

**MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
SPECIAL MEETING
Tuesday, July 11, 2005
County Courthouse
Rawlins, Wyoming**

A special meeting of the Carbon County Commissioners was held Tuesday, July 11, 2005 at the County Courthouse in Rawlins, Wyoming to discuss water damage at the County Courthouse. Attending the meeting were Chairman Artlin Zeiger; and Commissioner Terry Weickum; Chief Deputy Clerk, Diana Obe; and Deputy Clerk, Gwynn Rothenberger.

Chairman Artlin Zeiger called the meeting to order at 10:00 a.m.

CLERK

The Chief Deputy County Clerk presented the Commissioners with a written report concerning water damage to the Clerk of the District Court's office. The report detailed events beginning with the discovery of a water leak on Thursday, July 7, 2005 at approximately 8:00 p.m. affecting the records room of the Clerk of District Court. The report included a summary of damages and names of two companies referred to the Clerk for hazard analysis, clean up, and records recovery. The report also included actions taken to mitigate damages, and a preliminary prognosis as to when the Clerk of Court would be able to move her staff back into the offices.

WATER DAMAGE

Clerk of District Court, Lindy Schmidt described the impact to her office. She stated that last week, the toilets in the county jail flooded and leaked into her office through the ceiling. The problem was referred to Chief Deputy Clerk, Diana Obe who stated she immediately contacted the property insurance carrier, WARM who recommended calling an industrial hygienist to review the damage, then professional cleaners to contain and sanitize the contaminated area. Ms. Obe also contacted the Wyoming State Archives regarding the damaged records.

Paul Jaeckel, industrial hygienist with Century Environmental Hygiene, LLC of Ft. Collins, Colorado stated he was contacted by Ms. Obe and has reviewed the damage. Mr. Jaeckel has prepared a protocol of how the area should be cleaned, stating the spill did contain urine and human feces. He stated that the problem is confined to the records room of the District Court area, and that after personally viewing the County Clerk's office below the Clerk of District Court, there was no damage there.

Mr. Jaeckel stated that Rapid Response, the restoration company hired to clean and sanitize the area has installed negative air machines in the affected area and has already begun cleanup. The approach is to throw out carpeting, ceiling tiles and any other porous items in the affected area.

The damaged records have been segregated and he stated that 80-90% of the records in the room were untouched. Ms. Schmidt stated there will be a chemical applied to the damaged records allowing her personnel to touch and copy the records, then those copies will be certified and the originals will be destroyed after obtaining permission from the State Archives. Mr. Jaeckel stated this process does not pose any danger and is completely safe for any employee to temporarily touch the records.

According to Rapid Response employees, most of the cleaning has already been completed, and the remainder is expected to be completed by Tuesday. Mr. Jaeckel will perform air sample tests and swab tests after the cleaning is complete to verify all areas are sufficiently cleaned. He stated he will have ambient air and surface sample results from the lab within a few days and that the area will be contained until those results are in.

Ms. Schmidt stated the toilets above will continue to drip into the drip pan and then drain into her sink. Mr. Jaeckel stated the plumbing issue is an immediate concern as well and the drip pan must be addressed as well. The immediate response to the drip pan will be cleaning and disinfecting.

Ms. Schmidt stated she is looking into the possibility of shots that may be needed for her employees that were exposed to the spill.

Chairman Zeiger suggested a partition be placed in the hallway to allow the Clerk of Court employees to temporarily move into the hallway. Mr. Zeiger suggested adding funding to the proposed special projects budget for the partition and wiring.

Mr. Jaeckel stated that biocide should be placed in the jail area where the water overflowed to secure inmate

safety as well. The Board agreed and requested they do whatever necessary to protect inmates and employees.

The Board stated if there are any holes from the current heating/air construction, they be immediately filled as well.

RECESS

Chairman Zeiger called a recess at 10:33 a.m. to allow the group to personally view the affected areas and reconvened at 11:13 a.m.

WATER DAMAGE

The Board authorized \$50,000.00 to be added to the proposed special projects budget to install the partition in the third floor hallway in the Courthouse for the Clerk of District Court Office. Diana Obe is to have the County Clerk add the \$50,000.00 to the 2005-2006 budget.

ADJOURNMENT

There being no further business, Chairman Zeiger adjourned the meeting at 12:00 p.m.

-s-Diana L. Obe, Chief Deputy Clerk

Approved this _____ 18th _____ day of _____ July _____, 2005.

BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

-s- Artlin Zeiger, Chairman