

**REPORT TO THE
MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, December 15, 2015
County Courthouse, Rawlins, Wyoming**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, December 15, 2015 at the County Courthouse in Rawlins, Wyoming. Attending the meeting were; Chairman John Espy and Commissioner Leo Chapman who were present in person and Vice Chairman John Johnson and Commissioners Lindy Glode and Sue Jones were present via telephone due to road closures.

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

ADDITIONS / CORRECTIONS

Commissioner Chapman moved to postpone the following until the next meeting: Attorney’s request to refill a position or reallocate funds within the office, Clerk’s resolution to change two 2016 meeting dates, executive session and a review of the personnel policy. Commissioner Glode seconded and the motion carried unanimously.

VOUCHERS

Commissioner Glode moved to approve the report of expenditures in the amount of \$455,366.15. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Chapman moved to approve a bill to Rawlins Automotive for \$966.27, Shively Hardware for \$136.76 and True Value of Rawlins for \$837.56. Commissioner Johnson seconded and the motion carried with all voting for the motion except Commissioner Glode who abstained due to personal conflicts.

Commissioner Chapman moved to approve a bill to Sunrise Sanitation for \$65.00 for an aggregate total of bills paid today of \$457,371.74. Commissioner Johnson seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to a personal conflict.

Vendor	Detail Line Description	Total
4IMPRINT, INC	SUPPLIES	\$1,748.28
ALLIED INSURANCE	BOND	\$50.00
ALSCO, AMERICAN LINEN DIVISION	R&B SUPPLIES SHOP	\$279.00
BAGGS, TOWN OF	NOV RENT/WATER	\$168.55
BANGS, DANIELLE	MILEAGE	\$28.50
BARKHURST, RAY	MILEAGE	\$34.80
BI INC.	JAIL ELECTRONIC MONITORING	\$3,055.00
BI-RITE SPORTING GOODS	MAP/.40 AMMO/9MM AMMO/.45 AMMO	\$2,059.99

BLAKEMAN PROPANE	RYAN PARK FD PROPANE	\$168.56
BOMGAARS SUPPLY	DRILL BITS/TOOL BAG/TOOL KIT/SHVING	\$726.30
BUILD RITE LUMBER SUPPLY	SHIPPING COST	\$39.58
C C ECONOMIC DEVELOPMENT	SEV TAX COMMUNITY SVCS CC EDC	\$2,400.00
CARBON POWER & LIGHT INC	ELECTRIC SERVICES	\$2,423.25
CAREERTRACK	PAYROLL LAW TRAINING	\$70.00
CARERIGHT TECHNOLOGIES, LLC	JAIL HEALTH	\$393.00
CASPER WINNELSON CO	COOLER	\$649.99
CBM FOOD SERVICE	JAIL FOOD	\$7,983.04
CENTURY LINK	R&B TELEPHONE	\$6.35
CHARTER COMMUNICATIONS	JAIL CABLE	\$34.94
CHIEF LAW ENFORCEMENT SUPPLY	LOCK OUT KIT	\$54.59
CORTHELL AND KING, P.C.	LEGAL SERVICES	\$408.46
COWBOY GLASS LLC	GLASS REPAIRS MED BOW SR CENTER	\$266.10
COWBOY SUPPLY HOUSE	SUPPLIES	\$886.15
CRESTLINE SPECIALTIES, INC.	PLANNERS	\$614.77
CSI FORENSIC SUPPLY	GUNSHOT RESIDUE COLLECTION KITS	\$111.43
DAILY TIMES	ADVERTISING FEES	\$368.44
DALLIN MOTORS INC	ECM MUDDY GAP BRUSH TRUCK	\$205.00
DELEON, JOHN	LEGAL SERVICES	\$1,093.50
DRIFT LLC	SNOW REMOVAL PH SARATOGA	\$160.00
DRUMMOND REFRIGERATION LLC	WALK IN COOLER REPAIR-JAIL	\$139.00
DUBOIS TELEPHONE EXCHANGE	R&B TELEPHONE	\$41.09
ELK MOUNTAIN CONOCO	FUEL	\$78.80
ENGSTROM, JAMES D. DDS	NOVEMBER SERVICES	\$2,500.00
ERICKSON & ROBERTS	LEGAL SERVICES	\$60.96
FARMER BROTHERS COFFEE	COFFEE	\$59.57
FLEXSHARE BENEFITS	FLEX BENEFITS	\$1,569.89
FRANCE, TARA	TRANSCRIPTION SERVICES CR-2014-0058	\$1,355.25
FREMONT MOTORS – RAWLINS	JET KIT/ KEY	\$27.70
GALLS/QUARTERMASTER	UNIFORM SHIRTS	\$87.94
GCR ELECTRONICS, LLC	RADIO TECH RENT/LEASE	\$1,200.00
GLOBAL EQUIPMENT COMPANY	GAS CAN	\$43.94
GRAINGER	ANCHOR KIT	\$41.75
HERMAN, BOBBIE	MILEAGE	\$27.00
HEUER, LOURA	MEAL	\$14.84
HIGH PLAINS POWER	R&B ELECTRIC	\$42.69
HILLTOP CONOCO	FUEL	\$16.62
HORIZON LABORATORY, LLC	SCREENING SERVICES	\$87.00
J H KASPAR OIL COMPANY	FUEL	\$12,337.92
JACKALOPE PRINTING	SUPPLIES	\$50.02
JERRY'S DONUTS	DONUTS FOR TRAINING	\$31.47
JOHNSTON, RANAE	MILEAGE	\$17.50
KAISLER, TODD	MILEAGE	\$54.00

KELCO SUPPLY COMPANY	SUPPLIES	\$251.82
KENCO SECURITY AND TECHNOLOGY	MONITORING SERVICES	\$858.50
KILBURN TIRE COMPANY	VEHICLE MAINTENANCE	\$445.31
KINETIC LEASING	LEASE PAYMENT	\$86,814.00
MACPHERSON, KELLY & THOMPSON	LEGAL SERVICES	\$445.12
MADER, TSCHACHER, PETERSON & CO	AUDIT	\$1,500.00
MEDICINE BOW, TOWN OF	WATER/SEWER	\$166.00
MERCEDES TRANSCRIPTION, INC	DR'S NOTES TRANSCRIPTIONS	\$414.04
MERCK SHARP & DOHME CORP.	PNEUMOVAX VACCINE	\$177.62
MILLER, JIM	MILEAGE	\$30.60
MPM CORP / EVERGREEN DISPOSAL	TRASH SERVICES	\$120.00
MY OFFICE ETC.	SUPPLIES	\$499.86
NATRONA CTY CORONER'S OFFICE	MORGUE USE FEE	\$50.00
NEVE'S UNIFORMS	JACKETS	\$171.94
NORCO, INC.	SUPPLIES	\$1,577.52
NORTHWEST PARKWAY	INMATE TRANSPORT	\$4.60
O'REILLY AUTO PARTS	WIPER BLADES	\$19.18
PERKINS OIL CO	FUEL	\$560.04
PITNEY BOWES	POSTAGE/RED INK CARTRIDGE	\$10,065.44
QUALIFICATION TARGETS INC.	TRAINING TARGETS	\$78.86
QUILL CORPORATION	SUPPLIES	\$160.83
RAWLINS-C.C. CHMBR OF COMMERCE	2016 MEMBERSHIP	\$100.00
RAWLINS AUTOMOTIVE	VEHICLE MAINTENANCE SUPPLIES	\$966.27
RAWLINS EYE CARE	VISION SERVICES	\$225.00
RAWLINS FAMILY MEDICAL, P.C.	HEALTH SERVICES	\$178.00
RAWLINS, CITY OF	WATER/SEWER	\$320.30
READY OILFIELD SERVICE, INC	CMAQ PROJECT COUNTY ROAD 608	\$242,279.28
REDWOOD TOXICOLOGY LAB	TOXICOLOGY SUPPLIES	\$36.83
ROBIDOUX ENTERPRISES	OIL & AIR FILTER	\$133.98
ROCKY MOUNTAIN POWER	ELECTRIC SERVICES	\$8,679.58
ROSS' AUTOMOTIVE SERVICES	TRUCK BATTERIES	\$301.90
RYAN ELECTRONICS INC	RADIO TECH CONTRACT SERVICES	\$5,033.88
SAPP BROS TRUCK STOPS, INC.	R&B VEH EXP HVY EQUIP TIRES/TUBES	\$1,560.00
SARATOGA AUTO PARTS, INC.	VEHICLE MAINTENANCE SUPPLIES	\$1,094.35
SARATOGA FEED & GRAIN	FENCING POSTS ELK MTN BRIDGE PROJ	\$611.60
SARATOGA SUN	ADVERTISING FEES	\$1,161.63
SARATOGA, TOWN OF	WATER/SEWER	\$91.35
SHIVELY HARDWARE	SUPPLIES	\$136.76
SOURCE GAS	HEATING FUEL	\$6,241.53
SOUTHWEST M.R.O., LLC	RANDOM SELECTION SERVICES	\$25.00
STEELE, NATHAN DR.	DENTAL SERVICES	\$550.00
STODDARD, CURTIS T.	DENTAL SERVICES	\$461.00
SUNRISE SANITATION SERVICE, LLC.	TRASH SERVICE	\$65.00
TANDAN SANITATION SERVICES	HANNA SR. CENTER TRASH SERVICE	\$80.00

TERMINIX	EXTERMINATION SERVICE	\$161.00
TREVATHAN, SABRINA RMR	TRANSCRIPTION SERVICES	\$502.70
TRIPLE X CONTRACTING, INC.	TRASH SERVICE	\$400.00
TRUE VALUE OF RAWLINS	ASSORTED SUPPLIES	\$837.56
TRUMBLE GREETINGS INC.	CHRISTMAS CARDS	\$153.57
U S POSTMASTER-RAWLINS	PO BOX RENEWALS	\$734.00
UNITED STATES TREASURY	83-6000104 JUNE 30, 2015 720	\$387.56
US BANK	CREDIT CARD CHARGES	\$3,919.67
V-1 PROPANE	R&B UTL PROPANE	\$189.00
VAN'S WHOLESALE LLC	JAIL SUPPLIES	\$781.38
VENTURE TECHNOLOGIES	IT EXPENSES	\$19,564.51
VOIANCE LANGUAGE SERVICES LLC	INTERPRETATION SERVICES	\$52.50
WEX BANK	FUEL/LATE FEE	\$507.14
WILLADSON, ANNIE	HANNA SR. CENTER SNOW REMOVAL	\$80.00
WIMPENNY, ROBERT G DDS	DENTAL SERVICES	\$487.00
WY ASSOC OF COUNTY AG AGENTS	2016 NATIONAL/STATE DUES	\$100.00
WY CLERKS OF DISTRICT CRT ASSOC	MEMBERSHIP FEE	\$125.00
WY CORONER'S ASSOCIATION	WY CORONER'S ASSOCIATION DUES	\$125.00
WY DEPT OF ENVIRON QUALITY	CSF PROJ RAWLINS/DIXON TANK FEE	\$250.00
WY DEPT OF HEALTH	2009 CHEVY MALIBU/ PH SUPPORT SVCS	\$234.00
WY MACHINERY COMPANY	TRANS/DR LINE REPAIR/CUTTING EDGES	\$3,861.88
WY PEACE OFFICERS ASSOC	MEMBERSHIPS	\$30.00
WY SECRETARY OF STATE	NOTARY FEES	\$60.00
WY WASTE SERVICES-RAWLINS	TRASH SERVICE	\$1,523.92
YAMPA VALLEY ELECTRIC	ELECTRIC SERVICES	\$1,187.31
GRAND TOTAL		\$457,371.74

CONSENT AGENDA

Commissioner Glode moved to approve the consent agenda. Commissioner Chapman seconded and Clerk Bartlett noted the consent agenda includes the December 1, 2015 regular meeting minutes; December 7, 2015 special meeting minutes; County Clerk Receipts for \$17,517.25; and Clerk of District Court receipts for \$1,812.81. The motion carried unanimously.

ELECTED OFFICIALS / DEPARTMENT HEADS

Sheriff

Jerry Colson, County Sheriff requested approval to replace a RN position at the Jail. The BOCC approved the position to be filled.

Archie Roybal, Undersheriff recommended accepting the bid from Dallin Motors for two 2016 1500 SSV Crew Cab 4x4s for \$25,941.00 each.

Commissioner Jones moved to accept the recommendation from the Sheriff Office to accept the bid from Dallin Motors for two 2016 1500 SSV Crew Cab 4x4s for \$25,941.00 each. Commissioner Glode seconded and Commissioner Johnson asked if the trade-ins are worth more than \$1,000.00 and could be sold rather than trading in. Undersheriff Roybal stated the \$1,000.00 trade-in is fair as these are high mileage and they would become a maintenance problem. The motion carried unanimously.

Clerk Bartlett noted the light bars and decals will also be paid from the lease purchase funds.

IT

Matt Webster, IT Director presented agreements to replace two copiers located in the land office and one in the attorney annex office noting the new lease is for 48 months and less than current costs.

Commissioner Glode moved to waive the procurement policy and approve two Lease Agreements between Carbon County and Ricoh for a total of \$1,921.38 per quarter for at least 48 months. Commissioner Jones seconded and the motion carried unanimously.

Attorney

Attorney Davis, Deputy County Attorney presented a contract for blinds at the Carbon Building.

Commissioner Chapman moved to approve the Contract with Coul Ventures LLC, DBA Budget Blinds of Casper for Carbon Building Blinds in the amount of \$45,150.00. Commissioner Johnson seconded and the motion carried unanimously.

Ms. Davis reported Civeo contacted her last week about a request for a positive recommendation letter for another county Civeo is trying to work with in another state.

Commissioner Johnson moved to authorize the Chairman to sign a recommendation letter for Civeo. Commissioner Jones seconded and the motion carried unanimously.

Clerk

Clerk Bartlett advised that Chairman Espy signed a letter to the Wyoming Department of Environmental Quality dated December 3 as the annual report for the upgrades and relocation of Carbon County Road #3 and asked the BOCC to ratify the Chairman's signature.

Commissioner Chapman moved to ratify the Chairman's signature on a letter to the Wyoming Department of Environmental Quality. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Chapman moved to accept the resignations of Larry E. Gore for the Old Pen Joint Powers Board effective September 15, 2015 and Marci Conley for the Carbon County

Community Juvenile Services Board effective December 11, 2015 and request the clerk advertise these openings. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Chapman moved to reappoint Jim Miller to the Fair Board for a five-year term expiring January 2021. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Chapman moved to reappoint Larry Kmoch to the Predator Management District for a three-year term expiring December 2018. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Jones moved to reappoint Richard Wilson to the Planning & Zoning Commission for a three-year term expiring December 2018. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Jones moved to direct the clerk to re-advertise the additional opening on the Planning & Zoning Commission. Commissioner Johnson seconded and the motion carried unanimously.

Commissioner Chapman moved to reappoint Judy Dixon and Sid Fox to the Urban Systems Committee for a four-year term expiring 2020 and two-year term expiring January 2018 respectively. Commissioner Glode seconded and the motion carried unanimously.

Treasurer

Cindy Baldwin, County Treasurer reported 62.6% of the specific purpose tax bond amount has been collected. The average monthly collection exceeds the projections to date.

Planning & Development

Sid Fox, County Planning Director provided an update of how the Urban Systems Committee works. They are currently working on a planning grant to add to the board's funds to provide a pedestrian crossing on the 287 bypass as well as other projects.

Mr. Fox reported he has reviewed the proposed county comments to the Carbon County Council of Governments regarding Industrial Siting procedures for large projects.

Clerk Bartlett reported that Rocky Mountain Power cancelled and would like to reschedule at the next meeting when all commissioners can be present.

Commissioner Johnson moved to authorize the Chairman's signature on the memo prepared by Sid Fox to the Carbon County Council of Governments regarding the Industrial Siting proposed rule amendments. Commissioner Jones seconded and the motion carried unanimously.

Road & Bridge

Bill Nation, Road & Bridge Superintendent reported his staff is performing equipment maintenance as needed and other area work. The Congestion Mitigation Air Quality grant project is completed

Commissioners

Commissioner Glode moved to adopt the Wyoming Intra-County Mutual Aid Agreement. Commissioner Jones seconded and Commissioner Glode asked about listing the authorized representatives. The agreement calls for the Emergency Management Coordinator to be the primary contact and she proposed appointing the County Fire Warden as the secondary contact and included this in her motion. Commissioner Jones accepted this amendment. The motion carried unanimously.

The BOCC had a discussion whether to approve or deny DKRW's request to delay their Bi-Annual Meeting until January 5, 2016. Commissioner Chapman would like to allow the request noting that at this point it will not make a difference. Commissioner Jones stated the story on why the delay is requested has changed. She added this is an order and the only ones that can grant permission to do this is the Industrial Siting Council (ISC) and according to a representative in the Department of Environmental Quality's office they knew nothing of the request to delay this. The county's opinion carries no weight with ISC and she feels this is a moot point. The BOCC determined it is not the county's authority to grant permission and this should be the response to DKRW's request through Attorney Davis.

Commissioner Jones moved to authorize the Chairman's signature on a letter to Mary Throne representing DKRW and copy the Industrial Siting Council regarding DKRW's request to delay its Bi-Annual Meeting. Commissioner Glode seconded and the motion carried unanimously.

Clerk Bartlett asked the BOCC if they would like a dating policy added to the county's personnel policy. After discussion the BOCC determined they would like to at least review a proposed policy.

CITIZEN / COMMISSIONERS DISCUSSION

Commissioner Glode reported the Wyoming County Commissioners Association talked about the new local government funding and the Madden proposal and the fact that the County Treasurers didn't know about this. She committed to better communication with other elected officials.

Courtney Nye appeared to clarify her understanding of allowing Civeo to remain using Skyline Acres. She thought that Civeo was to find alternative solutions. Chairman Espy reported that one of the private property owners Civeo had approached does not want to work with them any longer. Chairman Espy reported the county is looking into changing the zoning from heavy industrial to light industrial. Mr. Fox reported that Civeo has not applied to continue use of the property yet however he anticipates this will occur.

Ms. Nye stated her concern of whether or not increased power would only help Civeo at Skyline Acres or others. She also thought Civeo was approved for a man camp within Rawlins City Limits. Chairman Espy explained the power upgrade is to assist with marketability of the property. The power issue started with a request from Snowflake Trucking to access the power from the county's lots. Ms. Nye encouraged the board to not allow man camps at that property and halt any future use for this purpose. Mr. Fox reported if Civeo applies for a conditional use permit then adjacent property owners will be notified and allowed to comment.

ADJOURNMENT

Commissioner Johnson moved to adjourn the meeting at 10:54 a.m. Commissioner Jones seconded and the motion carried unanimously.

A regular meeting of this Board will be held January 19, 2016 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 or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.