

**REPORT TO THE  
MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Monday July 17, 2017  
Carbon County Courthouse, Rawlins, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Monday, July 17, 2017 at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman John Johnson; Vice Chairman Lindy Glode; Commissioners Leo Chapman, John Espy and Sue Jones. Vice Chairman Glode was present via telephone.

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

**ADDITIONS / CORRECTIONS**

There were no changes to the agenda.

**VOUCHERS**

Commissioner Chapman moved to approve the report of expenditures in the amount of \$416,320.64. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Chapman moved to approve payment to Sunrise Sanitation for \$65.00. Commissioner Espy 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 payment to Rawlins Automotive for \$914.39, Shively Hardware for \$156.44 and True Value of Rawlins for \$1,420.13 for an aggregate total of bills paid today of \$418,876.60. Commissioner Jones seconded and the motion carried with all voting for the motion except Commissioner Glode who abstained due to personal conflicts.

|                                |            |                     |
|--------------------------------|------------|---------------------|
| ALSCO, AMERICAN LINEN DIVISION | \$90.92    | SHOP SUPPLIES       |
| APG MEDIA OF THE ROCKIES       | \$2,370.50 | VARIOUS ADVERTISING |
| BAGGS ASSISTED CARE            | \$5,557.60 | REFUND GRANT MATCH  |
| BAGGS, TOWN OF                 | \$279.03   | RENT/WATER & SEWER  |
| BANGS, DANIELLE                | \$269.46   | MEALS/MILEAGE       |
| BANK OF COMMERCE (ACH)         | \$382.51   | CHECK REGISTERS     |
| BEHRMANN, ELEANOR              | \$48.00    | MILEAGE             |
| BI INC.                        | \$604.50   | MONITORING SERVICES |
| BOB BARKER COMPANY, INC.       | \$88.55    | JUICE               |
| BOMGAARS SUPPLY                | \$7.60     | SCREWS              |
| BUCHANAN, KAREN                | \$70.80    | MILEAGE             |
| BUILD RITE LUMBER SUPPLY       | \$4,144.59 | BUILDING MATERIALS  |
| CALLISON, TOM                  | \$33.60    | MILEAGE             |

|                                      |              |                                   |
|--------------------------------------|--------------|-----------------------------------|
| CANDY MOUNTAIN                       | \$305.00     | TRUCK NUMBERS/GATORADE & WATER    |
| CARBON COUNTY VETERINARY HOSPITAL    | \$20.30      | DOG FOOD                          |
| CARBON POWER & LIGHT INC             | \$1,588.00   | ELECTRIC SERVICE                  |
| CASPER WINNELSON CO                  | \$163.51     | PLUMBING SUPPLIES                 |
| CBM FOOD SERVICE                     | \$10,205.52  | JAIL MEALS                        |
| CHARTER COMMUNICATIONS               | \$120.38     | JAIL CABLE                        |
| COWBOY CHEMICAL                      | \$535.00     | LAUNDRY SUPPLIES                  |
| COWBOY SUPPLY HOUSE                  | \$617.78     | PAPER PRODUCTS                    |
| DAILY TIMES                          | \$298.68     | SUBSCRIPTION RENEWAL/JAIL PAPERS  |
| DALLIN MOTORS INC                    | \$50,456.13  | PATROL TRUCKS/VEHICLE MAINTENANCE |
| DBT TRANSPORTATION SERVICES LLC      | \$1,667.44   | MAINTENANCE/WEATHER SERVICES      |
| DELEON, JOHN                         | \$2,063.25   | LEGAL SERVICES                    |
| DEPARTMENT OF HEALTH                 | \$176.00     | VEHICLE RENTAL PAYMENT            |
| DRUMMOND REFRIGERATION LLC           | \$573.45     | WASHER REPAIRS                    |
| ELK MOUNTAIN CONOCO                  | \$504.39     | FUEL                              |
| ELK MOUNTAIN, TOWN OF                | \$53.00      | WATER/SEWER                       |
| ENGSTROM, JAMES D. DDS               | \$2,500.00   | DENTAL SERVICES                   |
| ERICKSON & ROBERTS                   | \$185.00     | LEGAL SERVICES                    |
| EZELL, ANNE-TERRI                    | \$25.80      | MILEAGE                           |
| FLEXSHARE BENEFITS                   | \$10,612.58  | MEDICAL CLAIMS                    |
| FRITZ WELDING & MACHINE, INC.        | \$104.76     | FAIR KITCHEN WELDING SVCS         |
| GALLS/QUARTERMASTER                  | \$93.95      | UNIFORM SUPPLIES                  |
| GCR ELECTRONICS, LLC                 | \$1,200.00   | SITE RENTALS                      |
| GOLDEN, MARY                         | \$14.24      | REIMBURSEMENTS                    |
| GRAINGER                             | \$263.40     | BATTERY / FUSES                   |
| GRAPHIC SPORTS                       | \$32.95      | NOTARY STAMP                      |
| H.B. LEE CONSTRUCTION                | \$193,491.90 | ROAD PROJECT & RETAINAGE          |
| HAGOOD, VICKI                        | \$14.00      | MILEAGE                           |
| HANNA, TOWN OF                       | \$208.04     | WATER/SEWER                       |
| HAPPY TAILS                          | \$46.00      | DOG BOARDING                      |
| HEIMAN FIRE DEPARTMENT               | \$108.50     | FIRE PROTECTION EQUIP             |
| HIGH DESERT WELDING & MACHINE LLC    | \$44.12      | WELDING SERVICES                  |
| INTERNATIONAL ACADEMICS OF EMERGENCY | \$5.00       | MAIL IN QUIZ-SIKES                |
| J H KASPAR OIL COMPANY               | \$7,654.37   | FUEL                              |
| JOHN E. REID AND ASSOCIATES INC.     | \$575.00     | INTERVIEW/INTERROGATION TRAINING  |
| JOHNSTON, RANAE                      | \$32.00      | MILEAGE                           |
| KENCO SECURITY AND TECHNOLOGY        | \$37.00      | MONITORING SERVICES               |
| KILBURN TIRE COMPANY                 | \$958.64     | VEHICLE MAINTENANCE               |
| KING SOOPERS CUSTOMER CHARGES        | \$69.11      | WIPES/KITCHEN SUPPLIES            |
| L N CURTIS & SONS                    | \$215.02     | HEX ADAPTER/CAP W/CHAIN           |
| MATTHEW BENDER & CO, INC.            | \$3,707.84   | WY COURT RULES & STATUTES         |
| MEDICINE BOW, TOWN OF                | \$190.50     | WATER/SEWER                       |

|                                    |             |  |
|------------------------------------|-------------|--|
| MEMORIAL HOSPITAL OF CARBON COUNTY | \$28,667.25 | MEDICAL SERVICES                         |
| MERCEDES TRANSCRIPTION, INC        | \$74.69     | TRANSCRIPTION SERVICES                   |
| MERSEAL LAW, LLC                   | \$250.00    | LEGAL SERVICES                           |
| MOORE MEDICAL CORP.                | \$171.26    | JAIL MEDICAL SUPPLIES                    |
| MOSS, BARBARA                      | \$64.20     | MILEAGE                                  |
| MPM CORP / EVERGREEN DISPOSAL      | \$120.00    | TRASH SERVICE                            |
| MY OFFICE ETC.                     | \$170.72    | OFFICE SUPPLIES                          |
| NATIONWIDE                         | \$50.00     | NOTARY BOND CD 7900455810                |
| NEWMAN TRAFFIC SIGNS               | \$41.38     | SPEED LIMIT SIGNS                        |
| NORCO, INC.                        | \$811.17    | CYLINDER RENTAL                          |
| OFFICE DEPOT                       | \$471.64    | OFFICE SUPPLIES                          |
| O'REILLY AUTO PARTS                | \$4.79      | WIPER FLUID                              |
| PERKINS OIL CO                     | \$2,055.13  | FUEL                                     |
| PHILLIPS 66-CONOCO-76              | \$37.08     | FUEL                                     |
| PITNEY BOWES                       | \$339.98    | RED INK                                  |
| PLUS ELECTRIC INC.                 | \$4,203.13  | MATERIALS/ELECTRICAL WORK                |
| PROFESSIONAL OXYGEN SUPPLY         | \$20.00     | TANK REFILLS                             |
| PUBLIC SAFETY CENTER, INC          | \$284.70    | EXAM GLOVES                              |
| QUESTAR GAS                        | \$57.98     | HEATING FUEL                             |
| QUILL CORPORATION                  | \$123.50    | OFFICE SUPPLIES                          |
| RACO INDUSTRIES                    | \$290.06    | LABELS                                   |
| RAWLINS AUTOMOTIVE                 | \$914.39    | VEHICLE MAINTENANCE SUPPLIES             |
| RAWLINS EASTSIDE CARWASH           | \$59.40     | CAR WASHES                               |
| ROD'S BACKHOE SERVICES, INC        | \$21,150.00 | RYAN PARK FD SITE PREP                   |
| RYAN ELECTRONICS INC               | \$11,076.72 | CONTRACT FEE/PATROL TRUCK<br>ELECTRONICS |
| S/D, INC.                          | \$1,644.08  | FAIRGROUNDS KITCHEN SUPPLIES             |
| SAGE CREEK EXCAVATING              | \$540.00    | RYAN PARK SITE PREP                      |
| SARATOGA AUTO PARTS, INC.          | \$202.96    | VEHICLE MAINTENANCE SUPPLIES             |
| SARATOGA SUN                       | \$2,056.25  | ADVERTISING                              |
| SARATOGA, TOWN OF                  | \$133.96    | WATER/SEWER                              |
| SCHAEFFER MFG CO                   | \$1,017.50  | OIL                                      |
| SECURITY TRANSPORT SERVICES, INC.  | \$2,331.45  | TRANSPORTATION SERVICES                  |
| SHAW, GAYLE                        | \$24.00     | MILEAGE                                  |
| SHEPARD'S                          | \$1,799.06  | FUEL                                     |
| SHIVELY HARDWARE                   | \$156.44    | VEHICLE/SHOP SUPPLIES                    |
| SQUIRREL TREE AUTOMOTIVE LLC.      | \$275.10    | VEHICLE MAINTENANCE/REPAIRS              |
| STAPLES ADVANTAGE                  | \$421.59    | OFFICE SUPPLIES                          |
| SUNRISE SANITATION SERVICE, LLC.   | \$65.00     | TRASH SERVICES                           |
| TANDAN SANITATION SERVICES         | \$80.00     | TRASH SERVICES                           |
| THOS. Y. PICKETT & CO., INC.       | \$5,500.00  | 2018 VALUATION CONTRACT PAYMENT          |
| TIGER MART                         | \$30.43     | FUEL                                     |
| TRADING POST                       | \$288.83    | GAS                                      |

|                                   |                     |                                     |
|-----------------------------------|---------------------|-------------------------------------|
| TRUE VALUE OF RAWLINS             | \$1,420.13          | PLUMBING SUPPLIES/BUILDING SUPPLIES |
| US BANK                           | \$1,262.93          | VARIOUS CHARGES                     |
| VALLEY OIL COMPANY                | \$315.15            | FUEL                                |
| VAN'S WHOLESALE LLC               | \$551.46            | JAIL SUPPLIES                       |
| VIP                               | \$180.00            | VEHICLE DETAILING                   |
| VOIANCE LANGUAGE SERVICES LLC     | \$12.75             | TRANSLATION SERVICES                |
| W.S. DARLEY                       | \$916.46            | VEHICLE REPAIR ITEMS                |
| WESTERN STATES FIRE PROTECTION CO | \$550.00            | SPRINKLER SYSTEM REPAIRS            |
| WESTERN TRUCK REPAIR              | \$176.46            | VEHICLE REPAIR ITEMS                |
| WEX BANK                          | \$650.49            | FUEL                                |
| WLC ENGINEERING                   | \$12,238.42         | SURVEYING SERVICES                  |
| WY DIESEL SERVICE                 | \$79.50             | VEHICLE REPAIR ITEMS                |
| WY LAW ENFORCEMENT ACADEMY        | \$302.50            | TRAINING                            |
| WY MACHINERY COMPANY              | \$5,214.68          | EQUIPMENT REPAIRS/CUTTING EDGE      |
| WY PUBLIC HEALTH LABORATORY       | \$503.00            | TESTING SERVICES                    |
| WY SECRETARY OF STATE             | \$30.00             | NOTARY CERTIFICATE ADAMS, BETTY     |
| YAMPA VALLEY ELECTRIC             | \$673.64            | ELECTRIC SERVICE                    |
| YOCUM, LEO                        | \$24.00             | MILEAGE                             |
| ZIRMED, INC                       | \$14.00             | CLAIMS                              |
| <b>Grand Total</b>                | <b>\$418,876.60</b> |                                     |

**CONSENT AGENDA**

Commissioner Espy moved to approve the consent agenda as presented. Commissioner Chapman seconded and the motion carried unanimously.

**Public Hearing – Adoption of FY 2017-2018 Budget**

Chairman Johnson opened a public hearing at 9:06 a.m. to hear about the fiscal year 2017-2018 budget. County Clerk Gwynn Bartlett reviewed the budget summary explaining that the levies are as follows: County General Fund 11.334 for a total of \$6,396,194.50, Museum .208 totaling \$117,382.08 and the Library .458 totaling \$258,466.30.

Chairman Johnson called for comments for or against the amendment. There being none, he closed the hearing at 9:07 a.m.

Commissioner Chapman moved to adopt Resolution 2017-12, Appropriations Resolution and Resolution 2017-13, a Resolution to Provide Income Necessary to Finance the Budget for fiscal year 2017-2018 and to authorize the Chairman to sign the final budget memo, final budgets for the Museum and Library. Commissioner Jones seconded and the motion carried unanimously.

**RESOLUTION NO. 2017 - 12  
APPROPRIATIONS RESOLUTION**

WHEREAS, on or before the 15th day of May 2017, the budget making authority, prepared and submitted to the Board a proposed county budget for the fiscal year ending June 30, 2018 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 Rawlins Daily times on July 7, 2017, 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, 2018.

BE IT FURTHER RESOLVED, that the following appropriations be made for the fiscal year ending June 30, 2018 and that the expenditures of each officer, department or spending agency be limited to the amount herein appropriated.

GENERAL FUND

|                                    |     |                 |
|------------------------------------|-----|-----------------|
| Grants                             | 341 | \$ 2,100,875.65 |
| County Commissioners               | 410 | \$ 147,550.00   |
| County Clerk                       | 420 | \$ 374,024.45   |
| County Boards                      | 425 | \$ 5,396.00     |
| County Treasurer                   | 430 | \$ 326,194.65   |
| County Assessor                    | 440 | \$ 335,049.00   |
| County Sheriff                     | 450 | \$ 1,752,486.30 |
| County Attorney                    | 460 | \$ 722,999.92   |
| Buildings & Grounds Administration | 470 | \$ 466,650.56   |
| Buildings & Grounds Utilities      | 471 | \$ 482,259.80   |
| Buildings & Grounds Maintenance    | 472 | \$ 145,369.00   |
| Dixon Airport                      | 473 | \$ 52,525.00    |
| County Coroner                     | 480 | \$ 129,357.00   |
| Extension Office                   | 490 | \$ 62,559.90    |
| Clerk of District Court            | 500 | \$ 224,124.56   |
| Information Technology             | 510 | \$ 599,148.00   |
| Jail                               | 522 | \$ 1,660,209.14 |
| Radio Tech                         | 523 | \$ 65,934.56    |
| Road and Bridge                    | 530 | \$ 1,036,203.10 |
| Road & Bridge Maintenance Fund     | 532 | \$ 3,207,085.25 |
| Elections                          | 550 | \$ 12,600.00    |
| Public Health                      | 560 | \$ 253,442.00   |
| Mental Health                      | 563 | \$ 53,002.89    |
| Administration                     | 570 | \$ 4,586,141.79 |
| Lease/Bonds                        | 571 | \$ 1,826,134.73 |
| Planning / GIS                     | 580 | \$ 191,962.90   |

|   |     |                         |
|---|-----|-------------------------|
| Fire Protection                         | 581 | \$ 291,975.59           |
| Emergency Management                    | 582 | \$ 29,000.00            |
| Outside Agencies                        | 584 | \$ 320,000.00           |
| Cash Reserve Fund                       | 595 | \$ 1,629,489.16         |
| <b>TOTAL General Fund Appropriation</b> |     | <u>\$ 23,089,750.90</u> |
| County Museum Board                     |     | \$ 249,157.08           |
| County Library Board                    |     | \$ 468,266.30           |
| <b>TOTAL APPROPRIATIONS</b>             |     | <u>\$ 23,807,174.28</u> |

Dated this 17<sup>th</sup> day of July, 2017.

Board of County Commissioners  
Carbon County, Wyoming

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

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

RESOLUTION NO. 2017 – 13

RESOLUTION TO PROVIDE INCOME NECESSARY TO FINANCE THE BUDGET

**WHEREAS**, on the 17<sup>th</sup> day of July, 2017 this Board adopted a County budget for the fiscal year ending June 30, 2018, calling for the following appropriations.

|              |                         |
|--------------|-------------------------|
| General Fund | \$ 23,089,750.90        |
| Museum       | \$ 249,157.08           |
| Library Fund | \$ 468,266.30           |
| <b>TOTAL</b> | <u>\$ 23,807,174.28</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 | \$ 6,396,194.50            | 11.334           |
| Museum       | \$ 117,382.08              | 00.208           |
| Library Fund | \$ 258,466.30              | 00.458           |
| <b>TOTAL</b> | <u>\$ 6,772,042.88</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, 2018.

Dated this 17<sup>th</sup> day of July, 2017.

Board of County Commissioners  
Carbon County, Wyoming

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

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

### **Mental Health**

Glenn Biggs, Mental Health Director presented a proposal for the state for Gatekeeping responsibilities so the state can prepare an agreement outlining these along with Patrick Gonzales of the Carbon County Counseling Center. The state requested the pair devise a proposal for providing gatekeeping services in Carbon County as we are unique by having a mental health professional on staff. Mr. Biggs verified he is comfortable with the proposed duties list.

Commissioner Espy moved to authorize the Chairman's signature on the Collaborative Gatekeeper Agreement with Carbon County Counseling Center and Glenn Biggs the county's Mental Health Examiner. Commissioner Jones seconded and the motion carried unanimously.

### **Democratic Party Chair**

Dave Throgmorton, Carbon County Democratic Party Chairman discussed the upcoming County Treasurer vacancy stating that the party intends to hold its meeting to select three qualified individuals to fill the vacancy on August 10. He mentioned they are down a number of precinct people however bylaws will allow for them to proceed. The Chairman asked if there is any way the party could have the meeting earlier due to the importance of this position. Mr. Throgmorton agreed to try to expedite the process if the other committee members agree.

Commissioner Espy moved to authorize the Chairman to sign a letter to the Carbon County Democratic Party notifying the party of the County Treasurer vacancy and ask the committee to act as fast as possible to fill the position due to the importance of the position. Commissioner Chapman seconded and the motion carried unanimously.

### **Fire**

County Fire Warden John Rutherford presented a resolution to establish fire restrictions for Carbon County and recommended the BOCC adopt such restrictions. He stated open fires are banned with the exception of established campgrounds. For industry, welding and other cutting operations are still allowed. Also, any fireworks permits that have been issued can be pulled. He warned that while private property owners can have fires if it were to cross to public or other lands, the private property owners would be responsible for suppression costs.

Commissioner Jones moved to adopt Resolution 2017-14, Establishing Fire Restrictions in Carbon County effective July 18, 2017 at 8:00 a.m. Commissioner Glode seconded and the motion carried unanimously.

**RESOLUTION NO. 2017-14**  
**ESTABLISHING FIRE RESTRICTIONS FOR CARBON COUNTY**

**WHEREAS**, based upon recommendation of the County Fire Warden, the Board of Carbon County Commissioners are empowered by Wyoming Statute §35-9-301 through §35-9-304 to close areas to fire when fire danger in the county is extreme because of drought, the presence of any excessive amount of flammable material or for any other sufficient reason; and

**WHEREAS**, the County Fire Warden has recommended restrictions on specified activities on all land within Carbon County; and

**WHEREAS** the Carbon County Fire Warden deems there is an extreme danger of fire throughout Carbon County because there is a presence of an excessive amount of flammable materials, extremely dry conditions and unseasonably high temperatures. The high fire danger is aggravated by open burning and the use of incendiary devices, the same being demonstrated by the guidelines below:

1. Wildland fires are impacting available suppression resources;
2. The Carbon County area is receiving a high occurrence of wildland fire;
3. Adverse fire weather is predicted to continue throughout Carbon County.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF CARBON COUNTY COMMISSIONERS;**

- 1) Effective July 18, 2017 at 8:00 A.M. until further notice of this Board, any open fire and discharge of a firearm using incendiary or tracer ammunition is prohibited on all land within Carbon County. The prohibition is subject to the following exceptions:
  - a) Trash or refuse burned between the hours of 6:00 p.m. and 8:00 a.m. inside containers equipped with spark arresters and are located within a cleared area that has at least ten (10) foot radius, and comply with all other laws and requirements.
  - b) Camp fires contained within an established fire ring at an established campground provided the fire is in compliance with BLM, Forest Service, and National Park Service regulations in effect at the time.
  - c) Charcoal fires within enclosed grills
  - d) Use of acetylene cutting torches or electric arc welder provided the torches or welders are used within cleared area with at least a ten (10) foot radius.
  - e) Propane or open fire branding activities provided the branding activities are conducted within a cleared area with at least a ten (10) foot radius.
  - f) Use of chainsaws provided the chainsaws have spark arresters properly installed and functioning.



- g) Federal, State or local fire or law enforcement officers participating in fire, emergency, and law enforcement activities.
- h) Public or private sponsored fireworks display which are coordinated and properly permitted with the County of Carbon / Carbon County Fire Warden or his designee.
- 2) Unimproved land is defined to mean cropland, agricultural land and undeveloped land which predominately remain in its natural forested or range condition.
- 3) The County Fire Warden shall promptly notify the Board of County Commissioners of any changes in the severity of the fire danger.

**BE IT FURTHER RESOLVED**, that penalties provided in Wyoming Statute §35-9-304 may be imposed for violations of this resolution; specifically, a fine not to exceed one hundred dollars (\$100.00) or imprisonment not to exceed thirty (30) days or both, to which may be added cost of restitution.

**BE IT FURTHER RESOLVED**, that the County Fire Warden shall immediately notify the Wyoming State Forester of the limitations provided for by this Resolution, as well as any and all Commissioners' Rules and Regulations and shall assist in public notification by posting the order and circulating it to all local media.

PASSED, APPROVED AND ADOPTED this 17<sup>th</sup> day of July, 2017

BOARD OF CARBON COUNTY COMMISSIONERS

By: -s- Willing John Johnson, Chairman

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

### **Library**

Jacob Mickelsen, Library Director reported the grand opening for the new Elk Mountain Library is tonight.

### **Buildings & Grounds**

Jim Piche, Buildings and Grounds Manager reported construction of the new kitchen facility at the fairgrounds is complete. Equipment is currently being installed. He thanked Sinclair for assisting with the entire project.

He mentioned that the tenant at the house at the fairgrounds requested to have a pet and per the lease he needs written permission.

The realtor board wants to apply for a \$5,000 grant for a welcome center by expanding the covered picnic area at the fairgrounds and they need a letter of support for the application to move forward. Mr. Piche stated the fair board is in favor of the project as well.

Commissioner Espy moved to authorize Chairman to sign a letter authorizing the tenant at 523 Rodeo St. to have one dog after review and approval by the BOCC. Commissioner Jones seconded and the motion carried unanimously.

## **Planning & Development**

Sid Fox, Planning Director reported he is still trying to recruit a GIS Specialist. Mr. Fox reviewed several upcoming projects and comments to projects.

Mr. Fox discussed the Sinclair Boat Club and that each lot has septic permits and leech fields and that the permits are valid for ten years and they are out of date. Mr. Fox is assisting to rectify the issue.

## **Road & Bridge**

Bill Nation, Road & Bridge Superintendent reported that by August of this year he would like bids out for the Sage Creek Road project to pave approximately 27 miles of this road. If bids are called for now and awarded October/November of this year, paving can begin spring 2018 with completion of this portion late Fall 2019. The highway department would then take this over for maintenance and the county would be left with 10 miles of forest road and 6 miles of county road.

Mr. Nation stated many contractors are contacting him about county road standards in light of PacifiCorp's upcoming improvements to a county road. Bids for that project are due around the end of July.

## **Buildings & Grounds**

Commissioner Chapman moved to authorize the Chairman's signature on a letter of support to the National Association of Realtors for a \$5,000 grant to be applied for by the Carbon County Board of Realtors to expand the covered picnic area at the Fairgrounds. Commissioner Jones seconded and the motion carried unanimously.

## **Attorney**

Deputy Attorney, Ashley Mayfield Davis reported the Department of Family Services and Department of Education Visually Impaired leases are still being negotiated and that Mr. Piche does not feel the carpet needs replaced but rather cleaned.

Attorney Davis presented a letter signed by Cal Rerucha County Attorney, strongly advising against the Museum's fundraiser project where someone would live on the roof. Based on review of the Governmental Claims Act and conversations with the WY Department of Workforce Services OSHA division, Mr. Rerucha stated the liabilities far outweigh any financial gain that could be achieved by the project. The BOCC agreed to follow the recommendation from Mr. Rerucha.

Commissioner Espy moved to deny the Museum's request to hold a fundraising event on the top of the Hugus Ferguson Building based on the recommendation of the County Attorney. Commissioner Chapman seconded and the motion carried unanimously.

## **Museum**

Kelly Bohanan, Museum Director asked if her request for living on the roof of the Hugus Ferguson building has been approved. This would be a project to raise funds for the new museum.

Deputy Attorney Ashley Davis reported on what she found out from OSHA and workers compensation relating to this fundraising event.

## **Cathy Macpherson**

Cathy Macpherson of Macpherson Kelly and Thompson provided her review of the Volunteer Policy. She noted the county's liability insurer has suggested public employers adopt volunteer policies and the clerk had recommended such a policy be adopted. She has been working on the document with Clerk Bartlett, County Fire Warden John Rutherford and County Sheriff Jerry Colson. The intent is to provide a written document to volunteers both current and future to follow during their volunteer relationship with the county.

Attorney MacPherson asked the BOCC for their suggested changes so it can be adopted at the BOCC's next meeting by resolution.

County Fire Warden John Rutherford noted there will be a separate document outlining procedures for fire volunteers in addition to the policy manual.

## **Treasurer**

County Treasurer Cindy Baldwin reported that this will be her last meeting and thanked the board and constituents for everything during her time as Treasurer.

## **Clerk**

County Clerk Gwynn Bartlett provided the Statement of Receipts and Expenditures for fiscal year 2016-2017 per W.S. 18-3-515 for approval noting expenditures were \$16,084,189.54 and receipts totaled \$16,328,148.44.

Commissioner Espy moved to authorize the Chairman's signature on the Statement of Receipts and Expenditures for fiscal year 2016-2017 to be published in the Rawlins Daily Times July 20, 2017 per W.S. 18-3-515. Commissioner Jones seconded and the motion carried unanimously.

Clerk Bartlett also presented an audit engagement letter outlining the county's audit services for the fiscal year ending June 30, 2017.

Commissioner Jones moved to authorize the Chairman's signature on the audit engagement letter with Anton Collins Mitchell LLP. Commissioner Glode seconded and the motion carried unanimously.

**Public Hearing – Adoption of Liquor License Rules**

Chairman Johnson opened a public hearing at 11:00 a.m. to hear about the proposed Liquor License Rules and Regulation Governing the Licensing of Liquor and Malt Beverage Sales. Clerk Bartlett explained the rules have always been contained in a resolution however the BOCC will now be adopting the rules by resolution but they will be a separate document adopted under the Administrative Procedures Act under Wyoming Statute. She stated notice of today’s hearing to consider these rules was advertised in the Rawlins Daily Times May 27, 2017 and that all current licensees were sent a copy of the proposed rules with their renewal applications including notice of today’s hearing.

Chairman Johnson called for comments for or against the rules. There being none, he closed the hearing at 11:02 a.m.

Commissioner Chapman moved to adopt Resolution 2017-15 Repealing Resolution 2016-21 and Adopting Rules and Regulation Governing the Licensing of Liquor and Malt Beverage Sales. Commissioner Espy seconded and Clerk Bartlett noted that the rules still contain a requirement for liquor liability insurance as she did not hear from Attorney Davis to remove the requirement. The motion carried unanimously.

**RESOLUTION NO. 2017- 15**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF CARBON, STATE OF WYOMING, REPEALING RESOLUTION 2016-21 AND ADOPTING RULES AND REGULATION GOVERNING THE LICENSING OF LIQUOR AND MALT BEVERAGE SALES**

**WHEREAS**, the Board of County Commissioners of the County of Carbon is the licensing authority for the unincorporated areas of Carbon County, Wyoming and the board intends to provide for the regulation and control of the sale, distribution, possession and traffic of alcoholic liquor and malt beverages through adoption of separate Rules and Regulations Governing the Licensing of Liquor and Malt Beverages; and

**WHEREAS**, the Board of County Commissioners of the County of Carbon has determined that it is in the best interest of the County to rescind Resolution No. 2016-21 and adopt rules pursuant to W.S. 16-3-101 through 112 and Title 12 of the Wyoming Statutes.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF CARBON, THAT** Resolution No. 2016-21 be rescinded and that the Rules and Regulations Governing the Licensing of Liquor and Malt Beverage Sales be adopted effective July 17, 2017.

All resolutions or parts of resolutions in conflict herewith are hereby repealed.

PASSED, APPROVED AND ADOPTED this 17<sup>th</sup> day of July, 2017

## BOARD OF CARBON COUNTY COMMISSIONERS

By: -s- Willing John Johnson, Chairman

Attest:

-s- Gwynn G. Bartlett, Carbon County Clerk

### **Commissioners**

Commissioner Jones presented the Dixon Airport Beacon and Grading Project Grant Agreement for approval. Wagner Construction was the successful bidder.

Commissioner Jones moved to authorize the Chairman's signature on the Dixon Airport Beacon and Grading Project Grant Agreement in the amount of \$177,068.03, state \$11,804.54 and local \$7,869.69 for Project #3-56-0038-016-2017. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Chapman thanked everyone who was involved with the budget.

Chairman Johnson reported that the agreement for fire response with Medicine Bow is signed and once their town attorney signs the agreement will be complete. He attended the gold wind conference recently.

Commissioner Glode discussed Senator Cale Case's recent letter to the editor about wind development and doesn't understand his concerns. She also reported August 3 the Revenue Committee is meeting in Thermopolis and while she can't go she encouraged others to go as wind tax will be discussed.

### **EXECUTIVE SESSION**

Commissioner Chapman moved to go into executive session at 11:28 a.m. with Gwynn Bartlett, Ashley Davis, and Tom Thompson to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 11:47 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Glode seconded and the motion carried unanimously.

### **Cobecon**

Rob Henderson of Cobecon presented an overview of the county's health plan and reviewed preliminary stop loss insurance numbers.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 12:28 p.m. Commissioner Chapman seconded and the motion carried unanimously.

A regular meeting of this Board will be held August 15, 2017 at 2:00 p.m. at the Baggs Higher Education Center, 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.