

COUNTY COMMISSIONERS' MINUTES

DECEMBER 17, 2013

LARAMIE, WYOMING

BOARD OPENING INTERVIEWS

Albany County Historic Preservation Board
City/County Environmental Advisory Committee

PUBLIC HEARING

First Church of the Nazarene Land Use Change
Hearing no comments, MOTION by Chesnut to CLOSE the Public Hearing at 9:30 a.m.
Roll call showed Chesnut, Kennedy and Sullivan. Aye. MOTION CARRIED.

PLEDGE OF ALLEGIANCE

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.** 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 December 3, 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 November 13, 2013 MINUTES and December 11, 2013 AGENDA of the Albany County Planning and Zoning Commission.
- 4c. Minutes of the Albany County Public Library Board of Directors.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 24, 2013 MINUTES of the Albany County Public Library Board of Directors.
- 4d. Minutes of the Albany County Weed and Pest Control District.
Action: that the Board ACKNOWLEDGES RECEIPT of the November 7, 2013 MINUTES of the Board of Directors of the Albany County Weed and Pest Control District.
- 4e. Minutes of the Laramie Rivers Conservation District.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 28, 2013 MINUTES of the Laramie Rivers Conservation District.
- 4f. Minutes of the Sherman Hill Road Improvement and Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 1, 2013 MINUTES of the Sherman Hill Road Improvement and Service District.
- 4g. Albany County Assessor Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending November 2013 from Grant Showacre, County Assessor.
- 4h. Albany County Clerk Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending November 2013 from Jackie R. Gonzales, County Clerk.
- 4i. Albany County Clerk of District Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending November 2013 from Janice Sexton, Clerk of District Court.
- 4j. Albany County Planner Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending November 2013 from David Gertsch, Planning Director.
- 4k. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending November 2013 from Linda Simpson, County Treasurer.
- 4l. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY REPORT for the month ending November 2013 from the Albany County Detention Center.
- 4m. Albany County General Fund Revenue Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND REVENUE REPORT for the month ending November 2013 as prepared by the Albany County Treasurer's Office.
- 4n. Albany County General Fund Expenditure Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND EXPENDITURE REPORT for the month ending November 2013 as prepared by the Albany County Clerk's Office.
- 4o. Revenues & Expenditures Budgeted vs. Actual Report, Balance Sheet and Payroll Summary of the Albany County Public Library.
Action: that the Board ACKNOWLEDGES RECEIPT of the August 2013 REVENUES & EXPENDITURES BUDGETED VS. ACTUAL REPORT, BALANCE SHEET as of October 31, 2013 and PAYROLL SUMMARY as of October 2013 from the Albany County Public Library.
- 4p. 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.
- 4q. 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
Arcon, Inc.	501 Iverson Office Building/Data Center Upgrades	12/21/2013	977-2926-000	\$978.20
Trihydro	Aquifer	11/18/2013	977-2925-000	\$1,496.20

4r. Jail Overage Account Voucher.

Action: that the Board APPROVES the following Jail Overage Account Voucher:

Vendor	Project	Invoice Date	Account Number	Amount
Sierra Detention Systems	Detention Center Controls Systems Replacement Project	11/30/2013	295-5010-000	\$46,250.00

4s. Zoning Certificates

Action: that the Board APPROVES the following Zoning Certificates:

Last Name	First Name	Zoning Permit #	Street #	Address	Value	Description of Use	Zoning
Harer	Preston C.	ZC-171-13	####	Forest Service Road #543-Y	\$40,000	Principal Structure	Res
Sherwood	Veronica	ZC-172-13	2	Moulton Road	\$5,000	Accessory Building	Res

4t. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: BLM (2); NACo CountyNews; Cathedral Home for Children; Medicine Bow-Routt National Forests (3); Kelli Little – WCCA; NACo CountyNews (2); Wheatland REA; Wyoming Department of Revenue; Wyoming Department of Health; Office of Homeland Security; Albany County 4-H FootNotes; Better Roads; Wyoming Rural Electric News; WCCA; WWC Engineering; State of Wyoming Department of Audit; Linda Simpson, County Treasurer; Campbell County Commissioners; NACo 2014 Legislative Conference; WWC Engineering; and, Albany County Treasurer’s Office.

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

REGULAR AGENDA

5. Application for the First Church of the Nazarene for a land use (zoning) change on a 13.1740 acre parcel from Exempt to Residential (LUC-05-13).

MOTION by Chesnut to APPROVE, application for the First Church of the Nazarene for a land use (zoning) change on 13.1740 acre parcel from Exempt to Residential (LUC-05-13) incorporating the following findings of fact and conclusions of law as follows:

Findings of Fact:

The proposed use is compatible with existing uses of adjacent properties.

The site plan includes all required items.

The Findings Necessary for Approval, as listed in this report, are incorporated herein as findings of fact

Conclusions of Law: The application is in compliance with provisions of the Albany County Zoning Resolution, Chapter I, Section 13, Chapter IV, Section 5 and Chapter V, Section 7.

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

6. Wyoming Department of Health Communicable Disease Prevention Program Mini-Grant application.

MOTION by Kennedy to APPROVE Wyoming Department of Health Communicable Disease Prevention Program Mini-Grant application.

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

7. Cleaning contract for the Courthouse with Quality Custodial Services in the amount of \$56,580.00 per year or \$4,715.00 per month.

MOTION by Chesnut to APPROVE cleaning contract for the Courthouse with Quality Custodial Services in the amount of \$56,580.00 per year or \$4,715.00 per month.

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

8. Permission to add additional electrical outlets and light switches for safety and convenience in the IT/GIS Office area.

MOTION by Kennedy to APPROVE permission to add additional electrical outlets and light switches for safety and convenience in the IT/GIS Office area and to be paid out of Courthouse Renovation funds.

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

9. Amendment No. 2 to Service Provider Agreement between BI Incorporated and Albany County Adult Drug Court.

MOTION by Chesnut to APPROVE Amendment No. 2 to Service Provider Agreement between BI Incorporated and Albany County.

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

10. HIPAA Business Associate Agreement between Albany County and Albany County Hospital District d/b/a Ivinson Memorial Hospital.

MOTION by Kennedy to TABLE HIPAA Business Associate Agreement between Albany County and Albany County Hospital District d/b/a Iverson Memorial Hospital.

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

11. Appointments to the City/County Environmental Advisory Committee

MOTION by Kennedy to APPOINT Noriaki Ohara, Ed Pier and Jim Steidtmann to the City/County Environmental Advisory Committee for terms to expire November 1, 2016.

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

12. Appointments to the Albany County Historic Preservation Board.

MOTION by Kennedy to APPOINT Tanna Nagy to the Albany County Historic Preservation Board for a term to expire April 2016.

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

13. Acknowledge receipt of resignation of Chris Nicholson from the Albany County Planning and Zoning Commission and Direct Clerk to advertise.

MOTION by Chesnut to ACKNOWLEDGE receipt of resignation of Chris Nicholson from the Albany County Planning and Zoning Commission and DIRECT Clerk to advertise.

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

14. Approve Payroll and Vouchers for December 2013.

MOTION by Kennedy to APPROVE Payroll and Vouchers for December 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, \$137,935.98, payroll contribution; Albany County Employees' Reimbursable, \$1,552.66, payroll contribution; Albany County Fire District #1, \$1,385.80, tax reimbursement; Albany County Public Library, \$2,500.00, 2013-2014 allocation; Albany County Safe Project, \$2,000.00, 2013-2014 allocation; Albany County Treasurer, \$210.00, grant administration fee; Albany County Weed & Pest, \$6,500.00, weed control; American Heritage Life, \$82.46, payroll contribution; Rick Anderson, \$625.00, slash pile monitoring; Arcon, \$10,266.80, office building retainage; Big Brothers Big Sisters, \$5,000.00, 2013-2014 allocation; Carbon Power & Light, \$105.14, utilities; Jessica Carrington, \$511.39, travel & mileage; City of Laramie, \$26,546.17, Wild Rose Fire payment; Clerk of District Court, \$380.50, payroll contribution; Colonial Life, \$125.60, payroll contribution; Dearborn National Life, \$151.80, payroll contribution; Delta Dental, \$4,214.00, payroll contribution; Eden Health, \$150.00, prepared childbirth classes; Ellenbecker Oil, \$44,906.56, fuel; Kim Gullickson, \$2,328.40, fuel reduction coordinator; Hamaker Excavation, \$35,350.00, initial payment of lease; Holiday Inn, \$341.11, MRC Annual meeting; Laramie Newspapers, \$668.25, legal notices; Laramie Physicians for Women, \$75.00, prepared childbirth class; Laramie Youth Crisis Center, \$15,000.00, 2013-2014 allocation; Life Investors, \$280.00, payroll contribution; Motorola Solutions, \$13,534.00, mobile radios for Sheriff's Office; New York Life, \$1,258.35, payroll contribution; Norco, Inc., \$421.48, supplies; Orchard Trust, \$4,702.50, payroll contribution; Peak1 Administration, \$1,454.36, payroll contribution; Pete Lien and Sons, \$40,640.56, final payment-Jonathon Quarry; Rocky Mountain Power, \$962.74, utilities; Sierra Detention Systems, \$138,750.00, Detention Center controls system; Source Gas, \$272.10, utilities; Town of Rock River, \$118.00, utilities; Town of Rock River, \$288.00, tax reimbursement; Trihydro, \$1,496.20, Aquifer (WDOT); United Way, \$311.00, payroll contribution; VALIC, \$2,950.00, payroll contribution; Van Diest Supply, \$3,635.00, BTI briquettes; Wal-Mart, \$424.30, office supplies; Wyoming Child Support Enforcement, \$743.79, payroll contribution; WDOT, \$689,775.99, Al Co/US30/IRP CN5074; Wyoming Disposal Systems, \$65.05, utilities; Wyoming NCPERS Life, \$784.00, payroll contribution; Wyoming Retirement System, \$81,731.03, payroll contribution; Wyoming State Forestry, \$416.02, Garrett supplies; Wyoming Workers' Compensation, \$7,891.09, payroll contribution; Melissa Zaferos, \$121.50, travel/mileage; **COMMISSIONERS:** A Thru Z, \$26.25, document destruction; Laramie Newspapers, \$2,613.75, minutes/legal notices; **GENERAL ACCOUNTS:** Albany County Fair Association, \$302.61, utilities; Charter Communications, \$108.15, utilities; Lance's Painting, \$3,523.00, Courthouse maintenance; Lewan & Associates, \$2,062.45, copier/printer lease; Mader Tschacher Peterson, \$2,700.00, auditor contract; David Montgomery, \$94.00, registrar compensation; Rocky Mountain Power, \$353.43, utilities; Source Gas, \$3,997.65, utilities; Union Telephone, \$52.95, telephone; US Bank Equipment Finance, \$2,316.00, copier/printer lease; **COURTHOUSE:** A/C Electric, \$33.00, supplies; Ace Hardware, \$92.53,

supplies; AlSCO, \$265.60, supplies; City of Laramie, \$25.00, landfill fee; Van's Wholesale, \$99.32, maintenance supplies; **CLERK:** A Thru Z, \$26.25, document destruction; Sam's Club, \$49.86, office supplies; **GRANTS:** Wal-Mart, \$.09, office supplies; **TREASURER:** A Thru Z, \$26.25, document destruction; **ASSESSOR:** A Thru Z, \$26.25, document destruction; Ace Hardware, \$3.59, supplies; Lincoln Printing, \$185.30, office supplies; **SHERIFF:** A Thru Z, \$26.25, document destruction; Laramie GM Auto, \$269.92, vehicle maintenance; Office Depot, \$59.26, office supplies; Public Safety Center, \$205.79, replacement equipment; **DETENTION:** A Thru Z, \$26.25, document destruction; Jo-Ed Produce, \$3,263.66, boarding of prisoners; Lance's Painting, \$1,430.00, Detention Center maintenance; Meadow Gold Dairy, \$340.15, boarding of prisoners; US Food Service, \$1,731.52, boarding of prisoners; **ATTORNEY:** A Thru Z, \$26.25, document destruction; Carole Hamilton, \$30.00, witness fee; Lexis-Nexis, \$164.00, research; Joshua Merseal, \$284.23, travel/mileage; Mobile Crime Scene Academy, \$2,000.00, trial expense; Pathways, \$115.00, professional witness fees; Source Office, \$150.96, supplies; Thomson Reuters, \$310.24, research; **PLANNING:** Laramie Newspapers, \$57.75, legal notice; Patricia Pettigrew, \$322.50, special projects; **COOPERATIVE EXTENSION:** Mary Louise Wood, \$338.00, travel/mileage; **CLERK OF COURT:** Albany County Treasurer, \$2,555.81, jury/witness fees; Lisa Kelly, \$165.75, court transcripts; **DISTRICT COURT:** David McCarthy, PC, \$180.00, legal services; Trent Law Office, \$16.67, professional legal service; **CIRCUIT COURT:** A Thru Z, \$26.25, document destruction; **DRUG COURT:** Advanced Medical Services, \$350.00, drug testing; Charles Pelkey, \$600.00, defense attorney fees; Wal-Mart, \$112.36; **ROAD & BRIDGE:** AlSCO, \$87.14, safety clothing; C&A Pet & Livestock Supply, \$37.89, supplies; Fastenal, \$93.13, shop repairs/maintenance; Kett's Auto Electric, \$159.00, vehicle repair; Laramie Auto Parts, \$24.14, equipment repair/maintenance; Quest Diagnostics, \$116.20, federal drug testing; Tri-Spar Lumber, \$53.88, equipment repair/maintenance; **FIRE:** Drube Supply, \$30.95, furnace supplies; **PUBLIC HEALTH:** Department of Health, \$29,887.46, July to September payroll; Modern Printing, \$248.00, office supplies; Sanofi Pasteur, \$113.86, vaccines; Donita Smith, \$56.59, travel/mileage; Wal-Mart, \$17.94, office supplies; Wyoming Public Health Laboratory, \$144.00, specimen collection; **WIC:** Albany County Public Health, \$6,000.00, rent; U.S. Post Office, \$184.00, postage; **MCH/TANF:** Florida State University, \$144.00, client education; Johnna French, \$163.52, travel/mileage; **DETENTION MEDICAL:** Laramie Pediatrics, \$20,000.00, nursing services; McKesson Medical, \$8.36, medical expense; **FIRST INTERSTATE BANK:** \$4,209.34, computer replacement; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES:** \$1,389,408.50 **TOTAL PAYROLL:** \$398,096.31 **TOTAL EXPENDITURES:** \$1,787,504.81

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

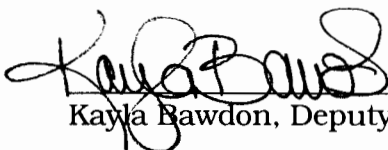
15. Adjourn.

MOTION by Chesnut to ADJOURN at 9:58 a.m.

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

BOARD OF COUNTY COMMISSIONERS
/s/ Tim Sullivan, Chairman

ATTEST:



Kayla Bawdon, Deputy County Clerk