

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

The regular meeting of the Board of Carbon County Commissioners (BOCCC) commenced Tuesday, December 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 Artlin Zeiger was absent.

Acting Chairman Terry Weickum, called the meeting to order at 9:06 a.m.

VOUCHERS

The following vouchers were presented and approved for payment:

ACE INDUSTRIAL SUPPLY	SUPPLIES	312.95
ADAMSON POLICE PRODUCTS	SUPPLIES	410.00
ALSCO, AMERICAN LINEN	SUPPLIES	246.76
AMERIGAS	PROPANE	3,105.84
ANDERSON HIGHWAY SIGNS	SUPPLIES	1,015.06
APPRAISALS, INC.	LAND APPRAISAL	1,500.00
ARLINGTON OUTPOST	FUEL	143.45
ARROWHEAD SCIENTIFIC	SUPPLIES	651.18
ART'S PLUMBING & HEA	PLUMBING REPAIRS	955.15
ASD HEALTHCARE	VACCINE	217.50
ASPEN HOUSE RESTAURANT	NOV PLAN & ZONE MEETING	53.00
ATCO INTERNATIONAL	SUPPLIES	783.00
BAGGS, TOWN OF	RENT FOR OCT & NOV 2007	200.00
BANK OF COMMERCE	LOAN PAYMENT (KENWORTHS)	55,291.55
BANK OF THE WEST	PHONE SYSTEM CONTRACT	72,354.44
BARTLETT, SUE RN	MILEAGE	21.16
BAUER PLUMBING	PLBG REPAIRS-R & B SHOP	1,355.37
BEHAVIORAL INTERVENTION	MONITORING SERVICES	580.08
BEST WESTERN PLAZA HOTEL	MOTEL ROOM	60.00
BG & J SANITATION	GARBAGE SERVICE	460.00
BI-RITE PHARMACY	JAIL RX	31.45
BOB BARKER COMPANY	SUPPLIES	719.33
BRESNAN COMMUNICATIONS	TV/INTERNET	453.43
BUILD RITE LUMBER SUPPLY	SUPPLIES	624.96
BUSEY, SHARALEE	MILEAGE	419.18
C & B SAND & GRAVEL	GRAVEL	4,597.35
C N A SURETY	BONDS	350.00
CALIFORNIA CONTRACTORS	SUPPLIES	193.68
CARBON MERCANTILE CO	SUPPLIES	1,509.40
CARBON POWER & LIGHT	ELECTRICAL SERVICES	1,416.91
CATERPILLAR FINANCIAL	LEASE PAYMENTS	52,107.86
CDW GOVERNMENT, INC.	BACK-UPS/SUPPLIES	2,414.29
CENTURYTEL	PHONE SERVICES	156.26
CHEMSEARCH	SUPPLIES	597.52
COLSON, PEGGY	SEWING	54.00
COMMUNITY RESOURCE CENTER	DUES	25.00
COMPUTER SOFTWARE ASSOCIATES	SUPPLIES/MAINTENANCE AGREEMT	11,968.50
CONOCOPHILLIPS	FUEL	279.57
CORONADO ENTERPRISES	SUPPLIES	115.18
CORPORATE EXPRESS	SUPPLIES	827.66
COUNTRY STORE	FUEL	36.08
CRESTLINE	SUPPLIES	442.11
CRUICKSHANK, MIKE	REPAIRS	75.00
CSK AUTO, INC.	SUPPLIES	5.40
CULLIGAN WATER CONDI	SUPPLIES	196.25
CYR, NANCY	MILEAGE	57.96
DAILY TIMES	ADVERTISING	1,986.12
DALLIN MOTORS INC	VEHICLE MAINTENANCE	56.90
DELEON, JOHN	LEGAL SERVICES	2,133.00

DELL MARKETING L.P.	SUPPLIES	59.06
DISCOUNT GROCERY STORE	SUPPLIES	57.45
E & H PLUMBING & HANDYMAN SERVICE	SINK REPAIRS/INSTALL SUMP PUMP	192.50
EAGLE PLUMBING & CONTRACTING	REPAIRS/MILEAGE	1,730.69
EAGLE UNIFORM SUPPLY	SUPPLIES	246.11
ELK MOUNTAIN VOLUNTEER FD	FUEL/SUPPLIES	1,291.11
ELK MOUNTAIN, TOWN OF	WATER & SEWER	49.00
ELLIOTT, JAMES E JR.	COPIES/MILEAGE	202.82
ENGSTROM, JAMES D. D	DENTAL SERVICES	2,000.00
ENTENMANN - ROVIN CO	SUPPLIES	140.06
ERICKSON & ROBERTS	LEGAL SERVICES	5,386.86
FARMER BROTHERS COFFEE	SUPPLIES	224.64
FLEET SERVICES	FUEL	476.82
FRANCIS, SARAH	MILEAGE	108.10
FREMONT COUNTY SEMINARS	2007 SUDDEN DEATH SEMINAR	85.00
FREMONT MOTORS	PARTS/TOOLS	378.40
FREMONT MOTORS-RAWLINS	VEHICLE REPAIRS	129.76
GALLS INCORPORATED	SUPPLIES/UNIFORMS	568.58
GASES PLUS	GOGGLES/SUPPLIES	214.40
GENSCO AIRCRAFT TIRE	TIRES	1,277.35
GOLDEN, MARY	SUPPLIES	11.45
GOSVENOR, MAXINE	MILEAGE	67.62
GRAHAM, LEROY	MILEAGE	231.84
GRAINGER	SUPPLIES	91.04
GRAPHIC SPORTS	SUPPLIES	379.90
HEIGH, LARRY	MILEAGE	621.92
HEMOCUE	SUPPLIES	168.00
HETTGAR, BRIDGET M R	MILEAGE	315.48
HIGH PLAINS POWER	ELECTRICAL SERVICE	303.29
HIGH PLAINS VISION CENTER	VISION SERVICES	181.00
HILLCREST SPRING WATER	SUPPLIES	99.50
HILLTOP CONOCO	FUEL	201.84
HILLTOP LUBE	FIX FLAT TIRE	11.25
HOBART CORPORATION	REPAIRS	673.39
HOWARD SUPPLY COMPANY	SUPPLIES	110.89
HYLAND ENTERPRISES, INC	SUPPLIES	463.68
IKON FINANCIAL SERVICES	RENT	625.69
IKON OFFICE SOLUTION	COPIERS RENT	620.53
J H KASPAR OIL COMPANY	FUEL	9,233.73
JACKALOPE PRINTING	SUPPLIES	485.29
JUVE, JANE H	LEGAL SERVICES	5,744.67
KAR KRAFT INC	VEHICLE MAINTENANCE/REPAIRS	254.99
KAUFFMAN, DAVE	MILEAGE	481.16
KILBURN TIRE COMPANY	VEHICLE REPAIRS/TIRES	1,613.12
KNAPP SUPPLY & EQUIPMENT	SUPPLIES/FAUCET	992.06
KONE ELEVATORS ESCALATORS	ELEVATOR MAINTENANCE	1,208.99
KROGER - KING SOOPER	SUPPLIES	72.58
L & L ELECTRIC	ELECTRICAL REPAIRS	2,561.10
LAWSON PRODUCTS INC	SUPPLIES	26.12
LINCOLN PRINTING PLUS	SHIPPING CHARGES	23.02
LONG BUILDING TECHNOLOGIES	REPAIRS	4,529.54
MARTI, BEAT	MILEAGE	196.88
MATCO TOOLS	SUPPLIES	143.33
MATTHEW BENDER & CO	WY COURT RULES 2007 SUPP	254.80
MCI COMMERCIAL SERVICE	PHONE SERVICES	14.59
MEMORIAL HOSPITAL	MEDICAL SERVICES	14,469.55
MERBACK AWARD COMPANY	SUPPLIES	91.93
MILLER, KENNETH J.	LEGAL SERVICES	200.00
MOBILE CONCRETE, INC	CEMENT	708.50
MOELLER, MARIE	ARMORY CLEANING	339.00
MORBIDITY & MORTALIT	SUBSCRIPTION	98.00
MPM CORP / EVERGREEN	GARBAGE SERVICES	85.00
MURANE & BOSTWICK	LEGAL SERVICES	146.86
N A W D	DIES	50.00
NATIONAL DISTRICT	DUES	95.00
NATIONAL RIFLE ASSOCIATION	DUES	44.00
NIBBLES & BYTES	COMPUTER/SUPPLIES	2,962.00

PAGE ONE	PAGER SERVICE	275.72
PAUL STANLEY CONSTRUCTION	REPAIRS	96.00
PERKINS OIL CO	SUPPLIES	1,072.22
PHILLIPS 66	FUEL	203.55
PICKETT, THOMAS Y	PYMT - VALUATION CONTRACT	5,250.00
PITNEY BOWES INC	RENT	296.75
PLAINSMAN PRINTING & SUPPLY	SUPPLIES	546.48
PLATTE VALLEY COMMUNICATIONS	ROOM RENTAL	150.00
PRO-CHEM INDUSTRIAL	SUPPLIES	609.55
PROJECT PREVENTION	PAYROLL/PHONE/SUPPLIES	2,366.87
PUBLIC SAFETY CENTER	SUPPLIES	1,349.48
Q BUSINESS SOURCE	SUPPLIES	170.58
QUILL CORPORATION	SUPPLIES	323.75
QWEST	PHONE SERVICE	5,379.86
QWEST-DENVER	PHONE SERVICE	63.63
RADIO ACCESSORY HQ	SUPPLIES	189.77
RASMUSSEN FURNITURE	COURTROOM TV/SUPPLIES	2,598.36
RAWLINS AUTOMOTIVE	PARTS	596.99
RAWLINS GLASS	DESK GLASS/VEHICLE REPAIRS	292.00
RAWLINS, CITY OF	BURIAL/LANDFILL/WATER & SEWER	765.13
RELIABLE	SUPPLIES	1,548.65
RENDEZVOUS LODGE LLC	FUEL	128.94
RI TEC INDUSTRIAL	SUPPLIES	199.00
ROBERTS CONSTRUCTION	SUPPLIES	2,080.00
ROCKY MOUNTAIN POWER	ELECTRICAL SERVICE	3,914.52
ROSS' AUTOMOTIVE SER	VEHICLE MAINTENANCE	94.26
S E D MEDICAL LABORATORY	REVENUE ADJUSTMENT	25.75
SANOFI PASTEUR, INC.	VACCINE	1,384.44
SARATOGA AUTO PARTS,	PARTS	752.48
SARATOGA SUN	ADVERTISING	2,017.39
SHELL FLEET PLUS	FUEL	153.88
SHEPARD CONSTRUCTION	NEW R & B BLDG	33,117.50
SHEPARD'S	FUEL/SUPPLIES	121.48
SHIVELY HARDWARE	SUPPLIES	383.65
SIRCHIE	SUPPLIES	86.81
SMITH, SUSAN	MILEAGE	91.54
SOURCE GAS	GAS SERVICE	271.47
STAN'S QUIK LUBE	VEHICLE MAINTENANCE	61.48
STANLEY SECURITY SOLUTIONS	PARTS & LABOR/REPAIRS	2,061.43
STATE OF WYOMING A & I	BLUE ZONE HOST	10.57
STROM, CALVIN	MOTEL/MEALS	169.01
SUPERMARKET SAVVY	TOUR TRAINING KIT	106.00
SWEETWATER COUNTY SHERIFF	INMATE HOUSING	9,187.50
T'S KEYS	LOCKS/ALARM LOCK	858.50
TERMINIX	PEST SERVICE/CONTROL	225.00
THORNTON, KAREN	SUPPLIES	19.05
THREE FORKS MUDDY GAP	FUEL	29.77
TIRE DISTRIBUTION SYTEM	TIRES	233.46
TRADING POST	FUEL	157.25
TRAPP, LARRY	FIRE WAGES	1,360.00
TRIBCSP.COM	E-MAIL	2.00
TRUE VALUE OF RAWLINS	SUPPLIES/LAWN FERTILIZER	719.07
U S BANK	ROOM/SUPPLIES/TRAVEL	773.71
UNION TELEPHONE COMP	CELL PHONE CHARGES	942.70
UNIVERSITY OF WYOMING	TRAINING	1,625.00
VALLEY OIL COMPANY	FUEL	1,808.65
VAN'S WHOLESALE	SUPPLIES	678.98
VERIZON WIRELESS	CELL PHONE SERVICE	872.40
VISIONARY COMMUNICATIONS	TURBO MONTHLY	21.95
W A R M PROPERTY INS	CRIME INSURANCE	1,070.00
WASHBOARD, THE	SUPPLIES	22.10
WEST PAYMENT CENTER	SEARCH & SEIZURE/INFORMATION	859.51
WHITE, MARK	FUEL	50.00
WORLDWASH	KITCHEN EXHAUST CLEANING	385.00
WY CLERK OF COURT ASSOCIATION	DUES	125.00
WY DEPARTMENT OF FAMILY SERVICES	COPIES	34.44
WY FINANCIAL INSURANCE	NOTARY BONDS	100.00

WY MACHINERY COMPANY	PARTS/REPAIRS	985.22
WY PEACE OFFICERS ASSOCIATION	DUES	590.00
WY SHERIFF'S ASSOCIATION	DUES	100.00
WY STATE FORESTRY	PARTS	726.23
WY STATIONERY	SUPPLIES	803.31
WY WASTE SERVICES-RAWLINS	GARBAGE SERVICES	251.09
WYOMING.COM	CCFD INTERNET	239.40
XEROX CORPORATION	BASE CHARGES/SUPPLIES	1,253.28
YAMPA VALLEY ELECTRIC	ELECTRICAL SERVICE	46.58
ZEE	SUPPLIES	416.95
	GRAND TOTAL	389,639.71

CLERK

Minutes

Commissioner Paxton moved to approve the minutes of the November 6, 2007, November 8, 2007 and the November 13, 2007 Commissioners' meetings as presented. Commissioner Weickum seconded and the motion carried unanimously.

Bonds

Commissioner Paxton moved to approve a \$25,000.00 bond for Judy Christopherson, Town of Elk Mountain Clerk/Treasurer. Commissioner Weickum seconded and the motion carried unanimously.

Dixon Airport

Clerk Rothenberger reported she received Change Orders 1 and 2 for AIP Project No. 3-56-0038 -08 at the Dixon Airport. She added that she recommends not signing at this time as the change orders increase the contract amount with Connell Resources a total of \$186,544.80 but that grant funds are not yet secured by the Airport Development Group (ADG) to cover the increase. Attorney DeLancey agreed and stated she would like the approval of the Little Snake River Valley Airport Board on future change orders.

Little Snake River Valley Library Lease

Clerk Rothenberger presented the Extension of Lease Agreement for the Little Snake River Valley Library. She added that Attorney DeLancey and Kristin Herr have reviewed the document and both recommended approval.

Commissioner Paxton moved to authorize the Chairman to sign the Extension of Lease Agreement for the Premises Located at the Carbon County's Little Snake River Valley Library, Baggs, Wyoming for a period of one year ending January 31, 2009 in the total amount of \$360.00 per year. Commissioner Weickum seconded and the motion carried unanimously.

Higher Education Center Grant

Clerk Rothenberger reported the county is sponsoring a Wyoming Business Council (WBC) grant for the Carbon County Higher Education Center to investigate a new facility. She stated the original deadline is January 15, 2008 but that David Throgmorton has requested the Board consider asking WBC for an extension through June 30, 2008 to ensure that Pedersen Planning Consultants have sufficient time to complete their study.

Commissioner Paxton moved to authorize submission of a letter to the Wyoming Business Council requesting a grant extension for the Carbon County Higher Education Center's grant through June 30, 2008. Commissioner Weickum seconded and the motion carried unanimously.

Homeland Security Grant Agreements

Clerk Rothenberger presented three Homeland Security Grants for the Board's consideration. She added that Attorney DeLancey has reviewed each and recommended their approval.

Commissioner Paxton moved to approve the following grant awards: Grant Award for U.S.

Department of Homeland Security (DHS), Preparedness Directorate's Office of Grants and Training (G&T), FY 2007 Homeland Security Grant Program (HSGP), Office for Domestic Preparedness (ODP) Homeland Security Grant Program (HSGP) Law Enforcement and Terrorism Prevention Program Allocation (LETPP) for Project ID 07-ODP-CAR-LC-HLE7 in the total amount of \$8,335.35 for the Carbon County Coroner's Office and noting the award period is July 1, 2007 through March 31, 2010; Grant Award for U.S. Department of Homeland Security (DHS), Preparedness Directorate's Office of Grants and Training (G&T), FY 2007 Homeland Security Grant Program (HSGP), Office for Domestic Preparedness (ODP) Homeland Security Grant Program (HSGP) Citizen Corp Program (CCP) for Project ID 07-ODP-CAR-CC-HCC7 in the total amount of \$3,722.85 noting the award period is July 1, 2007 through March 31, 2010; and the Grant Award for U.S. Department of Homeland Security (DHS), Preparedness Directorate's Office of Grants and Training (G&T), FY 2007 Homeland Security Grant Program (HSGP), Office for Domestic Preparedness (ODP) Homeland Security Grant Program (HSGP) State Homeland Security Grant Program Allocation (SHSG) for Project ID 07-ODP-CAM-SC-HSG7 in the total amount of \$95,210.10, noting the award period is July 1, 2007 through March 31, 2010. Commissioner Weickum seconded and the motion carried unanimously.

PacifiCorp Industrial Siting Application

Clerk Rothenberger reminded the Board that she has scheduled a meeting December 11, 2007 beginning at 2:00 p.m. at the Dip Diner in Medicine Bow to discuss PacifiCorp's recent Industrial Siting application for their Seven Mile Hill Wind Energy Project. She stated her office has also notified the Towns of Hanna, Medicine Bow, Saratoga, Sinclair, Rock River, Elk Mountain, the City of Rawlins, and Albany County. Attorney DeLancey stated the process will be similar to the process used to determine the funding distribution DKRW's application. Commissioner Weickum stated he will facilitate this meeting.

Carbon County Land

Clerk Rothenberger presented the final appraisal for land Carbon County owns in the Memorial Hospital Addition to the City of Rawlins. She asked if the BOCCC would like her to advertise this land for bids.

Commissioner Paxton moved to authorize the Clerk's Office to advertise to accept bids for the sale of a 1.34 acre parcel of land owned by Carbon County in the Memorial Hospital Addition to the City of Rawlins more specifically described as "Beginning at the intersection of the South line of said Tract 2 and the West line of 16th Street; Thence N88° 55'W, 125.0 ft. to the Southwest corner of said Tract 2; Thence N00° 15'E, 104.26 ft. along the West line of said Tract 2 to a point being the Northeast corner of that tract of land as described in Book 985, Page 57, misc. records of the Carbon County Clerk in Rawlins, Wyo; Thence N88° 55'W, 500.72 ft. along the North line of said Book 985, Page 57 tract to the Northwest corner of said Tract, also being the Northeast corner of the El Rancho Addition to the City of Rawlins, Carbon County, Wyoming; Thence N0° 08'30"E, 20.69 ft., more or less, to the Southwest corner of that tract of land as recorded in Book 605, Page 503, misc. records of the Carbon County Clerk; Thence S88° 55'E, 190.79 ft. along the South line of said Book 605, Page 503 tract to a point; Thence N24° 21'E, 114.27 ft. along the Southeasterly line of said Book 605, Page 503 tract, to a point on the South line of a 30 ft. strip of land as recorded in Book 826, Page 355; Thence S88° 55'E, 155.15 ft. along said 30 ft strip; Thence S79° 00'E, 51.86 ft. along said 30 ft. strip; Thence S65° 00'E, 46.32 ft. along said 30 ft. strip; Thence S51° 00'E, 74.48 ft. along said 30 ft. strip; Thence S76° 00'E, 84.49 ft. along said 30 ft. strip to a point on the West right of way line of 16th St.; Thence S0° 15'W, 9.04 ft. along the West right of way line of 16th St. to the Northeast corner of the PP&L (now Rocky Mountain Power) tract as shown on the said Memorial Hospital Addition Plat; Thence N89° 11'W, 75.0 ft. to the Northwest corner of said PP&L tract; Thence S0° 15'W, 100.00 ft. to the Southwest corner of said PP&L tract; Thence S89° 11'E, 75.0 ft. to the Southeast corner of said PP&L tract on the West right of way line of 16th St.; Thence S0° 15'W, 28.58 ft. more or less, along the West line of said 16th St., to the point of beginning, said tract containing 1.34 acres, more or less", and that a minimum bid be set at \$85,000.00. Commissioner Weickum seconded and the motion carried unanimously.

Board Resignations

Clerk Rothenberger presented letters from Marilyn Caracena resigning her position on the Library Board and Tobi Wickham resigning her position on the Carbon County Economic Development Council. She stated her office will advertise these openings soon.

Commissioner Paxton moved to accept the resignations of Marilyn Caracena from the Library Board and Tobi Wickham from the Carbon County Economic Development Corporation and these positions be advertised. Commissioner Weickum seconded and the motion carried unanimously

Clerk Rothenberger stated Commissioner Weickum's term on the Rawlins Urban Systems Board expires January 2008 and asked if he would like to be reappointed. She stated that Board's bylaws state that this appointment must be a County Commissioner or an elected county official.

Commissioner Paxton moved to reappoint Commissioner Weickum to the Rawlins Urban Systems Board for a two-year term ending January 2010. Commissioner Weickum seconded and the motion carried unanimously.

ELECTED OFFICIALS / DEPARTMENT HEADS

Treasurer

County Treasurer Cindy Baldwin presented an Investment Policy for approval and stated she will have all other entities sign as well. Attorney DeLancey discussed this procedure and declared the necessity of this per state statute.

Commissioner Paxton moved to approved Resolution 2007-34 Carbon County Investment Policy and Certification Statement as provided by State Statue. Commissioner Weickum seconded and the motion carried unanimously.

RESOLUTION NO. 07- 34 CARBON COUNTY INVESTMENT POLICY

WHEREAS, W.S. §9-4-831(h) mandates every political subdivision adopt "a statement of investment policy"; and

WHEREAS, CARBON COUNTY desires to adopt an investment policy at least as restrictive with respect to the types of investment as authorized by W.S. §9-4-831(a);

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF CARBON COUNTY, WYOMING:

- (a) The CARBON COUNTY financial accounting procedures are divided among the County Commissioners, the County Clerk and the County Treasurer. The County Clerk is designated as budget officer (*W.S. §16-4-102(a)(iv)*); the County Treasurer is in charge of the county treasury (*W.S. §18-3-804*). Warrants for payment from the treasury must be authorized by the Board of County Commissioners (*W.S. §§18-3-504 and 18-3-805*);
- (b) It shall be the policy of the Carbon County Treasurer to invest public funds in a manner which will provide the highest investment return with the maximum security, and conforming to all federal, state, and local laws and regulations governing the investment of public funds;
 - (1) To the extent possible, the Carbon County Treasurer will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Carbon County Treasurer will not directly invest in securities maturing more than one (1) year from the date of purchase.
 - (2) Funds in excess of cash flow requirements may be invested in securities maturing not more than two (2) years, if the maturity of such investments is made to coincide as nearly as practicable with the expected use of funds.
- (c) Any person affecting an investment transaction on behalf of CARBON COUNTY, or offering investment advice, shall sign a statement indicating he or she has read this policy and agrees to abide by this policy and by applicable federal, state, and local laws with respect to the advice given and transactions undertaken on behalf of the County.
- (d) The Carbon County Treasurer shall be, and is hereby authorized to make such statutory

investments, at his or her discretion, as will conform to this policy which shall be deemed at least as restrictive as the types of investments authorized by W.S. §9-4-831(a).

- (1) The County shall diversify its instruments by security type and institution. With the exception of U.S. Treasury securities, certificates of deposits, and authorized pool, no more than twenty-five percent (25%) of the County's total investment portfolio will be invested in a single security type.
 - (2) To provide assurance that the County will be able to continue financial operations without interruption and dependent upon interest rates, satisfaction with services, the County will generally attempt to utilize at least two financial institutions as depositories.
- (e) The Treasurer is charged with the responsibility of providing a monthly financial report, to include investment activity and returns, in the County's Financial Report.
- (f) This policy shall be effective through the calendar year 2008.

WHEREFORE, be it resolved that the Board of County Commissioners adopts the aforementioned policy and this policy shall be reviewed on an annual basis.

ADOPTED this 4th day of December, 2007.

BOARD OF COUNTY COMMISSIONERS
-s- Terry Weickum, (Acting Chairman)
-s- Jerry Paxton

ATTEST:

-s- Gwynn Rothenberger, County Clerk

Treasurer Baldwin stated per State Statue, municipalities, special districts, and joint powers boards must report their previous year's expenditures to the State of Wyoming Department of Audit by September 30 of each year and that to date the Towns of Hanna and Baggs, the Rawlins DDA and the Platte Valley Community Center Joint Powers Board have not yet filed these reports. There was discussion by Clerk Rothenberger that she would research statutes to see what the county must to as far as notification to these entities and advertisements. Attorney DeLancey offered to contact the towns' legal counsel.

Assessor

County Assessor Sheryl Snider presented several rebates and abates. She reported her new vehicle has been ordered and will arrive soon.

Coroner

County Coroner Paul Zamora opened three sealed bids for a new vehicle. Bids were from Coliseum Motors for a 2008 Dodge SLT quad-cab pickup in the amount of \$31,957.00; Converse County Motors envelope contained no bid; Fremont Motors in Rock Springs for a 2008 Ford F-150 XLT Super Cab in the amount of \$24,770.00; and Greiner Motors for a 2008 Ford F-150 XL in the amount of \$27,045.00. Coroner Zamora stated he would return later today with his recommendation of which to accept.

District Court

Clerk of District County Lindy Glode presented renewal Professional Services Contracts for Guardians Ad Litem. These contracts are for \$100.00 per hour each.

Commissioner Paxton moved to approve the Professional Services Contracts for Guardian Ad Litem services for John Deleon, P.M. Roberts, Jane H. Juve, Kenneth Miller and Amy L. Bach, each in the amount of \$100.00 per hour. Commissioner Weickum seconded and the motion carried unanimously.

Fire Department

Larry Trapp requested approval to use \$13,000.00 of strike team funds to purchase extrication equipment for the Town of Medicine Bow. He stated there is an agreement with the Towns of Medicine Bow and Rock River to work together on the east end of the county. He stated that if the funds are approved, this equipment could be in place by the end of the year.

Commissioner Paxton authorized the County Fire Department to expend \$13,000.00 from Strike Team funds for extrication for the Town of Medicine Bow Fire Department. Commissioner Weickum seconded and the motion carried unanimously.

Mr. Trapp provided an update on the County Fire Department. He advised the fire storage building has arrived and the contractor may ask for an extension of the contract through April for the ramp due to the weather.

Senior Services

Terri Archer presented an estimate from Prairie Dog Electric for repairs to the cooler at the Rawlins Senior Center. She requested authorization to pay for this from remaining funds budgeted in the Building and Grounds budget.

Commissioner Paxton moved to accept the bid from Prairie Dog Electric, LLC in the amount of \$3,147.00 to install an evaporator and compressing unit in a walk in cooler at the Rawlins Senior Center and to pay for this from the Building and Grounds budget. Commissioner Weickum seconded and the motion carried unanimously.

Carbon Building

Kandis Fritz advised panic buttons will be installed in the Carbon Building after review of the plan by the State Fire Marshall. She expects this should begin shortly after the end of the year.

Road & Bridge

Area Work

Bill Nation advised the recent snow storm had his entire department plowing school bus routes, mail routes, and all other used winter roads. He stated they are removing ice and slush at this time. They continue to pour cattle guard blocks, work on worn parts for wings, blades, and other parts.

Mr. Nation stated the concrete slab for the new office has been poured and is curing. He further stated construction should begin soon for the placing of steel beams, roofing, and skin.

Agreement for Services

Bill Nation presented an Agreement for Services for improvements to County Roads 1 and 3. Mr. Nation introduced Curt Hovet and Jason Kuznia from McMurray Ready Mix. Mr. Nation stated the agreement is completely covered by grant funds and a grant match that DKRW Advanced Fuels will provide to Carbon County.

Commissioner Paxton moved to approve the Agreement for Services between Carbon County and McMurray Ready Mix for improvements to Carbon County Roads 1 and 3 in the amount of \$1,918,000.00. Commissioner Weickum seconded and the motion carried unanimously.

Mr. Nation updated the Board on the grant contract. He stated the progress reports must be made to the Wyoming Business Council regularly and he requested the Board approve the contacts form and first report form.

Commissioner Paxton moved to approve the Wyoming Business Council, Business Ready Communities Program Form for Reporting Project Contacts/Responsible Individuals for projects relating to improvements to County Roads 1 and 3. Commissioner Weickum seconded and the motion carried unanimously.

Caterpillar Financial

Mr. National presented two Caterpillar Financial lease documents for three blades and one backhoe. Attorney DeLancey stated she has not reviewed these documents but that if these were the same format used in previous years, she was comfortable with these being executed.

Commissioner Paxton moved to approve the Governmental Equipment Lease Purchase Agreement between Caterpillar Financial Services Corporation and Carbon County for three motor graders in the total amount of \$505,353.96 with payments due in December 2008, 2009, and 2010; and to approve the Governmental Equipment Lease Purchase Agreement between Caterpillar Financial Services Corporation and Carbon County for one backhoe in the total amount of \$81,737.17 with payments due in December 2008, 2009, and 2010. Commissioner Weickum seconded and the motion carried unanimously.

RECESS

Commissioner Weickum recessed at 10:20 a.m. and reconvened at 10:23

Caterpillar Financial Continued

Commissioner Paxton moved to approve Resolution 2007-35, Lessee's Authorizing Resolution, for the lease/purchase of one backhoe from Caterpillar Financial Services Corporation. Commissioner Weickum seconded and the motion

Resolution 2007-35 ATTACHMENT B LESSEE'S AUTHORIZING RESOLUTION

Whereas, **CARBON COUNTY, WY**, (the "Governmental Entity"), a body politic and corporate duly organized and existing as a political subdivision, municipal corporation or similar public entity of the State of **Wyoming** (the "State"), is authorized by the laws of the State to purchase, acquire and lease personal property for the benefit of the Governmental Entity and its inhabitants and to enter into contracts with respect thereto; and

Whereas, in order to acquire such equipment, the Governmental Entity proposes to enter into a lease-purchase transaction pursuant to that certain Governmental Equipment Lease-Purchase Agreement (the "Agreement") with Caterpillar Financial Services Corporation, the form of which has been presented to the governing body of the Governmental Entity at this meeting;

Now, Therefore, Be It And It Is Hereby Resolved:

Section 1. Approval of Documents. The form, terms and provisions of the Agreement and all other schedules and exhibits attached thereto are hereby approved in substantially the form presented at this meeting, with such insertions, omissions and changes as shall be approved by counsel of the Governmental Entity or other members of the governing body of the Governmental Entity executing the same, the execution of such documents being conclusive evidence of such approval; and the persons holding the titles listed below or any other officer of the Governmental Entity who shall have the power to execute contracts on its behalf are hereby authorized and directed to execute, acknowledge, countersign and deliver the Agreement and all exhibits attached thereto, and the Secretary/Clerk of the Governmental Entity is hereby authorized to attest to the foregoing and affix the seal of the Governmental Entity to such documents.

Section 2. Other Action Authorized. The officers and employees of the Governmental Entity shall take all action necessary or reasonably required by the parties to the Agreement to carry out, give effect to and consummate the transactions contemplated thereby and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreement.

Section 3. No General Liability. Nothing contained in this Resolution, the Agreement, or any other instrument shall be construed with respect to the Governmental Entity as incurring a pecuniary liability or charge upon the general credit of the Governmental Entity or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreement, or any other instrument or document executed in connection therewith impose any pecuniary liability upon the Governmental Entity or any charge upon its general credit or against its taxing

power, except to the extent that the payments payable under this Agreement are special limited obligations of the Governmental Entity as provided in the Agreement.

Section 4. Authorized Signatories. Following are the true names, correct titles and specimen signatures of the incumbent officers referred to in the foregoing resolution:

Name (Print or Type)	Title (Print or Type)	Signature
Terry Weickum	County Commissioner	-s- Terry Weickum
Jerry Paxton	County Commissioner	-s- Jerry Paxton

Section 5. Effective Date. This Resolution shall be effective immediately upon its approval and adoption. This Resolution was adopted and approved on December 4, 2007.

Signature: -s- G. Rothenberger, Carbon County Clerk

Name Printed: Gwynn G. Rothenberger

Date: December 4, 2007

Commissioner Paxton moved to approve Resolution 2007-36, Lessee's Authorizing Resolution, for the lease/purchase of three motor graders from Caterpillar Financial Services Corporation. Commissioner Weickum seconded and the motion carried unanimously.

Resolution 2007-36
ATTACHMENT B
LESSEE'S AUTHORIZING RESOLUTION

Whereas, **CARBON COUNTY, WY**, (the "Governmental Entity"), a body politic and corporate duly organized and existing as a political subdivision, municipal corporation or similar public entity of the State of **Wyoming** (the "State"), is authorized by the laws of the State to purchase, acquire and lease personal property for the benefit of the Governmental Entity and its inhabitants and to enter into contracts with respect thereto; and

Whereas, in order to acquire such equipment, the Governmental Entity proposes to enter into a lease-purchase transaction pursuant to that certain Governmental Equipment Lease-Purchase Agreement (the "Agreement") with Caterpillar Financial Services Corporation, the form of which has been presented to the governing body of the Governmental Entity at this meeting;

Now, Therefore, Be It And It Is Hereby Resolved:

Section 1. Approval of Documents. The form, terms and provisions of the Agreement and all other schedules and exhibits attached thereto are hereby approved in substantially the form presented at this meeting, with such insertions, omissions and changes as shall be approved by counsel of the Governmental Entity or other members of the governing body of the Governmental Entity executing the same, the execution of such documents being conclusive evidence of such approval; and the persons holding the titles listed below or any other officer of the Governmental Entity who shall have the power to execute contracts on its behalf are hereby authorized and directed to execute, acknowledge, countersign and deliver the Agreement and all exhibits attached thereto, and the Secretary/Clerk of the Governmental Entity is hereby authorized to attest to the foregoing and affix the seal of the Governmental Entity to such documents.

Section 2. Other Action Authorized. The officers and employees of the Governmental Entity shall take all action necessary or reasonably required by the parties to the Agreement to carry out, give effect to and consummate the transactions contemplated thereby and to take all action necessary in conformity therewith, including, without limitation, the execution and delivery of any closing and other documents required to be delivered in connection with the Agreement.

Section 3. No General Liability. Nothing contained in this Resolution, the Agreement, or any other instrument shall be construed with respect to the Governmental Entity as incurring a pecuniary liability or charge upon the general credit of the Governmental Entity or against its taxing power, nor shall the breach of any agreement contained in this Resolution, the Agreement, or any other instrument or document executed in connection therewith impose any pecuniary liability upon the Governmental Entity or any charge upon its general credit or against its taxing power, except to the extent that the payments payable under this Agreement are special limited obligations of the Governmental Entity as provided in the Agreement.

Section 4. Authorized Signatories. Following are the true names, correct titles and specimen signatures of the incumbent officers referred to in the foregoing resolution:

Name (Print or Type)	Title (Print or Type)	Signature
Terry Weickum	County Commissioner	-s- Terry Weickum
Jerry Paxton	County Commissioner	-s- Jerry Paxton

Section 5. Effective Date. This Resolution shall be effective immediately upon its approval and adoption. This Resolution was adopted and approved on December 4, 2007.

Signature: -s- G. Rothenberger, Carbon County Clerk

Name Printed: Gwynn G. Rothenberger

Date: December 4, 2007

ROAD & BRIDGE CMAQ GRANT APPLICATION

Congestion Mitigation Air Quality (CMAQ) Grant

Bill Nation discussed that he has applied for a Congestion Mitigation Air Quality (CMAQ) grant from the Wyoming Department of Transportation and this application requires a Resolution by the BOCCC. Mr. Nation stated the application is in the amount of \$800,000.00 (\$640,000.00 grant funds and \$160,000.00 match) for dust mitigation on County Roads 605N and 608.

Commissioner Paxton moved to approve Resolution No. 2007-37, A Resolution Authorizing the Submission of a Congestion Mitigation Air Quality Grant Application to the Wyoming Department of Transportation on Behalf of the Governing Body of Carbon County, Wyoming for the Purpose of Dust Mitigation. Commissioner Weickum seconded and the motion carried unanimously.

RESOLUTION NO. 2007 - 37

A RESOLUTION AUTHORIZING THE SUBMISSION OF A CONGESTION MITIGATION AIR QUALITY GRANT APPLICATION TO THE WYOMING DEPARTMENT OF TRANSPORTATION ON BEHALF OF THE GOVERNING BODY OF CARBON COUNTY, WYOMING FOR THE PURPOSE OF DUST MITIGATION

WHEREAS, the Governing Body for Carbon County desires to participate in the CMAQ Grant program to assist in financing the following road projects; and

Dust mitigation on twenty miles of County Road #605N and
Dust mitigation on ten miles of County Road #608

WHEREAS, the Governing Body of Carbon County recognizes the need for the projects; and

WHEREAS, the CMAQ Grant program requires that certain criteria be met, as described by the Wyoming Department of Transportation and, to the best of our knowledge, this application meets those criteria; and

WHEREAS, the total estimated project costs are identified as follows:

\$650,000.00 for gravel and application thereof, and
\$150,000.00 for magnesium chloride and application thereof

WHEREAS, the Governing Body of Carbon County plans to fund the 20% match of the requested CMAQ Grant, in the amount of \$160,000.00 from Carbon County's general fund.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF CARBON COUNTY, WYOMING that a grant application in the total amount of \$800,000.00 (640,000.00 grant funds and \$160,000.00 match) be submitted to the Wyoming Department of Transportation for consideration.

PASSED, APPROVED, AND ADOPTED THIS 4TH Day of December, 2007.

BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

-s- Terry Weickum, Acting Chairman

Attest:

-s- Gwynn G. Rothenberger, County Clerk

Memorandum of Understanding

Mr. Nation presented a Memorandum of Understanding (MOU) between the City of Rawlins, the County and the Rawlins / Carbon County Airport Board regarding the construction of a "pioneer" road within the right-of-way from the airport hanger access gate to the North of the City's golf course. This MOU outlines the responsibilities of each party as to the construction and maintenance of this road. Mr. Nation stated that Attorney DeLancey reviewed the MOU and had no objections to its approval.

Commissioner Paxton moved to authorize the Chairman to sign the Memorandum of Understanding between the City of Rawlins, Wyoming, the County of Carbon, Wyoming, and the Rawlins / Carbon County Airport Board regarding the construction of "pioneer" road near the airport to the City's golf course. Commissioner Weickum seconded and the motion carried unanimously.

PERSONNEL POLICIES

Clerk Rothenberger presented a memorandum of recommendations on personnel policies prepared after a meeting between Paul Zamora, Jerry Colson, Cindy Baldwin, Cindy DeLancey, Sheryl Snider, Lindy Glode, Bill Nation, Lou Kline, and herself.

HOMELAND SECURITY – MITIGATION GRANT UPDATE

Harold Newbrough, Emergency Management Coordinator, provided an update on the Carbon County Multi-Hazard Mitigation Plan grant. He stated in order to complete the plan, professional help is required in the form of a contractor knowledgeable in this type of planning and asked for approval to advertise.

Commissioner Paxton moved to approve the request of proposal be prepared and advertised to hire a contractor to prepare a Carbon County Multi-Hazard Mitigation Plan. Commissioner Weickum seconded and the motion carried unanimously.

PERSONNEL POLICIES

Cathy MacPherson asked for direction on certain personnel policies from the BOCCC so she can finalize the draft policies. A discussion followed and the BOCCC provided direction on various policy decisions and asked Ms. MacPherson to send the draft policies to all elected officials, Bill Nation and Lou Kline upon completion.

Attorney DeLancey asked if Ms. MacPherson could meet with the elected officials and department heads regarding compensation time. Ms. MacPherson advised she will provide examples and get with Clerk Rothenberger to schedule a time to meet with all department heads and elected officials. Sheriff Colson added he would like to see a committee review the policies annually.

CORONER VEHICLE BIDS

Coroner Zamora stated two of the three bids met his required specifications and recommended Greiner Motors' bid. He clarified the original bid amount of \$27,045.00 did not include an optional topper that he would like to purchase making the total bid \$27,295.00.

Commissioner Paxton moved to approve the bid from Griener Motors in the amount of \$27,295.00 for the Coroner. Commissioner Weickum seconded and the motion carried unanimously.

LUNCH

Commissioner Weickum recessed for lunch at 11:38 p.m. and reconvened at 1:33 p.m.

PLANNING & DEVELOPMENT

Will Speer and Kristy Rowan introduced Jim bell, attorney for the Planning and Zoning (P&Z) Commission.

Public Hearing Case File No. 07-22

Commissioner Weickum opened a public hearing at 1:33 p.m. to hear Planning & Zoning Case File No. 07-22.

Kristy Rowan and Will Speer presented the following Case File:

Case File No. 07-22 Michael and Diane Morris: Request for a Zone Change from Ranching, Agriculture, Mining (RAM) to Residential (RD-4.24) on approximately 4.24 acres. The RD Zone allows residential activities. Ms. Rowan read various public comments on the case from the Saratoga-Encampment-Rawlins Conservation District, The Board of Control, the Wyoming Department of Transportation, the Wyoming Game & Fish Department, and Carbon County Road & Bridge. Ms. Rowan continued to read the Required Findings section of the Case File and the Information Notes & Development Restrictions section also known as Exhibit A. Ms. Rowan stated that the applicant was not present.

There being no public comments, Commissioner Weickum closed the public hearing at 1:40 p.m.

Commissioner Paxton moved to approve Planning & Zoning Case File No. 07-22 Michael and Diane Morris' request for a Zone Change from Ranching, Agriculture, Mining (RAM) to Residential (RD-4-24) on approximately 4.24 acres with the conditions outlined in Exhibit A as read. Commissioner Weickum seconded, and the motion carried unanimously.

Commissioner Paxton moved to approve Resolution No. 2007-38, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning Commission, regarding Planning & Zoning Case File No. 07-22. Commissioner Weickum seconded and the motion carried unanimously.

Resolution No. 2007 - 38

A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission.

WHEREAS, pursuant to Wyo. Stat. §18-5-202(b), the Carbon County Planning and Zoning Commission held a public hearing on November 6, 2007, which said hearing was advertised by public notice at least thirty (30) days prior to said hearing; and

WHEREAS, at said public hearing, the Carbon County Planning and Zoning Commission provided the public the opportunity to comment and the Carbon County Planning and Zoning Commission considered any public comments which were made at said hearing; and

WHEREAS, at the conclusion of said public hearing, the Carbon County Planning and Zoning Commission voted to certify in writing its recommendation to the Carbon County Commissioners to adopt this amendment to the Carbon County Zoning Resolution of 2003 for Carbon County, Wyoming; and

WHEREAS, the Carbon County Commissioners, pursuant to Wyo. Stat. §18-5-202(c) and after receipt of said certified recommendation for approval of this amendment to the Carbon County Zoning Resolution of 2003, advertised by public notice at least 14 days prior to a public hearing to take public input and comments which said hearing occurred on December 4, 2007; and

WHEREAS, at said public hearing, the Carbon County Commissioners provided the opportunity for the public to comment and for the Carbon County Commissioners to consider any comments which were made on the proposed amendments; and

WHEREAS, the Carbon County Commissioners in considering the said amendment have also reviewed and considered the Carbon County Land Use Plan of 1998; and

WHEREAS, the Carbon County Commissioners have determined that the proposed amendment is in conformity with the Carbon County Land Use Plan of 1998 and otherwise promotes the health, safety and general welfare of the residents of Carbon County; and

WHEREAS, at a regularly scheduled meeting of the Carbon County Commissioners, by majority vote, the Carbon County Commissioners moved to approve the following amendment(s) to the Carbon County Zoning Resolution of 2003.

(1) Case File #07-22 – Michael and Diane Morris: Request for a Zone Change from Ranching, Agriculture, Mining (RAM) to Residential (RD-4.24) on approximately 4.24 acres. The RD Zone allows residential activities. The subject property is located in the Fort Steele area off Carbon County Road #347N.

Legal Description: **Parcel II: A tract of ground in the SW1/4SE1/4 of Section 26, T21N R85W, 6th P.M., Carbon County, Wyoming, more completely described as follows:**

Beginning at a point which is at the intersection of the East boundary of the SW1/4SE1/4 of said Section 26, and the Northerly Right of Way of the caretaker's approach, as described in Book 545, at Page 166, in the Records of the Office of the County Clerk, Carbon County, Wyoming; said point of beginning bears N1°15'18"E (record N0°30.5'E) a distance of 343.4 feet, more or less from the SE corner of the SW1/4SE1/4 of Section 26; thence N88°14'4"W, a distance of 237.8 feet along the Northerly Right of Way of said caretaker's approach to a point on the Westerly Right of Way of the Original Fort Steele Connector Road; thence along a curve to the Right through a central angle of 37°42.3', a distance of 236.4 feet to a point on the Easterly Right of Way of present Fort Steele Connector Road, said point being on a circular curve to the Left, the radius of which is 1195.9 feet and a line tangent to said curve bears N51°25.5'E; thence along said curve through a central angle of 39°12.91' a distance of 550.0 feet, more or less, to a point on the Easterly Right of Way of the Fort Steele Connector Road; thence N4°24.5'E, a distance of 420.0 feet, more or less, along said Easterly Right of Way to the intersection with the North line of the SW1/4SE1/4 of said Section 26; thence S88°41'35"E, a distance of 90.0 feet, more or less, along the North line of said SW1/4SE1/4 to the NE corner of said SW1/4SE1/4 of Section 26; thence S1°15'18"W, a distance of 970.0 feet, more or less,

along the East line of said SW1/4SE1/4 to the point of beginning, EXCEPTING THEREFROM of said tract lying within that certain tracts of land described in Quit Claim Deed to Wyoming Highway Department recorded April 7, 1970, in Book 545, Pages 165 and 166. Net 4.24 acres more or less.

Pursuant to the recommendations of the Carbon County Planning and Zoning Commission: Density on the subject parcel shall not exceed one (1) single family dwelling unit and associated structures on approximately 4.24 acres (RD-4.24).

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF CARBON COUNTY, WYOMING:

1. That the Carbon County Board of Commissioners, hereby adopt these amendment(s) as certified to them in writing by the Carbon County Planning and Zoning Commission.

PRESENTED, READ, AND ADOPTED at a regularly scheduled meeting of the Board of County Commissioners of Carbon County, Wyoming, this 4th day of December, 2007.

**BOARD OF COUNTY COMMISSIONERS OF
CARBON COUNTY, WYOMING**

By: -s- Jerry D. Paxton
-s- Terry Weickum

Attest:

-s- Gwynn G. Rothenberger, Carbon County Clerk

Case File No. 07-23

Ms. Rowan and Mr. Speer presented the Certification of Recommended Action for Case File No. 07-23, Orchard Ranches – Robert and Gladine Orchard. Ms. Rowan stated the request is from RAM to RRA-510 with one single family dwelling unit.

Commissioner Paxton moved to schedule a public hearing for January 8, 2008 at 1:30 p.m. at the County Courthouse in Rawlins, Wyoming to hear Case File No. 07-23, Orchard Ranches – Robert and Gladine Orchard’s request for a Zone Change from Ranching, Agriculture, Mining (RAM) to Rural Residential Agriculture (RRA-510) on approximately 510 acres. Commissioner Weickum seconded and the motion carried unanimously.

Planning Commission Meeting Date

Mr. Speer stated that after review of the Rules of Practice and Procedure for the P&Z Commission, they have passed a resolution to change their meeting date to the first Wednesday after the first Tuesday monthly effective January 2, 2008.

Building Permit Fees

Mr. Speer reported that public comment has been taken from the Economic Development Corporation regarding the cap on building permit fees and that this will be considered.

LAND USE PLAN UPDATE

Joanne Garnett, Ken Markert and Pepper McClenahan of WLC Engineering, the firm hired to rewrite the Carbon County Land Use Plan (CCLUP) provided an update on the progress of revisions. Mr. Markert discussed the importance of communication for this type of project. He stated a project website is available at www.mmiplanning.com so everyone involved can review the material via the internet. Individuals will be notified of new material on the website via e-mails. This site will be developed and maintained by WLC and could also serve as an archival place for information.

Mr. Markert proposed two sets of four public meetings to take public comment to allow sufficient public participation in the revisions. After a draft plan is in place, there would be the second set of four meetings for public comment on the draft plan.

Mr. Markert asked that the Planning & Development Office assist them in plugging any gaps in the communications process. Ms. Rowan agreed that the pertinent information would be copied

by her to each involved individual. Commissioner Weickum asked that WLC copy the information to each individual and he agreed to do so.

Steering Committee

Ms. Garnett suggested a steering committee be formed to assist WLC in verifying they are on track and all bases are covered correctly during the process. She stated she prefers seven to ten individuals be on the committee, typically consisting of people from areas such as major industry, school districts, elected officials, P&Z Commission members, agriculture representative, and Chamber of Commerce representatives. She added that these individuals are typically appointed by the BOCCC. Ms. Garnett stated the BOCCC and the P&Z Commissioners could be the steering committee but she is concerned this might add too much to these individuals workload. Ms. Garnett asked that the BOCCC decide today what their preference would be. Ms. Garnett reported that minutes would be taken at these meetings to keep absent individuals up to date.

Commissioner Paxton agreed that a committee would be a good idea and suggested a cross section of individuals would be best representative county-wide and Commissioner Weickum agreed. Mr. Speer also agreed. Attorney DeLancey verified that committee members who consistently do not attend meetings could be removed and Ms. Garnett agreed that they could be replaced.

Commissioner Paxton moved to form a steering committee consisting of not more than eleven members to assist in the process of rewriting the Carbon County Land Use Plan and that these committee members be appointed and, if necessary, removed for cause by the Board of Carbon County Commissioners. Commissioner Weickum seconded and the motion carried unanimously.

Ms. Garnett asked for names and contact information of the appointed individuals and that the committee be appointed and ready to begin working no later than March 2008.

CITY OF RAWLINS MEMORANDUM OF UNDERSTANDING

Attorney DeLancey discussed the Memorandum of Understanding between the City of Rawlins and Carbon County regarding the municipal jurisdiction expansion one mile into Carbon County. She stated the MOU was previously presented and the City of Rawlins is questioning if the BOCCC's will be executing the agreement or not.

Commissioner Paxton moved to approve the Memorandum of Understanding between the City of Rawlins and Carbon County regarding the jurisdiction of subdivisions within one mile of the City of Rawlins. Commissioner Weickum seconded and the motion carried unanimously.

BOARD INTERVIEWS & APPOINTMENTS

Carbon County Economic Development Corporation

James Elliott, Jr. was interviewed for consideration of reappointment to the Carbon County Economic Development Corporation. Mr. Elliott agreed to participate in board training if offered by the county.

Commissioner Paxton moved to reappoint James E. Elliott, Jr. to the Carbon County Economic Development Corporation for a three-year term expiring December 2010. Commissioner Weickum seconded and the motion carried unanimously.

Carbon County Detention Facility Joint Powers Board

Jerry Colson was interviewed for consideration of reappointment to the Carbon County Detention Facility Joint Powers Board. Mr. Colson agreed to participate in board training if offered.

Commissioner Paxton moved to reappoint Jerry Colson to the Carbon County Detention Facility Joint Powers Board for a three-year term expiring December 2010. Commissioner Weickum seconded and the motion carried unanimously.

Jeffrey Center Board

Michael Smith was interviewed for consideration of reappointment to the Jeffrey Center Board. Mr. Smith agreed to participate in Board training if offered.

Commissioner Paxton moved to reappoint Michael Smith to the Jeffrey Center Board for a five-year term expiring December 2012. Commissioner Weickum seconded and the motion carried unanimously.

Planning and Zoning Commission

Bobbie Wagner was interviewed for consideration of reappointment to the Planning & Zoning Commission. Ms. Wagner was asked and agreed to attend board training if any was offered.

Predatory Management District Board

Robert Vorn was interviewed for consideration of reappointment to the Predatory Management District Board. Mr. Vorn agreed to participate in board training if offered.

FUNDING REQUEST – PRONGHORN PRIDE

Clerk Rothenberger presented a request for funding from the Pronghorn Pride Initiative adding that a similar request by this group was made at budget time however the request was not budgeted for. The Board agreed not to fund the project and ask the Clerk's Office to notify them accordingly.

BOARD INTERVIEWS

Predatory Management District Board

Jerry Matula was interviewed for consideration of appointment to the Predatory Management District Board. Mr. Matula agreed to participate in board training if offered.

Planning and Zoning Commission

Dan Mika was interviewed for consideration of reappointment and Troy Maddox was interviewed for consideration of appointment to the Planning and Zoning Commission. Each applicant agreed to participate in board training if any was offered.

Predatory Management District Board

Commissioner Paxton moved to reappoint Robert Vorn to the Predatory Management District Board for a three-year term expiring December 2010. Commissioner Weickum seconded and the motion carried unanimously.

Planning and Zoning Commission

Commissioner Weickum moved to appoint Troy Maddox to the Planning and Zoning Commission for three-year terms expiring December 2010. Commissioner Paxton seconded and the motion carried unanimously.

Commissioner Weickum moved to re-advertise for one open seat on the Planning and Zoning Commission. Will Speer advised that appointment must be made from someone living in an unincorporated area of Carbon County. Commissioner Paxton seconded and the motion carried unanimously.

AGENDA AMENDMENT

Commissioner Paxton moved to modify the agenda to include an executive session at the end of business today for potential litigation. Commissioner Weickum seconded and the motion carried unanimously.

EXECUTIVE SESSION

Commissioner Paxton moved to go into executive session at 2:51 p.m. with Clerk Rothenberger and Attorney DeLancey for potential litigation. Commissioner Weickum seconded and the

motion carried unanimously.

Commissioner Paxton moved to come out of executive session at 4:03 p.m. and that the minutes of the session be approved as written and sealed, and declared that no action was taken during the executive session. Commissioner Weickum seconded and the motion carried unanimously.

ADJOURNMENT

There being no further business, Commissioner Weickum adjourned the meeting at 4:04 p.m.

-s- Gwynn G. Rothenberger, Carbon County Clerk

Approved this 18th day of December 2007.

BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

-s- Terry Weickum, Acting Chairman