

**OFFICIAL MINUTES OF THE BOARD OF
CARBON COUNTY COMMISSIONERS
REGULAR MEETING
Tuesday, August 4, 2020
Carbon County Courthouse, Rawlins, WY**

A regular meeting of the Board of Carbon County Commissioners (BOCC) commenced Tuesday, August 4, 2020 at 9:00 a.m. at the Carbon County Courthouse, Rawlins, WY. Attending the meeting were Chairman, John Johnson, Vice Chairman, Sue Jones, John Espy, Travis Moore and Byron Barkhurst.

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

ADDITIONS / CORRECTIONS

Chairman Johnson added a Change Order and a Certificate of Substantial Completion for procurement of the Medicine Bow Modular and removed the Public Health contract for today.

VOUCHERS

Commissioner Moore moved to approve the report of expenditures in the amount of \$275,917.60. Commissioner Espy seconded and the motion carried unanimously.

| Vendor | Detail Line Description | Total |
|---------------------------------------|--|-------------|
| 71 Construction | Recycle Asphalt Product | \$1,152.00 |
| Acme Electric Company, LLC | Electrician Services on New Horse Barn | \$12,909.95 |
| AlSCO, American Linen Division | Misc. Shop Supplies | \$58.93 |
| APG Media Of the Rockies | Scholarship Ad | \$1.62 |
| Ayala, Megan | Reimbursement for Travel/Supplies | \$197.15 |
| Bank of Commerce | Checks | \$21.54 |
| Barcodes | Label Rolls | \$696.69 |
| Blakeman Propane | Gas Services | \$149.80 |
| Blue360 Media, LLC | Law Books | \$1,139.25 |
| Bob Barker Company, Inc. | Jail Supplies | \$406.16 |
| Bomgaars Supply | Drill Batteries/Water | \$125.96 |
| Build Rite Lumber Companies | Door Hardware/Screws | \$431.82 |
| Carbon County Fair Association | 2020 Fair Booth Rental for Victim Witness | \$25.00 |
| Carbon County Higher Education Center | Face Shields COVID Funds | \$630.00 |
| Casper Winnelson Co | Misc. Parts/Tools | \$3,149.61 |
| CDW Government, Inc. | Misc. IT Supplies for Interim Justice Center | \$2,663.73 |
| Chavez, Regina | Official Court Reporter | \$594.75 |
| Colorado State University | Lab Expenses | \$200.00 |
| Convergeone, Inc. | Smart Renewal | \$15,782.50 |
| Couch Ii, Wayne M.D. | Carbon County Health Officer | \$1,600.00 |

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|-------------------------------------|---|--------------|
| Cowboy Supply House | Misc. COVID/Cleaning Supplies | \$1,507.79 |
| Creagan, Lauren | Facebook Ads for Voting | \$850.00 |
| Dallin Motors Inc | Fuel Filters/Install Trailer Brake Controller | \$526.58 |
| F & S Trucking, Inc | Gravel for Fairgrounds/Set Up Fuel Tank | \$1,895.00 |
| Forster Landscape & Construction | Turn on Irrigation | \$80.00 |
| Further | Various Health Programs Payments | \$4,007.90 |
| Grainger | Misc. Parts/Supplies | \$687.04 |
| Herring, Paul | Grease | \$0.00 |
| Jack's Body & Fender Repair | Towing Service | \$311.00 |
| Johnston, Ranae | Mileage | \$9.00 |
| Kari, Dale | Mileage | \$27.60 |
| Kenco Security and Technology | Alarm Monitoring | \$83.00 |
| Kilburn Tire Company | Tires | \$1,129.23 |
| Laramie Fire Extinguisher | Extinguisher Inspections/Maintenance | \$217.00 |
| Martinez, Natasha K., P.C | Legal Services | \$1,015.00 |
| Memorial Hospital of Carbon County | Lab Fees | \$1,285.10 |
| My Office Etc. | Hole Punch | \$12.84 |
| Oftedal Construction, Inc | 291/270 Gravel | \$100,163.95 |
| O'Reilly Auto Parts | Cargo Straps/Gas Can | \$95.94 |
| Partsmaster | Misc. Parts | \$2,847.45 |
| Perkins Oil Co | Fuel | \$996.31 |
| Personnel Evaluation, Inc. | Personnel Eval For A. Ohstad | \$20.00 |
| Post and Associates | Pre-Employment Exam | \$400.00 |
| Quill Corporation | Misc. Cleaning/COVID Supplies | \$212.99 |
| R.P Lumber Company, Inc. | Misc. Building Supplies | \$2,736.03 |
| Rawlins Automotive | Misc. Parts | \$369.90 |
| Rawlins Glass Center, Inc. | Replace. Arm & Drop Plate for Door Closer | \$19.90 |
| Saratoga Auto Parts, Inc. | Hexbit | \$176.69 |
| Saratoga Sun | Various News Paper Ads | \$1,683.00 |
| Shepard, Shandra Np | Reproductive Health Nurse | \$416.00 |
| Shepard's | Fuel/Def Fluid | \$2,567.68 |
| Shively Hardware | Mechanic Tool Set/Paint Supplies | \$248.06 |
| Spaulding, Dawnette | Mileage | \$134.55 |
| State of Wyoming A & I | Titles Mainframe Access | \$82.75 |
| Summit Food Service | Jail Meals | \$6,448.21 |
| Swanson Services Corporation | Jail Commissary | \$950.76 |
| Team Lab | Cold Patch Repair | \$5,175.00 |
| Terminix | Pest Control | \$175.00 |
| The Cowboy Couture | Embroidery | \$157.50 |
| Thomson Reuters-West Payment Center | Court Rules | \$440.00 |
| Thos. Y. Pickett & Co., Inc. | Valuation Contract | \$6,000.00 |

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|-------------------------|----------------------------------|-------------|
| Trevathan, Sabrina RMR | Transcription Services | \$1,303.40 |
| True Value of Rawlins | Adhesive | \$11.98 |
| Us Imaging | Imaging/Digitizing Clerk Records | \$71,477.54 |
| Wille, Ron | Gravel Lease | \$500.00 |
| Wy Behavioral Institute | Acute Adult Unit | \$8,294.00 |
| Wy Machinery Company | Misc. Mechanic Services/Parts | \$5,891.67 |
| Yocum, Leo | Mileage | \$24.00 |

CONSENT AGENDA

Commissioner Espy moved to approve the consent agenda noting any item could be removed for separate action. The consent agenda includes the July 20, 2020 regular meeting minutes, monthly receipts from Planning and Development Department in the amount of \$9,200.00, a bond for Jana Cook, Clerk/Treasurer for the Town of Riverside in the amount of \$50,000.00, a bond for Pamela A. Thayer, Treasurers for the Board of Cooperative Higher Education Services in the amount of \$50,000.00 and a bond for Taylor B. Smith, Trustee for the Medicine Bow Rural Health Care District in the amount of \$5,000.00. Commissioner Barkhurst seconded and the motion carried unanimously.

ELECTED OFFICIALS & DEPARTMENT HEADS

Emergency Management

Commissioner Moore moved to authorize the Chairman's signature on an amendment to a Homeland Security Grant for emergency alert systems pending legal and commissioner review. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Jones moved to approve and authorize the Chairman's signature on the AlertSense, Inc. Master Service Agreement for a term of one year in the amount of \$4,900.00 to renew automatically for one-year terms thereafter with written notice. Commissioner Espy seconded and the motion carried unanimously.

Buildings & Grounds

Commissioner Moore moved to authorize the Chairman's signature on Change Order 3 on the Medicine Bow Road & Bridge Complex in the credit amount of \$2,167.00. Commissioner Espy seconded and the motion carried unanimously.

Commissioner Barkhurst moved to authorize the Chairman to sign the Certification of Substantial Completion of the Medicine Bow Modular procurement. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Espy moved to accept the low bid from Monte Vista Construction in the total amount of \$81,157.00 for the roof replacement and gutters at Interim Justice Center. Clerk Bartlett reported this would put the project over budget and Mr. Piche stated he will be under budget

elsewhere, so this won't be an issue. Commissioner Moore seconded and the motion carried unanimously.

Assessor

Commissioner Espy moved to adopt the 2020 Mill Levies. Commissioner Jones seconded and the motion passed unanimously.

Road & Bridge

Commissioner Espy moved to approve and authorize the Chairman's signature on the Road Use Agreement with Trout Unlimited for the Sage Creek Road & Browns Hill, Roads 401 and 602. Commissioner Jones seconded and the motion carried unanimously.

Clerk

Commissioner Espy moved to approve Resolution 2020-33 to change the start time of the regular meeting August 25, 2020 to 1 p.m. Commissioner Jones seconded, and the motion carried unanimously.

Commissioner Espy moved to close the County Clerk's Office except for the land office and elections on August 18, 2020 for the Primary Election. Commissioner Barkhurst seconded and the motion carried unanimously.

Commissioner Espy moved to assign the Appropriations Resolution number 2020-32. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Barkhurst moved to authorize the Chairman's signature on a party request letter to the DEQ to become a party to the Gateway South permit application. Commissioner Moore seconded and the motion carried unanimously.

Commissioner Jones moved to regretfully accept the letter of resignation from Sid Fox as a board member for the Urban Systems Committee and the Great Divide Economic Development Coalition. Commissioner Moore seconded and the motion carried unanimously.

Commissioner

Commissioner Moore moved to ratify Chairman John Johnson's signature on the Rawlins Municipal Airport/Harvey Field Grant Agreement No. RWL-NMG-3-56-0023-019-2020. Commissioner Jones seconded and the motion carried unanimously.

Public Hearing - Z.C. Case #2020-06

Chairman Johnson opened a public hearing at 11:02 a.m. to hear Planning & Zoning Z.C. Case #2020-06, Thomas Lopez's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-1.16) on Tract 91 located in the

Overlook Retreat Subdivision #1 Approximately 22 miles south of Elk Mountain on Carbon County Road #101 (Medicine Bow Ranger Station Road) and on U.S. Forest Service Road #105 about one mile north of Turpin Reservoir.

Chairman Johnson called for comments for or against the case. There being no comments, Chairman Espy closed the hearing at 11:04 a.m.

Commissioner Jones moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2020-34 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 #2020-06, Thomas Lopez's request for a Zone Change from Ranching, Agriculture and Mining (RAM) to Forestry Production and Seasonal Recreation (FPSR-1.16) on Tract 91 located in the Overlook Retreat Subdivision #1 Approximately 22 miles south of Elk Mountain on Carbon County Road #101 (Medicine Bow Ranger Station Road) and on U.S. Forest Service Road #105 about one mile north of Turpin Reservoir. Commissioner Barkhurst seconded and the motion carried unanimously.

Public Hearing – C.U. Case File No. 2020-02

Chairman Johnson opened a public hearing at 11:05 a.m. to hear Planning & Zoning C.U. Case File No. 2020-02, Sanford Schrock's request for a Conditional Use Permit in the Rural Residential Agriculture (RRA) Zone. The request is to permit a business (garage doors and openers – "E-Z Lift Garage Doors") that will not substantially distract from the agricultural or residential character of the area located approximately 1/2 mile north of Wagon Circle Road off Carbon County Road #451 (Cherokee Road) on the east side. Planning and Zoning Office Administrator, Kristy Rowan presented the case file.

Chairman Johnson called for comments for or against the case. There being no comments, Chairman Johnson closed the hearing at 11:07 a.m.

Commissioner Barkhurst moved that based on the recommendation of the Planning & Zoning Commission and staff to approve Resolution No. 2020-35, 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 File No. 2020-02, Sanford Schrock's request for a Conditional Use Permit in the Rural Residential Agriculture (RRA) Zone. The request is to permit a business (garage doors and openers – "E-Z Lift Garage Doors") that will not substantially distract from the agricultural or residential character of the area located approximately 1/2 mile north of Wagon Circle Road off Carbon County Road #451 (Cherokee Road) on the east side. Commissioner Moore seconded and the motion carried unanimously.

Certifications of Recommended Action

Commissioner Jones moved to accept the certifications of recommended applications and schedule public hearings for September 1, 2020 at 11:15 a.m. for the following cases: Union Telephone Company C.U. Case File #2020-06, C.U. Case File #2020-07, C.U. Case File #2020-08, and C.U. Case File #2020-09; Z.C. Case File #2020-07 and Companion Case C.U. Case File #2020-04 for

Michael and Nina Martin; and a public hearing at 1:30 p.m. for C.U. Case #2020-03 - Gateway South. Commissioner Barkhurst seconded and the motion carried unanimously.

EXECUTIVE SESSION

Commissioner Espy moved to go into executive session at 11:17 a.m. with Clerk Bartlett and Ashley Mayfield Davis to discuss personnel, potential litigation and other matters considered confidential by law. Commissioner Barkhurst seconded and the motion carried unanimously.

Commissioner Espy moved to come out of executive session at 11:36 a.m. noting no action was taken and that the minutes be signed and sealed. Commissioner Barkhurst seconded and the motion carried unanimously.

FCI Constructors, Inc. – Courthouse and Carbon Building Project Update

Commissioner Jones moved to appoint Commissioners Espy and Johnson as the county’s representatives on behalf of the board and authorize these two to jointly approve change orders of up to \$75,000.00. Commissioner Moore seconded and the motion carried unanimously.

COMMISSIONERS DISCUSSION

Commissioner Moore moved to authorize any commissioners signature on an offer of employment to the candidate selected for the mental Health position. Commissioner Barkhurst seconded and the motion carried unanimously.

ADJOURNMENT

Commissioner Espy moved to adjourn the meeting at 11:50 a.m. Commissioner Moore seconded and the motion carried unanimously.

A regular meeting of this Board will be held Tuesday, September 1, 2020 at 2:00 p.m. at the Carbon County Courthouse, 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 or by calling the Clerk’s Office at (307) 328-2668 or 1-800-250-9812.

-s- Gwynn G. Bartlett, Carbon County Clerk

Approved this 25th day of August 2020.

BOARD OF COUNTY COMMISSIONERS
CARBON COUNTY, WYOMING

-s- Willing John Johnson, Chairman