

COUNTY COMMISSIONERS' MINUTES

APRIL 16, 2013

LARAMIE, WYOMING

PLEDGE OF ALLEGIANCE

There was a moment of silence for the community of Boston and those injured in the Boston Marathon.

1. **Roll Call.**
The Regular Meeting was called to order at 9:30 a.m. by Chairman Sullivan. Commissioner's Chesnut and Sullivan present. Commissioner Kennedy present by phone.
2. **Comments from the Public.** None.
3. **Consideration of Changes in the Agenda.** None.
4. **Approval of Consent Agenda.**
MOTION by Kennedy, seconded by Chesnut that each specific action on the Consent Agenda is APPROVED as though acted up on independently.

CONSENT AGENDA

- 4a. Minutes of the Regular Meeting of the Board.
Action: that the Board APPROVES the MINUTES of the April 2, 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 March 13, 2013 MINUTES and the April 10, 2013 AGENDA of the Albany County Planning and Zoning Commission.
- 4c. Minutes of the Albany County Weed and Pest Control District.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 7, 2013 MINUTES of the Albany County Weed and Pest Control District.
- 4d. Albany County Assessor Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending March 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 March 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 March 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 March 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 March 2013 from Dave O'Malley, Albany County Sheriff.
- 4i. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending March 2013 from Linda Simpson, County Treasurer.
- 4j. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY REPORT for the month ending March 2013 from the Albany County Detention Center.
- 4k. 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 February 2013 REVENUES & EXPENDITURES BUDGETED VS. ACTUAL REPORT, BALANCE SHEET as of March 20, 2013 and PAYROLL SUMMARY as of February 2013 from the Albany County Public Library.
- 4l. Albany County General Fund Revenue Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND REVENUE REPORT for the month ending March 2013 as prepared by the Albany County Treasurer's Office.
- 4m. Albany County General Fund Expenditure Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND EXPENDITURE REPORT for the month ending March 2013 as prepared by the Albany County Clerk's Office.
- 4n. Laramie Rivers Conservation District Draft Budget for Fiscal Year 2013-2014.
Action: that the Board ACKNOWLEDGES RECEIPT of the DRAFT BUDGET FOR FISCAL YEAR 2013-2014 for the Laramie Rivers Conservation District.
- 4o. 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.
- 4p. 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 |
|--------------------------|------------------------------------------|--------------|----------------|------------|
| Lewan & Associates, Inc. | Papercut Software/Hardware | 03/29/2013 | 977-2920-000 | \$7,427.00 |
| Laramie Newspapers, Inc. | Advertising-Fairgrounds Drainage Project | 03/23/2013 | 977-2910-000 | \$173.25 |

4q. **Zoning Certificates**

Action: that the Board APPROVES the following Zoning Certificates:

| Last Name | First Name | Zoning Permit # | Street # | Address | Value | Description of Use | Zoning |
|-----------|------------|-----------------|----------|--------------------|-------------|--------------------|--------|
| Savastano | Tony | ZC-032-13 | 528 | Pleasant Valley Dr | \$98,190.00 | Mobile Home | Comm |
| Savastano | Tony | ZC-033-13 | 528 | Pleasant Valley Dr | \$12,000.00 | Accessory Building | Comm |

| | | | | | | | |
|----------------------------------------|--------------------|-----------|------|--------------------|--------------|---------------------|-----|
| Todd | Sarah | ZC-034-13 | 1509 | Cottonwood Park Rd | \$10,000.00 | Principal Structure | Res |
| Huegerich | Valerie | ZC-035-13 | 11 | West Vedauwoo Rd | \$26,000.00 | Accessory Building | Res |
| Tupper | Donald & Susan | ZC-036-13 | 2670 | WYO HWY 130 | \$110,000.00 | Accessory Building | Res |
| Lake | Scott & Ruth | ZC-037-13 | 80 | Brittany Lane | \$135,000.00 | Modular | Res |
| Lentz | Blaine | ZC-038-13 | 102 | Ryff Road | \$2,500.00 | Accessory Building | Ag |
| Gilley | Brian | ZC-039-13 | #### | | \$35,000.00 | Principal Structure | Res |
| Fletcher Park Baptist Youth Foundation | Camp Grace | ZC-040-13 | 384 | Fletcher Park Rd | \$198,000.00 | Principal Structure | Ex |
| Fletcher Park Baptist Youth Foundation | Camp Grace | ZC-041-13 | 384 | Fletcher Park Rd | \$37,000.00 | Accessory Building | Ex |
| Fletcher Park Baptist Youth Foundation | Camp Grace | ZC-042-13 | 384 | Fletcher Park Rd | \$20,000.00 | Accessory Building | Ex |
| Fletcher Park Baptist Youth Foundation | Camp Grace | ZC-043-13 | 384 | Fletcher Park Rd | \$20,000.00 | Accessory Building | Ex |
| Fletcher Park Baptist Youth Foundation | Camp Grace | ZC-044-13 | 384 | Fletcher Park Rd | \$17,000.00 | Accessory Building | Ex |
| Fletcher Park Baptist Youth Foundation | Camp Grace | ZC-045-13 | 384 | Fletcher Park Rd | \$17,000.00 | Accessory Building | Ex |
| Neptune Management | c/o Mr. John Evans | ZC-046-13 | #### | Sally Port Road | \$200,000.00 | Principal Structure | Res |

4r. **Acknowledge Receipt of Correspondence.**

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Better Roads; Zephyr Transmission; Albany County 4-H FootNotes; Sarah Hintz; Kelli Little – WCCA; Wyoming RoadWork; Wyoming Rural Electric News; Medicine Bow-Routt National Forests; Wyoming Department of Transportation.

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

REGULAR AGENDA

5. 2013 Cooperative Law Enforcement Operating Plan and Financial Plan between the Albany County Sheriff's Office and the USDA Forest Service, Medicine Bow-Routt National Forests and Thunder Basin National Grassland.

MOTION by Chesnut, seconded by Kennedy to APPROVE 2013 Cooperative Law Enforcement Operating Plan and Financial Plan between the Albany County Sheriff's Office and the USDA Forest Service, Medicine Bow-Routt National Forests and Thunder Basin National Grassland.

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

6. Amendment Number One to Contract for Services between Albany County and James O. Clyde DBA Clyde Company that increases the contract price of \$95,680.00 to \$104,000.00 (8 acres x \$1,040/acres).

MOTION by Kennedy, seconded by Chesnut to APPROVE Amendment Number One to Contract for Services between Albany County and James O. Clyde DBA Clyde Company that increases the contract price of \$95,680.00 to \$104,000.00 (8 acres x \$1,040/acres).

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

7. Extension on the CDBG Albany County Home Ownership Grant Agreement termination date from June 30, 2013 to June 30, 2014.

MOTION by Chesnut, seconded by Kennedy to APPROVE extension on the CDBG Albany County Home Ownership Grant Agreement termination date from June 30, 2013 to June 30, 2014.

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

8. Notice of Award for the Exterior Door Replacement at the Laramie Plains Civic Center and issuance of Contractor Agreement pending receipt of required documents.

MOTION by Kennedy, seconded by Chesnut to APPROVE Notice of Award for the Exterior Door Replacement at the Laramie Plains Civic Center to ARCON, Inc. in the amount of \$109,600.00 and issuance of Contractor Agreement pending receipt of required documents.

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

9. Application to Wyoming Arts Council in the amount of \$2,441.00 for the Architecture of Civility Sculpture Placement and Program.

MOTION by Chesnut, seconded by Kennedy to APPROVE Application to Wyoming Arts Council in the amount of \$2,441.00 for the Architecture of Civility Sculpture Placement and Program.

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

10. Volunteers of America Northern Rockies (VOANR) OJJDP Non-Participating State Grant Application in the amount of \$24,742.00 for the purpose of transporting and housing juveniles at the Natrona County Regional Juvenile Detention Center or the Laramie County Juvenile Detention Center.

MOTION by Kennedy, seconded by Chesnut to APPROVE Volunteers of America Northern Rockies (VOANR) OJJDP Non-Participating State Grant Application in the amount of \$24,742.00 for the purpose of transporting and housing juveniles at the Natrona County Regional Juvenile Detention Center or the Laramie County Juvenile Detention Center.

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

11. Approach License for the Fletcher Park Baptist Youth Foundation, Inc., Camp Grace, on County Road #716, Fletcher Park Road, located in Section 15 Township 26 North Range 71 West.

MOTION by Chesnut, seconded by Kennedy to APPROVE Approach License for the Fletcher Park Baptist Youth Foundation, Inc., Camp Grace, on County Road #716, Fletcher Park Road, located in Section 15 Township 26 North Range 71 West.

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

12. Wildland Fire Management Annual Operating Plan.

MOTION by Kennedy, seconded by Chesnut to EXECUTE Wildland Fire Management Annual Operating Plan.

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

13. Request funding in an amount not to exceed \$2,500 from 1% Miscellaneous Uncommitted Funds to pay for internet training on the software packages (BUCS and CHIPS) used for accounting purposes for staff in the County Clerk's Office.

MOTION by Chesnut, seconded by Kennedy to APPROVE Request for FUNDING in an amount not to exceed \$2,500 from 1% Miscellaneous Uncommitted Funds to pay for internet training on the software packages (BUCS and CHIPS) used for accounting purposes for staff in the County Clerk's Office.

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

14. Acknowledge Receipt of Title III Fund requests and Direct the Clerk to advertise.

MOTION by Chesnut, seconded by Kennedy to ACKNOWLEDGE RECEIPT of the Title III Fund requests and DIRECTS the Clerk to advertise.

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

15. Vouchers for April 2013.

Jackie R. Gonzales, County Clerk requested that Payroll also be added to this motion.

MOTION by Chesnut, seconded by Kennedy to APPROVE Payroll and Vouchers for April 2013 and directs the Clerk the assign a voucher number to the following vouchers and signature stamp each voucher and to cause warrants to be issued in payment of each such account to wit: **GENERAL AND SPECIAL REVENUE EXPENDITURES:** 49er Communications, \$14,201.20, membership/supplies; AFLAC, \$1,679.65, payroll contribution; Albany County Employee's Health Benefits, \$127,858.26, payroll contribution; Albany County Reimbursable, \$1,511.66, payroll contribution; Albany County Treasurer, \$382.06, transport juvenile to Cheyenne; American Heritage Life, \$82.46, payroll deduction; Big Brothers Big Sisters, \$1,211.10, TANF/CPI grant; CenturyLink, \$2,376.19, telephones; CenturyLink, \$285.30, long distance; Circuit Court, \$490.22, payroll contribution; City of Laramie, \$33,799.00, county expenses; Clerk of District Court, \$380.50, payroll contribution; Colonial Life, \$125.60, payroll contribution; Dearborn Life, \$120.70, payroll contribution; Delta Dental, \$3,943.95, payroll contribution; Fortman's Paint & Glass, \$1,839.37, courthouse renovation; Kim Gullickson, \$4,818.61, fuels mitigation; Insurance Coordinators, \$1,168.29, payroll contribution; Interfaith-Good Samaritan, \$1,864.00, TANF/CPI grant; Tim Jeremias, \$700.00, vehicle repair; Laramie GM Auto Center, \$1,037.17, leveling kit; Laramie Rivers Conservation District, \$10,000.00, distribution of awarded funds; Life Investors, \$280.00, payroll contribution; Lyle Signs Inc., \$105.01, road materials; Malone Belton Abel P.C., \$3,893.50, architectural/engineering; Tina Mansfield, \$101.20, travel; Medela Inc., \$198.00, supplies; Modern Printing, \$232.86, business cards; Orchard Trust, \$3,722.50, payroll contribution; United Way, \$311.00, payroll contribution; VALIC, \$2,950.00, payroll

contribution; Window King #111, \$2,488.00, clean courthouse windows; Wyoming Child Support Enforcement, \$743.79, payroll contribution; Wyoming Department of Transportation, \$1,844.41, projects; Wyoming NCPERS Life, \$816.00, payroll contribution; Wyoming Retirement System, \$80,176.98, payroll contribution; Wyoming Workers' Compensation, \$6,578.16, payroll contribution; **COMMISSIONERS:** Laramie Newspapers, \$2,301.75, legal notices/advertising; Tim Sullivan, \$77.00, travel; **GENERAL ACCOUNTS:** Albany County Fair Association, \$368.92, utilities; Bresnan Communications, \$108.15, utilities; Carbon Power & Light, \$105.13, utilities; City of Laramie, \$140.97, utilities; Lewan & Associates, \$125.00, supplies/maintenance contract; National Business Systems, \$1,000.00, postage for meter; Rocky Mountain Power, \$1,841.26, utilities; SourceGas, \$3,728.68, utilities; Union Telephone, \$54.37, telephone; US Bank Equipment Finance, \$747.24, copier/printer lease; Wyoming Disposal Systems, \$64.89, utilities; **COURTHOUSE:** Ace Hardware, \$4.99, maintenance supplies; AlSCO, \$307.35, maintenance supplies; Van's Wholesale, \$61.82, cleaning supplies; **CLERK:** A thru Z, \$34.00, document destruction; Donald R. Frey & Co., \$990.00, conference registration; Stephens-Peck, Inc., \$85.00, book revision; **GRANTS:** Quill, \$54.42, office supplies; Wyoming Rural Development Council, \$900.00, grant writing workshop; **ELECTIONS:** A thru Z, \$71.79, document destruction; Election Center, \$75.00, membership renewal; Laramie Newspapers, \$288.75, advertising; **CSBG:** SAFE Project, \$1,150.00, March 2013; CSBG Board, \$1,270.00, March 2013; Downtown Clinic, \$1,833.32, March 2013; Eppson Center, \$937.50, March 2013; Hospice of Laramie, \$483.34, March 2013; Interfaith-Good Samaritan, \$6,900.75, March 2013; Laramie Child Development, \$263.33, March 2013; Laramie Reproductive Health, \$137.00, March 2013; Laramie Soup Kitchen, \$708.34, March 13; Laramie Youth Crisis Center, \$190.16, March 13; Salvation Army, \$928.00, March 13; **TREASURER:** A thru Z, \$34.00, document destruction; Donald R. Frey & Co., \$990.00, conference registration; National Business Systems, \$377.58, tax notices; **ASSESSOR:** A thru Z, \$34.00, document destruction; **SHERIFF:** A thru Z, \$34.00, document destruction; A-1 Recovery and Towing, \$305.00, investigation supplies/towing; Ace Hardware, \$119.85, evidence building maintenance; American Paintbrush, \$135.00, supplies; Animal Health Center, \$52.28, canine supplies; Blue Beacon, \$15.43, auto expense; Carrot-Top Inc., \$302.53, replacement equipment; Laramie GM Auto Center, \$4,095.48, vehicle maintenance; Laramie Newspapers, \$231.00, advertising; Larimer County Sheriff, \$13.10, investigation supplies; Modern Printing, \$143.00, office supplies; Office Depot, \$136.09, office supplies; Star Awards & Signs, \$39.50, office supplies; Wyoming State Board of Pharmacy, \$80.00, canine supplies; **DETENTION:** Eagle Plumbing & Heating, \$395.89, maintenance equipment; Ecolab, \$1,978.64, detention supplies; Fortman's Paint & Glass, \$92.98, maintenance equipment; Gall's Inc., \$209.98, detention supplies; Iverson Memorial Hospital, \$2,964.08, boarding of prisoners; Jo-Ed Produce, \$1,475.59, boarding of prisoners; Johnson Controls, \$24,150.00, equipment maintenance; Byron Killpack, DDS, \$240.00, boarding of prisoners; Meadow Gold Dairy, \$256.64, boarding of prisoners; Moli-Tron Co., \$365.00, detention center supplies; Office Depot, \$135.54, detention center supplies; US Food Service, \$511.05 boarding of prisoners; Van's Wholesale, \$1,258.34, detention center supplies; **ATTORNEY:** A thru Z, \$34.00, document destruction; Lexis Nexis, \$164.00 research subscription; West Payment Center, \$310.24, research subscription; **INTERGOVERNMENTAL:** Big Brothers Big Sisters, \$3,230.00, diversion contract; City of Laramie, \$26,272.00, LARC communication center; **PLANNING:** Laramie Fire Extinguisher, \$65.00, building maintenance; Patricia Pettigrew, \$327.50, special projects; **COOPERATIVE EXTENSION:** Lewan & Associates, \$68.11, office supplies; University of Wyoming, \$201.76, program supplies; Wyoming Surplus Property, \$125.00, equipment; **CLERK OF COURT:** Lisa Kelly, \$117.00, transcripts; Kenna K. O'Flannigan, \$85.00, transcripts; **DISTRICT COURT:** Charles Pelkey, \$435.00, court appointment; Trent Law Office, \$100.02, professional legal service; **CIRCUIT COURT:** A thru Z, \$34.00, document destruction; **DRUG COURT:** BI, \$8.30, electronic monitoring; Tina Mansfield, \$105.30, postage/fuel; Northpointe Inc., \$437.50, project management; Peak Wellness Center, \$4,860.00, contract-counseling; Charles Pelkey, \$600.00, defense attorney; **ROAD & BRIDGE:** AlSCO, \$88.33, safety clothing; Laramie Auto Parts, \$20.64, shop equipment /maintenance repair; Laramie GM Auto Center, \$533.60, vehicle repair; True Value, \$27.31, shop equipment maintenance; Wyoming Machinery, \$1,633.85, heavy equipment repair; **FIRE:** Allen's Parts Supply, \$220.45, Sybille supplies; Bureau of Land Management, \$500.00, Rawlins dispatch support; Drube Supply, \$61.64, Sybille supplies; Frenchman Valley Coop, \$153.58, Sybille fuel; Volunteer Fireman's Retirement, \$25.00, volunteer fireman's pension; **PUBLIC HEALTH:** Laramie Heating & Sheet Metal, \$92.72, change furnace filters; Merck Sharp & Dohme, \$2,151.93, vaccine; PSS World Medical, \$279.40, supplies; Quality IV Care, \$73.35, supplies; Sanofi Pasteur, Inc., \$1,030.53, vaccine; Wyoming Department of Health, \$31,425.07, 3rd quarter payroll; Wyoming Public Health, \$122.00, testing supplies; Wyoming Security Systems, \$75.00, alarm system; **WIC:** Denise Ivey, \$130.00, professional training; Riley Meyen, \$130.00, professional training; U.S. Postmaster, \$195.50, postage; **1% SALES TAX INTERNAL:** Donald R. Frey & Co., \$2,485.00, BUCS/CHIPS internet training; Lewan & Associates, \$4,380.00, VMware annual support; **MCH/TANF:** Medela, Inc., \$102.00, supplies; **DETENTION MEDICAL:** Laramie Pediatrics, \$20,000.00, nursing services; McKesson Medical, \$217.42, medical expenses; Safeway, \$1,353.29, medical expenses; **FIRST INTERSTATE BANK:** \$20.00, safe deposit box rental; \$230.97, shop equipment/maintenance repair; **TOTAL GENERAL AND SPECIAL**

REVENUE EXPENDITURES: \$489,164.80 **TOTAL PAYROLL:** \$403,582.13 **TOTAL EXPENDITURES:** \$892,746.93

16. Recess Regular Session until 3:00 p.m.

MOTION by Kennedy, seconded by Chesnut to RECESS the Regular Meeting at 9:54 a.m.

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

17. Convene to Elect Courthouse Security Chairman and discuss general operations and if necessary, go into Executive Session to Discuss Courthouse Security plan pursuant to W.S. §16-4-405(a)(ix). (Commissioners)

The meeting was convened by Chairman Sullivan at 3:05 p.m. Commissioners Chesnut and Kennedy, absent.

MOTION by Sheriff O'Malley, seconded by Judge Robert Castor to APPOINT Judge Jeffrey A. Donnell as the Chairman of the Courthouse Security Committee for Albany County.

Roll call showed Sheriff O'Malley, Judge Robert Castor, Judge Jeffrey A. Donnell and Chairman Tim Sullivan. Aye. County and Prosecuting Attorney Richard Bohling, abstained. MOTION CARRIED.

18. Adjourn out of Executive Session. – Not Applicable.

19. Return to Regular Session.

MOTION by Chesnut, seconded by Sullivan to RETURN to Regular Session at 3:24 p.m. Commissioner Kennedy was absent.

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

20. Adjourn.

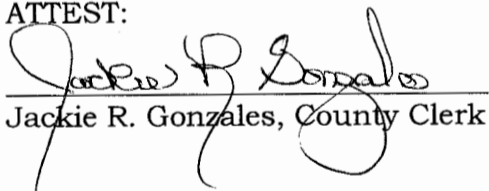
MOTION by Chesnut, seconded by Sullivan to ADJOURN the Regular Meeting of April 16, 2013 at 3:24 p.m.

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

BOARD OF COUNTY COMMISSIONERS

/s/ Tim Sullivan, Chairman

ATTEST:



Jackie R. Gonzales, County Clerk