

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, December 2, 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, December 2, 2014 at the County Courthouse in Rawlins, Wyoming. Attending the meeting were; Chairman Leo Chapman; Commissioners Lindy Glode and Sue Jones. Commissioner John Johnson joined the meeting at 9:52 a.m. Vice Chairman John Espy was absent.

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

**ADDITIONS / CORRECTIONS**

Commissioner Glode moved to amend the agenda to add the Dixon Airport West Apron Expansion and Vaisala Automated Weather Observing System (AWOS) Maintenance Agreement, Change Order #2 for the Carbon Building boiler building under Buildings and Grounds and the Dixon Airport engineering agreement. Commissioner Jones seconded and the motion carried unanimously.

**VOUCHERS**

Commissioner Glode moved to approve the report of expenditures in the amount of \$291,663.04. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Jones moved to pay bills to Rawlins Automotive for \$1,984.46, Shively Hardware for \$597.40 and True Value of Rawlins for \$135.63 for an aggregate total of bills paid today of \$294,380.53. Chairman Chapman seconded and the motion carried with Chairman Chapman and Commissioner Jones voting for the motion and Commissioner Glode abstained due to personal conflicts.

Vendor	Detail Line Description	Total
4IMPRINT, INC	SUPPLIES	\$ 389.50
ALLEN, PATRICK C MD PC	AUTOPSY	\$ 1,040.00
ALSCO, AMERICAN LINEN DIVISION	TOWELS/SOAP/MATS	\$ 682.11
AMERIGAS	PROPANE SERVICES	\$ 1,157.66
BANK OF COMMERCE (ACH)	LOAN PAYMENT	\$ 8,327.64
BECK CONSULTING	PROJECT INITIATION	\$ 2,556.00
BIG SKY COMMUNICATIONS INC	HEADSET	\$ 79.00

BI-RITE PHARMACY	PRESCRIPTIONS	\$ 2,101.92
BLUETARP FINANCIAL INC	ELECTRIC HOIST	\$ 2,148.56
BOYS & GIRLS CLUBS OF CARBON COUNTY	GENERAL OPERATING EXPENSES	\$ 2,500.00
BUILD RITE LUMBER SUPPLY	SHIPPING CHARGES/SUPPLIES	\$ 121.34
BURKHART, CINDY	MILEAGE	\$ 10.00
CANDY MOUNTAIN	WATER/MAGNET	\$ 101.00
CARBON COUNTY COUNSELING CENTER	COUNSELING SERVICES	\$ 450.00
CARBON COUNTY FUNERAL HOME	BURIAL	\$ 1,000.00
CARBON COUNTY VETERINARY HOSPITAL	VACCINATION/DOG FOOD	\$ 68.78
CARBON POWER & LIGHT INC	ELECTRICAL SERVICES	\$ 437.87
CARERIGHT TECHNOLOGIES, LLC	MEDRIGHT MOBI CHARGES	\$ 780.00
CASH-WA DISTRIBUTING	BROWN PAPER BAGS	\$ 25.30
CATHEDRAL HOME FOR CHILDREN	YOUTH CRISIS CENTER FUNDING	\$ 500.00
CBM FOOD SERVICE	JAIL MEALS	\$ 10,847.20
CDW GOVERNMENT, INC.	SUPPLIES/SOFTWARE MTCE	\$ 7,242.93
CENTURY LINK	TELEPHONE SERVICES	\$ 189.18
CENTURYLINK	TELEPHONE SERVICES	\$ 3,779.89
CENTURYLINK-PHOENIX	TELEPHONE SERVICES	\$ 274.04
CHARTER COMMUNICATIONS	INTERNET ACCESS/FIBER LINE	\$ 2,823.60
CMI-TECO	WINDSHIELD WASHER FLUID	\$ 70.56
COCA-COLA BOTTLING CO HIGH COUNTRY	EQUIPMENT RENTAL	\$ 15.00
COOKS CORRECTIONAL	LIDS	\$ 117.12
CULLIGAN WATER CONDITIONING	SALT	\$ 287.50
DAILY TIMES	SUBSTANTIAL COMPLETION	\$ 106.20
DALLIN MOTORS INC	OIL CHANGE	\$ 38.39
DELEON, JOHN	LEGAL SERVICES	\$ 782.25
DIRTY BOYZ SANITATION, INC	GARBAGE SERVICES	\$ 1,149.00
DIXON, TOWN OF	WATER SERVICES	\$ 130.00
DRUMMOND REFRIGERATION LLC	REFRIGERATION REPAIRS	\$ 271.25
DUBOIS TELEPHONE EXCHANGE	TELEPHONE SERVICES	\$ 745.13
ESRI	SOFTWARE MAINTENANCE	\$ 4,900.00
FARMER BROTHERS COFFEE	COFFEE	\$ 99.74
FASTENAL	PARTS	\$ 135.77
FORSTER LANDSCAPE & CONSTRUCTION	WINTERIZE SYSTEMS	\$ 785.00
FRUDE, CANDICE	MILEAGE	\$ 35.00
GALLS/QUARTERMASTER	BADGES	\$ 670.91
GOLDEN, MARY	MEAL/MILEAGE	\$ 70.61
GRAINGER	SUPPLIES	\$ 317.70
GRAPHIC SPORTS	ENVELOPES	\$ 904.00
GREATER WY BIG BROS/SISTERS	SARATOGA EVENTS	\$ 500.00
HIGH PLAINS POWER	ELECTRICAL SERVICES	\$ 59.17
HUGHES, CHRIS	MEAL/POSTAGE	\$ 13.65
J H KASPAR OIL COMPANY	FUEL	\$ 3,741.68

KARL'S AUTO REPAIR	TIRES	\$ 830.00
KENCO SECURITY AND TECHNOLOGY	SERVICE FIRE SYSTEM	\$ 675.00
KILBURN TIRE COMPANY	OIL CHANGE/TIRES	\$ 1,101.92
KING SOOPERS CUSTOMER CHARGES	SUPPLIES	\$ 114.20
KIRSCH, ARCHIE P	COUNTY HEALTH OFFICER	\$ 1,300.00
L & L ELECTRIC	ELECTRICAL REPAIRS	\$ 1,092.22
LONG BUILDING TECHNOLOGIES, INC.	BUILDING REPAIRS	\$ 1,347.10
MATTHEW BENDER & CO, INC.	WY COURT RULES	\$ 240.31
MEMORIAL HOSPITAL OF CARBON CTY	MEDICAL SERVICES	\$ 219.00
MORSE, BILL	FUELS MITIGATION	\$ 2,100.00
MT HOOD SOLUTIONS	CLEANING SUPPLIES	\$ 320.60
MURANE & BOSTWICK, LLC.	PROFESSIONAL SERVICES	\$ 176.00
MY OFFICE ETC.	SUPPLIES	\$ 1,274.70
NORCO, INC.	CYLINDER RENTAL	\$ 718.58
OPFAR, CLAUDIA	MEAL/MILEAGE	\$ 134.00
PHILLIPS 66-CONOCO-76	FUEL	\$ 105.62
PITNEY BOWES INC	POSTAGE MACHINE LEASE	\$ 503.79
PRAIRIE DOG ELECTRIC, LLC	FAN RELAY	\$ 146.23
PRINTELECT	TS MEMORY CARDS	\$ 2,636.75
QUILL CORPORATION	SUPPLIES	\$ 138.79
RASMUSSEN FURNITURE	DESK	\$ 435.00
RAWLINS AUTOMOTIVE	PARTS	\$ 1,984.46
RAWLINS FIRE EXTINGUISHER	FIRE EXTINGUISHER INSP	\$ 149.00
RAWLINS, CITY OF	WATER SERVICES	\$ 1,992.30
REYNOLDS, DEZIREE	MILEAGE	\$ 181.00
RICOH USA INC	IT COPIERS	\$ 3,028.70
RICOH USA, INC	IT COPIERS	\$ 4,963.74
RIETVELD, TONI	FUEL/MEAL	\$ 62.58
ROCKY MOUNTAIN POWER	ELECTRICAL SERVICES	\$ 5,232.17
ROCKY MOUNTAIN POWER-RS	HARSHMAN STREET LIGHTS	\$ 24,591.00
ROSS' AUTOMOTIVE SERVICES	OIL CHANGE/REAR BRAKE PADS	\$ 284.15
SAFEGUARD BUSINESS SYSTEMS	TAX FORMS	\$ 255.12
SARATOGA AUTO PARTS, INC.	PARTS	\$ 902.56
SARATOGA SUN	NEWSPAPER ADS	\$ 224.00
SCHAEFFER MFG CO	OIL	\$ 2,598.72
SEARLE, RYAN	INTERPRETER SERVICES	\$ 25.00
SECURENET SYSTEMS INC	BOCC MEETING STREAMING	\$ 594.00
SHEPARD CONSTRUCTION INC	UNION TELEPHONE BLDG REMODEL	\$ 28,863.97
SHEPARD'S	GREASE/TIRE REPAIR/FUEL	\$ 2,920.21
SHIVELY HARDWARE	TIRES	\$ 597.40
SHOPKO PHARMACY	PRESCRIPTIONS	\$ 4,735.41
SNAP-ON TOOLS	PLIERS/SOCKETS/BIT SET	\$ 926.00
SOURCE GAS	GAS SERVICES	\$ 11,690.34

SPECIALIZED PATHOLOGY CONSULTANTS	AUTOPSY	\$ 3,370.00
SPILLMAN TECHNOLOGIES	SOFTWARE MAINTENANCE	\$ 32,671.00
STAPLES ADVANTAGE	FOLDERS/MARKERS	\$ 467.55
STATE OF WYOMING A & I	MAINFRAME ACCESS	\$ 18.49
TERMINIX	PEST CONTROL	\$ 225.00
THOMSON REUTERS-WEST PYMT CENTER	INFORMATION CHARGES	\$ 1,339.84
THOS. Y. PICKETT & CO., INC.	VALUATION CONTRACT INSTALLMT	\$ 5,600.00
TRUE VALUE OF RAWLINS	SUPPLIES	\$ 135.63
T'S KEYS	REPLACE LATCH BOLT/BATTERIES	\$ 63.00
TYLER TECHNOLOGIES, INC	HARDWARE/SOFTWARE MTCE	\$ 47,936.67
U S POSTMASTER-BAGGS	PO BOX RENT	\$ 30.00
UNION TELEPHONE COMPANY	TELEPHONE SERVICES	\$ 5,415.54
VAISALA, INC.	AWOS MAINTENANCE	\$ 1,347.00
VALLEY OIL COMPANY	FUEL	\$ 3,126.89
VAN'S WHOLESALE LLC	CLEANING SUPPLIES	\$ 311.72
VENTURE TECHNOLOGIES	SERVER HARD DRIVES	\$ 4,999.50
VERIZON WIRELESS	TELEPHONE SERVICES	\$ 1,139.74
VIZCAINO-WILLIAMS, MINDY	INTERPRETER SERVICES	\$ 60.00
WAKKURI, MYRON	FUELS MITIGATION	\$ 2,100.00
WARRIOR SERVICES, LLC	PEST CONTROL	\$ 60.00
WELLS, JACQUELIN	MILEAGE	\$ 21.00
WILSON, MARGARET	ZIPPER REPLACEMENT	\$ 25.00
WY BRAND INDUSTRIES	ENVELOPES	\$ 88.50
WY DEPT OF ENVIRONMENTAL QUALITY	SITE FEES/GAS TANK FEES	\$ 250.00
WY DIESEL SERVICE	FITTING/HOSE	\$ 19.07
WY MACHINERY COMPANY	PARTS	\$ 4,850.88
WY TAXPAYERS ASSOCIATION	2014-2015 MEMBERSHIP	\$ 195.00
YAMPA VALLEY ELECTRIC	ELECTRICAL SERVICES	\$ 522.72
GRAND TOTAL		\$ 294,380.53

## **CONSENT AGENDA**

Commissioner Glode moved to approve the consent agenda. Commissioner Jones seconded and Clerk Bartlett noted the consent agenda includes the November 18, 2014 regular meeting minutes; Clerk receipts for \$24,576.00 and Planning & Development Department receipts for \$3,180.00. The motion carried unanimously.

## **ELECTED OFFICIALS / DEPARTMENT HEADS**

### **Commissioners**

Commissioner Jones moved to approve Amendment No. 2, a contract for the Dixon Airport West Apron Expansion between Carbon County and GDA Engineers for \$443,190.00. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Jones moved to authorize the Chairman's signature on the letter to the Federal Aviation Administration regarding engineering fees for the Dixon Airport West Apron Expansion. Commissioner Glode seconded and the motion carried unanimously.

### **Buildings Manager**

Commissioner Glode moved to enter into the Aviation Support and Maintenance Services Agreement with Viasala totaling \$9,158.33 for the Dixon Airport. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Jones moved to approve Change Order #2 for the Carbon Building boiler building reducing the price by \$1,100.00 for a door. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Glode moved to put surplus light fixtures from the Carbon Building out for bid. Commissioner Jones seconded and the motion carried unanimously.

### **Road & Bridge**

Commissioner Glode moved to approve the Acceptance and Completion Certificate for Congestion Mitigation/Air Quality for the Dad/Wamsutter Road project. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Jones moved to approve the Memorandum of Understanding between the Wyoming Department of Transportation and the Carbon County Commission for the purchase, delivery, building, installation and review for compliance of signs to be located at various locations throughout Wyoming, Project HRRR 0.00 B159044 for County Road #351. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Johnson joined the meeting at 9:52 a.m.

Commissioner Glode moved to approve the renewal of the Bureau of Land Management Right-of-Way Grant/Temporary Use Permit WYW-86357 for County Road #294. Commissioner Jones seconded and the motion carried unanimously.

### **IT**

Commissioner Johnson moved to approve the long distance agreement with Union Telephone. Commissioner Jones seconded and the motion carried unanimously.

## **Clerk**

Commissioner Johnson moved to approve Resolution 2014-34, A Resolution Authorizing Submission of a Grant Application for the Funding of 9 AEDs from the Mission Lifeline Wyoming Equipment Grant on Behalf of the South Central Wyoming Emergency Medical Services. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Glode moved to ratify the Chairman's signature on the Amendment Effective October 21, 2014 amending the Maternity and Newborn Care section of the health insurance benefit document. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Jones moved to approve the Administrative Services Agreement between Blue Cross Blue Shield of Wyoming and The County effective October 1, 2014 and authorize the Chairman's signature once an original arrives. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Glode moved to approve Change Order 6 for the Union Wireless grant decreasing the contract sum by \$1,075.00. Commissioner Johnson seconded and the motion carried unanimously.

## **Recess**

Chairman Chapman called a recess at 10:17 a.m. and reconvened at 10:37 a.m.

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

Commissioner Glode moved to allocate up to \$75,000.00 of hospital mill levy funds towards the Physical Therapy Remodel project. Commissioner Johnson seconded and the motion carried unanimously.

## **PLANNING & ZONING**

### **Certifications**

Commissioner Jones moved to accept the Certifications of Recommended Action from the Carbon County Planning & Zoning Commission for C.U. Case File No. 2014-04 for Atlas Tower Holdings, LLC's request for a Conditional Use Permit to permit a communications tower and C.U. Case File No. 2014-05 for SourceGas Distribution, LLC's request for a Conditional Use Permit to permit a natural gas utility processing and compressor station, and to schedule a public hearing for December 16, 2014 at 1:30 p.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Johnson moved to accept the Certification of Recommended Action for a Zoning Resolution Amendment (ZRA) Case File No. 2014-02 for transfer stations and to schedule a public hearing for January 6, 2015 at 11:00 a.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Glode seconded and the motion carried unanimously.

## **MHCC BIDS**

Commissioner Johnson moved to accept the bid from Shepard Construction in the amount of \$210,650.00 with a 75 day completion with one exclusion listed in the bid for the Emergency Detention Remodel noting this would be paid for with a \$97,000.00 State Loan and Investment Board grant and the remainder would come from the hospital mill levy account with the caveat that the architect concurs with this decision. Commissioner Jones seconded and the motion carried unanimously.

## **ADJOURNMENT**

Commissioner Johnson moved to adjourn the meeting at 11:39 p.m. Commissioner Jones seconded and the motion carried unanimously.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 16th day of December 2014.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- Leo Chapman, Chairman

A regular meeting of this Board will be held January 6, 2015 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.