

COUNTY COMMISSIONER MINUTES

SEPTEMBER 3, 2013

LARAMIE, WYOMING

PLEDGE OF ALLEGIANCE

REGULAR MEETING: 9:30 a.m.

1. Roll call.

The Regular Meeting was called to order at 9:30 a.m. by Chairman Sullivan. Commissioners Chesnut and Kennedy were present.

2. Comments from the Public.

Chairman Sullivan commented on what fine work Roy Torres has done on the front steps and the World War I Memorial. Chairman Sullivan noted that he had an interesting proposition – a donor by the name of Dr. Ward from Saratoga would like to give the County a statue of running antelope.

3. Consideration of Changes in the Agenda.

Remove Agenda Item 15. **REQUEST** permission to sell Road and Bridge Department surplus items at the County sale on September 6, 2013; and, if items do not sell **AUTHORIZE** disposal.

4. Approval of Consent Agenda.

MOTION by Kennedy, seconded by Chesnut that each specific action on the Consent Agenda is APPROVED as though acted upon independently.

CONSENT AGENDA

4a. Minutes of the Regular Meeting of the Board.

Action: that the Board APPROVES the MINUTES of the August 20, 2013 Regular Meeting of the Board.

4b. Special Agenda of the Albany County Planning and Zoning Commission.

Action: that the Board ACKNOWLEDGES RECEIPT of the August 28, 2013 SPECIAL AGENDA of the Albany County Planning and Zoning Commission.

4c. Agenda of the Albany County Public Library Board of Directors.

Action: that the Board ACKNOWLEDGES RECEIPT of the August 22, 2013 AGENDA of the Albany County Public Library Board of Directors.

4d. Minutes of the Laramie Rivers Conservation District.

Action: that the Board ACKNOWLEDGES RECEIPT of the July 23, 2013 MINUTES of the Laramie Rivers Conservation District.

4e. Final 2014 Budget and Hearing Minutes of the Wold Improvement and Service District.

Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL 2014 BUDGET and MINUTES of the July 20, 2013 meeting of the Wold Improvement and Service District.

4f. 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.

4g. 2010 Specific Purpose Excise Tax Vouchers.

Action: that the Board APPROVES the following 2010 Specific Purpose Excise Tax Vouchers:

Vendor	Project	Invoice Date	Account Number	Amount
Dirt Tech Excavation & Trucking, LLC	Trucking Asphalt-Albany County Fairgrounds	07/26/2013	977-2910-000	\$6,033.20

4h. Zoning Certificates

Action: that the Board APPROVES the following Zoning Certificates:

Last Name	First Name	Zoning Permit #	Street #	Address	Value	Description of Use	Zoning
Tucker	James and Jo	ZC-127-13	384	Wild Horse Ranch Road	\$34,000	Accessory Bldg.	Ag
Woirhaye	Deryl	ZC-128-13	10	Valley Road	\$12,000	Accessory Bldg.	Res
Barber	Ronald L. and Sharon C.	ZC-129-13	177	North Fork Road	\$120,000	Principle Structure	Res
Blinde	Linda K.	ZC-130-13	####	Wild Horse Ranch Road	\$380,000	Principle Structure	Ag
Davis	Tom	ZC-131-13	23	Yew Way	\$20,000	Accessory Bldg.	Res
Zitek	Clint J. and K. Michelle	ZC-132-13	####	Cavalryman Ranch Road	\$185,000	Principle Structure	Res
Zitek	Clint J. and K. Michelle	ZC-133-13	####	Cavalryman Ranch Road	\$12,000	Accessory Bldg.	Res
Benson	Robert	ZC-134-13	4109	Ft. Sanders Road	\$500	Accessory Bldg.	Res
Lynch	c/o Horizon Homes, Inc.	ZC-135-13	200	Fuller Road	\$300,000	Principle Structure	Res
Casto	David	ZC-146-13	####	TBD	\$290,000	Principle Structure	AG

4i. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: NACo County News; Fundamentalist Church of Jesus Christ of Latter-day Saints (2); Representative Cynthia Lummis; Wyoming Arts Council News; Kelli Little – WCCA (4); Laramie Area Chamber of Commerce; Medicine Bow-Routt National Forests (2); Kimber Wichmann; Department of Environmental Quality; and, Wyoming Technology Transfer Center.

REGULAR AGENDA

5. Voluntary employee benefit package to County employees through payroll deduction with New York Life.

Katie Ogden, Chance Price, and Robbie Lee explained the plan being proposed.

MOTION by Chesnut, seconded by Kennedy to APPROVE the voluntary employee benefit package for County employees through payroll deduction with New York Life.

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

6. Change Order 2 for the Albany County Office Building Renovation at 501 Iverson Avenue to extend the contract with Arcon, Inc., to September 6, 2013 for the requirement of substantial completion.

The original contract expired August 24, 2013. There was a delay on the delivery of the generator.

MOTION by Kennedy, seconded by Chesnut to APPROVE the Change Order 2 for the Albany County Office Building Renovation at 501 Iverson Avenue to extend the contract with Arcon, Inc., to September 6, 2013 for the requirement of substantial completion.

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

7. Proposal from Arcon, Inc., to replace the existing west facing building sign face with one similar to the south face. Text to be "Albany County Offices" using cast aluminum letters in the amount of \$2,647.00. (James Johnson, Engineer)

Rodney Weakly noted that this is the sign on west side of the building. James Johnson sent a letter that was passed on to Jackie R. Gonzales. There is a need to find additional funding. Tim Sullivan said it doesn't bother him at all. Sheela Schermetzler stated that the sign makes it look like the building isn't up to par. She will check and see if there is any money left over from SLIB.

Take no action. - Table

8. Renewal of Mobile Home Park Licenses for South Laramie Rentals (Ortega) and A&C Mobile Home Park for 2013-2014.

MOTION by Chesnut, seconded by Kennedy to APPROVE the renewal of Mobile Home Park Licenses for South Laramie Rentals (Ortega) and A&C Mobile Home Park for 2013-2014.

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

9. Sub-recipient Grant Agreement with Interfaith-Good Samaritan in the amount of \$12,000.00 for providing services for TANF/CPI 2013-2014 Grant from October 1, 2013 to September 30, 2014.

Sheela Schermetzler noted that the amounts were up a little this year.

MOTION by Kennedy, seconded by Chesnut to APPROVE the Sub-recipient Grant Agreement with Interfaith-Good Samaritan in the amount of \$12,000.00 for providing services for TANF/CPI 2013-2014 Grant from October 1, 2013 to September 30, 2013.

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

10. Sub-recipient Grant Agreement with Laramie Youth Crisis Center in the amount of \$35,709.06 for providing services for TANF/CPI 2013-2014 Grant from October 1, 2013 to September 30, 2014.

MOTION by Chesnut, seconded by Kennedy to APPROVE the Sub-recipient Grant Agreement with Laramie Youth Crisis Center in the amount of \$35,709.06 for providing services for TANF/CPI 2013-2014 Grant from October 1, 2013 to September 30, 2014.

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

11. Sub-recipient Grant Agreement with Greater Wyoming Big Brothers Big Sisters in the amount of \$16,988.64 for providing services for TANF/CPI 2013-2014 Grant from October 1, 2013 to September 30, 2014.

MOTION by Kennedy, seconded by Chesnut to APPROVE the Sub-recipient Grant Agreement with Greater Wyoming Big Brothers Big Sisters in the amount of \$16,988.64 for providing services for TANF/CPI 2013-2014 Grant from October 1, 2013 to September 30, 2014.

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

12. Sub-recipient Grant Agreement with CLIMB Wyoming in the amount of \$29,462.30 for providing services for TANF/CPI 2013-2014 Grant from October 1, 2013 to September 30, 2014.

MOTION by Chesnut, seconded by Kennedy, to APPROVE the Sub-recipient Grant Agreement with CLIMB Wyoming in the amount of \$29,462.30 for providing services for TANF/CPI 2013-2014 Grant from October 1, 2013 to September 30, 2014.

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

13. Approach License for Justin and Nancy Elliot on County Road #22, Howe Road, located in Section 16, Township 15 North, Range 73 West.

Mike Osterman stated that a culvert would not be necessary for this approach.

MOTION by Kennedy, seconded by Chesnut to APPROVE an Approach License for Justin and Nancy Elliot on County Road #22, Howe Road, located in Section 16, Township 15 North, Range 73 West.

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

14. Approach License for Clifford Asay, DBA Asay Design, Inc. on County Road #210, Soldier Springs Road, located in Section 15, Township 15 North, Range 73 West.

Mike Osterman noted that an 18" culvert would be required for this approach.

MOTION by Chesnut, seconded by Kennedy to APPROVE the Approach License for Clifford Asay, DBA Asay Design, Inc. on County Road #210, Soldier Springs Road, located in Section 15, Township 15 North, Range 73 West.

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

15. **REQUEST** permission to sell Road and Bridge Department surplus items at the County sale on September 6, 2013; and, if items do not sell **AUTHORIZE** disposal.

REMOVED

16. Lease Agreement between Albany County Public Health and Parents as Teachers. (Lajune Bacon, Public Health Coordinator)

Lajune Bacon introduced Shawn Hartley – Albany and Natrona County Supervisor for Wyoming Citizen Review Panel, Inc. Lajune noted the lease would be for one year. Jennifer Stone noted the title should be – Wyoming Citizen Review Panel with Parents as Teachers.

MOTION by Kennedy, seconded by Chesnut to APPROVE the Lease Agreement between Albany County Public Health and Wyoming Citizen Review Panel, Inc. with Parents as Teachers.

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

17. Lease Agreement between Hamaker Excavation, Inc., and Albany County to lease a gravel source on Hamaker's land, up to twenty (20) acres, located in the Northwest ¼ of Section 33, Township 16 North, Range 76 West near HWY 130 between Laramie and Centennial in Albany County, for gravel excavation use by the County, for five (5) years with the option for the parties to renew upon renegotiation.

Bill Gorman noted that by entering into the agreement, there will be three parts as far as payments – 1. Building roads and installing a new gate; 2. Annual lease payments; and, 3. Royalty payments. Chairman Sullivan asked for a breakdown of the fees.

MOTION by Chesnut, seconded by Kennedy to APPROVE the Lease Agreement between Hamaker Excavation, Inc., and Albany County to lease a gravel source on Hamaker's land, up to twenty (20) acres, located in the Northwest ¼ of Section 33, Township 16 North, Range 76 West near HWY 130 between Laramie and Centennial in Albany County, for gravel excavation use by the County, for five (5) years with the option for the parties to renew upon renegotiation.

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

18. Catering Permit for the Centennial Valley Trading Post, Inc. for an event on September 7, 2013, at 2666 HWY 130, for 'Eclectic Exhibition' showcase of local bands.

MOTION by Kennedy, seconded by Chesnut to APPROVE the Catering Permit for the Centennial Valley Trading Post, Inc. for an event on September 7, 2013, at 2666 HWY 130, for 'Eclectic Exhibition' showcase of local bands.

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

19. Special Malt Beverage Permit for Laramie Jubilee Days Board for the Fall Brawl Rodeo on September 21, 2013 at the UW Martha Hansen Arena.

MOTION by Chesnut, seconded by Kennedy to APPROVE the Special Malt Beverage Permit for Laramie Jubilee Days Board for the Fall Brawl Rodeo on September 21, 2013 at the UW Martha Hansen Arena.

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

20. Medical Benefit Document Plan 1 - \$500 Deductible, and Medical Benefit Document Plan 2 - \$2,500 Deductible with Blue Cross Blue Shield of Wyoming effective August 1, 2013.

Rodney Weakly stated that these plans are for both high deductible and low deductible. Once approved, they will be distributed either by hard copy or electronically.

MOTION by Kennedy, seconded by Chesnut to APPROVE the Medical Benefit Document Plan 1 - \$500 Deductible, and Medical Benefit Document Plan 2 - \$2,500 Deductible with Blue Cross Blue Shield of Wyoming effective August 1, 2013.

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

21. Discuss request of Rob Garland/CBMA to renew Lease Amendment with CBMA extending the current lease and to discuss the fair market value of the rental space.

Mario Rampulla, Attorney for Rob Garland and CBMA continued discussion regarding the Lease options and fair rental value of the CBMA building. Chairman Sullivan again noted that he would like to include the purchase of the condo unit, chiller and generator in the new Lease Agreement. Richard Bohling noted that CBMA is in default according to the Development Plan. It was decided that Jennifer Stone and Richard Bohling would put together a new lease agreement. Mario, Rob, Jennifer, and Richard will have the lease ready and bring in a proposal for the board for the September 17, 2013 meeting. Jerry Kennedy asked that the Commissioners get a copy of the notes for discussion that Mario Rampulla provided for Richard Bohling.

22. Vouchers for September 2013.

MOTION by Chesnut, seconded by Kennedy to APPROVE the Vouchers for September 2013 and directs the Clerk to assign a voucher number to the following vouchers and to signature stamp each voucher and to cause warrants to be issued in payment of each account to wit:

GENERAL AND SPECIAL REVENUE EXPENDITURES: Ace Hardware, \$196.75, maintenance supplies; Albany County Treasurer, \$764.12, juvenile transport; Albany County Treasurer, \$210.00, grant administration; Albany County Weed & Pest, \$57.55, lawn care; Century Link, \$43.52, telephone/fax line; Clark Enterprises, \$3,373.00, maintenance equipment; James O Clyde, \$31,160.00 fuel treatment; ESRI Inc., \$137,250.00, software maintenance; First Data Merchant Services, \$54.18, Aug 2013; Harold F Johnson Masonry, \$1,200.00, monument repair; Intermountain Record Center Inc., \$1,774.00, archiving; Rick Jansen, \$138.42, travel & mileage; Laramie Physicians for Women, \$75.00, health education; Lewan & Associates, \$2,319.30, infrastructure equipment; Lane Lindley, \$1,963.00, fuels coordinator; Tough Guys Lawn Care, \$153.00, lawn care; Verizon Wireless, \$203.16, telephone; Wireless Advanced Communications, \$48,166.26, outdoor siren system; **COMMISSIONERS:** A Thru Z, \$25.50, document destruction; Jerry Kennedy, \$247.47, travel & mileage; Laramie Investment Company, \$150.00, notary bonds; **GENERAL ACCOUNTS:** Bresnan Communications, \$55.29, utilities; Century Link, \$2,719.44, telephone/fax line; City of Laramie, \$3,125.82, utilities; Dooley Oil Co, \$25,224.43, fuel; Lewan & Associates Inc., \$2,751.00, copier lease; National Business Systems Inc., \$1000.00, postage; Rocky Mountain Power, \$9,736.33, utilities; Source Gas, \$1,067.32, utilities; US Bank Equipment Finance, \$2,233.76, copier/printer lease; Verizon Wireless, \$1,332.67, telephones; Wells Fargo Financial Leasing, \$1,282.73, copier lease; **COURTHOUSE:** Ace Hardware, \$40.96, maintenance supplies; Cowboy Supply House, \$208.00, cleaning supplies; Sam's Club Direct, \$47.30, maintenance supplies; Van's Wholesale, \$87.52, maintenance equipment; **CLERK:** A Thru Z, \$25.50, document destruction; Capitol Business Systems, \$319.09, microfilm supplies; Raco Industries, \$239.73, office supplies; Sam's Club Direct, \$776.69, office supplies; Source Office & Technology, \$257.67, office supplies; **GRANTS:** Wilken Enterprises LLC, \$400.00, janitorial services; **IT:** Laramie Investment Company, \$50.00, notary bond; **TREASURER:** A Thru Z, \$70.50, document destruction; **ASSESSOR:** A Thru Z, \$25.50, document destruction; Ace Hardware, \$16.57, office supplies;

Tami Howe, \$17.29, travel expense; Ty Pickett, \$2,000.00, Sept installment; Travis Wright, \$30.35, travel & mileage; **SHERIFF:** A Thru Z, \$25.50, document destruction; Advance Auto Parts, \$6.99, investigation supplies; Albany County Fair Association, \$1,500.00, investigation supplies; Kinsco, \$1,258.87, uniform expense/special response team; Laramie GM Auto, \$851.55, vehicle maintenance; Wyoming Law Enforcement Academy, \$1,050.00, officer training; **DETENTION:** A Thru Z, \$25.50, document destruction; A/C Electric Supply Co, \$72.00, maintenance equipment; Ace Hardware, \$54.21, maintenance supplies; Artech Services, \$954.50, maintenance equipment; Central Restaurant Products, \$1,102.62, equipment maintenance; Jo-Ed Produce, \$2,583.02, boarding of prisoners; Meadow Gold Dairy, \$181.41, boarding of prisoners; US Food Service, \$1,633.83, boarding of prisoners; Van's Wholesale, \$90.00, supplies; Western Waterworks Inc., \$60.00, supplies; **ATTORNEY:** A Thru Z, \$25.50, document destruction; Anthony Apland, \$30.00, trial expense; Stuart Benson, \$30.00, trial expense; Kayla Eva, \$276.24, trial expense; Shantelle Hysong, \$30.00, trial expense; Samantha Langan, \$288.76, trial expense; Modern Printing, \$547.00, office supplies; Justin Mullen, \$30.00, trial expense; Maggie Ochsner, \$234.97, trial expense; Donna Pollat, \$15.00, trial expense; Brittney Rehm, \$114.00, trial expense; Drew Seidl, \$30.00, trial expense; Source Office & Technology, \$170.76, office supplies; Charles Szekula, \$102.96, trial expense; Wyoming Division of Victim Services, \$95.00, training; **INTERGOVERNMENTAL:** Albany County Crime Victim, \$10,000.00, 2013-14 Allocation; **PLANNING:** Susan Adler, \$475.00, janitorial contract; Patricia Pettigrew, \$355.00, special projects; Wal-Mart, \$24.97, vehicle maintenance; Gary Wilken, \$153.68, travel & mileage; **CORONER:** Spencer Pittman, \$864.75, investigation/on call hours; **COOPERATIVE EXTENSION:** Albany County Co-op Extension, \$280.00, travel & mileage; Kellie Chichester, \$25.65, travel & mileage; Mary Louise Wood, \$688.96, travel & mileage; **CLERK OF COURT:** Albany County Treasurer, \$2,314.80, jury & witness fees; Deluxe Business Forms & Supplies, \$382.52, checks; Lisa Kelly, \$113.75, transcripts; **CIRCUIT COURT:** A Thru Z, \$25.50, document destruction; **DRUG COURT:** BI, \$66.40, electronic monitoring; Correctional Counseling Inc., \$1,446.00, MRT training; Express Toll, \$18.00, travel & mileage; Tina Mansfield, \$28.00, travel & mileage; Charles Pelkey, \$1200.00, drug court contract; Redwood Toxicology, \$19.50, drug testing; **ROAD & BRIDGE:** 4Rivers Equipment, \$379.48, equipment repair; AlSCO, \$130.71, safety clothing; Fastenal, \$426.66, equipment repair; Laramie Auto Parts Co, \$84.43, equipment repair; Valley Steel & Wire Co, \$1,917.96, shop equipment repair; Wyoming Machinery, \$413.17, equipment repair; **FIRE:** Bison Pump & Supply, \$736.38, maintenance supplies; Frenchman Valley Coop, \$1,083.03, fuel; Cyrus Rahman, \$219.65, \$ maintenance equipment; **PUBLIC HEALTH:** AlSCO, \$47.30, building maintenance; FFF Enterprises Inc., \$30,860.00, vaccines; Merck Sharp & Dohme Corp, \$3,947.09, vaccines; Sanofi Pasteur Inc., \$1,280.68, vaccines; Donita Smith, \$58.20, travel & mileage; Western Carpet Cleaning, \$875.00, janitorial contract; Melissa Zaferos, \$2.26, travel & mileage; **WIC:** Century Link, \$65.27, telephone/fax line; Source Office & Technology, \$36.21, office supplies; Wal-Mart, \$30.33, clinical supplies; **1% SALES TAX:** Bresnan Communications, \$94.95, utilities; Laramie Area Chamber of Commerce, \$275.00, 2013 dues; **MCH/TANF:** Donita Smith, \$13.56, travel & mileage; Melissa Zaferos, \$370.81, travel & mileage; **DETENTION MEDICAL:** McKesson Medical Surgical, \$94.29, medical expenses; Safeway, \$238.14, medical expenses; **FIRST INTERSTATE BANK:** \$153.96, travel & mileage/office supplies; \$179.74, travel & mileage; \$498.28, travel & mileage/fire equipment; \$2,404.74, travel & mileage/office supplies; \$450.23, replacement equipment; \$1,489.47, travel & mileage/office supplies; \$2,158.18, travel & mileage; \$2,193.08, continuing education; \$924.71, search & rescue/supplies; \$1,561.09, office equipment/supplies; \$117.04, officer training; \$401.05, special response; \$43.98, canine supplies; \$61.97, supplies; \$155.26, fuel; \$85.00, fuel; \$97.97, canine supplies; \$10.37, search & rescue; \$97.06, fuel/extradition; \$8.97, program supplies; \$199.58, travel & mileage; \$209.73, search & rescue/supplies; \$2,385.71, travel & mileage/client education; \$418.55, travel & mileage/client incentives; \$141.77, vehicle & equipment maintenance; \$1,198.22, travel & mileage; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES:** \$138,807.40
TOTAL EXPENDITURES: \$376,912.55

23. ADJOURN.

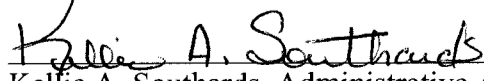
MOTION by Chesnut, seconded by Kennedy to ADJOURN the Regular Meeting of September 3, 2013 at 12:11 p.m.

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

BOARD OF COUNTY COMMISSIONERS

/s/ Tim Sullivan, Chairman

ATTEST:


Kellie A. Southards, Administrative Assistant
for Jackie R. Gonzales, County Clerk