

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, July 21, 2015  
County Courthouse, Rawlins, Wyoming**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, July 21, 2015 at the County Courthouse in Rawlins, Wyoming. Attending the meeting were; Chairman John Espy; Vice Chairman John Johnson; Commissioners Leo Chapman and Sue Jones. Commissioner Lindy Glode was absent.

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

**ADDITIONS / CORRECTIONS**

There were no additions or corrections to the agenda. Chairman Espy stated he would take public comment throughout the meeting for anyone that may show up to discuss any item on today's agenda.

**FY16 BUDGET**

Clerk Bartlett presented resolutions pertaining to the Carbon County budget for fiscal year ending June 30, 2016.

Commissioner Johnson moved to approve Resolution No. 2015-16, a Resolution to Provide Income Necessary to Finance the Budget. Commissioner Chapman seconded and the motion carried unanimously.

**RESOLUTION NO. 2015-16  
RESOLUTION TO PROVIDE INCOME NECESSARY  
TO FINANCE THE BUDGET**

**WHEREAS**, on the 21<sup>st</sup> day of July, 2015 this Board adopted a County budget for the fiscal year ending June 30, 2016, calling for the following appropriations.

General Fund	<u>\$ 36,304,796.73</u>
Fair Fund	<u>\$ 370,764.23</u>
Museum	<u>\$ 492,392.18</u>
Library Fund	<u>\$ 717,695.16</u>
Memorial Hospital	<u>\$ 249,522.05</u>
TOTAL	<u>\$ 38,135,170.35</u>

And, **WHEREAS**, after deducting all other cash and estimated revenue, it is necessary that the following amounts be raised by general taxations, and in order to raise such sums of money, it is necessary that the following levies be made for the fiscal year ending June 30, 2016, as shown opposite each fund:

	<b>Amount to be Raised</b>	<b>Mill Levy</b>
General Fund	\$ 8,948,578.00	10.723
Fair Fund	\$ 46,733.00	00.056
Museum	\$ 211,134.00	00.253
Library Fund	\$ 558,295.00	00.669
Hospital Fund	\$ 249,522.00	00.299
<b>TOTAL</b>	<u>\$ 10,014,262.00</u>	12.000

**NOW, BE IT RESOLVED** by the Board of County Commissioners that the foregoing levies be made for the fiscal year ending June 30, 2016.

Dated this 21<sup>st</sup> day of July, 2015.

Board of County Commissioners  
Carbon County, Wyoming  
-s- John Espy  
-s- John Johnson  
-s- Leo Chapman  
-s- Sue Jones

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

Commissioner Johnson moved to approve Resolution No. 2015-17, Appropriations Resolution; and to authorize the Chairman to sign a budget memo to departments; final budgets for the Museum, Fair and Library; an employment letter to Matthew Webster, IT Director; and contracts with outside agencies for county funding. Commissioner Jones seconded and the motion carried unanimously.

**RESOLUTION NO. 2015-17  
APPROPRIATIONS RESOLUTION**

WHEREAS, on or before the 15th day of May 2015, the budget making authority, prepared and submitted to the Board a proposed county budget for the fiscal year ending June 30, 2016; and

WHEREAS, such a budget was duly entered upon the records of this Board and a copy thereof was made available for public inspection at the office of the County Clerk; and

WHEREAS, notice of a public hearing on such budget, together with the summary of said budget, was published in the Saratoga Sun on July 8, 2015, a newspaper published and of general circulation in the county; and

WHEREAS, a public hearing was held on such budget at the time and place specified in said notice, at which time all interested parties were given an opportunity to be heard; and

WHEREAS, following such public hearing if certain alterations and revisions were made in such proposed budget, all will more fully appear in the minutes of this Board.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners that the county budget, as so revised and altered, be adopted as the official county budget for the fiscal year ending June 30, 2016.

BE IT FURTHER RESOLVED, that the following appropriations be made for the fiscal year ending June 30, 2016 and that the expenditures of each officer, department or spending agency be limited to the amount herein appropriated.

**GENERAL FUND**

Grants	341	\$ 13,898,655.69
County Commissioners	410	\$ 157,430.00
County Clerk	420	\$ 466,362.45
County Boards	425	\$ 6,366.00
County Treasurer	430	\$ 314,577.60
County Assessor	440	\$ 353,182.44
County Sheriff	450	\$ 1,881,796.02
County Attorney	460	\$ 796,850.90
County Coroner	480	\$ 140,220.56
Extension Office	490	\$ 87,116.52
Clerk of District Court	500	\$ 229,624.56
Information Technology	510	\$ 721,419.00
Courthouse	520	\$ 151,746.00
Jail	522	\$ 1,934,203.16
Radio Tech	523	\$ 89,958.00
Carbon Building	524	\$ 148,128.60
Senior Services	526	\$ 356,500.00
Road and Bridge	530	\$ 1,411,326.16
Road & Bridge Maintenance Fund	532	\$ 2,678,493.60
Jeffrey Center	535	\$ 37,150.00
Fair	540	\$ 137,964.40
Elections	550	\$ 15,524.35
Public Health	560	\$ 307,848.00
Mental Health	563	\$ 52,727.89
WIC	565	\$ 6,439.15
Health & Welfare	567	\$ 110,000.00
Administration	570	\$ 5,458,127.99
Human Resources	571	\$ 55,200.00
Buildings & Grounds	575	\$ 2,000,203.45
Dixon Airport	576	\$ 48,525.00
Planning / GIS	580	\$ 224,147.95
Fire Protection	581	\$ 332,912.89
Emergency Management	582	\$ 49,455.12
Severance Tax / Special	584	\$ 198,000.00
Cash Reserve Fund	595	\$ 1,446,613.28
<b>TOTAL General Fund Appropriation</b>		<b>\$ 36,304,796.73</b>
County Fair		\$ 370,764.23
County Museum		\$ 492,392.18
County Library		\$ 717,695.16
County Hospital		\$ 249,522.05
<b>TOTAL APPROPRIATIONS</b>		<b>\$ 38,135,170.35</b>

Dated this 21<sup>st</sup> day of July, 2015.

Board of County Commissioners  
Carbon County, Wyoming

-s- John Espy  
-s- John Johnson  
-s- Leo Chapman  
-s- Sue Jones

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

## VOUCHERS

Commissioner Johnson moved to approve the report of expenditures in the amount of \$500,403.65 plus a \$65.00 bill to Sunrise Sanitation for a grand total of \$500,468.65. Commissioner Chapman seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to a personal conflict on the Sunrise Sanitation invoice.

Vendor	Details	Total
AIT LABORATORIES	LAB FEES	\$515.00
ALL IN 1 CONSTRUCTION LLC	ELECTRICAL WORK	\$102.60
ALLEN, PATRICK C MD PC	LAB FEES	\$1,040.00
ALSCO, AMERICAN LINEN DIVISION	SHOP TOWELS, SOAP, MATS	\$271.34
API SYSTEMS INTEGRATORS	DOOR MAGNETS	\$132.41
ARCA SEARCH	RESEARCH SITE UPDATE	\$337.50
AVFUEL CORPORATION	AVIATION FUEL	\$14,908.40
BAGGS, TOWN OF	WATER SERVICE	\$56.91
BANK OF COMMERCE (DEBIT CARD)	SUPPLIES	\$3,527.52
BARGREEN ELLINGSON	DETERGENT	\$59.39
BEHAVIORAL INTERVENTIONS	ELECTRONIC MONITORING	\$3,832.00
BESEL, KEN	MILEAGE	\$24.00
BOB BARKER COMPANY, INC.	JAIL SUPPLIES	\$1,001.88
BRUCO, INC	LAUNDRY SUPPLIES	\$812.08
BUCHANAN, KAREN	MILEAGE	\$69.00
BUILD RITE LUMBER SUPPLY	SUPPLIES / UPS SHIPPING	\$110.85
BURROWS, ROS	EVALUATION	\$350.00
C & B SAND & GRAVEL	ROADBASE	\$703.00
CANDY MOUNTAIN	SIGNS & WATER	\$75.00
CARBON COUNTY FAIR ASSOCIATION	DEPOSIT & FAIR BOOTH	\$125.00
CARBON COUNTY SENIOR SERVICES	1ST QTR MATCHING FUNDS/HLTH SUBDY	\$66,822.00
CARBON COUNTY TREASURER	TRAVEL & SUPPLIES	\$3,712.02
CARBON CTY VETERINARY HOSPITAL	DOG FOOD & EXAM	\$192.18
CARBON POWER & LIGHT INC	ELECTRIC SERVICE	\$1,860.12
CARROT-TOP INDUSTRIES, INC	FLAG POLE	\$387.79
CASPER WINNELSON CO	TANKLESS WATER HEATER & BREAKER	\$1,348.04
CBM FOOD SERVICE	JAIL MEALS	\$19,153.48
CDW GOVERNMENT, INC.	IT EQUIPMENT	\$13,920.45

CENTURYLINK	PHONE LINES	\$192.36
CENTURYLINK	E911 LINES	\$10.38
CESKO FAMILY MEDICINE, PC	HEALTH SERVICES	\$645.00
CHAPMAN, LEO	MILEAGE	\$150.00
CHARM-TEX, INC.	EXAM GLOVES	\$207.80
CHARTER COMMUNICATIONS	JAIL CABLE SERVICE	\$191.36
CNA SURETY	BONDS	\$200.00
COCA-COLA BOTTLING CO HIGH CTRY	RENTAL	\$30.00
CONFLICT RESOLUTION SERVICES, INC	MEDIATION CHARGES	\$1,600.00
COOKS CORRECTIONAL	DISPOSABLE LIDS & GLOVES	\$300.54
COWBOY SUPPLY HOUSE	SUPPLIES	\$751.47
CRATER ENTERPRISES, INC	GREASE TRAP PUMPING	\$650.00
CULLIGAN WATER CONDITIONING	SALT	\$287.50
CXTEC	NETWORK PATCH CABLES	\$426.36
DAILY TIMES	ADVERTISING	\$1,151.31
DALLIN MOTORS INC	2003 DODGE REPAIRS	\$164.45
DELEON, JOHN	ATTORNEY FEES	\$1,770.75
DEVINE LAW	ATTORNEY FEES	\$1,800.00
DEX MEDIA	JEFFREY CENTER LISTING	\$8.42
DIRTY BOYZ SANITATION, INC	TRASH SERVICE	\$220.00
DIXON, TOWN OF	WATER SERVICE	\$260.00
DRUMMOND REFRIGERATION LLC	DEFROST TIMER	\$145.50
DUBOIS TELEPHONE EXCHANGE	PHONE LINES	\$799.44
DUSTBUSTERS, INC.	PRODUCT AND FREIGHT	\$11,725.29
EASTMAN, PATRICK	MILEAGE	\$10.50
ELK MOUNTAIN, TOWN OF	WATER SERVICE	\$53.00
ELLIS, SUSAN	WITNESS MILEAGE	\$42.00
ENCAMPMENT, TOWN OF	WATER SERVICE	\$79.00
ENGSTROM, JAMES D. DDS	JAIL HEALTH	\$5,000.00
ENTENMANN - ROVIN CO	SHERIFF UNIFORMS	\$264.00
FARMER BROTHERS COFFEE	COFFEE SUPPLIES	\$79.02
FLEXSHARE BENEFITS	MEDICAL REIMBURSEMENT/COBRA/FEES	\$7,346.49
FRANCE, TARA	TRANSCRIPTS	\$143.75
FREMONT MOTORS – RAWLINS	VEHICHL REPAIRS	\$5,756.01
FRUDE, CANDICE	MILEAGE	\$165.00
GALLS/QUARTERMASTER	UNIFORMS	\$480.69
GCR ELECTRONICS, LLC	SITE RENTAL	\$1,200.00
GERMAN, JENNIFER	MILEAGE	\$45.00
GLOBAL EQUIPMENT COMPANY	FAN BLOWER MOTOR	\$176.54
GRAINGER	PARTS	\$670.65
HAGOOD, VICKI	MILEAGE	\$29.50
HAMPTON INN	WITNESS HOTEL	\$89.64
HANNA, TOWN OF	WATER SERVICE	\$102.16
HARRIS GOVERN FT. COLLINS USER GRP	ANNUAL DUES	\$150.00
HERRING, ROS	LAWNCARE	\$220.00

HIGH PLAINS POWER	ELECTRIC SERVICE	\$423.99
HILLTOP LUBE & AUTOMOTIVE	OIL CHANGE	\$59.00
HORIZON LABORATORY, LLC	LAB FEES	\$742.25
INTERMOUNTAIN LOCK & SECURITY	KEYS	\$82.53
IRON J TOWING	CALLOUT	\$100.00
J H KASPAR OIL COMPANY	FUEL	\$9,525.35
JACKALOPE PRINTING	PRINTING	\$1,300.75
JACK'S BODY & FENDER REPAIR	SERVICE CALLS	\$436.00
JORDAN'S LAWN CARE	JUNE LAWNCARE	\$60.00
KALUZNY, EMILY	MILEAGE/SUPPLIES	\$412.92
KENCO SECURITY AND TECHNOLOGY	ALARM MONITORING	\$72.00
KILBURN TIRE COMPANY	OIL CHANGES	\$386.63
KING SOOPERS CUSTOMER CHARGES	COFFEE SUPPLIES	\$134.00
KONE ELEVATORS ESCALATORS	JEFFERY CENTER CONTRACT	\$335.85
L N CURTIS & SONS	FIRE PROTECTION EQUIP	\$290.48
LAMPRECHT, TIM	WITNESS MILEAGE	\$42.00
LEXBO LLC	JULY RENT	\$500.00
LONG BUILDING TECHNOLOGIES, INC.	TEMP SENSORS & SERVICE CALL	\$1,047.70
MACPHERSON, KELLY & THOMPSON LLC	ATTORNEY FEES	\$2,828.42
MAP TRANSPORTATION	INMATE TRANSPORT	\$869.90
MATTHEW BENDER & CO, INC.	2015 COURT RULES	\$1,895.13
MEDICINE BOW, TOWN OF	WATER SERVICE	\$77.00
MEMORIAL HOSPITAL OF CARBON CTY	EXAM FEES	\$641.80
MERCEDES TRANSCRIPTION, INC	PR REPORTS	\$207.35
MONTGOMERY CONSTRUCTION, INC	BAGG'S OFFICE DOOR	\$434.00
MOORE MEDICAL CORP.	JAIL HEALTH	\$907.91
MORLAN, GENE	LAWNCARE	\$440.00
MPM CORP / EVERGREEN DISPOSAL	TRASH SERVICE	\$105.00
MY OFFICE ETC.	OFFICE SUPPLIES	\$641.86
NORCO, INC.	CYLINDER RENTAL	\$790.93
OFFICE OF STATE LANDS & INVESTMTS	SHIPPING CHARGES	\$13.24
O'REILLY AUTO PARTS	WIPER BLADES	\$47.98
PATRICK, JOANNA	WITNESS MILEAGE	\$42.00
PERKINS OIL CO	FUEL	\$213.72
PERSONNEL EVALUATION, INC.	EVALUATION	\$20.00
PHILLIPS 66-CONOCO-76	FUEL	\$39.31
PLAINSMAN PRINTING & SUPPLY	DATA VUE CARDS/INK	\$67.45
PRAIRIE DOG ELECTRIC, LLC	BALLAST/LAMPS	\$119.52
PROFESSIONAL OXYGEN SUPPLY	OXYGEN	\$245.00
PUBLIC SAFETY CENTER, INC	NIMH BATTERIES	\$359.94
QUALITY LANDSCAPE & NURSERY, INC	SPRINKLER SYSTEM START UP	\$359.94
QUESTAR GAS	GAS SERVICE	\$32.29
QUILL CORPORATION	OFFICE SUPPLIES	\$57.73
RAWLINS AUTOMOTIVE	PARTS	\$303.39
RAWLINS EASTSIDE CARWASH	WASH CARDS	\$30.60

RAWLINS FIRE EXTINGUISHER	ANNUAL INSPECTION	\$1,121.00
RAWLINS, CITY OF	WATER SERVICE	\$5,194.20
REMICK, SHELIA	POSTAGE/CAMERA/SD CARDS	\$259.17
RICOH USA INC	COPIERS	\$1,692.40
ROBIDOUX ENTERPRISES	OIL & AIR FILTERS	\$95.97
ROCKY MOUNTAIN POWER	ELECTRIC SERVICE	\$24,807.91
ROSS' AUTOMOTIVE SERVICES	OIL CHANGE	\$57.09
ROWAN, KRISTY	MILEAGE	\$15.47
RYAN ELECTRONICS INC	MAINTENANCE CONTRACT	\$5,033.88
SARATOGA AUTO PARTS, INC.	PARTS	\$278.50
SARATOGA LUMBER & SUPPLY	FRAME/SCREEN	\$11.97
SARATOGA SUN	NOTICES OF VACANCY	\$128.00
SARATOGA, TOWN OF	WATER SERVICE	\$98.10
SATCHCO TREE TRIMMING & CONST	FIX WATER LINE TO SPRINKLERS	\$70.00
SCHAEFFER MFG CO	DIESEL	\$2,239.66
SCHERMETZLER, SHEELA M ED.S.	CSBG 14-15/NEEDS ASSESSMENT	\$7,555.18
SHEPARD'S	FUEL	\$741.68
SHIVELY HARDWARE	SUPPLIES	\$47.16
SNAKE RIVER PRESS	ADVERTISING	\$438.00
SOURCE GAS	GAS SERVICE	\$6,090.43
SOUTHWEST M.R.O., LLC	RANDOM TESTING	\$25.00
SPECIALIZED PATHOLOGY CONSLTNTS	EXAM FEES	\$2,080.00
STANLEY CONVERGENT SEC SOLUTIONS	MONITORING CHARGES	\$2,556.51
STAPLES ADVANTAGE	OFFICE SUPPLIES	\$1,202.45
STEPHENSON, LEE ANN	MILEAGE	\$35.40
SUNRISE SANITATION SERVICE, LLC.	TRASH SERVICE	\$65.00
SWEETWATER CTY SHERIFF'S OFFICE	INMATE HOUSING	\$1,260.00
TANDAN SANITATION SERVICES	TRASH SERVICE	\$80.00
TASER INTERNATIONAL	BATTERY PACK	\$266.08
TERMINIX	PEST CONTROL	\$925.00
THE QUIK LUBE	OIL CHANGE	\$54.93
THOMSON REUTERS-WEST PYMT CTR	MONTHLY CHARGES	\$1,470.09
THOS. Y. PICKETT & CO., INC.	2016 VALUATION CONTRACT	\$5,500.00
TREVATHAN, SABRINA RMR	TRANSCRIPTS	\$920.80
TRUE VALUE OF RAWLINS	PARTS & SUPPLIES	\$1,690.57
TRUENORTH STEEL	CULVERT MATERIALS	\$597.20
U S POSTMASTER-RAWLINS	ATTORNEY PO BOX 1146	\$68.00
UNION TELEPHONE COMPANY	TELEPHONE SERVICE	\$437.86
US BANK	SHERIFF TRAVEL & INVESTIGATIONS	\$3,940.56
VALLEY OIL COMPANY	FUEL	\$2,366.98
VALLEY PHARMACY	PRESCRIPTIONS	\$11.85
VAN'S WHOLESALE LLC	TISSUE/COFFEE/DUSTER/PAPER TOWELS	\$1,001.20
VOIANCE LANGUAGE SERVICES LLC	INTERPRETATION	\$4.50
VOLUNTEER FIREMEN PENSION FUND	JUNE PENSION	\$537.50
VOSBERG, JAMIE	MILEAGE	\$60.00

W.A.R.M. PROPERTY INSURANCE POOL	B&G INSURANCE & BONDS	\$162,106.00
WACO 2015	REGISTRATIONS	\$425.00
WARRIOR SERVICES, LLC	PEST CONTROL	\$60.00
WEX BANK	FUEL	\$246.58
WILKERSON, JAMES A IV M.D.	EXAM FEES	\$1,040.00
WILLIE, O.R.	MILEAGE	\$45.00
WILSON, MARGARET	PATCHES	\$117.00
WY BEHAVIORAL INSTITUTE	ADMIN EMERGENCY DETENTIONS	\$15,755.00
WY BRAND INDUSTRIES	LABELS/ENVELOPES/LETTERHEAD	\$333.00
WY DEPT OF FAMILY SERVICE	MAY CHARGES	\$10.00
WY DEPT OF HEALTH	LAB FEES	\$67.00
WY DEPT OF WORKFORCE SERVICES	VOLUNTEERS WORKER'S COMP	\$982.10
WY MACHINERY COMPANY	PUMP/SEAL/GASKET	\$131.12
WY PEACE OFFICERS ASSOC	LEHR MEMBER DUES	\$10.00
WY RENTS, LLC	DIESEL	\$152.50
WY STATE FIREMEN'S ASSOCIATION	DEATH BENEFIT	\$154.00
WY STATE FORESTRY	FY 2016	\$23,212.81
WY STATE LANDS & INVESTMENTS	LEASE RENEWAL	\$25.00
WY WASTE SERVICES-RAWLINS	TRASH SERVICE	\$1,850.28
YAMPA VALLEY ELECTRIC	ELECTRIC SERVICE	\$920.31
YOCUM, LEO	MILEAGE	\$24.00
YOUNG, CHARLES MD	HEALTH SERVICES	\$325.00
ZIPLOCAL	BUSINESS LISTING	\$360.00
<b>Grand Total</b>		\$500,468.65

## **CONSENT AGENDA**

Commissioner Chapman moved to approve the consent agenda. Commissioner Jones seconded and Clerk Bartlett noted the consent agenda includes the July 7, 2015 regular meeting minutes; July 13, 2015 special meeting minutes; July 20, 2015 budget hearing minutes; Clerk of District Court receipts for \$2,850.92; and Attorney discovery billing receipts for \$12.50. The motion carried unanimously.

## **ELECTED OFFICIALS / DEPARTMENT HEADS**

### **Clerk**

Gwynn Bartlett, County Clerk advised the Ryan Park Volunteers will be having their annual fund raising event at the Carbon County Fire Department at Ryan Park which is county owned property. She presented an agreement authorizing the Rendezvous Lodge LLC be issued a 24-hour catering permit for August 29 to serve alcoholic and malt beverages on the premises.

Commissioner Chapman moved to allow the 24-hour catering permit to the Rendezvous Lodge LLC to sell alcoholic beverages at the Carbon County Fire Department at Ryan Park on August 29. Commissioner Johnson seconded and the motion carried unanimously.

Clerk Bartlett presented a resolution to reschedule the Board of Carbon County Commissioners meeting from August 4 to August 5.

Commissioner Jones moved to approve Resolution 2015-18, Amendment Number 2 (Two) to Resolution 2013-12, A Resolution of the Board of County Commissioners of Carbon County, Wyoming Setting Meeting Schedules moving the August 4 meeting to August 5, 2015. Commissioner Chapman seconded and the motion carried unanimously.

### **RESOLUTION 2015-18**

#### **AMENDMENT NUMBER 2 (TWO) TO RESOLUTION 2013-12, A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS, CARBON COUNTY WYOMING SETTING MEETING SCHEDULES**

**WHEREAS**, pursuant to Wyo. Stat. §18-3-502, the board of county commissioners shall meet the first Tuesday of each month or at such other times as may be designated by resolution of the board; and

**WHEREAS**, the first Tuesday of the month may occasionally fall when other meetings are scheduled; and

**WHEREAS**, this resolution shall constitute the second amendment to Resolution 2013-12, A Resolution of the Board of County Commissioners, Carbon County Wyoming Setting Meeting Schedules.

**THEREFORE IT BE RESOLVED** because the first Tuesday in August falls on a date where numerous elected officials and department heads will be attending training the Board of Carbon County Commissioners is hereby rescheduled to meet August 5, 2015 beginning at 9:00 a.m. at the county seat rather than August 4, 2015.

**PASSED, APPROVED, AND ADOPTED** this 21st day of July 2015.

-s- John Espy, Chairman

Attest: -s-Gwynn G. Bartlett, County Clerk

Clerk Bartlett presented a board resignation from Patrick C. Eastman for the Carbon County Senior Services Board effective July 20.

Commissioner Jones moved to regretfully accept the resignation from Patrick C. Eastman from the Carbon County Senior Services Board effective July 20 and Kaycee Alameda from the Platte Valley Community Center Joint Powers Board effective immediately and authorize the Clerk to advertise the vacancies. Commissioner Chapman seconded and the motion carried unanimously.

Clerk Bartlett reported the bid from Chris McNees for the Medicine Bow Health Center roof is \$2,342.00 higher than the previous contractor and asked if the BOCC would like to pay the difference and they agreed to pay it.

Clerk Bartlett discussed plan amendments for the upcoming health plan renewal in October.

**IT**

Matt Webster, IT Director presented the On Site and Monitoring Contract renewal. He reported that this is the same price for the county as it was last year.

Commissioner Johnson moved to waive the county's procurement policy and approve the Venture Technologies VTWatch contract for monitoring and maintenance as well as the weekly on site service with charges of \$65,200.00 per year for service and \$17,000.00 per year for monitoring from July 1, 2015 until June 30, 2016. Commissioner Chapman seconded and the motion carried unanimously.

Mr. Webster discussed the potential use of a van the Planning Department has that they do not use and Sid Fox, County Planner agreed. The BOCC stated it had no issue with this.

### **Victim/Witness**

Loretta Hansen, Victim/Witness Coordinator and Archie Roybal, County Undersheriff provided a presentation for this year's Sheriff's Victim/Witness funding contract. Ms. Hansen reported that the Attorney General's Office, Division of Victim Services has provided a letter that the Carbon County Sheriff's Victim/Witness Program is in "substantial compliance" per a review conducted in June 2015. Ms. Hansen presented a contract for Fiscal Year 2016 to provide funds to Wyoming Victim Service Providers.

Commissioner Jones moved to approve the Fiscal Year 2016 Contract For Services to Victims of Crime Between The Office of the Attorney General, Division of Victim Services and Carbon County Sheriff's VW in an amount not to exceed \$99,629.00 for the term of July 1, 2015 to June 30, 2016. Commissioner Chapman seconded and the motion carried unanimously.

### **Road & Bridge**

Bill Nation, Road & Bridge Superintendent presented a Congestion Mitigation Air Quality (CMAQ) Notice to Proceed for County Road #608, Wild Cow Road. He noted Attorney Davis had reviewed the notice.

Commissioner Johnson moved to approve the Chairman's signature on the Congestion Mitigation Air Quality Local Public Agency Right-of-Way and Utility Certificate for Project # CM15002 in the amount of \$250,000.00 with a 20% match from the county for County Road #608, Wild Cow Road. Commissioner Jones seconded and the motion carried unanimously.

Mr. Nation reported the 2016 CMAQ grant application is due next month and will have the usual 20% match. He suggests reapplying for County Road #608 to finish the road. The BOCC agreed.

Mr. Nation reported he may need to perform some dust abatement at Skyline Acres because of the 200 workers that will be temporarily residing there. Commissioner Johnson reported he had a call from a Baggs area resident thanking the Road & Bridge Department for their help with a recent project.

### **Attorney**

Ashley Mayfield Davis, Deputy County Attorney presented a resolution for the BOCC's consideration regarding temporary housing at Skyline Acres between Rawlins and Sinclair. The county is leasing a couple acres there to Civeo for temporary housing for approximately 200 workers. She noted there will be a full-time employee for Civeo living at the property and that no pets, alcohol, firearms, and no illegal controlled substances. Civeo also does not allow sex offenders to reside at the property. Ms. Davis stated the property is zoned heavy industrial and the Zoning Resolution contemplates that anything allowed in light industrial would be allowed in heavy industrial.

Commissioner Jones moved to adopt Resolution No. 2015-19, A Resolution of the Board of County Commissioners for Skyline Acres Industrial Subdivision Temporary Work Force Housing. Commissioner Chapman seconded and there was discussion from Lindy and Joe James owners of the Rawlins Equestrian Center near Skyline Acres and Ms. James asked if the BOCC considered such effects and the BOCC stated there were attempts made to notify adjacent landowners and effects were considered. Commissioner Johnson stated he was under the assumption individuals had been approached. Ms. James asked if there are background checks on these individuals and Ms. Davis replied that she was unsure but only knew sex offenders were not allowed to reside there. Ms. Davis also clarified that this was somewhat an emergent situation and a permanent change to the land would have to be noticed to the public. Ms. James reported that she is concerned clients for her business will not return if they feel unsafe. Chairman Espy stated he personally wanted to avoid individuals camped out on public lands and concentrate on them for better monitoring. He understood the residents' concerns and indicated he has implored the Sheriff to provide additional patrols in the area. Commissioner Chapman pointed out that these individuals will be traveling on those same roads near the Rawlins Equestrian Center regardless of them living near their property. Commissioner Johnson asked if Ms. James had any specific requests. Ms. James stated they are simply concerned about their personal safety. She requested increased patrols and noted a concern for the noise and emissions from generators. Ms. Davis reported she received an e-mail from Civeo that there are no background checks done on the workers by Civeo. Sid Fox, County Planner reported Civeo may be connecting directly into Rocky Mountain Power and may not need generators. Mr. James asked for additional speed limit signs. Undersheriff Archie Roybal stated they will increase patrols and asked these individuals to alert law enforcement to concerns. Mr. Nation reported the county could ask for an emergency ruling to reduce the speed limit temporarily. The BOCC agreed that Mr. Nation should do this. Commissioner Jones stated with the "boom" this is what happens. She discussed the housing shortage and the best she feels the county can do is make these effects as tolerable as possible. She also discussed other projects coming that may provide additional effects. The BOCC encouraged the residents to contact law enforcement or the BOCC. The motion carried unanimously.

### **Resolution No. 2015-19**

#### **A Resolution of the Board of County Commissioners of Carbon County, Wyoming, "SKYLINE ACRES INDUSTRIAL SUBDIVISION TEMPORARY WORK FORCE HOUSING"**

**WHEREAS**, due to a current housing shortage in the County as a result of a turnaround at the Sinclair Refinery which has required a large transient workforce to reside in the County for a brief period of the time

and the current housing available within Carbon County, the Commissioners have determined that it is in the best interest of the citizens of the County to temporarily permit the use of a portion of the Skyline Acres Industrial Subdivision owned by Carbon County, Wyoming for the purpose of locating temporary work force housing units; and

**WHEREAS**, in accordance with the Carbon County Zoning Resolution, Skyline Acres Industrial Subdivision is currently zoned as Heavy Industrial; and the Board recognizes that the Zoning Resolution does not consider or accommodate temporary permits to respond to urgent community needs.

**WHEREAS**, the current work force housing shortage is expected to be temporary and last for an approximate time period of Sixty (60) days; and

**WHEREAS**, the current work force housing shortage may create significant health and safety concerns which if not resolved will result in a negative impact upon the welfare of the County; and

**WHEREAS**, the Carbon County Board of County Commissioners recognize the need to protect the health, safety and welfare of the citizens of Carbon County and to allow for temporary work force housing on a portion of the Skyline Acres Industrial Subdivision to address these health and safety concerns; and

**NOW THEREFORE, BE IT RESOLVED BY THE CARBON COUNTY BOARD OF COUNTY COMMISSIONERS** that the Skyline Acres Industrial Subdivision shall be permitted to provide Temporary Work Force Housing as proposed by Civeo Corporation for the temporary housing needs for the contracted workforce required for Sinclair Refinery.

**PRESENTED, READ, AND ADOPTED** at a regularly scheduled meeting of the Board of County Commissioners of Carbon County, Wyoming, on this 21st day of July, 2015.

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

By:   -s- John Espy, Chairman  
      -s- Willing John Johnson, Vice Chairman  
      -s- Leo Chapman, Member  
      -s- Sue Jones, Member

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

Ms. Davis presented a quit claim deed for the Elk Mountain Library from the county to the Town of Elk Mountain. Commissioner Johnson asked if the BOCC should have an agreement with the town to ensure they provide a library after the county deeds the property. Ms. Davis stated she could certainly prepare an agreement with the town if the BOCC would like however they already own the land and the county owns a building on a permanent foundation. She noted the Library Board would also need to deed their interest in the property to the town and this could provide a level of protection and Chairman Espy suggested the Memorandum of Understanding (MOU) should be between the town and the Library Board.

Commissioner Chapman moved to authorize the Chairman's signature on a Quit Claim Deed, deeding the county's interest in the Elk Mountain Library to the Town of Elk Mountain noting it is a Tract of land located in Block 17 of the Original Town of Elk Mountain, Carbon County, Wyoming more specifically described in the deed. Commissioner Jones seconded and

Commissioner Johnson stated given where it is located at he will vote yes but if it were in a different community he would not vote for the motion. The motion carried unanimously.

Commissioner Jones clarified that Attorney Davis will now draft a MOU between the Library Board and the Town of Elk Mountain as well as a deed from the Library Board to the Town.

Gwynn Bartlett, County Clerk discussed a renewal notice for flood insurance from FEMA for the property located at 300 3<sup>rd</sup> St. in Elk Mountain in the amount of \$2,467.00.

### **RECESS**

Chairman Espy called a recess at 10:18 a.m. and reconvened at 10:23 a.m.

### **EXECUTIVE SESSION**

Commissioner Johnson moved to go into executive session at 10:23 a.m. with Clerk Bartlett and Attorney Ashley Mayfield Davis to discuss legal matters and other matters considered confidential by law. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Johnson moved to come out of executive session at 10:36 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Chapman seconded and the motion carried unanimously.

### **DIRTY BOYZ**

Jonathan Schnal, Attorney for Dirty Boyz, discussed the Dirty Boyz building permit and site plan submitted to the Department of Environmental Quality (DEQ). He noted the county's Conditional Use Permit Application included an 80x120 building but the DEQ site plan was submitted for approximately 2,400 square feet more. Mr. Schnal stated this does not affect the use or truck traffic but only the building footprint. Sid Fox, Planning Director, agreed there may be benefits to having a larger building and he thought the BOCC should be aware prior to him issuing the building permit. Ms. Davis stated the prior resolution signed by the BOCC requires the applicant to notify the Planning Department of any substantial changes and they have done this. Commissioners Johnson, Chapman and Chairman Espy agreed this is a minimal change and the applicant should be allowed to proceed as long as the intensity, quantity, and traffic will not change. Commissioner Jones made no comment.

### **COMMISSIONER DISCUSSION**

Commissioner Jones reported the groups from Encampment and Saratoga that would like Highway 70 opened earlier will be meeting with the Wyoming Department of Transportation on August 19 at 7:00 p.m. at the Grant Encampment Opera House and August 20 at 7:00 p.m. at the Valley Community Center in Saratoga.

Commissioner Jones reported the county's Capital Improvement Plan (CIP) for Dixon Airport is due soon and she will continue to move the hangar project back.

### **LIQUOR LICENSE RENEWALS**

## **Public Hearing**

Chairman Espy opened a public hearing at 11:15 a.m. to hear requests to renew liquor licenses.

Clerk Bartlett stated notices were placed in the Rawlins Daily Times for two consecutive weeks specifically on June 17 and 24. She noted that Ailport C Stores LLC dba Rocky's Quik Stop will not be renewing their Restaurant Liquor License and The Place at Ten Mile Inc. dba The Place at Ten Mile did not return their renewal application and the telephone numbers in the file have been disconnected or changed.

Clerk Bartlett presented the following renewal Malt Beverage Licenses and Liquor Licenses for the Board's consideration.

Malt Beverage Licenses: Brush Creek LLC dba Brush Creek Ranch, Michael Allen Konrath dba Elk Mountain Conoco, Seminole Boat Club Inc. dba Seminole Boat Club, Ken & Kimberly Thyne dba Ten Mile Inn, Manjeet Inc. dba Three Forks Muddy Gap Service and Robert F. Konrath dba Walcott Service.

Retail Liquor Licenses: Cody Resources LP dba A Bar A Ranch, Rendezvous Lodge LLC dba Rendezvous Lodge, Three Forks Lodge Inc. dba The Lodge at Three Forks and Whistle Pig Inc. dba Whistle Pig Saloon / Beaver Liquor.

Resort Liquor License: Old Baldy Corporation dba Old Baldy Club.

Restaurant Liquor License: White Lodging Services Corporation dba Brush Creek Saloon.

Limited Retail Liquor License (Club): Sinclair Golf Course Inc. dba Sinclair Golf Course.

Chairman Espy called for public comments and there being none, closed the public hearing at 11:19 a.m.

Commissioner Chapman moved to approve all liquor license and malt beverage renewals as read by Clerk Bartlett each for a term of one year expiring August 31, 2016. Commissioner Jones seconded and the motion carried unanimously.

## **E911 BILLING AND ONE MILE BUFFER AROUND SARATOGA**

Saratoga Mayor Ed Glode discussed the one mile buffer around Saratoga noting the agreement needs updated.

Mayor Glode discussed the Saratoga E911 system and noted the billing of the lines has recently changed. Sheriff Colson reported when the county purchased the enhanced 911 system it was paid for by the county's E911 collections. When this was purchased Saratoga wanted to be a part of the system so the county paid for their satellite system on their behalf and paid for training for their employees. When the system was installed the phone companies would not separate the designated phone lines to Saratoga's system therefore the county has been paying for these lines for a number of years. The cost for the lines is approximately \$800.00 per month

in addition to a maintenance fee of \$5,000.00 for Saratoga' system which Saratoga is already paying. Mayor Glode addressed a bill he had for March through June from Union noting he would authorize payment of this tonight and Mr. Webster stated he has already paid it.

Clerk Bartlett asked if Saratoga is paying their \$5,000.00 for Saratoga's maintenance and Mr. Webster stated the county has been paying it. She asked if the county would expect payment from Saratoga for the March through June Union bills already paid, and if it takes several more months for the CenturyLink bills when the county would expect Saratoga to begin paying.

Saratoga Police Chief Knickerbocker reported that they have had issues with this since it was installed they have had trouble and the county paid for their administration lines to be included and that was never done. He noted the county signed off on the system one year after installation saying the system was working properly which triggered the maintenance fee and he is still having trouble. He stated the town is looking at \$1,100.00 increase in phone bills for the 911 lines.

Mr. Webster reported he has spoken with Venture Technologies about the administrative lines and at the time of installation the police chief had indicated they were getting a new phone system soon and asked them to hold off until that was completed. He addressed other concerns Chief Knickerbocker discussed noting since Saratoga has their own Spillman server they haven't integrated with it because they can only integrate with one and it was integrated with the county's. Saratoga could integrate with the county's for a fee.

Commissioner Jones discussed preparation of an agreement for all of these items addressing who will pay what. Ultimately, the BOCC agreed Saratoga should pay their own annual maintenance, not reimburse the county for the March through June bill, and that Saratoga should begin paying the CenturyLink bill effective July 1. Mayor Glode stated he does not mind paying for the phone bills there and agreed to begin paying the CenturyLink bill effective July 1, 2015.

Commissioner Jones moved to enter into an agreement with the Town of Saratoga for the E911 system and all costs associated with the agreement noting Saratoga will pay all their associated costs effective July 1, 2015 and authorize the Chairman to sign this once drafted contingent upon approval of the entire BOCC. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Jones asked for Saratoga's Master Plan contractor to work with the county's Planner on the buffer zone and update that outdated agreement on the 1-mile buffer zone. Mr. Fox agreed that their Master Plan will help dictate how the agreement works with the county.

Mr. Nation reported that when the Saratoga and county agreement was signed in 1997 he had asked for water to the county's Road & Bridge shop and the landowners did not agree at the time. He asked that this be part of the discussion of a new agreement.

#### **CITIZEN / COMMISSIONERS DISCUSSION**

Dan Brownell, citizen living on the corner of Maple and Rodeo, discussed the installation of signs up around the fairgrounds to direct vehicles with horse trailers to use Harshman Street and

not Rodeo and Spruce Streets. Chairman Espy stated he will make it a point to bring up with the Fair Board and the county's Building Manager.

### **ADJOURNMENT**

Commissioner Chapman moved to adjourn the meeting at 12:16 p.m. Commissioner Johnson seconded and the motion carried unanimously.

A regular meeting of this Board will be held August 18 at 2:00 p.m. at the Baggs Higher Education Center, 360 Whippoorwill, Baggs, 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.