

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, January 19, 2016  
County Courthouse, Rawlins, Wyoming**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, January 19, 2016 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.

**ADDITIONS / CORRECTIONS**

There were no additions or corrections to the agenda.

**VOUCHERS**

Commissioner Chapman moved to approve the report of expenditures in the amount of \$275,764.28. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Chapman moved to approve a bill to Sunrise Sanitation for \$65.00. Commissioner Johnson seconded and the motion carried with all voting for the motion except Commissioner Jones who abstained due to a personal conflict.

Commissioner Chapman moved to approve bills to Rawlins Automotive for \$685.97 and True Value of Rawlins for \$155.63 for an aggregate total of bills paid today of \$276,670.88. 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
AIT LABORATORIES	TESTING SERVICES	\$125.00
ALSCO, AMERICAN LINEN DIVISION	SHOP TOWELS/RUGS/SOAP	\$279.00
BAGGS, TOWN OF	WATER/SEWER/DEC 2015 RENT	\$170.80
BANGS, DANIELLE	MILEAGE	\$84.50
BEACH, HOMER	RYAN PARK FH SNOW REMOVAL	\$350.00
BEST WESTERN COTTONTREE	LODGING/MEALS	\$330.91
BI INC.	ELECTRONIC MONITORING SERVICES	\$2,801.50
BIG SKY COMMUNICATIONS INC	NOISE CANCELLING HEADSETS	\$264.00
BLAKEMAN PROPANE	PROPANE	\$345.92
BOB BARKER COMPANY, INC.	PERSONAL HYGIENE SUPPLIES/PENS	\$473.05
BOMGAARS SUPPLY	ASSORTED SUPPLIES	\$215.21
BROWN, AMANDA	MARKERS/SUPPLIES	\$41.39
BRUCO, INC	FLOOR FINISH	\$207.71

CARBON CTY COUNCIL OF GVNMTS	2016 DUES	\$200.00
CARBON CTY ECONOMIC DEVELOPMT	JAN 2016 RENT	\$2,400.00
CARBON COUNTY SENIOR SERVICES	3RD QUARTER MATCHING	\$65,000.00
CARBON COUNTY TREASURER	VARIOUS CASH ITEMS	\$3,340.15
CARBON COUNTY YOUTH CRISIS CTR	DEC 15 CSBG	\$9,983.90
CARBON POWER & LIGHT INC	ELECTRIC SERVICE	\$2,195.44
CBM FOOD SERVICE	JAIL FOOD	\$7,044.76
CDW GOVERNMENT, INC.	BLDGS & GROUNDS OFFICE IT SUPPLIES	\$1,278.88
CENTURYLINK	PHONE SERVICE	\$6,573.70
CENTURYLINK-PHOENIX	PHONE SERVICE	\$767.14
CHARTER COMMUNICATIONS	CABLE/INTERNET	\$849.00
CHIEF LAW ENFORCEMENT SUPPLY	UNPAID SHIPPING ON ORDER	\$13.90
CNA SURETY	BONDS FOR COMMISSIONERS	\$255.00
COMMUNITY RESOURCE CENTER	PH DUES & SUBSCRIPTIONS	\$50.00
CORTHELL AND KING, P.C.	JV-2015-20-CP PROFESSIONAL FEES	\$540.39
COWBOY SUPPLY HOUSE	CLOROX WIPES	\$102.63
DAILY TIMES	NEWSPAPERS/ADVERTISING	\$1,456.02
DALLIN MOTORS INC	OIL CHANGE/WIPER BLADES	\$83.77
DEVINE LAW	LEGAL SERVICES	\$3,888.75
DOI/BLM	FIRE CONTRACT SERVICES 2016	\$500.00
DRUMMOND REFRIGERATION LLC	REFRIGERATOR REPAIR	\$155.00
DUBOIS TELEPHONE EXCHANGE	PHONE SERVICES	\$1,449.79
ELK MOUNTAIN, TOWN OF	WATER/SEWER/RENT	\$3,053.00
EMERGENCY MEDICAL PRODUCTS	FIRE PROTECTION EQUIP	\$229.92
ENCAMPMENT, TOWN OF	WATER/SEWER	\$83.00
FLEXSHARE BENEFITS	Dec-15	\$2,461.91
FREMONT MOTORS – RAWLINS	VEHICLE REPAIRS	\$4,678.12
FRITZ WELDING & MACHINE, INC.	FC-403 REPAIR	\$135.12
GALLS/QUARTERMASTER	SWEATER/LS ZIPPERED SHIRTS	\$152.99
GCR ELECTRONICS, LLC	RADIO TECH RENT/LEASE	\$1,200.00
GOLDEN, MARY	MILEAGE/MEALS	\$123.55
GRAINGER	WATER COOLER REPAIR PART/BATTERIES	\$73.01
HANNA, TOWN OF	WATER/SEWER	\$163.40
HERRING, PAUL	DRY PLATE/ OIL	\$251.76
HIGH DESERT WELDING & MACHINE	R&B MAINT & REPAIR HVY EQUIP PARTS	\$107.78
J H KASPAR OIL COMPANY	FUEL	\$4,394.66
JACKALOPE PRINTING	NOTARY STAMP- BLACK	\$19.75
JERRY'S DONUTS	JURY DONUTS	\$43.96
JOHNSTON, RANAE	MILEAGE	\$13.50
KALUZNY, EMILY	EBOLA TABLETOP SUPPLIES	\$70.93
KILBURN TIRE COMPANY	VEHICLE REPAIRS	\$782.10
KING SOOPERS CUSTOMER CHARGES	SUPPLIES	\$541.20
KIRSCH, ARCHIE P	HEALTH SERVICES	\$1,300.00
MADER, TSCHACHER, PETERSON	AUDIT	\$4,500.00

MEDICINE BOW HEALTH CENTER	QUARTERLY PAYMENT	\$15,000.00
MEDICINE BOW, TOWN OF	WATER/SEWER	\$160.00
MERCEDES TRANSCRIPTION, INC	TRANSCRIPTION SERVICE	\$218.90
MOORE MEDICAL CORP.	JAIL MEDICAL SUPPLIES	\$705.43
MORLAN, LINDA	DEC SNOW REMOVAL	\$60.00
MPM CORP / EVERGREEN DISPOSAL	TRASH SERVICE	\$120.00
MY OFFICE ETC.	PAPER/GLUE/INK/ENVELOPES/FOLDERS	\$507.85
NEVE'S UNIFORMS	BODY ARMOR/FREIGHT CHARGE	\$4,556.00
NORCO, INC.	CYLINDER RENTAL	\$777.39
O'REILLY AUTO PARTS	WIPER BLADES	\$52.97
PERKINS OIL CO	FUEL	\$1,535.09
PERUE PRINTING	MIRANDA RIGHTS HANDOUTS	\$110.00
PICKETT, CHAD	MILEAGE	\$40.20
PRAIRIE DOG ELECTRIC, LLC	BALLASTS/LAMPS	\$285.21
QUEST DIAGNOSTICS	TESTING SERVICES	\$92.00
QUESTAR GAS	GAS SERVICE	\$234.49
QUILL CORPORATION	USB DRIVE/BATTERIES	\$33.94
RAWLINS AUTOMOTIVE	VARIOUS VEHICLE REPAIR ITEMS	\$685.97
RAWLINS, CITY OF	WATER/SEWER	\$177.00
REIS ENVIRONMENTAL	O2 SENSOR	\$222.39
RICOH USA INC	ADDITIONAL COPY FEES/COPIERS	\$13,992.90
ROCKY MOUNTAIN POWER	ELECTRIC SERVICE	\$2,063.67
RYAN ELECTRONICS INC	MTCE CONTRACT 2016/MAINTENANCE	\$5,511.45
SARATOGA AUTO PARTS, INC.	VARIOUS REPAIR ITEMS	\$481.64
SARATOGA SUN	ADVERTISING FEES	\$1,198.02
SARATOGA, TOWN OF	WATER/SEWER	\$126.10
SER CONSERVATION DISTRICT	WINTER WORKSHOP	\$25.00
SNAKE RIVER PRESS	NOTICE OF VACANCY AD	\$72.00
SOUTH CENTRAL WY EMS	QUARTERLY PAYMENT	\$12,500.00
STODDARD, CURTIS T.	DENTAL SERVICES	\$922.00
SUNRISE SANITATION SERVICE, LLC.	TRASH SERVICE	\$65.00
TANDAN SANITATION SERVICES	TRASH SERVICE	\$80.00
TERMINIX	MONTHLY SERVICE	\$161.00
THOMSON REUTERS-WEST PYMT CTR	ATTORNEY DUES & SUBSCRIPTIONS	\$890.96
TRADING POST	FUEL	\$177.78
TRUE VALUE OF RAWLINS	VARIOUS MAINTENANCE SUPPLIES	\$155.63
TYLER TECHNOLOGIES, INC	IDOC & ITAX WEB HOSTING FEES	\$275.63
U S POSTMASTER-RAWLINS	PO BOX RENEWAL	\$50.00
UNION TELEPHONE COMPANY	PHONE SERVICES	\$3,510.32
US BANK	ASSORTED CHARGES	\$5,173.80
US BANK TRUST N.A.	ADMIN FEE	\$550.00
V-1 PROPANE	PROPANE	\$4,791.90
VALLEY OIL COMPANY	FUEL	\$1,287.57
VAN'S WHOLESALE LLC	SUPPLIES	\$659.47

VERIZON WIRELESS	CELL PHONE SERVICE	\$622.16
VOIANCE LANGUAGE SERVICES LLC	INTERPRETATION SERVICES	\$52.50
WILLADSON, ANNIE	DEC 2015 SNOW REMOVAL	\$540.00
WILLIE, O.R.	MILEAGE	\$45.00
WIMPENNY, ROBERT G DDS	DENTAL SERVICES	\$900.00
WY BEHAVIORAL INSTITUTE	ADMIN EMERGENCY DETENTIONS	\$3,425.00
WY BRAND INDUSTRIES	PAPER PRODUCTS	\$234.20
WY CTY COMMISSIONER'S ASSOC	CONF. REG FEE	\$200.00
WY DEPT OF HEALTH	2009 CHEVY MALIBU	\$127.00
WY DEPT OF TRANSPORTATION	R & B MTCE CONTRACT SERVICES	\$44,818.25
WY DIESEL SERVICE	RADIATOR CLEANING	\$172.50
WY MACHINERY COMPANY	EQUIPMENT MAINTENANCE	\$3,626.32
WY PUBLIC HEALTH LABORATORY	TESTING SERVICES	\$112.00
WY SECRETARY OF STATE	NOTARY COMMISSIONS	\$60.00
WY STATE 4-H FOUNDATION	WAE4HA/NAE4HA MEMBERSHIP DUES	\$100.00
WY STATE FIRE ADVISORY BOARD	FIRE DUES & SUBSCRIPTIONS	\$300.00
WY STATE FIREMAN'S ASSOCIATION	FIRE EXP MEDICAL PROTECTION	\$154.00
WY WASTE SERVICES-RAWLINS	TRASH SERVICE	\$1,508.64
YAMPA VALLEY ELECTRIC	ELECTRIC SERVICE	\$959.77
YOUNG, CHARLES MD	MEDICAL SERVICES	\$250.00
GRAND TOTAL		\$276,700.88

## **CONSENT AGENDA**

Commissioner Johnson moved to approve the consent agenda after removing the January 5, 2016 regular meeting minutes. Commissioner Glode seconded and Clerk Bartlett reported the following were included in the consent agenda today. Bonds for Eileen Keller, Patricia Bentsen, Diane Morris, Norma P. Chavez and Sadie Martinez, Deputy Treasurers for Carbon County all in the amount of \$10,000.00; a bond for Doreen Harvey, Clerk/Treasurer for the Town of Encampment in the amount of \$25,000.00; bond for Mark Kostovny, Board Member for Memorial Hospital of Carbon County in the amount of \$25,000.00; bond for Alethea M. Foster, Clerk/Treasurer for the Town of Baggs in the amount of \$50,000.00; bond for Joseph Gaspari, Treasurer for Carbon County School District #2 in the amount of \$50,000.00; and Clerk of District Court receipts for \$2,304.48. The motion carried unanimously.

Commissioner Johnson moved to approve the minutes and report from the board's January 5, 2016 meeting and publish the full minutes (the report) rather than just the action item minutes. Commissioner Glode seconded and the motion carried unanimously.

## **ELECTED OFFICIALS / DEPARTMENT HEADS**

### **Attorney**

Ashley Davis, Deputy County Attorney discussed a Rocky Mountain Power Easement for Snowflake Trucking. She noted that there were two widths discussed and she asked if the board had a preference of either 7.5' or 15', whether they wanted it underground or overhead and where on the property the board wanted this. There was discussion of whether or not an overhead line would devalue the county's property. Sid Fox, County Planning Director felt it won't devalue it and provides flexibility for future utilities and might actually add some value.

Commissioner Johnson moved to authorize the Chairman's signature on a Right of Way Agreement for a 15' overhead power easement for Snowflake Trucking. Commissioner Chapman seconded and Mr. Nation asked that the overhead line be high enough so that plow equipment can be hauled through and that in the future industrial loads can be hauled through as well. Commissioner Johnson amended his motion to reflect that signature is contingent upon appropriate language being inserted to ensure the appropriate height of the overhead powerline will be high enough to meet industrial needs. The motion carried unanimously.

Attorney Davis asked if the BOCC would charge a fee and after discussion the BOCC determined that it would like a drop onto county property of an allowance to be able to tie into the line in the future. Attorney Davis will work on the matter.

Commissioner Johnson moved to table the previous motion until the next meeting. Commissioner Glode seconded and the motion carried unanimously.

Attorney Davis presented a letter to the Town of Medicine Bow regarding the amendment to the South Central Wyoming Emergency Medical Services Joint Powers Agreement. She understands that all other agencies are reviewing the letter for each of their signatures currently. The letter basically encourages Medicine Bow to sign the amendment without any further changes. Riverside, Encampment and Elk Mountain have already signed this letter and others will be reviewing it soon. Medicine Bow has requested all the entities go to Medicine Bow next week for a group meeting however according to Commissioner Jones, some other members apparently don't feel like that would be a good use of time.

Commissioner Jones moved to authorize the Chairman's signature on a letter from Carbon County to the Town of Medicine Bow regarding the amendment to the South Central Wyoming Emergency Medical Services Joint Powers Agreement amendment. Commissioner Glode seconded and the motion carried unanimously.

Commissioner Johnson felt like attending the meeting called by Medicine Bow may be helpful and suggested the BOCC should encourage other entities to attend.

Attorney Davis discussed Wyolink, reporting that she was contacted by Ryan Electronics and presented an application for Wyolink for various county agencies rather than just the Sheriff's Office.

Commissioner Glode moved to approve the Chairman's signature on the Wyolink and Wyoming Mutual Aid Application for System Access or New Talkgroup for law enforcement, fire

department, communications center, emergency management, and road & bridge. Commissioner Chapman seconded and the motion carried unanimously.

Attorney Davis asked if the BOCC would like her to look at potential amendments to the procurement policy. The BOCC asked her to review the policy. She also suggested the county make a fiscal policy at the same time and the BOCC agreed. Clerk Bartlett asked that she and Treasurer Baldwin as well as the county's auditors be involved in both.

## **IT**

Matt Webster, IT Director presented an agreement for a new copier to be located in the Buildings & Grounds office noting the new lease is for 48 months and less than current costs. There was discussion of whether or not the office needs their own copier and the cost savings. Clerk Bartlett suggested purchasing a small all-in-one unit instead and that the Buildings & Grounds office could go to the Planning Department when they have large copy jobs and the BOCC agreed.

Mr. Webster reported that parts of the county switched to the new internet connection recently and it is working well.

## **Road & Bridge**

Bill Nation, Road & Bridge Superintendent presented a modification to the agreement for the Sage Creek Road, to extend the period of performance as the project was not completed by the original date.

Commissioner Jones moved to approve the Federal Highway Administration Federal Lands Highway Agreement DTFH68-14-E-00142 Modification #001 to extend the period of performance for the Sage Creek Road from August 26, 2014 to December 31, 2016, a no cost modification. Commissioner Chapman seconded and the motion carried unanimously.

## **Planning & Development**

Sid Fox, County Planning Director reported that in addition to Rocky Mountain Power's cost for the powerline at Skyline Acres there would be the cost of a contractor to do part of the work and Carbon County Economic Development is working on obtaining this quote.

## **Treasurer**

Cindy Baldwin, County Treasurer reported she submitted a bankruptcy claim for Escalara. The county's portion is \$422,758.65 and while she believes we will eventually receive this she doesn't know when.

## **Clerk**

Gwynn Bartlett, County Clerk presented a letter of support for the Carbon County Counseling Center for fiscal year 2017 funding application.

Commissioner Glode moved to approve a letter of support to the Wyoming Department of Health to support the Carbon County Counseling Center's fiscal year 2017 funding application. Commissioner Johnson seconded and the motion carried unanimously.

Clerk Bartlett discussed meal reimbursement for federal, state and local government employees.

## **Commissioners**

Attorney Davis reported there is an incorrect statutory reference in the Memorandum of Understanding and suggested the BOCC line through it or return the document for correction.

Commissioner Glode moved to approve the Memorandum of Understanding between the Department of the Interior, Bureau of Land Management, and The Board of Carbon County Commissioners as a Cooperative Agency for the Lost Creek Uranium *In-Situ* Recovery Project Modifications Environmental Impact Statement noting there was a correction in the document to a statutory reference. Commissioner Chapman seconded and the motion carried unanimously.

## **CITIZEN/COMMISSIONERS DISCUSSION**

Commissioner Johnson suggested meeting with the county's legislators to discuss the upcoming session. Commissioner Chapman agreed however Commissioner Glode disagreed and felt recently this was not productive. There was further discussion.

The BOCC discussed possibly purchasing chairs for them and furniture for the Carbon Building meeting room. It was determined they would wait until the end of the fiscal year to see what the county's financial position is.

Chairman Espy reported he will be attending a public lands initiative meeting in Lander January 26.

## **EXECUTIVE SESSION**

Commissioner Johnson moved to go into executive session at 10:27 a.m. with Attorney Ashley Davis, Clerk Bartlett, Sid Fox and Sheriff Colson to discuss personnel or potential litigation and other matters considered confidential by law. Commissioner Chapman seconded and the motion carried unanimously.

Sheriff Colson and Sid Fox left the session at 10:52 a.m. and Bill Nation joined the session then left at 11:24 a.m.

Commissioner Chapman moved to come out of executive session at 11:32 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Johnson seconded and the motion carried unanimously.

### **CLAIM**

Commissioner Glode moved to authorize the Chairman's signature on a letter to deny a claim against the county dated January 4, 2016. Commissioner Chapman seconded and the motion carried unanimously.

### **BUILDINGS & GROUNDS**

Chairman Espy and Commissioner Chapman reported they interviewed candidates for the Buildings & Grounds Manager position recently and reported that one gentleman was impressive for a number of reasons.

Commissioner Chapman moved to make an offer for the Buildings & Grounds Manager position effective immediately. Commissioner Jones seconded and the motion carried with all voting for the motion except Commissioner Johnson who voted against the motion.

### **RECESS**

Chairman Espy called a recess at 11:00 a.m. and reconvened at 1:00 p.m.

### **BUDGET WORKSHOP**

Chairman Espy announced that the county's budget situation for next year looks bleak and encouraged everyone in attendance to find ways now of cutting funds to assist with a carryover for next fiscal year. The BOCC encouraged boards and departments to work on cutting approximately 30% out of their budget. Clerk Bartlett encouraged departments to thoroughly examine their budgets for savings and to try to rearrange duties if someone leaves and not replace positions. Treasurer Baldwin reported on a couple large taxpayer bankruptcies that have been filed and her hopes that the county and other levying agencies will receive their funds. There was further discussion of cost savings measures from various individuals.

### **LIBRARY**

The BOCC discussed library cleanliness and other library issues with the Library Board and the interim director of the library and noted the library was "extremely happy" with the cleanliness of the Rawlins Library. The BOCC discussed doors and Commissioner Chapman asked for a list of the issues for each library and it was agreed that the BOCC will get a quarterly list of the problem areas. The interim director reported the library in Saratoga was closed Thursday due to safety issues with the doors and has asked for an inspection by the State Fire Marshal before it would reopen. Commissioner Jones noted that County Fire Warden John Rutherford is qualified to do an inspection and is working with the State Fire Marshal and asked that the Board reconsider closing the library. There was a discussion that the Library Board is the only one that

can close a library. The BOCC agreed they should have been made aware before the library was closed and the State Fire Marshal was called. Commissioners Glode and Jones advised they will be at the library tomorrow to look at the doors.

### **CLERK**

Clerk Bartlett asked the BOCC if they wanted any follow up with any departments or anybody on any budgetary items. The BOCC decided to wait until after further information comes out of the legislative session.

### **ADJOURNMENT**

Commissioner Johnson moved to adjourn the meeting at 2:48 p.m. Commissioner Jones seconded and the motion carried unanimously.

A regular meeting of this Board will be held February 16, 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](http://www.carbonwy.com) or by calling the Clerk's Office at (307) 328-2668 or 1-800-250-9812.