

COUNTY COMMISSIONERS' MINUTES

NOVEMBER 19, 2013

LARAMIE, WYOMING

PUBLIC HEARINGS: 9:30 a.m.

Community Facilities of the Community Development Block Grant (CDBG) Application. Albany County is interested in obtaining funding for the Hospice of Laramie Hospice House. The grant request contemplated will not exceed \$500,000.

Multiple comments were made in support of the grant application.

MOTION by Chesnut to CLOSE the Public Hearing at 9:33 a.m.

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

Community Facilities of the Community Development Block Grant (CDBG) Application. Albany County is interested in obtaining funding for the Rehabilitation of the Nellie Iles School for the Greater Wyoming Big Brothers Big Sisters Community Mentoring Center. The grant requested contemplated will not exceed \$500,000.

Steve Hamaker, Director of Big Brothers Big Sisters spoke in support of the grant application.

MOTION by Chesnut to CLOSE the Public Hearing at 9:35 a.m.

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

Community Facilities of the Community Development Block Grant (CDBG) Application. Albany County is interested in obtaining funding for Developmental Preschool and Day Care Center for the purchase of a new facility. The grant requested contemplated will not exceed \$500,000.

Comments were made by Jamie Stine, Executive Director in support of the grant application.

MOTION by Chesnut to CLOSE the Public Hearing at 9:46 a.m.

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

Gardiner Subdivision Final Plat

Public comment was made by multiple individuals in support of the final plat for Gardiner Subdivision.

MOTION by Chesnut to CLOSE the Public Hearing at 10:02 a.m.

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

PLEDGE OF ALLEGIANCE

REGULAR MEETING

1. **Roll Call.**
The Regular Meeting was called to order at 10:02 by Chairman Sullivan. Commissioners Chesnut and Kennedy were present.
2. **Comments from the Public.** None
3. **Consideration of Changes in the Agenda.** None
4. **Approval of Consent Agenda.**
MOTION by Kennedy 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 November 5, 2013 Regular Meeting of the Board.
- 4b. **Minutes and Agenda of the Albany County Planning and Zoning Commission.**
Action: that the Board ACKNOWLEDGES RECEIPT of the October 9, 2013 MINUTES and the November 13, 2013 AGENDA of the Albany County Planning and Zoning Commission.
- 4c. **Minutes of the Laramie Rivers Conservation District.**
Action: that the Board ACKNOWLEDGES RECEIPT of the September 23, 2013 MINUTES of the Laramie Rivers Conservation District.
- 4d. **Albany County Assessor Monthly Statement.**
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending October 2013 from Grant Showacre, County Assessor.
- 4e. **Albany County Clerk Monthly Statement.**
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending October 2013 from Jackie R. Gonzales, County Clerk.

- 4f. Albany County Clerk of District Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending October 2013 from Janice Sexton, Clerk of District Court.
- 4g. Albany County Planner Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending October 2013 from David Gertsch, Planning Director.
- 4h. Albany County Sheriff Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending October 2013 from Dave O'Malley, County Sheriff.
- 4i. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending October 2013 from Linda Simpson, County Treasurer.
- 4j. Albany County General Fund Revenue Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND REVENUE REPORT for the month ending October 2013 as prepared by the Albany County Treasurer's Office.
- 4k. Albany County General Fund Expenditure Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND EXPENDITURE REPORT for the month ending October 2013 as prepared by the Albany County Clerk's Office.
- 4l. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY REPORT for the month ending October 2013 from the Albany County Detention Center.
- 4m. 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.
- 4n. County Road Fund Voucher.
Action: that the Board APPROVES the following County Road Fund Voucher:

Vendor	Service	Invoice Date/No.	Account Number	Amount	
Wyoming Department of Transportation	Stripe County Roads	17,424,45	10/31/2013/62527	979-5001-000	\$1,733.14

4o. Zoning Certificates

Action: that the Board APPROVES the following Zoning Certificates:

Last Name	First Name	Zoning Permit #	Street #	Address	Value	Description of Use	Zoning
Paul	Eric	ZC-165-13	10	Brittany Lane	\$11,285	Accessory Building	Ag

4p. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Albany County 4-H FootNotes; Richard C. Bohling, Albany County & Prosecuting Attorney; U.S. Department of Commerce; Medicine Bow-Routt National Forests (2); Wyoming State Engineer's Office; Wyoming Rural Electric News; Wyoming Downs; Steven D. Olmstead, Chairman, State Board of Equalization; Wyoming FFA Times; Local Government Liability Pool; Governor Matthew M. Mead; Scott Davis, Albany County Fire Warden; NACo County News; Ken Sharp; Kelli Little - WCCA; Kate Moriarity - WCCA; and, Sheela Schermetzler, Grants Manager.

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

REGULAR AGENDA

5. Final plat for Gardiner Subdivision.

MOTION by Chesnut to DENY the Final plat for Gardiner Subdivision.

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

6. Fair Housing Resolution.

MOTION by Kennedy to APPROVE Fair Housing Resolution.

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

7. Resolution 111913 Authorizing the Filing of an Application for Funding from the Wyoming Business Council Community Development Block Grant Program Community Facilities in the amount of \$500,000 for construction of the Hospice House.

MOTION by Chesnut to APPROVE Resolution 111913 Authorizing the Filing of an Application for Funding from the Wyoming Business Council Community Development Block Grant Program Community Facilities in the amount of \$500,000 for construction of the Hospice House.

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

8. Development Agreement between Albany County and Hospice of Laramie.

MOTION by Kennedy to APPROVE Development Agreement between Albany County and Hospice of Laramie.

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

9. Title I Certification of Applicant for a Community Development Block Grant.

MOTION by Chesnut to APPROVE Title I Certification of Applicant for a Community Development Block Grant.

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

10. U.S. Department of Housing and Urban Development (HUD) 2880 Form for Applicant for a Community Development Block Grant.

MOTION by Kennedy to APPROVE U.S. Department of Housing and Urban Development (HUD) 2880 Form for Applicant for a Community Development Block Grant.

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

11. Resolution 111913.2 Authorizing the Filing of an Application for Funding from the Wyoming Business Council Community Development Block Grant Program Community Facilities in the amount of \$500,000 for rehabilitation of the Nellie Iles School for the Greater Wyoming Big Brothers Big Sisters Community Mentoring Center.

MOTION by Chesnut to APPROVE Resolution 111913.2 Authorizing the Filing of an Application for Funding from the Wyoming Business Council Community Development Block Grant Program Community Facilities in the amount of \$500,000 for rehabilitation of the Nellie Iles School for the Greater Wyoming Big Brothers Big Sisters Community Mentoring Center.

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

12. Development Agreement between Albany County and Greater Wyoming Big Brothers Big Sisters.

MOTION by Kennedy to APPROVE Development Agreement between Albany County and Greater Wyoming Big Brothers Big Sisters.

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

13. Title I Certification of Applicant for a Community Development Block Grant.

MOTION by Chesnut to APPROVE Title I Certification of Applicant for a Community Development Block Grant.

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

14. U.S. Department of Housing and Urban Development (HUD) 2880 Form for Applicant for a Community Development Block Grant.

MOTION by Kennedy to APPROVE U.S. Department of Housing and Urban Development (HUD) 2880 Form for Applicant for a Community Development Block Grant.

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

15. Resolution 111913.3 Authorizing the Filing of an Application for Funding from the Wyoming Business Council Community Development Block Grant Program Community Facilities in the amount of \$500,000 for the purchase of a new facility for Developmental Preschool and Day Care Center.

MOTION by Chesnut to APPROVE Resolution 111913.3 Authorizing the Filing of an Application for Funding from the Wyoming Business Council Community Development Block Grant Program Community Facilities in the amount of \$500,000 for the purchase of a new facility for Developmental Preschool and Day Care Center.

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

16. Development Agreement between Albany County and Developmental Preschool and Day Care Center.

MOTION by Kennedy to APPROVE Development Agreement between Albany County and Developmental Preschool and Day Care Center.

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

17. Title I Certification of Applicant for a Community Development Block Grant.

MOTION by Chesnut to APPROVE Title I Certification of Applicant for a Community Development Block Grant.

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

18. U.S. Department of Housing and Urban Development (HUD) 2880 Form for Applicant for a Community Development Block Grant.

MOTION by Kennedy to APPROVE U.S. Department of Housing and Urban Development (HUD) 2880 Form for Applicant for a Community Development Block Grant.

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

19. Residential Antidisplacement and Relocation Assistance Plan under Section 104(d) of the Housing and Community Development Act of 1974, as amended.

MOTION by Chesnut to APPROVE Residential Antidisplacement and Relocation Assistance Plan under Section 104(d) of the Housing and Community Development Act of 1974, as amended.

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

20. Two amendments to the Albany County Policy and Procedure Manual to reflect Department Head and Elected Official recommended changes in the Vacation Policies and to define Separation from Service.

MOTION by Kennedy to APPROVE Two amendments to the Albany County Policy and Procedure Manual to reflect Department Head and Elected Official recommended changes in the Vacation Policies and to define Separation from Service. The changes are as follows: Page 19- Vacation Policies amended from: "No employee will be allowed to accumulate more than two hundred forty (240) hours vacation leave" to "No employee will be allowed to carry over more than two hundred forty (240) hours vacation leave past their anniversary date each year.

Page 27- Add under Separation from Service heading - "Separation of Service" is defined as: The conclusion of employment because of retirement, resignation, or termination by an employee with the County. All benefits associated with years of service end with separation of service, such as longevity pay, sick leave and vacation accrual.

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

21. Acknowledge Receipt of Resignation Letter from Scott Davis as Albany County Fire Warden.

MOTION by Chesnut to ACKNOWLEDGE Receipt of Resignation letter from Scott Davis as Albany County Fire Warden.

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

22. Acknowledge Receipt of Resignation E-Mail from Wendi Chatman from the Albany County Historic Preservation Board and Direct the Clerk to advertise unexpired term.

MOTION by Kennedy to ACKNOWLEDGE Receipt of Resignation E-mail from Wendi Chatman from the Albany County Historic Preservation Board and DIRECT the Clerk to advertise unexpired term.

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

23. Payroll and Vouchers for November 2013.

MOTION by Chesnut to APPROVE Payroll and Vouchers for November 2013 and directs the Clerk to assign a voucher number to the following vouchers and signature stamp each voucher and to cause warrants to be issued in payment of each account to wit: **GENERAL AND SPECIAL REVENUE EXPENDITURES:**AFLAC, \$1,548.30, payroll contribution; Albany County Employees' Health Benefits, \$135,935.68, payroll contribution; Albany County Employees' Reimbursable, \$1,552.66, payroll contribution; Albany County Fire District #1, \$10,136.20, Ridge Fire payment; Albany County Treasurer, \$100.00, Arcon retainage; American Heritage Life, \$82.46, payroll contribution; Arcon, Inc., \$904.00, office building data center upgrade; Bison Pump & Supply, \$641.26, parts; Carbon Power & Light, \$93.01, utilities; CenturyLink, \$385.77, long distance; City of Laramie, \$140.97, utilities; Clark Enterprises, \$2,151.75, parts-Sybille FZ; Clerk of District Court, \$380.50, payroll contribution; Colonial Life, \$125.60, payroll contribution; Dearborn National Life, \$151.80, payroll contribution; Delta Dental, \$4,144.65, payroll contribution; Kim Gullickson,

\$2,152.55, fuels reduction; Insurance Coordinators of Montana, \$1,303.36, payroll contribution; Laramie Newspapers, \$184.50, advertising; Life Investors, \$280.00, payroll contribution; LinCare, \$10.00, oxygen cylinder rental; Marshall Contracting, \$6,471.30, foundation for sculpture; Orchard Trust, \$4,602.50, payroll contribution; Jay Pansing, \$2,100.00, fuel mitigation; United Way, \$311.00, payroll contribution; VALIC, \$2,950.00, payroll contribution; Wal-Mart, \$89.99, supplies; WERCs Communications, \$990.00, fiber runs; Wyoming Child Support Enforcement, \$743.79, payroll contribution; Wyoming Department of Transportation, \$94,725.38, AL CO/US30/IRP; Wyoming Disposal, \$65.52, utilities; Wyoming NCPERS Life, \$784.00, payroll contribution; Wyoming Retirement System, \$82,361.25, payroll contribution; Wyoming Workers Compensation \$7,920.86, payroll contribution; **COMMISSIONERS:** A Thru Z, \$25.50, document destruction; Laramie Newspapers, \$3,547.50, advertising/legal notices; Star Awards, \$1,808.83, employee recognition pins; **GENERAL ACCOUNTS:** Bernie's Mexican Restaurant, \$437.50, benefit fair; Charter Communications, \$108.15, utilities; City of Laramie, \$20.00, utilities; E-470 Public Highway Authority, \$3.25, toll transaction; Lewan & Associates, \$3,384.94, copier support; Mader Tschacher Peterson, \$13,000.00, auditor contract; Pitney Bowes, \$501.46, postage supplies; SourceGas, \$4,076.44, utilities; Jennifer Stone, \$63.74, benefit fair; Union Telephone, \$53.14, telephone; US Bank Equipment Finance, \$2,316.00, copier/printer leases; WageWorks, \$66.00, monthly charges; **COURTHOUSE:** AlSCO, \$206.85, building maintenance; City of Laramie, \$25.00, utilities; Cowboy Supply House, \$130.00, maintenance supplies; Long Building Technologies, \$4,745.00, HVAC & controls; **CLERK:** A Thru Z, \$36.71, document destruction; Sam's Club, \$122.46, office supplies; Star Awards, \$12.00, nametags; Wyoming State Safe & Lock, \$84.54, file cabinet locks/keys; Wyoming Taxpayers Association, \$195.00, membership; **ELECTIONS:** A Thru Z, \$128.93, document destruction; Laramie Newspapers, \$976.50, legal notices; Lincoln Printing, \$17.63, folding ballots; **IT:** Wyoming State Safe & Lock, \$956.00, HID Cards; **TREASURER:** A Thru Z, \$25.50, document destruction; National Business Systems, \$332.32, MVR cards; **ASSESSOR:** A Thru Z, \$25.50, document destruction; Laramie Newspapers, \$215.72, advertising; **SHERIFF:** A Thru Z, \$25.50, document destruction; Animal Health Center, \$146.11, canine supplies; Blue Beacon, \$41.72, vehicle maintenance; Kinsco, \$249.95, uniform expense; Laramie GM Auto, \$638.79, vehicle maintenance; Sun Badge, \$74.75, uniform expense; Ultramax, \$2,226.00, ammunition supplies; **DETENTION:** A Thru Z, \$25.50, document destruction; Ace Hardware, \$21.16, supplies; DocuSource, \$144.03, supplies; Fastenal, \$38.29, supplies; Intoximeters, \$126.25, supplies; Jo-Ed Produce, \$3,105.44, boarding of prisoners; Meadow Gold Dairy, \$259.62, boarding of prisoners; University of Wyoming \$5.00, supplies; US Food Service, \$2,211.91, boarding of prisoners; Van's Wholesale, \$108.01, supplies; **ATTORNEY:** A Thru Z, \$25.50, document destruction; Christopher Allen Engle, \$15.00, witness fee; Lexis-Nexis, \$360.54, online/related charges; Sam's Club, \$224.92, office supplies; Source Office, \$363.89, office supplies; West Payment Center, \$310.24, online/related charges; **INTERGOVERNMENTAL:** City of Laramie, \$30,965.00, LARC; Peak Wellness, \$2,000.00, emergency detention; **PLANNING:** Barney Bisson, \$337.18, travel; Laramie Newspapers, \$107.25, legal notices; Patricia Pettigrew, \$355.00, special projects; **COOPERATIVE EXTENSION:** WAE4-HA, \$90.00, professional improvement; **DISTRICT COURT:** David McCarthy, \$168.00, professional services; Trent Law Office, \$100.01, professional legal services; **CIRCUIT COURT:** A Thru Z, \$25.50, document destruction; **DRUG COURT:** Advanced Medical Services, \$350.00, drug testing; Charles Pelkey, \$600.00, defense attorney fees; Redwood Toxicology Laboratory, \$39.00, drug testing; Western Waterworks, \$8.00, water cooler refill; **ROAD & BRIDGE:** AlSCO, \$91.23, safety clothing; Drive Train Industries, \$16.12, heavy equipment repair; Energy Equipment & Supply, \$371.37, shop equipment/maintenance; Fastenal, \$175.19, heavy equipment repair; Fat Boys Tire & Auto, \$16.00, heavy equipment repair; Laramie Auto Parts, \$37.78, shop equipment repair/maintenance; True Value, \$13.68, shop equipment repair; **FIRE:** Drube Supply, \$71.96, supplies-Sybill VFD; Wheatland Rural Electric, \$500.00, LPFZ; **PUBLIC HEALTH:** AlSCO, \$47.30, floor mats; GlaxoSmithKline, \$1,180.80, vaccine; Laramie Newspapers, \$111.40, advertising; Sanofi, \$95.13, vaccine; Donita Smith, \$160.50, mileage; Wal-Mart, \$100.27, supplies; Wyoming Public Health Laboratory, \$150.00, testing; **MCH/TANF:** Albany County Treasurer, \$53.05, grant administration; Wal-Mart, \$-1.35, supplies; **DETENTION MEDICAL:** McKesson Medical Surgical, \$79.40, medical expenses; Safeway, \$670.06, medical expenses; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES:** \$454,001.67 **TOTAL PAYROLL:** \$403,958.23 **TOTAL EXPENDITURES:** \$857,959.90

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

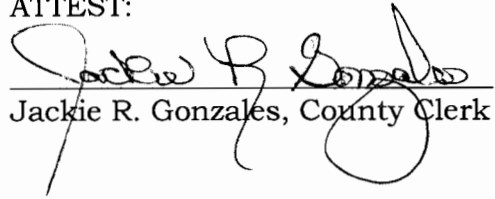
24. Adjourn.

MOTION by Chesnut to ADJOURN at 10:40 a.m.

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

BOARD OF COUNTY COMMISSIONERS
/s/Tim Sullivan, Chairman

ATTEST:



Jackie R. Gonzales, County Clerk