

**OFFICIAL MINUTES OF THE BOARD OF  
CARBON COUNTY COMMISSIONERS  
REGULAR MEETING  
Tuesday, May 1, 2018  
Carbon County Courthouse, Rawlins, WY**

The regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, May 1, 2018 at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were; Chairman John Johnson; Commissioners Leo Chapman, Bob Davis, John Espy and Sue Jones.

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 \$150,146.22. Commissioner Jones seconded and the motion carried unanimously.

ACME ELECTRIC COMPANY, LLC	\$166.56	ELECTICAL REPAIRS
ALSCO, AMERICAN LINEN DIVISION	\$50.05	SHOP SUPPLIES
AMERICAN PLANNING ASSOCIATION	\$437.00	18-19 MEMBERSHIP
BANGS, DANIELLE	\$14.50	MILEAGE
BANK OF COMMERCE (DEBIT CARD)	\$5,670.32	VARIOUS CHARGES
BI-RITE SPORTING GOODS	\$174.97	AMMUNITION/CASE
BLACK HILLS ENERGY	\$12,705.65	HEATING FUEL
BLAKEMAN PROPANE	\$227.50	HEATING FUEL
BOB BARKER COMPANY, INC.	\$1,348.05	JAIL SUPPLIES
BROWN, AMANDA	\$123.00	MILEAGE
BUILD RITE LUMBER SUPPLY	\$1,234.16	BUILDING SUPPLIES
BULBS.COM	\$105.98	LIGHTING
CARERIGHT TECHNOLOGIES, LLC	\$145.20	MONTHLY FEES
CASPER WINNELSON CO	\$28.90	REPAIR KIT
CBM FOOD SERVICE	\$6,806.51	JAIL MEALS
CDW GOVERNMENT, INC.	\$431.57	IT EQUIPMENT
CENTURY LINK	\$158.21	PHONE LINES
CENTURYLINK WA	\$5,605.28	PHONE LINES
CHEMATOX, INC.	\$50.00	CONSULTATION
CMI-TECO	\$72.39	MOTORGRADER ACCESSORIES
CML SECURITY	\$150.00	REMOTE KEYBOARD KIT
COLORADO DISTRICT ATTORNEY'S COUNCIL	\$500.00	TRIAL TECHNIQUES REGISTRATION
CONTROL SOLUTIONS, INC	\$193.00	VACCINE REFRIGERATOR ITEMS

COWBOY SUPPLY HOUSE	\$1,038.27	BUILDING SUPPLIES
DIRTY BOYZ SANITATION, INC	\$660.00	TRASH SERVICES
DIXON, TOWN OF	\$308.00	WATER
DOMINION ENERGY	\$253.93	HEATING FUEL
DOMINION VOTING SYSTEMS, INC.	\$3,602.78	VOTING MACHINE BATTERIES
ELEVATED TRAINING SOLUTIONS	\$106.00	TESTING SERVICES
FABIN, MARY L.	\$123.00	MILEAGE
FLEXSHARE BENEFITS	\$5,992.92	HRA/DEP CARE & MED REIMBURSEMENT
GRAINGER	\$70.03	REPAIR ITEMS
HAWKINS, SCOTT	\$866.51	FUELS MITIGATION 351 SEMINOE ROAD
HIGH DESERT WELDING & MACHINE LLC	\$884.30	SUPPLIES/REPAIRS
HIGH PLAINS POWER	\$411.61	ELECTRIC SERVICE
HIGH PLAINS VISION CENTER	\$258.00	VISION SERVICES
HONNEN EQUIPMENT	\$4,726.86	MOTORGRADER ACCESSORIES
HUGHES, CHRIS	\$123.00	MILEAGE
INTERMOUNTAIN LOCK & SECURITY	\$161.32	LEVERS
INTERSTATE ALL BATTERY CENTER	\$80.90	BATTERIES
J H KASPAR OIL COMPANY	\$158.72	FUEL
JOHNSTON, RANAE	\$22.50	MILEAGE
KALUZNY, EMILY	\$285.00	MILEAGE
KILBURN TIRE COMPANY	\$90.49	TIRE REPAIR
KIRSCH, ARCHIE P	\$1,300.00	APRIL MEDICAL SERVICES
KTGA/KBDY	\$85.00	ADVERTISING
LARAMIE FIRE EXTINGUISHER	\$520.00	HOOD SYSTEM INSPECTION
LEROUX, SARA DAWN	\$15.00	WITNESS FEE
MERCK SHARP & DOHME CORP.	\$695.46	VACCINES
MILLER, CORINNE	\$134.95	MILEAGE/MEAL
MOORE, JOHN	\$57.77	REIMBURSEMENTS
MOTOROLA	\$18,736.25	RADIOS
MURANE & BOSTWICK, LLC.	\$64.00	LEGAL SERVICES
NEWMAN TRAFFIC SIGNS	\$105.89	SIGNS
O'REILLY AUTO PARTS	\$144.68	VEHICLE SUPPLIES
PITNEY BOWES	\$178.53	POSTAGE MACHINE RENTAL
POWELL, RHEYANNON	\$172.70	EMERGENCY SHELTER
PUBLIC SAFETY CENTER, INC	\$932.56	JAIL SUPPLIES
QUILL CORPORATION	\$799.24	OFFICE SUPPLIES
RAWLINS AUTOMOTIVE	\$448.46	VEHICLE REPAIR ITEMS
RAWLINS, CITY OF	\$1,904.00	WATER/SEWER
REDWOOD TOXICOLOGY LABORATORY, INC	\$82.99	TESTING KITS
REGISTRATIONMAX, LLC	\$750.00	FAIR ENTRY PROGRAM
RESERVE ACCOUNT	\$19,000.00	ADMIN POSTAGE
ROCKY MOUNTAIN POWER	\$10,894.19	ELECTRIC SERVICE

SARATOGA AUTO PARTS, INC.	\$46.75	REPAIR PARTS
SARATOGA/PV CHAMBER OF COMMERCE	\$30.00	MARQUEE USE
SCHAEFFER MFG CO	\$1,376.75	GREASE
SHIVELY HARDWARE	\$4.49	VINYL LETTER SET
SLOW AND STEADY LAW OFFICE, PLLC	\$591.25	LEGAL SERVICES
STAPLES ADVANTAGE	\$113.07	JAIL SUPPLIES
STATE OF WYOMING A & I	\$5.66	MAINFRAME ACCESS
THE MASTERS TOUCH, LLC	\$1,897.00	MAILING SERVICES
THOMSON REUTERS-WEST PAYMENT CENTER	\$707.72	MONTHLY CHARGES
TRADING POST	\$13.88	FUEL
TREVATHAN, SABRINA RMR	\$1,759.60	TRANSCRIPTION SERVICES
TRUE VALUE OF RAWLINS	\$162.55	BUILDING SUPPLIES
TYLER TECHNOLOGIES, INC	\$9,644.94	HOSTING/SUPPORT
UC HEALTH-YAMPA	\$125.00	BLOOD DRAWS
VALLEY OIL COMPANY	\$817.63	FUEL
VENTURE TECHNOLOGIES	\$6,222.60	ANNUAL MAINTENANCE
VOIANCE LANGUAGE SERVICES LLC	\$7.50	TRANSLATION SERVICES
VOLUNTEER FIREMEN PENSION FUND	\$705.00	VOLUNTEER PENSION
WLC ENGINEERING	\$5,845.57	CCYCC ADDITION DESIGN
WY DEPT OF TRANSPORTATION	\$343.83	ROAD & BRIDGE PROJECTS
WY DEPT OF WORKFORCE SVCS- UNEMPLOYMENT	\$3,562.24	UNEMPLOYMENT
WY DIVISION OF VICTIM SERVICES	\$125.00	REGISTRATION SK
WY MACHINERY COMPANY	\$2,243.58	EQUIPMENT REPAIR
WY SECRETARY OF STATE	\$150.00	NOTARY CERTIFICATES
<b>Grand Total</b>	<b>\$150,146.22</b>	

### **CONSENT AGENDA**

Commissioner Chapman moved to approve the consent agenda which includes the April 17, 2018 regular meeting minutes; Planning & Zoning receipts for April 2018 for \$7,735.00 and Road & Bridge receipts for April 2018 for \$100.00 conditional upon the Clerk's comments. Commissioner Espy seconded and the motion carried unanimously.

### **Carbon County Visitors Council**

Commissioner Jones moved to proclaim May 6 – 12, 2018 as National Travel and Tourism Week and authorize the Chairman's signature on the Proclamation. Commissioner Chapman seconded and the motion carried unanimously.

### **Buildings & Grounds**

Commissioner Chapman moved to authorize the Chairman to sign Notices of Award for the Carbon County Youth Crisis Center Expansion as follows: Shepard Construction Solutions, LLC for construction for \$395,800 for construction and Alternates 1 & 3, Long Technologies for the

security system for \$14,257, STC Construction Co. for parking lot paving for \$21,687, Naturescape for landscaping for \$37,950 and the late bid from Western States Fire Protection for the fire and sprinkler system for \$30,830 for a total of \$523,524. Commissioner Davis seconded and the motion carried unanimously.

Commissioner Espy moved to authorize the chairman's signature on the Lease Agreement Between Carbon County and Life Skills Wyoming for office space at the Carbon Building in the amount of \$12,712 per year from May 1, 2018 through April 30, 2019. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Chapman moved to seek formal bids for Museum carpet. Commissioner Espy seconded and noted that bids are not required per the county's procurement policy. The motion was withdrawn.

Commissioner Espy moved to direct Buildings & Grounds to obtain quotes for flooring at the Museum. Commissioner Davis seconded and Clerk Bartlett reminded the Board that this will likely require a budget amendment. The motion carried unanimously.

Commissioner Espy moved to authorize the Chairman to sign an amendment to the janitorial contract with High Performance Clean upon approval of the document by legal counsel. Commissioner Jones seconded and the motion carried unanimously.

Commissioner Espy moved to authorize Buildings & Grounds to bid custodial for the Courthouse and Carbon Building. Commissioner Chapman seconded and the motion carried unanimously.

Commissioner Jones moved to rescind the motion to hire Bob Espy as a contractor and hire him as a part-time temporary employee. Commissioner Chapman seconded and the motion carried with all voting for except Commissioner Espy who abstained due to conflict.

Commissioner Davis moved to withdraw bidding a new roof for the Carbon County Detention Facility. Commissioner Chapman seconded and the motion carried unanimously.

### **Certifications**

Commissioner Davis moved to accept the Certification of Recommended Action from the Carbon County Planning & Zoning Commission for the following Case Files – Z.C. Case File #2018-02, Zone Change from RRA-20 to RRA 26.93 and RRA 13.10 for Marcus Rohrer, landowners Daniel and Darla Mack; Min Sub Case #2018-01, Mack Minor Subdivision for Marcus Rohrer landowners Daniel and Darla Mach and schedule a public hearing for June 5, 2018 at 11:15 a.m. and to accept the Certification of Recommended Action on Case File C.U.W. Case #2018-02, Little Medicine Bow Wind S Wind Energy Project and schedule a public hearing for June 5, 2018 at 1:30 p.m. both at the County Courthouse in Rawlins, Wyoming. Commissioner Espy seconded and the motion carried unanimously.

### **Road & Bridge**

Commissioner Jones moved to authorize Mr. Nation to bid three pickups for Road & Bridge. Commissioner Espy seconded and reported a new end dump and trailer would cost \$160,000 noting this was previously asked. The motion carried unanimously.

Commissioner Espy moved to authorize the Chairman's signature on the Road Use Agreement for TB Flats Wind Energy Project upon legal counsel review and approval. Commissioner Davis seconded and asked what the minimal standards are. Mr. Nation explained that these are minimum standards accepted by the county and explained what these are depend on the type of road and its use. Commissioner Jones asked if alterations will be made or if this will simply be used as access. Mr. Nation stated they will stay within the right of way and alterations will be minimal however there will be alterations on the curve radius and the final width will be approximately 34 feet. She confirmed the alterations will not make additional work for the county in the winter and Mr. Nation stated the road will be raised and improve county maintenance. Chairman Johnson discussed Section 3; Term Item B noting the company can terminate with sixty days' notice. He asked Attorney Davis if the company would be committed once the project begins. She stated the company cannot access the project without this agreement. Commissioner Davis asked if they walk away, could their bond cover the road improvements and Attorney Davis stated yes, under Section 6 this could be done. The amount is \$50,000 per mile and Mr. Nation stated he is fine with this amount. Chairman Johnson asked to wait until the agreement is complete and reconsider at the next meeting. Commissioner Chapman moved to table this motion. Commissioner Davis seconded and the motion to table the original motion carried unanimously.

### **Public Hearing – Hookers Store and Café LLC Special Malt Beverage License Transfer**

Commissioner Davis moved to approve the transfer of Malt Beverage Permit from Seminole Boat Club, Inc. to Hookers Store and Café LLC expiring August 31, 2018. Commissioner Espy seconded and the motion carried unanimously.

### **Communications Contract**

Commissioner Chapman moved to authorize the chairman's signature on the Apex Communications Contract for Maintenance contingent upon successful proof of insurance as required. Commissioner Davis seconded and the motion passed unanimously.

### **Public Hearing – Z.C. Case #2018-01 – Rick and Shelly Seldomridge**

Commissioner Jones moved to approve Resolution No. 2018-15 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding Z.C. Case # 2018-01 Rick and Shelly Seldomridge for a zone change from Ranching, Agriculture and Mining (RAM) Zone District to Limited Industrial (IL) located approximately two miles east of Rawlins; south of I-80 and north of Highway 76. Commissioner Davis seconded and the motion carried unanimously.

### **Public Hearing – C.U. Case File #2018-07 – Williams Field Services Compressor Station**

Commissioner Davis moved to approve Resolution No. 2018-16 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding C.U. Case # 2018-07 Williams Field Services Compressor Station for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone District to permit a natural gas utility processing and compressor station on approximately 20.32 acres located approximately 3 miles east of Highway 789. Commissioner Chapman seconded and the motion carried unanimously.

**Public Hearing – C.U. Case File #2018-06 – Verizon Wireless and Craig Jones**

Commissioner Espy moved to approve Resolution No. 2018-17 A Resolution of the Board of County Commissioners of Carbon County, Wyoming adopting the recommendation of the Carbon County Planning and Zoning Commission regarding C.U. Case # 2018-06 Verizon Wireless and Craig Jones for a Conditional Use Permit in the Ranching, Agriculture and Mining (RAM) Zone District for a telecommunications tower up to 199 feet tall and related facilities located approximately 0.4 miles east from the intersection of East Main Street in Elk Mountain and Carbon County Road 3. Commissioner Chapman seconded and the motion carried unanimously.

**Public Hearing – Replat SUB Case File #2018-01 – Ryan Park**

Commissioner Espy moved to authorize the Chairman’s signature on the Replat SUB Case File #2018-01 Ryan Park a request for Replats Lot 1A and Commons, Bock 1 amended, and Ryan Park Track A Replat – Lots 24, 25, and 26, located in a portion of Section 28, T16N, R81W. The purpose of the replats is to enlarge existing lots and vacate and re-establish the necessary access, utility and drainage easements to more accurately reflect the location of such improvements as currently exist on the ground. Commissioner Davis seconded and the motion carried unanimously.

**Clerk**

Commissioner Jones moved to authorize the chairman’s signature on the Grant Agreement Between Office of State Lands and Investments – Forestry Division and Carbon County in the amount of \$5,000.00 for state fire assistance. Commissioner Chapman seconded and the motion passed unanimously.

**Commissioners**

Commissioner Espy moved to concur with the WY Department of Transportation Aeronautics Division to accept the 2018 Statewide Seal Cost and Pavement Marking project bid for the Dixon Airport from Straight Stripe in the amount of \$122,763.44. Commissioner Jones seconded and the motion passed unanimously.

Commissioner Jones moved to approve the Request for Federal Aviation Administration Approval of Agreement for Transfer of Entitlements from the Dixon Airport to Miley Memorial Field Airport. Commissioner Espy seconded and the motion passed unanimously.

### **EXECUTIVE SESSION**

Commissioner Espy moved to go into executive session at 12:03 p.m. with Clerk Bartlett, Sid Fox and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Davis seconded and the motion carried unanimously.

Sid Fox left the session at 12:25 p.m.

Commissioner Espy moved to come out of executive session at 12:33 p.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Jones seconded and the motion carried unanimously.

### **ADJOURNMENT**

Commissioner Espy moved to adjourn the meeting at 12:34 p.m. Commissioner Chapman seconded and the motion carried unanimously.

A regular meeting of this Board will be held June 5, 2018 at 9:00 a.m. and a Special Budget Meeting June 6, 2018 at 8:00 a.m. at the Carbon County Courthouse, 415 West Pine Street, 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.

-s- Lisa Smith, Deputy Carbon County Clerk

Approved this 15th day of May 2018.

BOARD OF COUNTY COMMISSIONERS  
CARBON COUNTY, WYOMING

-s- Willing John Johnson, Chairman