

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

A full report of the proceedings as taken by the County Clerk is attached to the Official Minutes after approval. The report is available at [www.carbonwy.com](http://www.carbonwy.com), via e-mail to [kathyturner@carbonwy.com](mailto:kathyturner@carbonwy.com) or by calling the County Clerk's Office at (307) 328-2718 or 1-800-250-9812.

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
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
MYERS TIRE SUPPLY CO.	ORINGS	\$109.17
NOODLE SOUP	CABINET/DOOR LATCHES	\$20.40
NUTRITION MATTERS, INC.	PAPPLETS	\$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**

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.

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.

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.

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.

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.

### **Treasurer**

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.

### **Attorney**

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.

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

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.

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**

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.

## **IT**

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.

## **PLANNING & ZONING**

### **Certifications**

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.

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

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**

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**

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**

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.

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.

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.

## **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.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 15th day of April 2014.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- Leo Chapman, Chairman