the lease of the building and report back along with a copy of the appraisal.

ADJOURNMENT

There being no further business, Commissioner Weickum adjourned the meeting at 11:10 a.m.

-s- Gwynn G. Rothenberger, Carbon County Clerk

Approved this 2nd day of October 2007.

BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

-s- Terry Weickum, Acting Chairman