COUNTY COMMISSIONER MINUTES

JANUARY 5, 2010 LARAMIE, WYOMING

1. **Roll Call.**

The Regular Meeting was called to order at 9:30 a.m. by Chairman Sullivan. Roll call showed Sullivan, Chesnut and Gabriel all present.

2. **Public Comment.**

Scott Davis, Fire Warden gave an update on the interagency dispatch system with Rawlins (primary) and Casper. The forest service and BLM will not be on WYOLink and therefore will have to have separate portable radios in order for us to have contact with them.

Linda Johnson wanted the Board to know that a Petition, signed by 30 landowners strongly objecting to either the City of Laramie or Albany County placing the purchase of land from Warren Livestock, LLC, Lodgepole Ranch, LLC, Pilot Peak, LLC and JHD Ranch, LLD, located in Sections 4, 5, 8 and 9 of Township15 North, Range 72 West and portions of Sections 7, 17 and 18 on the specific purpose tax ballot had been submitted to them.

3. **Consideration of Changes in the Agenda.**

No Changes in the Agenda

4. **Approval of Consent Agenda.**

MOTION by Chesnut, seconded by Gabriel that each specific action on the Consent Agenda be APPROVED as indicated.

**CONSENT AGENDA**

4a. Minutes of the December 15, 2009 Regular Meeting of the Board.
Action: that the Board APPROVES the MINUTES of the December 15, 2009 Regular Meeting of the Board.

4b. Minutes and Agenda of the Albany County Fair Association.
Action: that the Board ACKNOWLEDGES RECEIPT of the November 11, 2009 MINUTES and the December 9, 2009 AGENDA of the Albany County Fair Association.

4c. Minutes and Agenda of the Albany County Public Library Board of Directors.
Action: that the Board ACKNOWLEDGES RECEIPT of the November 24, 2009 MINUTES and the December 22, 2009 AGENDA of the Albany County Public Library Board of Directors.

4d. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the October and November 2009 MONTHLY REPORT of the Albany County Detention Center from Jim Pond, Sheriff.

4e. Albany County Assessor Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending November 2009 from Grant Showacre, County Assessor.

4f. Albany County Public Health Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending November 2009 from Kate Chamberlin, Public Health Director.

4g. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending November 2009 from Linda Simpson, County Treasurer.

4h. Revenues & Expenditures Budgeted vs. Actual Report of the Albany County Public Library.
Action: that the Board ACKNOWLEDGES RECEIPT of the July through November 2009 REVENUES & EXPENDITURES BUDGETED VS. ACTUAL REPORT for the Albany County Public Library.

4i. Statement of Financial Position and Operations of the Albany County Fair Board.

Action: that the Board ACKNOWLEDGES RECEIPT of the November 30, 2009 STATEMENT OF FINANCIAL POSITION and for the one and five months ended November 30, 2009 STATEMENT OF OPERATIONS of the Albany County Fair Board.

4j. Albany County General Fund Expenditure Report.

Action: that the Board ACKNOWLEDGES RECEIPT of the General Fund EXPENDITURE REPORT for the month ending December 2009 as prepared by the County Clerk's Office.

4k. Albany County General Fund Revenue Report.

Action: that the Board ACKNOWLEDGES RECEIPT of the November 2009 GENERAL FUND REVENUE REPORT as prepared by the Treasurer's Office.

4l. ACH payments to Blue Cross Blue Shield regarding health insurance claims.

Action: that the Board RATIFIES payments to Blue Cross Blue Shield regarding health insurance claims.

4m. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: State of Wyoming Department of Revenue; State Board of Equalization; Cynthia M. Haigler; Albany County Assessor's Office; GOVERNING; Wyoming FFA Times; Medicine Bow-Routt National Forests and Thunder Basin National Grassland; Petroleum Association of Wyoming; Mountain West Farm Bureau; Governmental Solutions; NACO County News; Office of Homeland Security (3); Albany County Fair Association; Wyoming Department of Transportation; Marilyn Hoskins, Director, Whitney Health and Wellness Center; Bresnan Communications; Better Roads; Albany County Grants Manager; Albany County Public Library (3); Office of State Lands & Investments; Petition for Specific Purpose Tax; Cooperative Extension Service – University of Wyoming; Wyoming Department of Audit; Albany County SAFE Project; The State of Wyoming Board of Control; Community Builders, Inc.; Department of Environmental Quality; Wyoming Technology Transfer Center and The Variable Annuity Life Insurance Company.

**REGULAR AGENDA**

5. Proclamation declaring the month of January as Stalking Awareness Month.

Commissioner Chesnut read the following Proclamation:

**WHEREAS,** January serves as an opportunity to renew our commitment to preventing stalking and assisting who suffer from those crimes against them; and

**WHEREAS,** Stalking is a course of conduct directed at a specific person that places a reasonable person in fear of her or his safety. It is against the law in every state, and Stalking across state lines or in federal territories is illegal under federal law; and

**WHEREAS,** 1 in 12 women and 1 in 45 men will be a victim of stalking at some point in their lifetime, and 1.4 million people are stalked every year in the United States, according to the Stalking Resource Center; and

**WHEREAS,** The crime of Stalking may take many forms, such as assaults, threats, vandalism, burglary, or animal abuse, as well as unwanted cards, calls, gifts, or visits; and

**WHEREAS,** In 2008, SAFE Project worked with 26 victims of Stalking in Albany County; and

**WHEREAS,** According to the Stalking Resource Center, three out of four females murdered by their intimate partners were stalked first, exemplifying the lethality and dangerousness of stalking cases; and

**WHEREAS,** Although newly-developed technology enhances our lives, it can also empower criminals. Cell phones, computers, and surveillance equipment all allow stalkers to keep better track of their victims; and

**WHEREAS,** a coalition of organizations such as law enforcement officials, those involved with shelters and hotline services, health care providers, the clergy and other concerned citizens, has emerged to directly confront this crisis and are helping in the effort to end Stalking. We must recognize the compassion and dedication of

these volunteers and professionals, applaud their efforts, and increase public understanding of this important problem; and

**WHEREAS,** only a coordinated community effort will put a stop to this heinous crime.

**NOW THEREFORE,** We, the Albany County Board of Commissioners, do hereby proclaim the month of January as Stalking Awareness Month to urge all citizens to observe this month by becoming aware of the tragedy of Stalking, supporting those who are working toward its end and participating in community efforts. We also would like to extend an invitation to Community Night at McAlister's on January 13, 2010, from 5-9 p.m., where a percentage of the proceeds will benefit SAFE Project. There will be information handed out about the realities of stalking and what we can do as a community to combat this dangerous crime.

**NOW THEREFORE,** We, the Albany County Board of Commissioners, do hereby proclaim the month of January 2010 as

**STALKING AWARENESS MONTH**

and urge all citizens to recognize and participate.

MOTION by Chesnut, seconded by Gabriel to APPROVE the above Proclamation declaring the month of January as Stalking Awareness Month.

Roll call showed Chesnut, Gabriel and Sullivan. Aye. MOTION CARRIED.

6. Notice of Award to Universal Field Services, Inc. of Lakewood Colorado in the amount of $16,558.00 to provide tenant relocation assistance services for the SAFE Project Emergency Shelter and Support Building and Authorize execution of Service Provider Agreement upon receipt of Contract Documents.

Sheela Schermetzler, Grants Manager informed the Board that 4 Request for Proposals were received ranging from $16,558 to $108,258.40 and at the recommendation of SAFE, based on qualifications, location and being the lowest bidder, that Universal Field Services, Inc., be awarded the Contract.

MOTION by Gabriel, seconded by Chesnut to APPROVE Notice of Award to Universal Field Services, Inc. of Lakewood Colorado in the amount of $16,558.00 to provide tenant relocation assistance services for the SAFE Project Emergency Shelter and Support Building and AUTHORIZE execution of Service Provider Agreement upon receipt of Contract Documents.

Roll call showed Gabriel, Chesnut and Sullivan. Aye. MOTION CARRIED.

7. Fiscal Agent Agreement between Albany County, Wyoming and Albany County Tripartite Board for Contract #CSBG.ALB1001: CFDA#93.569 in the amount of $149,374.

MOTION by Chesnut, seconded by Gabriel to APPROVE Fiscal Agent Agreement between Albany County, Wyoming and Albany County Tripartite Board for Contract #CSBG.ALB1001: CFDA#93.569 in the amount of $149,374.

Roll call showed Chesnut, Gabriel and Sullivan. Aye. MOTION CARRIED.

8. Application to the American Recovery and Reinvestment Act (ARRA) 2009 EECBG Facility Efficiency Retrofit Part 2 Project Application in the amount of $212,600 for the purpose of energy saving retrofitting of Lincoln Community Center building including insulation improvements, window repair and insulation and heating system replacement.

Sheela Schermetzler, Grants Manager spoke about this being another great grant opportunity for The Lincoln Community Center to use the grant money for insulation, window repair and heating system replacement.

MOTION by Chesnut, seconded by Gabriel to APPROVE Application to the American Recovery and Reinvestment Act (ARRA) 2009 EECBG Facility Efficiency Retrofit Part 2 Project Application in the amount of $212,600 for the purpose of energy saving retrofitting of Lincoln Community Center building including insulation improvements, window repair and insulation and heating system replacement.

Roll call showed Chesnut, Gabriel and Sullivan. Aye. MOTION CARRIED.

9. Application to the WAM-WCCA Energy Lease Program in the amount of $28,373.00 for Albany County Detention Center.

Sheela Schermetzler, Grants Manager spoke that this program offers 0% interest loans to be used for energy conservation. Albany County has three projects that they are applying for.

MOTION by Gabriel, seconded by Chesnut to RATIFY Application to the WAM-WCCA Energy Lease Program in the amount of $28,373 for the Albany County Detention Center.

Roll call showed Gabriel, Chesnut and Sullivan. Aye. MOTION CARRIED.

10. Application to the WAM-WCCA Energy Lease Program in the amount of $13,984.00 for the Albany County Public Library.

MOTION by Chesnut seconded by Gabriel to RATIFY Application to the WAM-WCCA Energy Lease Program in the amount of $13,984.00 for the Albany County Public Library.

Roll call showed Chesnut, Gabriel and Sullivan. Aye. MOTION CARRIED.

11. Application to the WAM-WCCA Energy Lease Program in the amount of $100,000.00 for the Albany County Courthouse.

MOTION by Chesnut seconded by Gabriel to RATIFY Application to the WAM-WCCA Energy Lease Program in the amount of $100,000.00 for the Albany County Courthouse.

Roll call showed Chesnut, Gabriel and Sullivan. Aye. MOTION CARRIED.

12. Submission of Wyoming Volunteer Firefighter Recruitment & Retention Grant in the amount of $8,000 for the purpose of bringing speakers to the Rural Firefighters meeting in December 2010.

Scott Davis, Fire Warden informed the Board that this application would be used to bring speakers in for the annual meeting. The theme, which is being discussed would be on the 35th and 100 year anniversary of the 1910 fires and looking at the past, present and future. It is hopeful that a historian, a speaker from the national fallen firefighter foundation and a speaker knowledgeable in the area of beetles can participate.

MOTION by Chesnut, seconded by Gabriel to APPROVE Submission of Wyoming Volunteer Firefighter Recruitment & Retention Grant in the amount of $8,000 for the purpose of bringing speakers to the Rural Firefighters meeting in December 2010.

Roll call showed Chesnut, Gabriel and Sullivan. Aye. MOTION CARRIED.

13. Allocate $1,000 from Miscellaneous Uncommitted Funds to the Chamber of Commerce.

MOTION by Gabriel, seconded by Chesnut to ALLOCATE $1,000 from 1% Miscellaneous Uncommitted Funds to the Chamber of Commerce.

Roll call showed Gabriel, Chesnut and Sullivan. Aye. MOTION CARRIED.

14. Appointment to the Albany County Fair Board.

MOTION by Gabriel, seconded by Chesnut to APPOINT Roger Newkirk to the Albany County Fair Board for a five-year term to expire January 2015.

Roll call showed Gabriel, Chesnut and Sullivan. Aye. MOTION CARRIED.

15. Appointments to the Planning and Zoning Commission.

Chairman Sullivan requested that we re-advertise the appointments to the Commission to get more applications.

16. 2010 Holiday Schedule.

MOTION by Chesnut, seconded by Gabriel to APPROVE the following 2010 Holiday Schedule:

2010 APPROVED HOLIDAY SCHEDULE

The following holidays are outlined in the Policy and Procedure Manual:

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| Equality Day | 3rd Monday in January (January 18th) |
| President's Day | 3rd Monday in February (February 15th) |
| Memorial Day | Last Monday in May (May 31st) |
| Independence Day | July 5th (Monday) |
| Labor Day | 1st Monday in September (September 6th) |
| Veteran's Day | November 11th (Thursday) |
| Thanksgiving Day | 4th Thursday in November (November 25th) |
| Day after Thanksgiving | November 26th (Friday) |
| Christmas Day | December 25th (Saturday), to be observed Monday December 27th |
| New Year's Day | January 1st (Saturday), to be observed Monday January 3, 2011 |

Additional Closures:

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|---|---|
| Columbus Day | October 11th (Monday) In-house work day |
| Christmas Eve | December 24th (Friday) close at noon |
| New Year's Eve | December 31st (Friday) close at noon |

Roll call showed Chesnut, Gabriel and Sullivan. Aye. MOTION CARRIED.

17. Vouchers for December 2009.

MOTION by Chesnut, seconded by Gabriel to APPORVE Vouchers for December 2009 and directs the County Clerk to assign a voucher number to the following vouchers, signature stamp each voucher and to cause warrants to be issued in payment of each such account to wit: **GENERAL AND SPECIAL REVENUE EXPENDITURES:** RICK

ANDERSON, $450.00, SLASH PILE BURN; BIG BROTHERS BIG SISTERS, $3230.00, CONTRACT SERVICES; CLIMB WYOMING, $2308.89, NOVEMBER TANF CPI PAYMENT; EAGLE PLUMBING & HEATING, $771.56, BUILDING MAINTENANCE; FIRST DATA MERCHANT SERVICES, $426.79, MONTHLY FEES; FIRST INTERSTATE BANK, $14678.40, RETAINAGE; IVINSON MEMORIAL HOSPITAL, $50.00, MEDICAL SERVICES; LAMAR COMPANIES, $3912.00, H1N1 CAMPAIGN; LARAMIE NEWSPAPERS, $28.00, SUBSCRIPTION RENEWAL; BETH MULLINS, $107.90, MILEAGE/OFFICE SUPPLIES; MELVIN NELSON, $1105.00, COST/SHARE; POWELL TITLE & ESCROW, $250,000.00, SAFE PROPERTY PURCHASE; QUALITY ELECTRIC, $3722.54, EQUIPMENT RENTAL; SOURCE OFFICE PRODUCTS, $105.66, OFFICE SUPPLIES; JEANETTE TRYON, $275.00, RENT; WALMART, $54.48, OFFICE SUPPLIES; **COMMISSIONERS:** A THRU Z, $30.80, DOCUMENT DESTRUCTION; **GENERAL ACCOUNTS:** ALBANY COUNTY FAIR ASSOC, $226.30, UTILITIES; BRESNAN, $55.28, UTILITIES; CITY OF LARAMIE, $1318.44, UTILITIES; DONALD R. FREY & CO, $99.90, ACCOUNTING SUPPLIES; ELLENBECKER OIL, $9760.50, FUEL; GE CAPITAL, $5091.00, COPIER LEASE; HILTON GARDEN INN, $817.53, WACO 2009; PAYFLEX, $100.00, ADMIN FEES; ROCKY MOUNTAIN POWER, $8731.09, UTILITIES; SOURCE GAS, $5091.75, UTILITIES; TOWN OF ROCK RIVER, $74.00, UTILITIES; WHEATLAND COOP, $1294.10, FUEL; **COURTHOUSE:** ALSCO, $226.88, SUPPLIES; JOHNSON CONTROLS, $1437.50, BUILDING MAINTENANCE; WALMART, $44.50, SUPPLIES; GARLAND WOODS, $9.99, SUPPLIES; **CLERK:** A THRU Z, $30.80, DOCUMENT DESTRUCTION; LINCOLN PRINTING, $125.31, SUPPLIES; NADA APPRAISAL GUIDES, $154.00, TITLE & REGISTRATION BOOK; **ELECTIONS:** ACE HARDWARE, $32.45, SUPPLIES; THE ELECTION CENTER, $300.00, MEMBERSHIP RENEWAL; MODERN PRINTING, $495.21, SUPPLIES; STATE OF WYOMING A&I, $57.00, STATE ACCESS FEE; **TREASURER:** A THRU Z, $30.80, DOCUMENT DESTRUCTION; MODERN PRINTING, $38.80, SUPPLIES; NATIONAL BUSINESS SYSTEMS, $310.00, TAX NOTICES; SOURCE OFFICE PRODUCTS, $83.85, OFFICE SUPPLIES; STATE OF WYOMING A&I, $57.00, STATE ACCESS FEE; WESTERN WATERWORKS, $22.50, SUPPLIES; **ASSESSOR:** A THRU Z, $30.80, DOCUMENT DESTRUCTION; ACE HARDWARE, $18.19, SUPPLIES; AMERICAN PAINTBRUSH, $180.00, AUTO EXPENSE; CHEYENNE STAMP WORKS, $29.45, OFFICE SUPPLIES; LARAMIE INVESTMENT, $50.00, NOTARY BOND; LINCOLN PRINTING, $336.72, SUPPLIES; MY OFFICE ETC, $22.72, SUPPLIES; CHARLES OLSON, $33.44, TRAVEL & MILEAGE; KARLA RICE, $10.00, TRAVEL & MILEAGE; STATE OF WYOMING A&I, $38.00, STATE ACCESS FEE; TIME MANAGEMENT SYSTEMS, $15.00, SUPPLIES; WESTERN WATERWORKS, $15.00, SUPPLIES; **SHERIFF:** FRONTIER CYCLES, $354.00, EQUIPMENT MAINTENANCE; MINERS AUTO, $55.00, INVESTIGATION EXPENSE; MODERN PRINTING, $44.56, OFFICE SUPPLIES; NEVE'S UNIFORMS, $342.94, UNIFORM EXPENSE; WESTERN WATERWORKS, $30.00, SUPPLIES; WPOA, $350.00, OFFICE SUPPLIES; **DETENTION:** ARTECH, $594.05, MAINTENANCE; ECOLAB, $799.42, SUPPLIES; JO-ED PRODUCE, $5126.29, BOARDING OF PRISONERS; MEADOW GOLD DAIRY, $519.50, BOARDING OF PRISONERS; US FOOD SERVICE, $2515.13, BOARDING OF PRISONERS; VANS WHOLESALE, $108.45, SUPPLIES; **ATTORNEY:** A THRU Z, $30.80, DOCUMENT DESTRUCTION; ALBANY COUNTY ATTORNEY, $30.00, NOTARY APPLICATION; LARAMIE INVESTMENT, $50.00, NOTARY BOND; LARAMIE NEWSPAPERS, $150.00, ADVERTISING; OFFICE DEPOT, $181.92, OFFICE SUPPLIES; WYOMING COUNTY & PROSECUTING ATTORNEY, $125.00, DUES; **INTERGOVERNMENTAL:** PEAK WELLNESS CENTER, $916.74, CONTRACT SERVICES; **PLANNING:** WESTERN WATERWORKS, $7.50, SUPPLIES; **CORONER:** ADVANCED MEDICAL IMAGING, $84.00, RADIOLOGY CONSULT; PATRICK C. ALLEN, $1030.00, AUTOPSY; LARAMIE PLAINS CIVIC CENTER, $115.00, RENT; **COOPERATIVE EXTENSION:** ALBANY COUNTY FAIR ASSOC, $40.00, JANITORIAL SERVICES; **CLERK OF COURT:** MODERN PRINTING, $231.00, SUPPLIES; **DISTRICT COURT:** DAVID MCCARTHY, $476.67, LEGAL SERVICES; **DRUG COURT:** MATTHEW CASTANO, $1000.00, CONTRACT SERVICES; TERESA JACOBS-CASTANO, $7000.00, CONTRACT SERVICES; OFFICE DEPOT, $307.82, OFFICE SUPPLIES; STEPHEN REESE, $290.00, MONITORING SERVICES; WALMART, $175.00, INCENTIVES; **ROAD & BRIDGE:** ALSCO, $114.48, SAFETY CLOTHING; AUTO ELECTRIC, $179.90, VEHICLE REPAIR; DRIVE TRAIN, $123.01, SHOP EQUIP/MAINT; INDUSTRIAL DISTRIBUTORS, $22.55, SHOP EQUIP/MAINT; LARAMIE AUTO PARTS, $73.90, SHOP EQUIP/MAINT; SED MEDICAL LAB, $154.98, FDT; TRIDENT ELECTRIC, $220.00, BUILDING MAINTENANCE; VITRO AMERICA, $827.12, EQUIPMENT REPAIR; WYOMING MACHINERY, $3850.39, EQUIPMENT REPAIR; **FIRE:** CLARK ENTERPRISES, $18.00, AUTO EXPENSE; VOLUNTEER FIREMANS RETIREMENT, $2650.00, VFD PENSION; WHEATLAND REA, $24.38, GARRETT ELECTRIC SERVICE; **PUBLIC HEALTH:** JENNIFER ANDERSON, $1.10, MILEAGE; GLAXOSMITHKLINE, $435.00, VACCINE; MERCK, $1452.22, VACCINE; SANOFI PASTEUR, $679.12, VACCINE; LINDA VALENTI, $2.75, MILEAGE; VANS WHOLESALE, $58.69, SUPPLIES; WESTERN CARPET CLEANING, $885.00, JANITORIAL SERVICES; WYOMING

DEPARTMENT OF HEALTH, $14387.69, QUARTERLY SHARE; **WIC:** MMS, $109.68, MEDICAL SUPPLIES; **1% SALES TAX:** BRESNAN, $94.95, INTERNET ACCESS; TRACY FLETCHER, $497.70, CONTINUING EDUCATION; FREEDOM HAS A BIRTHDAY, $500.00, SALES TAX ALLOCATION; CHAMBER OF COMMERCE, $1000.00, MEMBERSHIP; **MCH/TANF:** JENNIFER ANDERSON, $18.15, MILEAGE; KAROL HODGES, $59.52, MILEAGE; AMANDA SLUSS, $8.25, MILEAGE; LINDA VALENTI, $37.95, MILEAGE; **DETENTION MEDICAL:** DARRYL FAULK, $15866.00, NURSING SERVICES; PDR DISTRIBUTION, $59.95, MEDICAL SUPPLIES; STAT PHARMACEUTICALS, $251.85, MEDICAL EXPENSE; **FIRST INTERSTATE BANK:** $270.80, SUPPLIES; $292.85, POSTAGE/SUPPLIES; $91.71, TRAVEL & MILEAGE; $1165.74, TRAVEL & MILEAGE; $74.39, POSTAGE/SUPPLIES; $57.60, SHOP MAINTENANCE; $1314.27, TRAVEL & MILEAGE; $36.58, SUPPLIES; $806.37, TRAVEL & MILEAGE; $13.79, SUPPLIES; $1307.72, SUPPLIES; $312.95, SUPPLIES; $1553.91, SUPPLIES; $264.47, SUPPLIES; $3414.00, SUPPLIES; $370.54, OFFICE SUPPLIES; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES:** $397,245.58 **TOTAL EXPENDITURES: $397,245.58**

18. ADJOURN

MOTION by Chesnut, seconded by Gabriel to ADJOURN the January 5, 2010 Regular Meeting of the Board at 10:05 a.m.

BOARD OF COUNTY COMMISSIONERS
/s/ Tim Sullivan, Chairman

ATTEST:

Jackie R. Gonzales, County Clerk