

**South Central Wyoming Emergency Medical Services**  
**PO Box 1192 / Saratoga, WY 82331 / info@scwems.com**  
**September 11, 2024 6PM**  
**Official Special Meeting Minutes**  
**Virtual**

The meeting started the meeting at 6:04PM on Monday, May 20, 2024. Those present were Bookkeeper Mandy Goodwin, Penny Layman, Mayor Morgan Irene, Marie Christen, Kenzie Strauch, Jason Nordquist, Irene Archibald, Kyle Warren, David Felix and Director Stayton Mosbey.

**Additions/Corrections to the Agenda** – No changes made to the agenda.

**Introduction of Guests** – No guests present.

**New Business -**

- Discuss contractor bids for the Hanna EMS station- the 3 bids came in high from \$729,400-\$1,075,000. The board was under the assumption that all bids are supposed to be turned in by October 31 and in the contract there is a clause that states that a notice has to be given by writing and both parties have to agree for the deadline has to be October 1st. The board never received anything that states there was anything amending the contract. Craig made a scoring rubric to pick a bidder that isn't just based on the lowest bidder. Irene said we haven't done that yet because the bids were so shocking. The price the board was hoping for was around \$450,000. Irene said we need significant dirt work to get the sewer line to slope downward. Craig Kopasz's suggestion is to use quality fill so that the foundation is stable. Marie Christen suggested calling for other quotes like VAP constructions as their emails state they can build a larger post frame building for \$216,500 which included concrete, windows, doors, and insulation.
- Bid acceptance / approvals – Mayor Morgan Irene made a motion to accept the lowest bid. It was still higher than what we were expecting and the motion is also contingent upon getting the grant. Jayson Nordquist seconded. Motion carried. Penny Layman asked Marie could call VAP construction regarding the post frame building advertisement that she found.

**Executive Session**

No executive session was necessary.

**Adjourn**

The board adjourned at 6:35pm.

**Next meeting:** September 16, 2024, 6:00pm, Medicine Bow, WY.

Respectfully,

*Marie Christen*

Marie Christen  
Secretary

9-16-2024  
Date

  
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**Irene Archibald**  
**Chairperson**