

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, October 6, 2015  
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, October 6, 2015 at the County Courthouse in Rawlins, Wyoming. Attending the meeting were; Chairman John Espy; Vice Chairman John Johnson; Commissioners Lindy Glode, Leo Chapman and Sue Jones.

Chairman Espy called the meeting to order at 9:00 a.m. Commissioner Chapman was absent but joined the meeting later.

**ADDITIONS / CORRECTIONS**

Commissioner Johnson moved to add a Plan Amendment to the county’s health insurance plan with Blue Cross Blue Shield during the Clerk’s presentation, move the South Central Emergency Medical Services Joint Powers Board amendment to the end of the meeting, and remove the meeting date change resolution from the Commissioner’s portion. Commissioner Glode seconded and the motion carried unanimously.

**VOUCHERS**

Commissioner Jones moved to approve the report of expenditures in the amount of \$1,072,255.29. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Johnson moved to approve a bill to Sunrise Sanitation for \$20.00. Commissioner Glode seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to a personal conflict.

Commissioner Johnson moved to approve a bill to Rawlins Automotive for \$839.67, Shively Hardware for \$81.37 and True Value of Rawlins for \$654.69 for an aggregate total of bills paid today of \$1,073,851.02. Commissioner Jones 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
ALL IN 1 CONSTRUCTION LLC	ELECTRICAL REPAIRS	\$828.26
BANK OF COMMERCE (DEBIT CARD)	VARIOUS CHARGES	\$6,895.29
BENNETT, H MICHAEL	LEGAL SERVICES	\$506.25
BENNETT, PATRICIA L	LEGAL SERVICES	\$1,306.50

BIGGS, GLENN	MEALS/MILEAGE/MOTEL/REGISTRATIO N	\$540.91
BOB BARKER COMPANY, INC.	SUPPLIES	\$559.22
BRANNON, J REED	MILEAGE	\$120.00
BROWN, AMANDA	MEMBERSHIP	\$30.00
BUILD RITE LUMBER SUPPLY	SHIPPING CHARGES	\$18.91
C & B SAND & GRAVEL	HAUL ROCK	\$1,840.30
CANDY MOUNTAIN	DRINKS	\$285.00
CARBON COUNTY 4-H	SUPPLIES	\$3.89
CARBON CTY ECONOMIC DEVELOPMENT	CIVEO SEPT-OCT RENT	\$2,400.00
CARBON COUNTY FUNERAL HOME	VEHICLE USE	\$200.00
CARBON COUNTY SENIOR SERVICES	MATCHING/MEALS/HEALTH SUBSIDY	\$66,830.00
CARBON COUNTY TREASURER	VARIOUS CASH ITEMS	\$1,099.33
CARBON POWER & LIGHT INC	ELECTRICAL SERVICES	\$395.04
CARPENTER, DENNIS	FUELS MITIGATION COSTS	\$2,100.00
CATHEDRAL HOME FOR CHILDREN	CRISIS CENTER FUNDING	\$1,000.00
CBM FOOD SERVICE	JAIL MEALS	\$7,312.92
CDW GOVERNMENT, INC.	INK/TONER	\$196.53
CENTURY LINK	TELEPHONE SERVICES	\$94.63
CENTURYLINK	TELEPHONE SERVICES	\$2,889.00
CENTURYLINK-PHOENIX	TELEPHONE SERVICES	\$10.57
CONNELL RESOURCES	DIXON WEST APRON EXPANSION	\$306,972.23
DAILY TIMES	NEWSPAPER ADS	\$292.02
DALLIN MOTORS INC	VEHICLE MAINTENANCE	\$585.17
DELEON, JOHN	LEGAL SERVICES	\$1,409.25
DEVINE LAW	LEGAL SERVICES	\$2,287.50
DIXON, TOWN OF	WATER SERVICES	\$260.00
DOT FHWA	SAGE CREEK ROAD CONSTRUCTION	\$475,573.12
DUBOIS TELEPHONE EXCHANGE	TELEPHONE SERVICES	\$707.95
EBELL, DAVID	MILEAGE	\$41.00
ELK MOUNTAIN CONOCO	FUEL	\$301.67
ENCAMPMENT STUDENT COUNCIL	CALENDAR ADVERTISEMENT	\$105.00
ERICKSON & ROBERTS	LEGAL SERVICES	\$1,272.49
FASTENAL	PARTS	\$63.03
FEDEX	SHIPPING CHARGES	\$32.17
FLEXSHARE BENEFITS	FLEX PREMIUMS	\$130.50
FREMONT MOTORS - RAWLINS	VEHICLE MAINTENANCE	\$145.26
G & R CONTROLS, INC	SENSORS	\$209.30
GALLS/QUARTERMASTER	SHERIFF UNIFORMS	\$45.47
GEORGETOWN LAW	SUBSCRIPTION	\$85.00
GRAHAM, LEROY	GENERAL LIABILITY INS/PAYROLL	\$1,016.62
GRAINGER	SUPPLIES	\$1,108.82
GRAPHIC SPORTS	ENVELOPES	\$281.00

HABERKORN, JONATHAN	FUELS MITIGATION COSTS	\$2,100.00
HAGOOD, VICKI	MILEAGE	\$31.00
HEADS WEST SANITATION	SEPTIC SERVICE	\$473.00
HIGH PLAINS POWER	ELECTRICAL SERVICES	\$399.65
J H KASPAR OIL COMPANY	FUEL	\$3,080.31
JACKALOPE PRINTING	SUPPLIES	\$294.70
JACK'S BODY & FENDER REPAIR	TOW SERVICES	\$75.00
JERRY'S DONUTS	DONUTS	\$52.45
KILBURN TIRE COMPANY	VEHICLE MAINTENANCE	\$2,075.83
KING SOOPERS CUSTOMER CHARGES	SUPPLIES	\$240.77
KIRSCH, ARCHIE P	COUNTY HEALTH OFFICER	\$1,300.00
KONE ELEVATORS ESCALATORS	ELEVATOR MAINTENANCE	\$2,166.36
L N CURTIS & SONS	SUPPLIES	\$144.86
LONG BUILDING TECHNOLOGIES, INC.	MOTORS	\$1,510.00
MACPHERSON, KELLY & THOMPSON, LLC	LEGAL SERVICES	\$707.90
MCKESSON MEDICAL	PH HEALTH VACCINE	\$8,546.65
MOORE MEDICAL CORP.	MEDICAL SUPPLIES	\$776.18
MORLAN, GENE	LAWN CARE	\$150.00
MOSS, BARBARA	MILEAGE	\$28.80
MPM CORP / EVERGREEN DISPOSAL	GARBAGE SERVICES	\$30.00
MURANE & BOSTWICK, LLC.	PROFESSIONAL SERVICES	\$752.00
MY OFFICE ETC.	SUPPLIES	\$464.35
NEW PIG CORPORATION	SUPPLIES	\$421.92
NORCO, INC.	SUPPLIES/CYLINDER RENTAL	\$166.28
PATTON, ROBERT L.	MILEAGE	\$34.80
PERKINS OIL CO	FUEL	\$881.17
PERRY, ABBY	FUEL REIMBURSEMENT	\$120.50
PHILLIPS 66-CONOCO-76	FUEL	\$88.79
PITNEY BOWES GLOBAL FINANCIAL SVCS	RENTAL CHARGES	\$1,478.19
PLAINSMAN PRINTING & SUPPLY	CASEBINDERS/LABELS	\$2,748.87
PRO BABY, LLP	PAMPHLETS	\$22.00
QUILL CORPORATION	SUPPLIES	\$349.08
RAWLINS AUTOMOTIVE	PARTS	\$839.67
RAWLINS EASTSIDE CARWASH	WASH CARDS	\$56.70
RAWLINS FIRE EXTINGUISHER	INSPECTIONS	\$46.00
RAWLINS PPA/WPOA	REGISTRATION	\$25.00
RAWLINS, CITY OF	WATER SERVICES/DAILY USE	\$5,770.10
REGISTRATION FEE TRUST	DRIVING RECORD CERTIFICATION	\$2.00
RIETVELD, TONI	MEALS	\$87.48
RIVERSIDE GARAGE & CABINS	SPRAY PAINT	\$20.34
ROBIDOUX ENTERPRISES	VEHICLE MAINTENANCE	\$80.44
ROCKY MOUNTAIN POWER	ELECTRICAL SERVICES	\$19,465.05
RYAN ELECTRONICS INC	BATTERIES	\$876.00

SARATOGA AUTO PARTS, INC.	ABS SPEED SENSOR	\$61.99
SARATOGA SUN	NEWSPAPER ADS	\$980.01
SARATOGA, TOWN OF	WATER SERVICES	\$113.35
SCHUELE, MATT	FUELS MITIGATION COSTS	\$2,100.00
SHEA, PETER	FUELS MITIGATION COSTS	\$2,100.00
SHEPARD'S	FUEL/BATTERY	\$2,208.83
SHIVELY HARDWARE	PARTS	\$81.37
SOURCE GAS	GAS SERVICES	\$4,972.27
SOUTHWEST M.R.O., LLC	RANDOM DRUG TESTS	\$25.00
STANLEY CONVERGENT SEC SOLUTIONS	CARDS/RIBBON	\$669.00
STAPLES ADVANTAGE	OFFICE SUPPLIES	\$292.54
STATE OF WYOMING A & I	MAINFRAME ACCESS	\$13.65
STRYKER SALES CORPORATION	BATTERY/LABOR/TRAVEL	\$976.75
SUNRISE SANITATION SERVICE, LLC.	GARBAGE SERVICES	\$20.00
TERMINIX	PEST CONTROL	\$1,414.00
THOMSON REUTERS-WEST PAYMENT CTR	INFORMATION CHARGES	\$1,470.09
THOS. Y. PICKETT & CO., INC.	OCT VALUATION CONTRACT	\$5,500.00
TRADING POST	FUEL	\$597.39
TRUE VALUE OF RAWLINS	SUPPLIES	\$654.69
TYLER TECHNOLOGIES, INC	SOFTWARE/WEBHOSTING/TRAINING	\$8,896.63
UNION TELEPHONE COMPANY	TELEPHONE SERVICES	\$205.11
VENTURE TECHNOLOGIES	MONITORING/MAINTENANCE	\$71,400.12
VERIZON WIRELESS	TELEPHONE SERVICES	\$179.62
VOLUNTEER FIREMEN PENSION FUND	SEPT VOLUNTEER FIREMEN PENSION	\$660.00
W.S. DARLEY	SOLENOID/SHIPPING	\$308.13
WALKER, JEANETTE R.	MILEAGE	\$14.38
WARRIOR SERVICES, LLC	PEST CONTROL	\$60.00
WELLS, JACQUELIN	MEALS	\$127.79
WESTERN TRUCK REPAIR	MOTOR REBUILD	\$198.95
WEX BANK	FUEL	\$769.66
WICK II, L.A.	FUELS MITIGATION COSTS	\$2,100.00
WILKERSON, JAMES A IV M.D.	AUTOPSY SERVICES	\$3,495.00
WILSON, MARGARET	PATCHES	\$54.00
WLC ENGINEERING	PREPARE ESTIMATE	\$973.75
WY BEHAVIORAL INSTITUTE	MEDICAL SERVICES	\$943.21
WY DEPT OF HEALTH	MOTOR VEHICLE BILLING	\$508.00
WY LAW ENFORCEMENT ACADEMY	DEVLIN SCHOOLING	\$346.00
WY MACHINERY COMPANY	PARTS MAINTENANCE	\$5,904.56
WY PEACE OFFICERS ASSOC	HALCOMB REGISTRATION	\$10.00
WY RENTS, LLC	MANLIFT RENTAL	\$420.00
WY STATE FORESTRY	HEADLAMPS	\$1,107.36
WY WASTE SERVICES-RAWLINS	GARBAGE SERVICES	\$955.38
WY DEPARTMENT OF WORKFORCE SVCS	VOLUNTEERS WORKERS COMP	\$28.56
YAMPA VALLEY ELECTRIC	ELECTRICAL SERVICES	\$275.17

YOCUM, LEO	MILEAGE	\$12.00
YOUNGER, MICHELLE	MILEAGE/MEALS/FINGERPRINTS	\$279.40
GRAND TOTAL		\$1,073,851.02

**CONSENT AGENDA**

Commissioner Glode moved to approve the consent agenda. Commissioner Johnson seconded and Clerk Bartlett noted the consent agenda includes the September 15, 2015 regular meeting minutes; bond Continuation Certificate for Linda L. Crane, Treasurer for the Carbon County Visitors Council in the amount of \$100,000.00; bond for Daniel W. Izzo, Treasurer for the City of Rawlins in the amount of \$250,000.00; County Clerk receipts for \$21,598.00; Planning and Development Department receipts for \$665.00; and Clerk of District Court receipts for \$2,146.23. The motion carried unanimously.

Chairman Espy turned the meeting over to Vice Chairman Johnson and left the meeting at 9:07 a.m.

**ELECTED OFFICIALS / DEPARTMENT HEADS**

**Sheriff**

Commissioner Chapman joined the meeting at 9:18 a.m.

Commissioner Chapman moved to accept the quote from Stanley Security Solutions in the amount of \$19,750.00 to replace security cameras at the jail. Commissioner Glode seconded and the motion carried unanimously.

**Museum**

Commissioner Glode moved to hire William Wood Architecture for the Hugus Ferguson project contingent upon this company being licensed in Wyoming and to waive the procurement policy to do this. Commissioner Jones seconded and Commissioner Chapman confirmed there is no potential for the county to have to pay any outstanding invoices for Pahl Architecture or any of their associates and Ms. Bohanan agreed. Commissioner Chapman asked if Mr. Wood can use someone else’s license if needed and Ms. Bohanan stated he could but prefers to get his own license timely. Commissioner Chapman also asked for lien wavier requirements in the contract and any other necessary safeguards. Clerk Bartlett asked how much the contract is for and Ms. Bohanan stated \$144,000.00 less the construction documents portion. Ms. Bohanan also suggested hiring a construction manager at risk for this project. Commissioner Johnson stated he has issue with the open ended nature of the construction documents portion of the project and suggested two separate contracts, one for architectural and one for construction documents. Clerk Bartlett re-read the motion and stated she is confused what the contract amount is and Ms. Bohanan was unsure but this would be in the contract once it is written. The motion carried unanimously.

Chairman Espy returned at 9:32 a.m.

### **Fire**

Commissioner Johnson moved to approve the recommendation of Fire Chief Rutherford to appoint Ron Brown as the Assistant Fire Warden and to take half of the Fire Warden salary and pay it to the Assistant Fire Warden and to authorize the Chairman to sign offers of employment to each outlining the salaries and terms of employment. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Jones moved to waive Seminoe Boat Club's fireworks permit application fee. Commissioner Johnson seconded and the motion carried unanimously.

### **Attorney**

Commissioner Johnson moved to approve a Memorandum of Understanding between The Town of Elk Mountain, Carbon County Board of Commissioners and Public Library Board of Carbon County continuing the May 4, 1982 lease expiring in 2032 and amends that lease only to the extent that the leased premises shall become the new and future library location at 109 Bridge Street. Commissioner Glode seconded and Commissioner Jones pointed out there is a process for budget amendments and if they run out of money they could take that route. Commissioner Chapman feels there should be some communication telling them that in spirit the county supports this move and that there will be associated costs that the county will support if able. The motion carried unanimously.

Commissioner Chapman moved to request Clerk Bartlett draft a letter to the Library Board explaining budgetary options for the Library move, noting the BOCC's support of the move and authorize the Chairman to sign a letter. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Glode moved to approve the Lease between Civeo USA LLC and Board of Carbon County Commissioners for the current footprint of two acres more/less through June 30, 2016 at Skyline Acres for \$1,200.00 per acre per month with the revenue going to Carbon County Economic Development Corporation contingent upon the BOCC's review and approval. Commissioner Chapman seconded and wanted to ensure that the conditions are not too strict for the individual to occupy the single unit. The motion carried unanimously.

Commissioner Chapman moved to authorize the Chairman to send a comment letter concerning the Preliminary Environmental Assessment on the wild horse gathering noting this would be the same letter as previously sent. Commissioner Johnson seconded and the motion carried unanimously.

### **Clerk**

Commissioner Chapman moved to approve the Contract Between the Wyoming Department of Health, Public Health Division and Carbon County for funding and oversight of the Community

Services Block Grant programs in Carbon County to assist low-income individuals and families in the amount of \$81,665.00, effective through September 30, 2016. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Chapman moved to approve Contracts for Services for subgrantees for this funding with Boys & Girls Clubs of Carbon County, the Carbon County Youth Crisis Center and Carbon County Public Health. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Glode moved to approve the Contract for Services Agreements with the Boys & Girls Clubs of Carbon County, the Carbon County Youth Crisis Center and Big Brothers Big Sisters for use of Temporary Assistance for Needy Families (TANF) grant funds. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Jones moved to authorize the Chairman's signature on the Wyoming Business Council Investment Ready Communities Certificate of Completion of Construction for the Technical Education Center Road Extension – Harshman Road. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Johnson moved to approve the Agreement with Voorhis Associates, Inc to perform a space needs assessment/existing conditions and pre-architectural program for the Courthouse and other county offices contingent upon approval by the Courthouse Improvement Committee. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Glode moved to approve the ASO Group Plan Change with Blue Cross excluding coverage for injuries during acts of terrorism and injuries sustained while committing a felony effective October 1, 2015. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Johnson moved to appoint Rod F. Waeckerlin to the Memorial Hospital Board for a five-year unexpired term expiring July 2017. Commissioner Chapman seconded and the motion carried unanimously.

### **Commissioners**

Commissioner Jones moved to enter into lease agreements with South Central Wyoming Emergency Medical Service for space at the Road & Bridge Encampment Shop and for space at the Hanna Fire Station each for \$10.00 per year. Commissioner Chapman seconded and the motion carried unanimously.

### **RECESS**

Chairman Espy called a recess at 11:49 a.m. and reconvened at 1:30 p.m.

### **PLANNING & ZONING**

### **Public Hearing – Replat Subdivision Case File No. 2015-01**

Commissioner Jones moved to table Carbon County Planning and Zoning Commission Replat Subdivision Case File No. 2015-01, Triple D Construction and Jeremy and Robin Brown until November 3, 2015 at 1:30 p.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Chapman seconded and the motion carried unanimously.

### **Public Hearing – ZRA Case File No. 2015-02**

Commissioner Chapman moved to approve Resolution No. 2015-36, A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission to amend the Carbon County Zoning Resolution of 2003 and readopt as the Carbon County Zoning Resolution of 2015, ZRA Case File No. 2015-02. Commissioner Jones seconded and the motion carried unanimously.

### **Certification**

Commissioner Johnson moved to accept the Certification of Recommended Action from the Carbon County Planning and Zoning Commission for Sinclair Wyoming Refining Company/Steve Sondergard, Z.C. Case File No. 2015-07 and schedule a public hearing for November 3, 2015 at 1:30 p.m. at the County Courthouse in Rawlins, Wyoming. Commissioner Glode seconded and the motion carried unanimously.

### **Comment Letter**

Commissioner Glode moved to approve a letter prepared by Sid Fox to the Bureau of Land Management addressing the Preliminary Environmental Assessment for the gathering of wild horses in the Red Desert Complex. Commissioner Johnson seconded and the motion carried unanimously.

### **CITIZEN/COMMISSIONERS DISCUSSION**

Commissioner Jones moved to approve the Wyoming Department of Transportation Aeronautics Division Certificate of State Grant-In-Aid Agreement for NAVAID maintenance at the Dixon Airport in the amount of \$5,495.00. Commissioner Chapman seconded and the motion carried unanimously.

### **EXECUTIVE SESSION**

Commissioner Glode moved to go into executive session at 2:38 p.m. with Clerk Bartlett and Attorney Ashley Mayfield to discuss personnel or potential litigation and other matters

considered confidential by law. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Johnson moved to come out of executive session at 2:54 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Glode seconded and the motion carried unanimously.

**ADJOURNMENT**

Commissioner Johnson moved to adjourn the meeting at 2:55 p.m. Commissioner Chapman seconded and the motion carried unanimously.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 20<sup>th</sup> day of October 2015.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- John Espy, Chairman

A regular meeting of this Board will be held November 3, 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.