

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, April 1, 2014  
County Courthouse, Rawlins, Wyoming**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, April 1, 2014 at the County Courthouse in Rawlins, Wyoming. Attending the meeting were; Chairman Leo Chapman; Commissioners Lindy Glode, Sue Jones and John Johnson. Vice Chairman John Espy was absent.

Chairman Chapman called the meeting to order at 9:00 a.m.

**ADDITIONS / CORRECTIONS**

Commissioner Johnson moved to approve the agenda with the following additions – fire alarm monitoring at the Fair multiplex building under Buildings & Grounds and a Cisco agreement under IT. Commissioner Jones seconded and the motion carried unanimously.

**VOUCHERS**

Commissioner Jones moved to approve the report of expenditures in the amount of \$305,499.47. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Jones moved to approve bills to Rawlins Automotive for \$229.59, Shively Hardware for \$69.42 and True Value of Rawlins for \$784.80. Commissioner Johnson seconded and the motion carried with all voting for the motion except Commissioner Glode who abstained due to personal conflicts.

| Vendor                         | Detail Line Description       | Total       |
|--------------------------------|-------------------------------|-------------|
| ALSCO, AMERICAN LINEN DIVISION | TOWELS/SOAP/MATS              | \$126.36    |
| AMERIGAS                       | PROPANE SERVICES              | \$967.87    |
| AV-TECH ELECTRONICS            | LIGHT BAR/FLASHERS            | \$1,677.59  |
| BUILD RITE LUMBER SUPPLY       | SHIPPING CHARGES              | \$9.47      |
| BURKHART, CINDY                | SUPPLIES/MILEAGE              | \$55.55     |
| C & B SAND & GRAVEL            | TRAINING                      | \$75.00     |
| CANDY MOUNTAIN                 | WATER                         | \$15.00     |
| CARBON COUNTY LIBRARY          | SUMMER READING PROGRAM        | \$500.00    |
| CARBON COUNTY SENIOR SERVICES  | MATCHING FUNDS/HEALTH SUBSIDY | \$67,000.00 |
| CARBON COUNTY TREASURER        | VARIOUS CHARGES               | \$366.30    |
| CASPER WINNELSON CO            | SUPPLIES                      | \$341.48    |
| CATHEDRAL HOME FOR CHILDREN    | YOUTH CRISIS CENTER FUNDING   | \$1,000.00  |
| CBM FOOD SERVICE               | JAIL MEALS                    | \$5,766.86  |
| CDW GOVERNMENT, INC.           | SUPPLIES                      | \$5,882.74  |

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| CENTER PRINTING CO.              | DEPOSIT SLIPS                 | \$80.15     |
| CENTURY LINK                     | TELEPHONE SERVICES            | \$126.77    |
| CENTURYLINK                      | TELEPHONE SERVICES            | \$2,316.39  |
| CESKO FAMILY MEDICINE, PC        | MEDICAL SERVICES              | \$987.00    |
| CHARTER COMMUNICATIONS           | CABLE SERVICES                | \$35.15     |
| CLYDE, JASON                     | MEALS/MILEAGE                 | \$296.83    |
| COAST TO COAST SOLUTIONS         | SUPPLIES                      | \$109.33    |
| CONTROL SOLUTIONS, INC           | VACCINE MONITOR               | \$537.00    |
| COWBOY SUPPLY HOUSE              | SUPPLIES                      | \$72.12     |
| DAILY TIMES                      | PUBLIC MEETING NOTICE         | \$98.25     |
| DEHART, ARIEL                    | MILEAGE                       | \$240.00    |
| DELEON, JOHN                     | LEGAL SERVICES                | \$1,863.75  |
| DIXON, TOWN OF                   | WATER SERVICES                | \$260.00    |
| EASTMAN, PATRICK                 | MILEAGE                       | \$28.80     |
| EICHENBERGER, MELISSA            | MILEAGE                       | \$240.00    |
| ELK MOUNTAIN, TOWN OF            | SERVICE AGREEMENT             | \$1,000.00  |
| ENCAMPMENT STUDENT COUNCIL       | JUNIOR SENIOR PROM ACTIVITIES | \$500.00    |
| ERICKSON & ROBERTS               | LEGAL SERVICES                | \$1,159.07  |
| FIRE UP RESCUE                   | MINERAL OIL                   | \$43.24     |
| FREMONT MOTORS - RAWLINS         | VEHICLE MAINTENANCE           | \$418.35    |
| GERMAN, JENNIFER                 | MILEAGE                       | \$45.00     |
| GLAXOSMITHKLINE PHARMACEUTICALS  | PH HEALTH VACCINE             | \$916.60    |
| GRAINGER                         | SUPPLIES                      | \$648.46    |
| GREINER FORD                     | 2014 FORD SHERIFFS OFFICE     | \$22,354.00 |
| HAGOOD, VICKI                    | MILEAGE                       | \$18.00     |
| HANNA, TOWN OF                   | WATER SERVICES                | \$99.60     |
| HIGH PLAINS POWER                | ELECTRICAL SERVICES           | \$384.74    |
| J H KASPAR OIL COMPANY           | FUEL                          | \$177.03    |
| JACKALOPE PRINTING               | SUPPLIES                      | \$198.75    |
| JERRY'S DONUTS                   | DONUTS                        | \$10.49     |
| KENCO SECURITY AND TECHNOLOGY    | ALARM MONITORING              | \$36.00     |
| KILBURN TIRE COMPANY             | VEHICLE MAINTENANCE           | \$430.01    |
| KIRSCH, ARCHIE P                 | COUNTY HEALTH OFFICER         | \$1,300.00  |
| KONE ELEVATORS ESCALATORS        | ELEVATOR MAINTENANCE          | \$325.29    |
| LS COUNSELING                    | COUNSELING SERVICES           | \$150.00    |
| MARTIN/MARTIN WY CONSULTING ENGS | BRIDGE ASSESSMENT             | \$7,773.78  |
| MEMORIAL HOSPITAL OF CARBON CTY  | MEDICAL SERVICES              | \$7,169.92  |
| MID-AMERICAN RESEARCH CHEMICAL   | SUPPLIES                      | \$625.94    |
| MOORE MEDICAL CORP.              | MEDICAL SUPPLIES              | \$574.51    |
| MOSS, BARBARA                    | MILEAGE                       | \$54.60     |
| MY OFFICE ETC.                   | PAPER                         | \$201.62    |

|                                  |                                 |             |
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| MYERS TIRE SUPPLY CO.            | ORINGS                          | \$109.17    |
| NOODLE SOUP                      | CABINET/DOOR LATCHES            | \$20.40     |
| NUTRITION MATTERS, INC.          | PAPHLETS                        | \$629.20    |
| O'REILLY AUTO PARTS              | WIPER BLADES                    | \$9.49      |
| ORSUPPLY.COM                     | OTOSCOPE/BATTERY                | \$1,624.03  |
| P M P C ENGINEERING              | HARSHMAN STREET EXTENSION       | \$26,600.00 |
| PASSPORT TO LANGUAGES INC        | PASSPORT CALL                   | \$6.00      |
| PATTON, ROBERT L.                | MILEAGE                         | \$25.80     |
| PHILLIPS 66-CONOCO-76            | FUEL                            | \$53.76     |
| PITNEY BOWES INC                 | POSTAGE MACHINE LEASE           | \$1,478.19  |
| PLATTE VALLEY MEDICAL CLINIC     | MEDICAL SERVICES                | \$98.00     |
| POSITIVE PROMOTIONS              | SUPPLIES                        | \$71.48     |
| PRAIRIE DOG ELECTRIC, LLC        | ELECTRICAL MAINTENANCE          | \$72.95     |
| PRIORITY DISPATCH                | E911 SOFTWARE                   | \$74,063.00 |
| QUILL CORPORATION                | SUPPLIES                        | \$212.00    |
| RAWLINS AUTOMOTIVE               | SUPPLIES                        | \$229.59    |
| RAWLINS EASTSIDE CARWASH         | WASH CARDS                      | \$23.40     |
| RAWLINS EYE CARE                 | VISION SERVICES                 | \$555.00    |
| RAWLINS FIRE EXTINGUISHER        | FIRE EXTINGUISHER INSPECTIONS   | \$1,240.00  |
| ROCKY MOUNTAIN POWER             | ELECTRICAL SERVICES             | \$16,263.09 |
| RYAN ELECTRONICS INC             | PAGER/REPAIRS                   | \$660.00    |
| SANOFI PASTEUR, INC.             | PH HEALTH VACCINE               | \$93.30     |
| SARATOGA AUTO PARTS, INC.        | SUPPLIES                        | \$337.21    |
| SARATOGA SUN                     | NEWSPAPER ADS                   | \$1,265.60  |
| SEARLE, RYAN                     | INTERPRETER SERVICES            | \$25.00     |
| SECRETARY OF STATE               | NOTARY COMMISSION               | \$30.00     |
| SECURENET SYSTEMS INC            | BOCC MEETING STREAMING          | \$297.00    |
| SHEPARD'S                        | FUEL/SUPPLIES                   | \$1,737.58  |
| SHIVELY HARDWARE                 | SUPPLIES                        | \$69.42     |
| SNAKE RIVER PRESS                | NEWSPAPER ADS                   | \$96.00     |
| SOURCE GAS                       | GAS SERVICES                    | \$15,543.51 |
| STAPLES ADVANTAGE                | SUPPLIES                        | \$439.09    |
| STODDARD, CURTIS T.              | DENTAL SERVICES                 | \$791.00    |
| SWISHER HYGIENE FRANCHISEE TRUST | CLEANING SUPPLIES               | \$175.04    |
| TERMINIX                         | PEST CONTROL                    | \$688.00    |
| THE MASTERS TOUCH, LLC           | ASSESSMENT NOTICE POSTAGE       | \$3,850.00  |
| THOS. Y. PICKETT & CO., INC.     | 2014 VALUATION CONTRACT BALANCE | \$9,915.00  |
| TRADEMARK GRAPHICS, INC.         | DECALS/STRIPPING                | \$462.44    |
| TREVATHAN, SABRINA RMR           | TRANSCRIPTION                   | \$155.60    |
| TRUE VALUE OF RAWLINS            | SUPPLIES                        | \$784.80    |
| T'S KEYS                         | EXIT DEV/SPRING LATCH ASSEMBLY  | \$320.00    |

|                             |                         |              |
|-----------------------------|-------------------------|--------------|
| UNION TELEPHONE COMPANY     | E911 TELEPHONE SERVICES | \$257.28     |
| VALLEY OIL COMPANY          | FUEL                    | \$2,370.28   |
| VAN'S WHOLESALE LLC         | SUPPLIES                | \$474.19     |
| WEST PAYMENT CENTER         | INFORMATION CHARGES     | \$454.89     |
| WIMPENNY, ROBERT G DDS      | DENTAL SERVICES         | \$550.00     |
| WY ATTORNEY GENERAL         | REGISTRATIONS           | \$225.00     |
| WY LAW ENFORCEMENT ACADEMY  | FALL FIREARMS TRAINING  | \$121.00     |
| WY MACHINERY COMPANY        | VEHICLE MAINTENANCE     | \$2,045.74   |
| YOCUM, LEO                  | MILEAGE                 | \$24.00      |
| YOUNG, CHARLES MD           | MEDICAL SERVICES        | \$250.00     |
| YOUTH TRANSFORMATION CENTER | TRAINING                | \$1,000.00   |
| GRAND TOTAL                 |                         | \$306,583.28 |

**CONSENT AGENDA**

Commissioner Glode moved to approve the consent agenda. Commissioner Jones seconded and the motion carried unanimously.

The following items were on the consent agenda. March 18, 2014 minutes; Attorney receipts for \$273.20; and Planning & Development receipts totaling \$390.00.

**ELECTED OFFICIALS / DEPARTMENT HEADS**

**Clerk**

Clerk Bartlett discussed a letter received from the Town of Medicine Bow regarding the proposed Memorial Hospital health care district and overlapping districts would result in double-taxing residents.

Clerk Bartlett discussed setting election districts per W.S. §22-7-101. She noted there have been no changes since the last time this was adopted in 2012.

Commissioner Glode moved to approve Resolution No. 2014-06 A Resolution Adopting Official Voting Districts and Precincts for Carbon County, Wyoming. Commissioner Jones seconded and the motion carried unanimously.

**RESOLUTION NO. 2014-06**

**RESOLUTION ADOPTING OFFICIAL VOTING DISTRICTS AND PRECINCTS FOR CARBON COUNTY, WYOMING**

Whereas, the Sixty-first Legislature of the State of Wyoming has passed House Bill No. 32 with amendments, and such is now House Enrolled Act No. 0008 House of Representatives,

wherein the boundaries for Senate District No. 11 and House Districts No. 15 and 47 have been established; and

Whereas, pursuant to Wyoming Statutes 22-7-101 through 22-7-105, the Board of County Commissioners with the advice and recommendation of the County Clerk, no later than its first meeting in May in every general election year shall divide the county into not more than thirty (30) election districts; and

Whereas, each district shall be designated by number, and

Whereas, election districts shall be changed only at this designated meeting; and

Whereas, the County Clerk has taken into consideration the action of the Sixty-first Legislature of the State of Wyoming, the wards as established by the City of Rawlins, and the one-man one-vote concept, and recommended to the County Commissioners of the County of Carbon that the districts be established as hereunto set forth on Exhibit "A", *Carbon County Election District Boundaries* and

Whereas, the Board of County Commissioners in and for Carbon County, Wyoming, hereby agree that such districts, precincts and any renumbering of precincts is in the best interests and convenience of the greatest number of electors involved, and such coincides with the boundaries of the municipality districts involved.

NOW, THEREFORE, BE IT RESOLVED, that the voting districts as set forth herein be adopted this date.

Dated this 1st day of April 2014

Board of County Commissioners  
Carbon County, Wyoming  
By: -s- Leo J. Chapman

Attest: -s- Gwynn G. Bartlett  
Title: Carbon County Clerk

Clerk Bartlett reported per W.S. §22-9-125(a)(i), the commissioners must determine how the County Clerk will count absentees. She requested they adopt the procedures in part (a)(i) of this statute which would allow the County Clerk to retain absentee ballots at the central counting location at the Courthouse rather than send all absentees to the various polling locations. She explained that because Carbon County is so spread out and she must accept absentee ballots up until 7:00 p.m. on Election Day, it is not feasible to distribute these to the various polling places to be counted. Instead an absentee counting board is appointed to handle these at the Courthouse. She again stated this is not changed from past procedure in this county.

Commissioner Johnson moved to approve the absentee ballot procedures in W.S. §22-9-125(a)(i). Commissioner Glode seconded and the motion carried unanimously.

Clerk Bartlett presented an agreement with Cobecon as the plan administrator of the county's health insurance plan and a fee schedule.

Commissioner Jones moved to approve the Corporate Benefits Connection, LLC dba Cobecon Client Services Agreement and Schedule of Services and Fees. Commissioner Glode seconded and the motion carried unanimously.

Clerk Bartlett presented two grant agreements from the State Loan and Investment Board.

Commissioner Glode moved to approve the State of Wyoming State Loan and Investment Board Grant Agreements and Certification Statements for the Jeffrey Center Electrical Upgrade in the amount of \$16,949.00 and the Memorial Hospital Emergency Detention Rooms Renovation in the amount of \$97,000.00 with a 50% match to be paid from the hospital's mill levy fund. Commissioner Johnson seconded and the motion carried unanimously.

Clerk Bartlett asked the BOCC for authorization to apply for the Temporary Assistance for Needy Families grant for the Big Brothers Big Sisters of Carbon County, Carbon County Boys & Girls Clubs, and the Laramie Youth Crisis Center.

Commissioner Jones moved to authorize Clerk Bartlett to apply for the Temporary Assistance for Needy Families grant for FY15. Commissioner Johnson seconded and the motion carried unanimously.

Clerk Bartlett advised the proposal for audit services from Mader, Tschacher, Peterson two years ago had an optional three year extension and asked the BOCC if they would like to extend the audit services for three years.

Commissioner Johnson moved to approve the extension of audit services with Mader, Tschacher, Peterson for three additional years with the condition that they meet with the Board after each audit to summarize it. Commissioner Jones seconded and the motion carried unanimously.

Clerk Bartlett provided an update on Skyline Acres reporting that their project manager with the Department of Environmental Quality (DEQ) is awaiting the final report but the preliminary report states the property is clean and will not require any cleanup. The DEQ will close out the project in the upcoming months and release it from the Brownsfields program and at that time, the county will be free to do what it wants with the property. Chairman Chapman discussed the potential for inmates to pick up trash that has accumulated at the property. Sheriff Colson stated that was possible.

### **Treasurer**

County Treasurer Cindy Baldwin presented an annual resolution for the county to allocate funds from FY14-15 for the 2010C and 2010B bond issue rental payments. These bonds are paid for with sales tax collections however the county must appropriate funds per the lease in case collections would not cover the bond payments.

Commissioner Glode moved to adopt Resolution No. 2014-07 a Resolution Authorizing Renewal of that Certain Lease and Agreement, Dated as of December 23, 2010, Between Carbon County, Wyoming and the Carbon County 2009 Specific Purpose Tax Joint Powers Board, Through the Budget and Appropriation of Funds for the Payment of Rental Payments and Additional Rentals Thereunder for Fiscal Year 2014-15. Commissioner Jones seconded and the motion carried unanimously.

**RESOLUTION NO. 2014-07**

**RESOLUTION AUTHORIZING RENEWAL OF THAT CERTAIN LEASE AND AGREEMENT, DATED AS OF DECEMBER 23, 2010, BETWEEN CARBON COUNTY, WYOMING AND THE CARBON COUNTY 2009 SPECIFIC PURPOSE TAX JOINT POWERS BOARD, THROUGH THE BUDGET AND APPROPRIATION OF FUNDS FOR THE PAYMENT OF RENTAL PAYMENTS AND ADDITIONAL RENTALS THEREUNDER FOR FISCAL YEAR 2014-2015.**

WHEREAS, Carbon County, Wyoming (the "County") has entered into that certain annually terminable Lease and Agreement, dated as of December 23, 2010 (the "Lease") with the Carbon County 2009 Specific Purpose Tax Joint Powers Board (the "Board"), whereby the County has subleased the Hospital Site (as defined in the Lease) from the Board and has further leased from the Board certain Improvements (as defined in the Lease) to be constructed on the Hospital Site; and

WHEREAS, Section 4.1 of said Lease provides that the County must annually determine whether or not to terminate said Lease effective June 30 of any Fiscal Year; and

WHEREAS, the County has determined to continue said Lease for the period from July 1, 2014 to and including June 30, 2015, and the Board of County Commissioners of the County (the "Commissioners") has determined and hereby confirms to U.S. Bank National Association, in Denver, Colorado (the "Trustee"), under that certain Indenture of Trust, dated as of January 11, 2010, as amended and supplemented by that certain First Supplement to Indenture of Trust, dated as of December 23, 2010 (collectively, the "Indenture"), between the Board and the Trustee, that there shall be included in the County's Fiscal Year 2014-2015 budget moneys to pay all 2010B Base Rental Payments, 2010C Base Rental Payments and reasonably estimated Additional Rentals for said period (as defined in the Lease), all as further provided in ARTICLE VI of said Lease;

**NOW, THEREFORE, BE IT RESOLVED:**

1. The County will include in its Fiscal Year 2014-2015 budget all payments required under the Lease for Fiscal Year 2014-2015.
2. Pursuant to that certain 2009 Specific Purpose Tax Escrow Account Escrow Agreement, dated as of January 11, 2010, as amended (the "Escrow Agreement") with the Carbon County Treasurer, as escrow agent (the "Escrow Agent"), which established an escrow account (the "Escrow Account") for the collections that result from the imposition of a specific purpose sales and use tax that was imposed in the County effective April 1, 2009 (the "2009 Tax Revenues"), the Commissioners hereby specifically budget and appropriate \$847,327.50 in said 2009 Tax Revenues for the payment of 2010B Base Rental Payments under the Lease and further direct the Escrow Agent to make payments to the Trustee at the times and in the amounts as are set forth in such Escrow Agreement.
3. The Commissioners hereby further specifically budget and appropriate \$304,400 in County General Fund moneys (as defined in the Indenture) for the payment of 2010C Base Rental Payments under the Lease.
4. Submission of a copy of this resolution, along with a copy of the County's Fiscal Year 2014-2015 budget, to the Trustee, the Board and George K. Baum & Company, after adoption of the County's Fiscal Year 2014-2015 budget, will fully meet the requirements of Section 4.1 of the Lease.

**THIS RESOLUTION** is made and duly executed this 18th day of March, 2014, in accordance with the authorization by a majority vote of the duly elected Commissioners.

**( S E A L )**

**CARBON COUNTY, WYOMING**

By: -s- Leo Chapman  
Title: Chairman, Board of County Commissioners

**ATTESTED:**

By: -s- Gwynn G. Bartlett  
Title: County Clerk

Treasurer Baldwin reported she will begin advertising the property tax relief program. The program provides approximately one half of property taxes to be reimbursed to households making less than \$43,095.00. The deadline to apply is June 2, 2014 and anyone who has applied in the past will receive an application automatically from the state.

Treasurer Baldwin reported she received the oil spill settlement from Nadel and Gussman and she has sent \$50,000.00 to each conservation district in the county and the county fire department received \$80,500.00 for the Rawlins division to purchase equipment that would help cleanup future spills. The settlement requires her to provide to the U.S. Federal Court on a quarterly basis a report of how the funds were expended.

Treasurer Baldwin reported she received Taylor Grazing funds however two years of sequestration funds were taken from this year's allocation. She also discussed the county's cash flow. She reported the end of May, she will have a long-time staff member leave and she will begin advertising to hire someone immediately.

### **Assessor**

County Assessor Cheryl Ross presented rebates for the Chairman's signature. She reported assessments will be mailed April 8 with the 30 day appeal period starting the day after. She reported the oil and gas estimate for next fiscal year will increase. With TY Pickett's estimate and other increases she expects the county's valuation to rise approximately \$90 million next fiscal year. She later corrected this to state she miscalculated the estimate and the valuation would rise by approximately \$40 million.

### **Attorney**

Deputy Attorney Mike Kelly presented an agreement to be a cooperator in the Sage Grouse Policy Resource Management Plan Amendments. He requested authorization for him to sign it.

Commissioner Jones moved to authorize the Chairman to sign the Memorandum of Understanding for the Sage Grouse Policy Resource Management Plan Amendments. Commissioner Johnson seconded and asked why the Chair would not sign the agreement. Mr. Kelly reported that because he is the single point of contact the Bureau of Land Management put the signature line for him. Commissioner Glode agreed the Commissioners should sign the agreement. Chairman Chapman stated he has no issues with Mr. Kelly signing. Commissioner Jones clarified her motion did authorize the Chairman to sign the agreement, not Mr. Kelly. The motion carried unanimously.

Mr. Kelly discussed a request from Zach and Bree Weber to install a hangar on the south side of the Dixon Airport. They proposed a Quonset hut style hangar and he distributed pictures of a similar style one. He noted the applicant would have to obtain Federal Aviation Administration approval as well as a building permit and Fire Marshall approval. Commissioner Glode stated after all approvals from the necessary parties, she would not have an issue with the style of the hangar. The remainder of the BOCC agreed.

Mr. Kelly reported there was a meeting last week about the Sierra Madre and Chokecherry Programmatic Agreement and Mitigation and that the Chairman attended in his absence. Chairman Chapman stated the meeting basically consisted of methodology of how to register a grading system. They also discussed road plans.

### **Sheriff**

County Sheriff Jerry Colson opened sealed bids for the purchase of one new 2014 model year four wheel drive full sized one-half ton four door crew cab short box pick-up truck for the Sheriff's Department. He advised notice was published in the newspaper and faxed to all the local car dealers. He stated they will also be trading in a 2003 Dodge Durango and bid amounts include the trade. Castle Rock Dodge in Afton bid \$24,868.00 for a 2014 Ram 1500 crew cab; Fremont Motors Rawlins bid \$27,449.00 for a 2014 F-150 super crew; Fremont Motors Riverton bid \$27,294.25 for a 2014 GMC 1500; Dallin Motors Rawlins bid \$23,084.00 for a 2014 Dodge Ram; Greiner Motors Casper bid \$28,462.00 for a 2014 GMC Sierra 1500, \$26,284.00 for a 2014 Dodge Ram 1500 and \$24,914.00 for a 2014 Ford F-150 super crew; Fremont Motors Lander bid \$23,357.00 however the vehicle type was not indicated on the bid. Sheriff Colson will return later in the meeting with a recommendation.

### **Buildings Manager / Emergency Management**

Emergency Management Coordinator John Zeiger and Buildings Manager Craig Jones discussed the potential of purchasing a generator for the Jeffrey Center from Homeland Security funds because the center is an emergency center and a public health center for catastrophic events. The Jeffrey Center Board has been consulted but they are still waiting to hear back from all members with approval. The generator is new but had minor cosmetic damage and the county could potentially purchase it very inexpensively due to this.

Clerk Bartlett suggested that Mr. Zeiger take over Homeland Security grants with her cooperation and that he reorganize the towns and county first responders into a group to determine the best uses for these funds. She offered to continue to submit reimbursement requests and track funding. Mr. Zeiger agreed that he would take these over and reorganize the group.

Mr. Zeiger stated on April 30, he will hold a flood planning meeting in Baggs and one in Saratoga May 1. Commissioner Johnson asked why a flood planning meeting was not scheduled in the Medicine Bow area. Mr. Zeiger stated he is using information from the National Weather

Service and there are currently no caution flags in that area but he will monitor the situation and hold meetings there if necessary.

Commissioner Glode asked if there is a Control Center for Emergency Management in the Armory still. Mr. Zeiger replied that even before he took over, the equipment was at the Armory but was never used. He is working with Sheriff Colson and noted the jail would be used for an Emergency Operations Center if needed. He stated the state has a Mobile Operations Center that could be utilized.

Commissioner Glode stated she is still concerned that the Emergency Manager is still not occupying an office where everyone knows where to find him. She stated it would be up to the BOCC to provide that for him.

Buildings Manager Craig Jones presented Change Order 1 for the Carbon Building window and door replacement project for changes to door hardware for an increase of \$1,812.00.

Commissioner Johnson moved to approve Change Order 1 from LM Olson for the Carbon Building window and door replacement project for an increase of \$1,812.00. Commissioner Glode seconded and the motion carried unanimously.

Mr. Jones discussed a proposal from API systems to install a communications system for the fire system at the Fairgrounds multiplex totaling \$1,922.00. The system would call emergency responders when there is an alarm. The price also includes monitoring for one year after which the monitoring is \$34.00 per month.

Commissioner Glode moved to authorize the Buildings Manager to purchase and install a communications system for the Fairgrounds multiplex from API totaling \$1,922.00. Commissioner Jones seconded and the motion carried unanimously.

### **Public Health**

Public Health Nurse Bridget Hettgar discussed the Public Health Response Coordinator (PHRC) mileage and insurance. Ms. Hettgar reported the last PHRC worked part-time so the grant was only written for certain expenses but the new PHRC is full-time and there are not sufficient funds in the grant to cover mileage and family insurance.

The total for mileage Ms. Hettgar would like the county to pickup is approximately \$3,796.00 plus mileage through the end of the fiscal year. She would also like the position to have family insurance however the grant only covers the cost of single.

Ms. Hettgar also reported the current employee is grant-paid and the grant only covers single insurance because the last employee only needed single coverage and she asked for the county to pay for family coverage. Clerk Bartlett reported that currently an employee pays \$50.00 per month and the grant is paying \$1,079.41 for single insurance. Family insurance is \$100.00 for the employee and normally the grant or county would pay \$2,575.49. She stated they are asking for the employee to pay \$100.00, the grant will pay \$1,079.41 and the county would pay the

difference of \$1,496.08. She noted the BOCC would be making an exception to the personnel policy which states grant paid employees only receive benefits paid by the grant. She also noted there is currently other grant paid positions that might request the same exception. Clerk Bartlett also pointed out because the county is partially self insured the county could potentially pay claims in addition to the monthly premium cost. Finally she added this may be a small price to pay to keep an employee that is mostly grant paid.

Commissioner Jones reported she is uncomfortable setting precedent and asked if the person had investigated coverage under the healthcare reform law. The employee reported he is unable to afford it. Commissioner Glode stated she would be in favor of waiving the policy in this circumstance due to the low cost to have the employee since the grant covers all other expenses. Commissioner Johnson stated he is leaning towards Commissioner Glode's recommendation.

Commissioner Glode moved to pay the difference in the family and single insurance premiums for the current Public Health Response Coordinator employee effective May 1, 2014 noting this would cease if the grant can pay the remainder at any point. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Jones moved to pay the Public Health Response Coordinator mileage from the Public Health budget through the end of the fiscal year. Commissioner Glode seconded and Commissioner Johnson asked if the mileage would be paid through the end of the fiscal year. The motion carried unanimously.

Ms. Hettgar reported she is retiring July 3, 2014. She requested the county proceed to advertise for her position. The BOCC agreed she should advertise.

### **Road & Bridge**

Road & Bridge Superintendent Bill Nation reported he will be placing a 5 mile per hour sign on various county bridges and he would like a proclamation or resolution outlining this signed at a future meeting. Mr. Nation overviewed spring work his department is doing currently. ACE Engineering is currently working on the south road including removing snow so frost will not be as difficult to contend with during the early construction season. He advised the Flying Diamond bridge repair job will be completed this week.

### **IT**

IT Director Matt Webster discussed a contract to lease one copier from Ricoh for Public Health in the amount of \$691.80 per quarter for 4 years and also the relocation of an existing copier, and a contract to purchase additional switches for the data center in the Courthouse in the amount of \$39,524.40.

Commissioner Glode moved to approve a Lease Agreement between Carbon County and Ricoh and approve the Equipment Relocation Request and to waive the procurement policy and approve the purchase of layer 3 switches in the amount of \$39,524.40 from Cisco for the county

data center noting this is in his budget this fiscal year. Commissioner Jones seconded and the motion carried unanimously.

## **RECESS**

Chairman Chapman called a recess at 11:10 a.m. and reconvened at 11:20 a.m.

## **MEMORIAL HOSPITAL OF CARBON COUNTY (MHCC)**

David Pike, Chief Financial Officer and Ned Hill, Chief Executive Officer for Memorial Hospital of Carbon County presented a financial analysis as of February 28, 2014. Also present was board member Henry Hewitt via telephone. Mr. Pike reported overall the hospital's revenue exceeded expenses by \$50,525.00 compared to a budgeted profit of \$75,254.00. Overall net income was \$50,901.00 compared to prior year \$319,323.00 and year to date revenue exceeds expenses by \$1,724,074.00 compared to a budget of \$744,214.00.

Commissioner Jones discussed after 5 years, refunds owed to individuals or insurance companies could be turned over to unclaimed property and Mr. Hewitt responded he agrees and asked for the BOCC's patience as they are dealing with this.

Chairman Chapman complimented the hospital on the recent health fair.

Mr. Hill reported yesterday, ICD-10 was delayed for one year once the President signs it. He stated they will continue with the plan to get connected for ICD-10 and continue to train staff. ICD-10 may even be skipped and continue to ICD-11.

Mr. Hill advised MHCC has hired a physician's assistant to work in Sinclair and at the Spruce Street Clinic in Rawlins. This may allow them to expand hours in Rawlins. Another PA will start this summer at the Rawlins Clinic as well. A new orthopedic surgeon has been contracted to replace Dr. Schultz.

Mr. Hill reported that while they have dodged the ICD-10 bullet, the self pay percent is approximately 24% to 25%. Several months ago the hospital hired an outside company to try to determine why MHCC's self pay rate is so much higher than across the state, approximately 6% to 7%. They have determined since January, there is \$818,000.00 in self pay accounts. Approximately \$300,000.00 of this is non-Wyoming or non-U.S. citizens or others the company cannot work on because they would not qualify for Wyoming Medicaid, of the remainder approximately \$50,000.00 individuals provided false information, and \$45,000.00 were patients that would qualify for Medicaid but the patient refused to apply, half the remainder would not qualify for charity care, Medicare, or Social Security because they made too much money and the remainder is still being examined. Approximately \$5,000.00 of the entire amount are people that really would qualify for other care. Basically, the majority of individuals can afford to pay but simply refuse. Mr. Hill stated this is the next big issue MHCC must address – providing approximately 25% of their daily business for free.

Mr. Kelly reported he was asked by the hospital's legal counsel opinion of whether or not indigent individuals would have to pay for services and he reported asking for an Attorney General (AG) opinion would be adverse to the county and that he did not disagree with the hospital's legal counsel's opinion so they did not proceed with requesting the AG opinion.

Mr. Hill discussed past accounts receivable is coming in at a good rate but in the next few months that will be mostly collected and will slow down meaning cash will decrease in the upcoming months making it more important to solve the self pay patient issues.

Chairman Chapman reported that the hospital took an application to the Bank of Commerce and the Rawlins National Bank and the loan would be approved on the condition that their boards and the BOCC approved the conditions listed in MHCC's application.

### **RECESS**

Chairman Chapman called a recess at 12:13 p.m. and reconvened at 1:30 p.m.

### **PLANNING & ZONING**

#### **Certifications**

Mr. Fox presented the Certification of Recommended Action for C.U. Case File No. 2014-01 for Carbon Power & Light Inc.

Commissioner Jones moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for C.U. Case File No. 2014-01 – Carbon Power & Light Inc.'s request for a Conditional Use Permit for the relocation of the "Crow Substation" to a nearby site in the Ranching, Agriculture, Mining (RAM) Zone and schedule a public hearing for May 6, 2014 at 1:30 p.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Glode seconded and the motion carried unanimously.

### **COMMISSIONERS DISCUSSION**

Commissioner Johnson reported he and Commissioner Jones attended the Elk Mountain Bridge replacement meeting and bids are slated to be opened February 2015. Commissioner Johnson reported the Power Company of Wyoming open house is in Baggs tomorrow and Thursday in Rawlins.

Commissioner Jones reported the Youth Crisis Center will be one of the county's projects featured in the upcoming 5<sup>th</sup> Penny tax flyer. On April 9 at 6:00 p.m. in the Rawlins Depot the Rawlins Airport is having a design workshop to discuss the terminal area. She reported she is reviewing the scope of work for the seal coat/pavement marking project at the Dixon Airport.

### **OLD PENITENTIARY (PEN) UPDATE**

Tina Hill and members from the Old Pen Joint Powers Board provided an update on the Old Pen.

## **NATIONAL CRIME VICTIM'S RIGHTS WEEK**

Victim/Witness Coordinator Loretta Hansen presented a proclamation recognizing the week of April 6-12 as National Crime Victim's Rights Week. Also present were Vicki Hagood with the victims program and Undersheriff Archie Roybal.

Commissioner Glode moved to pass the National Crime Victim's Rights Week April 6-12, 2014 Proclamation. Commissioner Johnson seconded and the motion carried unanimously.

## **MONTH OF THE MILITARY CHILD**

4-H/Youth Educator Cathy Craig introduced Sgt. Justin Graham who presented a proclamation and noted April is the month of the military child. They stated this will support the children of military members and raise community awareness about the sacrifices and accomplishments of military children.

Commissioner Johnson moved to approve a Proclamation in Recognition of April the Month of the Military Child. Commissioner Jones seconded and the motion carried unanimously.

## **SHERIFF**

Sheriff Colson returned and recommended accepting the low bid from Dallin Motors . He noted he tried to contact Fremont Motors in Lander to confirm what they bid on however the individual was out of the office but Sheriff Colson noted this would not affect his recommendation.

Commissioner Glode moved to accept the low bid from Dallin Motors in Rawlins for a 2014 Dodge Ram 1500 in the amount of \$23,084.00. Commissioner Johnson seconded and the motion carried unanimously.

## **EXECUTIVE SESSION**

Commissioner Johnson moved to go into executive session at 2:14 p.m. with Attorney Kelly and Clerk Bartlett for litigation and other matters considered confidential by law. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Glode moved to come out of executive session at 2:27 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Jones seconded and the motion carried unanimously.

## **BOARD INTERVIEWS / APPOINTMENTS**

Cindy Wallace and Kimberly Givens were interviewed for consideration of appointment to the Carbon County Visitors Council.

Commissioner Jones moved to appoint Cindy Wallace to the Carbon County Visitors Council for a three-year term expiring June 2017. Commissioner Glode seconded and Commissioner Johnson pointed out that when there are board appointments there should be a nomination and if there are more than two nominations the board would vote. Commissioner Jones withdrew her motion.

Commissioner Johnson nominated Kimberly Givens and Commissioner Jones nominated Cindy Wallace for the Economic Development Corporation. Commissioners Glode and Jones and Chairman Chapman voted for Cindy Wallace.

Ben Cozzens and AnnaMarie Waldron were interviewed via telephone and Reena Davis and Erin Davis were interviewed in person for consideration of appointment to the Valley Community Center Joint Powers Board.

Commissioner Johnson nominated Reena Davis. Commissioner Glode nominated Erin Davis. All Commissioners voted for Reena Davis.

Commissioner Johnson moved to appoint Erin Colburn to the Carbon County Community Juvenile Services Board for a three-year unexpired term expiring June 2016. Commissioner Jones seconded and the motion carried unanimously.

Clerk Bartlett explained if Denise Ashline is appointed she should be effective May 1 as the majority of the board must be 60 years old and she is not 60 however there is a board member that will turn 60 on April 24.

Commissioner Glode moved to regretfully accept Jewel Allen's resignation from the Senior Services Board and appoint Denise Ashline as of May 1, 2014 to the unexpired three-year term expiring March 2016 and appoint Harriett Carlson to a full three-year term expiring March 2017. Commissioner Jones seconded and the motion carried unanimously.

### **FIRE DEPARTMENT WORK SESSION**

County Fire Warden John Rutherford reported the purpose of today's discussion is informational only to assist the BOCC with decisions they must make regarding the fire department. He overviewed the number of volunteers, where equipment is located, which departments are county volunteers only and which are mixed with town departments, what services each division provides, OSHA standards, National Fire Protection Association (NFPA) standards, liabilities the county must consider, burdens, and options the county may want to consider in light of everything Mr. Rutherford reviewed.

The BOCC requested Mr. Rutherford get all involved entities together to further discuss options including a fire district. Commissioner Johnson suggested meeting in Rawlins with all mayors and another topic should include what the county is providing for Hanna within their municipal limits.

## **ADJOURNMENT**

Commissioner Johnson moved to adjourn the meeting at 4:00 p.m. Commissioner Glode seconded and the motion carried unanimously.

A regular meeting of this Board will be held May 6 at 9:00 a.m. at the County Courthouse, 415 W. Pine St., Rawlins, WY. The public is invited to attend or you can listen online at the website listed below. To get on the agenda, call the Clerk's Office by the Thursday before the meeting. Per Wyo. Stat. §18-3-516(f), access to county information can be obtained at [www.carbonwy.com](http://www.carbonwy.com) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.