

COUNTY COMMISSIONERS' MINUTES

JULY 2, 2013

LARAMIE, WYOMING

PUBLIC HEARING

Krijensa Subdivision Preliminary & Final Plats

Hearing no comments, MOTION by Kennedy, seconded by Chesnut to CLOSE the Public Hearing at 9:31 a.m.

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

PLEDGE OF ALLEGIANCE

1. **ROLL CALL.**

The July 2, 2013 Regular Meeting of the Board was called to Order at 9:32 a.m. Commissioners Chesnut, Kennedy and Sullivan all present.

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 and every item on the Consent Agenda be APPROVED as though acted upon independently.

CONSENT AGENDA

4a. Minutes of the Regular and Special Meetings of the Board.

Action: that the Board APPROVES the MINUTES of the June 18, 2013 Regular Meeting and the June 26, 2013 Special Meeting of the Board.

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

Action: that the Board ACKNOWLEDGES RECEIPT of the June 25, 2013 AGENDA of the Albany County Public Library Board of Directors.

4c. Minutes and Agenda of the Laramie Plains Civic Center Joint Powers Board.

Action: that the Board ACKNOWLEDGES RECEIPT of the May 8, 2013 MINUTES and the June 12, 2013 AGENDA of the Laramie Plains Civic Center Joint Powers Board.

4d. \$50,000.00 Bond for Ray Garson, Treasurer, Albany County Weed & Pest.

Action: that the Board APPROVES the \$50,000.00 Bond for Ray Garson, Treasurer, Albany County Weed & Pest.

4e. Balance Sheet and Profit & Loss by Class Summary of the Laramie Plains Civic Center Joint Powers Board.

Action: that the Board ACKNOWLEDGES RECEIPT of the May 31, 2013 Balance Sheet and the May 2013 Profit & Loss by Class Summary from the Laramie Plains Civic Center Joint Powers Board.

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. Zoning Certificates

Action: that the Board APPROVES the following Zoning Certificates:

Last Name	First Name	Zoning Permit #	Street #	Address	Value	Description of Use	Zoning
Laramie Rifle Range		ZC-081-13	73	Rifle Range Rd	\$20,000	Accessory Bldg.	Res
Rainbow Valley Cabins, Inc.		ZC-082-13	68	Rainbow Valley Lodge Rd	\$8,000	Accessory Bldg.	Res
Lazy Hanging "G", LLC		ZC-083-13	####	TBD	\$12,000	Accessory Bldg.	Ag
Beckett	Paul & Carla	ZC-084-13	23	Mill Iron Road	\$12,165	Accessory Bldg.	Ag
Beckett	Paul & Carla	ZC-085-13	23	Mill Iron Road	\$2,800	Accessory Bldg.	Ag
Beckett	Paul & Carla	ZC-086-13	23	Mill Iron Road	\$2,800	Accessory Bldg.	Ag
Beckett	Paul & Carla	ZC-087-13	23	Mill Iron Road	\$1,400	Accessory Bldg.	Ag
Beckett	Paul & Carla	ZC-088-13	23	Mill Iron Road	\$1,400	Accessory Bldg.	Ag
Kimble	Jeff	ZC-089-13	9	Cut A Cross Rd	\$10,000	Accessory Bldg.	Res
Hogsett	Dean	ZC-090-13	3340	Ponderosa Lane	\$30,000	Accessory Bldg.	Res
Sheets	Seth	ZC-091-13	####	TBD	\$325,000	Principal Structure	Res

4h. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: UW-Office of Academic Affairs; Kate Moriarity – WCCA (3); U.S. Environmental Protection Agency (2); Federal Emergency Management Agency; Medicine Bow-Routt National Forests (2); City of Laramie (2); WYTrans; and, NACo County News.

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

REGULAR AGENDA

5. Approve Resolution Approving the South Knoll Road Improvement District's Resolution Authorizing Improvements to be paid by Special Assessment pursuant to W.S. §18-12-102(a)(ii).

MOTION by Chesnut, seconded by Kennedy to APPROVE Resolution approving the

South Knoll Road Improvement District's Resolution authorizing improvements to be paid by Special Assessment pursuant to W.S. §18-12-102(a)(ii).

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

6. Approve Project Manual for the Soldier Springs Road Resurfacing Project and Direct Clerk to publish advertisement for bid.

MOTION by Kennedy, seconded by Chesnut to APPROVE Project Manual for the Soldier Springs Road Resurfacing Project and DIRECT the Clerk to publish advertisement for bid.

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

7. Approve Preliminary and final plats and granting a subdivision permit for Krijensa Subdivision (SD-02-13).

MOTION by Kennedy, seconded by Chesnut to APPROVE the Preliminary and Final Plats and granting a Subdivision Permit for Krijensa Subdivision (SD-02-13) for Steve Stutzman, Applicant based upon and incorporating the Findings of Facts and Conclusions of Law as listed below SUBJECT to the receipt of adequate financial assurance prior to the filing of the final plat with the Albany County Clerk's Office:

Findings of Fact:

1. Notice has been provided in accordance with Chapter IV, Section 9 of the Albany County Platting and Subdivision Regulations
2. This subdivision qualifies to be reviewed as a Small Subdivision.
3. The property is zoned residential and is in compliance with requirements set forth in the Albany County Zoning Resolution.
4. Water will be provided by individual on-site wells.
5. Sewer will be provided by individual on-site wastewater systems.
6. The Fire Warden is not requiring fire protection facilities.
7. Drainage and other preliminary and final plat issues have been reviewed by the County Engineer. The Planning and Zoning Commission did not adopt the recommendations for an approved turnaround and limiting accesses off Rosedale Road as provided by the County Engineer.
8. The location of the Rosedale Road (the access to lots 1 and 2) and the right-of-way provided are in conformance with the Major Street Plan.
9. Road maintenance agreements exist for the privately maintained roads used to access the subdivision and maintain the proposed road.
10. Financial assurance for the proposed road has not been provided. However, the applicant will provide the financial assurance upon approval of the Board of County Commissioners.
11. The City of Laramie is granted joint jurisdiction of subdivisions within one mile of the City's municipal boundaries by State Statute. This subdivision is within one mile of City limits. The City of Laramie has approved the preliminary plat for this subdivision application.

Conclusions of Law:

The Planning and Zoning Commission have interpreted that the requirements of the Albany County Platting and Subdivision Regulation, Chapter I – VIII and Appendix A have been met.

Roll call showed Kennedy and Sullivan. AYE. Chesnut. NAYE. MOTION CARRIED.

8. Approve Letter requesting that the Laramie City Council consider changing the Laramie Municipal Code to allow the waiver of fees for tires and refrigerators on County Clean-up Day.

MOTION by Kennedy, seconded by Chesnut to APPROVE the letter to the Laramie City Council requesting that they consider changing the Laramie Municipal Code to allow the waiver of fees for tires and refrigerators on County Clean-up Day.

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

9. Approve Mobile Home Park License renewals for 2013-2014 for Chaparral Gardens; Coronado Mobile Home Park; Country Meadows Estates; Flying X Ranch; Gasper, LLC (Blue Sky Mobile Home Park); Gasper, LLC (Mountain View Mobile Home Park); Jackson Mobile Home Park; K Bar D Mobile Home Park; Ox Yoke Guest Ranch; Peterson Mobile Home Park; Wade's Mobile Home Park and Woods Landing Resort.

MOTION by Chesnut, seconded by Kennedy to APPROVE Mobile Home Park License renewals for 2013-2014 for Chaparral Gardens; Coronado Mobile Home Park; Country Meadows Estates; Flying X Ranch; Gasper, LLC (Blue Sky Mobile Home Park); Gasper, LLC (Mountain View Mobile Home Park); Jackson Mobile Home Park; K Bar D Mobile Home Park; Ox Yoke Guest Ranch; Peterson Mobile Home Park; Wade's Mobile Home Park and Woods Landing Resort.

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

10. Approve Agreement for Cleaning Services between Wilken Enterprises, LLC and Albany County in the amount of \$4,800.00 for cleaning services at the 501 E. Ivinson building during the period February 1, 2013 to January 31, 2014.

MOTION by Kennedy, seconded by Chesnut to APPROVE Agreement for Cleaning Services between Wilken Enterprises, LLC and Albany County in the amount of \$4,800.00 for cleaning services at the 501 E. Ivinson building during the period February 1, 2013 to January 31, 2014.

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

11. Approve Memorandum of Understanding between the City of Laramie, WY and Albany County in the amount of \$5,000.00 to provide mosquito control surveillance and reporting activities as required under the Emergency Insect Management Program.

MOTION by Chesnut, seconded by Kennedy to APPROVE Memorandum of Understanding between the City of Laramie, WY and Albany County in the amount of \$5,000.00 to provide mosquito control surveillance and reporting activities as required under the Emergency Insect Management Program.

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

12. Approve Sub-recipient Award for High Intensity Drug Trafficking Area (HIDTA) Funding for an additional \$31,447.71 (52%) for award period from January 1, 2013 through December 31, 2013.

MOTION by Kennedy, seconded by Chesnut to APPROVE Sub-recipient Award for High Intensity Drug Trafficking Area (HIDTA) Funding for an additional \$31,447.71 (52%) for award period from January 1, 2013 through December 31, 2013.

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

13. Approve Provider Agreement for housing of juveniles at the Natrona County Detention Center from July 1, 2013 through June 30, 2014, at the rate of \$195.00 per day, and Authorize the Commissioner Chair and Sheriff to sign.

MOTION by Chesnut, seconded by Kennedy to APPROVE Provider Agreement for housing of juveniles at the Natrona County Detention Center from July 1, 2013 through June 30, 2014, at the rate of \$195.00 per day, and AUTHORIZE the Commissioner Chair and Sheriff to sign.

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

14. Approve Engagement Letter with Mader Tschacher Peterson & Company, LLC regarding FY 2012-2013 Audit.

MOTION by Kennedy, seconded by Chesnut to APPROVE Engagement Letter with Mader Tschacher Peterson & Company, LLC regarding FY 2012-2013 Audit.

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

15. Approve Community Services Block Grant (CSBG) Albany County Federal Fiscal Year 2013, Sub-Recipient Agreements for Contract #CSBG.ALB1301 CFDA #93.569 for the following agencies: Climb Wyoming, \$5,000.00; Downtown Clinic, \$22,000.00; Eppson Center for Seniors, \$10,000.00; Hospice of Laramie, \$5,800.00; Laramie Head Start, \$3,160.00; Laramie Reproductive Health, \$4,000.00; Laramie Soup Kitchen, \$8,500.00; Laramie Youth Crisis Center, \$2,600.00; SAFE Project, \$9,200.00; Salvation Army, \$11,600.00; Interfaith-Good Samaritan, \$82,809.00; and Authorize the Chairman to sign.

MOTION by Chesnut, seconded by Kennedy to APPROVE Community Services Block Grant (CSBG) Albany County Federal Fiscal Year 2013, Sub-Recipient Agreements for Contract #CSBG.ALB1301 CFDA #93.569 for the following agencies: Climb Wyoming, \$5,000.00; Downtown Clinic, \$22,000.00; Eppson Center for Seniors, \$10,000.00; Hospice of Laramie, \$5,800.00; Laramie Head Start, \$3,160.00; Laramie Reproductive Health, \$4,000.00; Laramie Soup Kitchen, \$8,500.00; Laramie Youth Crisis Center, \$2,600.00; SAFE Project, \$9,200.00; Salvation Army, \$11,600.00; Interfaith-Good Samaritan, \$82,809.00; and AUTHORIZE the Chairman to sign.

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

16. Approve Resolution Establishing Fire Restrictions for Albany County that would place restrictions on specified activities on all land within Albany County.

NO ACTION TAKEN

17. Discuss air conditioning options for 501 Ivinson.

Sheela Schermetzler informed the Board that the motor has burned out on the air conditioning unit at the Ivinson Office Building and she has received a proposal that if it is fixed during the remodel the cost will be \$3,580 and if it is fixed after the remodel is complete the cost will be \$3,920. Sheela will inquire with James Johnson to see if this qualifies as energy appropriate or the funds can be taken from the SLIB Grant for this remodel project.

18. Approve **Vouchers** for July 2013.

MOTION by Kennedy, seconded by Chesnut to APPROVE Vouchers for July 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 such account to wit: **GENERAL AND SPECIAL REVENUE EXPENDITURES:** Albany County Treasurer, \$764.12, juvenile transport; Anchor Point Group LLC, \$7125.00, CWPP update; Rusty Anderson, \$2100.00, fuel mitigation; Big Brothers Big Sisters, \$1382.51, June 2013; Clark Enterprises, \$616.80, equipment & parts; Bob Clark, \$227.90, travel; Mike Clark, \$125.00, equipment; Climb Wyoming, \$459.64, program fees; James Clyde, \$8320.00, fuel treatments; Patrick Day, \$2100.00, fuel mitigation; Thomas Farrell, \$490.72, travel & mileage; Johnna French, \$21.44, travel & mileage; James Jacob, \$2100.00, fuel mitigation; Teresa Jacobs-Castano, \$350.00, nursing evaluation; Ryan Kiser, \$24.70, travel & mileage; Laramie Peak Motors, \$12850.00, vehicle purchase; Laramie Rivers Conservation District, \$13640.63, June 2013; Laramie youth Crisis Center, \$6515.29, May 2013; Lewan & Associates Inc, \$326843.95, IT infrastructure; Lane Lindley, \$2701.71, fuels coordinator; Local Government Liability Pool, \$67116.00, liability insurance; Quick Series Publishing Inc., \$494.24, emergency guides; Sybille VFD, \$596.03, fuel; Robert Womack, \$2100.00, fuel mitigation; Wyoming State Safe & Lock Co, \$224.24, security; Melissa Zaferos, \$18.09, travel & mileage; **GENERAL ACCOUNTS:** Ace Hardware, \$39.99, maintenance equipment; Bresnan Communications, \$55.29, utilities; City of Laramie, \$3398.52, utilities; Lewan & Associates Inc., \$4124.90, copier lease; Pitney Bowes, \$1048.77, postage machine; Rocky Mountain Power, \$5862.90, utilities; Scotch Boy Inc., \$278.84, maintenance; Source Gas, \$27.98, utilities; Warm Property Insurance Pool, \$98620.41, 2013/2014 premium; Wells Fargo Financial Leasing, \$1282.73, copier lease; **COURTHOUSE:** Ace Hardware, \$9.97, building maintenance; AlSCO, \$113.50, supplies; City of Laramie, \$8.50, building maintenance; Van's Wholesale, \$133.55, building maintenance; Wal-Mart Community BRC, \$11.00, building maintenance; Western State Fire Protection, \$385.00, sprinkler inspection; **GRANTS:** Ashley Kling, \$179.36, travel & mileage; **TREASURER:** Albany County Treasurer, \$65.12, travel & mileage; Wal-Mart Community BRC, \$26.80, office supplies; **ASSESSOR:** Laramie Newspapers Inc., \$103.00, office supplies; **SHERIFF:** Electronic Systems

International, \$1200.00, building maintenance; Laramie GM, \$37.00, vehicle maintenance; **DETENTION:** Advanced Medical Imaging, \$66.00, boarding of prisoners; Eagle Plumbing & Heating, \$128.44, maintenance equipment; Jo-Ed Produce, \$1776.35, boarding of prisoners; Meadow Gold Dairy, \$119.72, boarding of prisoners; US Food Service, \$1423.82, boarding of prisoners; Van's Wholesale, \$186.40, boarding of prisoners; Wyoming State Safe & Lock Co, \$50.34, maintenance equipment; **ATTORNEY:** Douglas Berg, \$149.80, jury expense; Holly Bowlds, \$15.00, jury expense; Amanda Coykendall, \$30.00, trail expense; Elizabeth Coykendall, \$30.00, trail expense; Kerri Coykendall, \$30.00, trail expense; Steven Deluca, \$15.00, trail expense; Lexis-Nexis, \$2263.95, annotated statues; Sam's Club, \$550.25, office supplies; Source Office & Technology, \$299.23, office supplies; West Payment Center, \$310.24, Electronic Research; **INTERGOVERNMENTAL:** Big Brothers Big Sisters, \$3230.00, diversion contract; **PLANNING:** Susan Adler, \$501.56, janitorial contract/travel; Patricia Pettigrew, \$360.00, special projects; **CLERK OF COURT:** Albany County Treasurer, \$1836.80, jury & witness fees; Plainsman Printing Inc., \$1706.24, office supplies; Wal-Mart Community BRC, \$38.65, jury board; Western Waterworks, \$26.00, water cooler refills; **DRUG COURT:** Laramie Newspapers Inc., \$135.00, office supplies; Peak Wellness, \$6947.50, substance treatment; **ROAD & BRIDGE:** Alsco, \$43.57, safety clothing; **FIRE:** Allen's Parts Supply, \$36.45, maintenance supplies; Drube Supply, \$151.17, parts & equipment; Frenchman Valley Coop, \$1035.31, fuel; Napa Auto Parts, \$79.64, maintenance supplies; Wheatland Automotive, \$213.62, vehicle maintenance; **PUBLIC HEALTH:** Alsco, \$47.30, building maintenance; Lajune Bacon, \$10.00, travel & mileage; Crucell, \$680.00, vaccines; Glaxosmithkline, \$1126.00, vaccines; Ryan Kiser, \$3.39, travel & mileage; Valarie Santos, \$10.00, travel & mileage; Western Carpet Cleaning, \$875.00, janitorial contract; **1% SALES TAX:** Bresnan Communications, \$94.95, utilities; Donald Frey & Co Inc., \$6607.59, licensing & support; TW Enterprises, \$2465.75, generator maintenance; **MCH/TANF:** ETR Associates, \$1446.44, education; Johnna French, \$15.16, travel & mileage; Ryan Kiser, \$9.83, travel & mileage; Melissa Zaferos, \$31.66, travel & mileage; **DETENTION MEDICAL:** Laramie Pediatrics & Internal Medicine, \$20000.00, nursing services; **FIRST INTERSTATE BANK:** \$595.00, travel & mileage; \$901.77, equipment/maintenance; \$44.04, shop equipment; \$822.14, travel & mileage; \$282.77, travel & mileage; \$75.38, office supplies; \$460.89, office supplies; \$31.00, office supplies, \$15.99, postage; \$10.77, equipment; \$9.54, ammunition; \$92.68, fuel; \$22.85, ammunition; \$144.35, replacement equipment; \$1944.45, travel & mileage; \$3718.48, training/fees; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES: \$235,954.30 TOTAL EXPENDITURES: \$456,717.73**

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

19. **ADJOURN.**

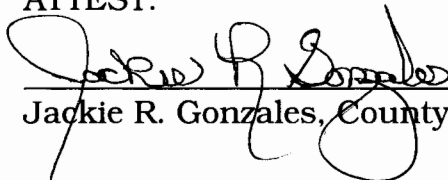
MOTION by Chesnut, seconded by Kennedy to ADJOURN the Regular Meeting of July 2, 2013 at 10:58 a.m.

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

BOARD OF COUNTY COMMISSIONERS

/s/ Tim Sullivan, Chairman

ATTEST:



Jackie R. Gonzales, County Clerk