

COUNTY COMMISSIONERS' REGULAR MEETING MINUTES

May 19, 2015

LARAMIE, WYOMING

MEETING WITH BILL MILLER: 8:00 a.m.

Review Policy and Procedure Manual

MEETING WITH WYDOT: 9:00 a.m.

Wyoming Department of Transportation: Update by Ross Doman

PLEDGE OF ALLEGIANCE

REGULAR MEETING: 9:30 a.m.

1. Roll Call.

The Regular Meeting was called to order at 10:10 a.m. by Chairman Sullivan. Commissioners Chesnut and Richardson present.

2. Comments from the public.

Commissioner Chesnut informed the Board that Pete Lien will be donating \$10,000.00 per year for the next five years towards the Public Arts Project.

3. Consideration of changes in the agenda. None

4. Approval of consent agenda.

MOTION by Chesnut to APPROVE the Consent agenda as presented.

CONSENT AGENDA

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

Action: that the Board APPROVES the MINUTES of the May 5, 2015 Regular Meeting of the Board.

4b. Agendas and Minutes of the Albany County Fair Association.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 13, 2015 MINUTES and the May 11, 2015 AGENDA of the Albany County Fair Association.

4c. Minutes and Agenda of the Albany County Planning and Zoning Commission.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 8, 2015 MINUTES and the May 13, 2015 AGENDA of the Albany County Planning and Zoning Commission.

4d. Minutes of the Albany County Public Library Board of Directors.

Action: that the Board ACKNOWLEDGES RECEIPT of the June 26, 2014 through March 26, 2015 MINUTES of the Albany County Public Library Board of Directors.

4e. Minutes of the Albany County Weed and Pest Control District.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 6, 2015 MINUTES of the Albany County Weed and Pest Control District.

4f. Minutes of the Centennial Water and Sewer District.

Action: that the Board ACKNOWLEDGES RECEIPT of the January 27, 2014, March 24, 2014, May 19, 2014, June 23, 2014, July 28, 2014, August 25, 2014, September 22, 2014, October 27, 2014, November 24, 2014, January 26, 2015, February 23, 2015, and April 27, 2015 AGENDAS; February 24, 2013, December 16, 2013, January 27, 2014, March 24, 2014, April 11, 2014, May 19, 2014, June 23, 2014, July 28, 2014, August 25, 2014, September 22, 2014, October 27, 2014, November 24, 2014, January 26, 2015, February 23, 2015, and March 23, 2015 MINUTES; and, June 23, 2014 Resolution 2014-2015 Annual Budget of the Centennial Water and Sewer District.

4g. Albany County Assessor Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 2015 MONTHLY STATEMENT from Grant Showacre, County Assessor.

4h. Albany County Clerk Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 2015 MONTHLY STATEMENT from Jackie R. Gonzales, County Clerk.

4i. Albany County Clerk of District Court Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 2015 MONTHLY STATEMENT from Janice Sexton, County Clerk of District Court.

4j. Albany County Planner Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 2015 MONTHLY STATEMENT from David Gertsch, County Planning.

4k. Albany County Sheriff Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 2015 MONTHLY STATEMENT from Dave O'Malley, County Sheriff.

4l. Albany County Treasurer Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 2015 MONTHLY STATEMENT from Dave O'Malley, County Sheriff.

4m. Albany County Detention Center Monthly Report.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 2015 MONTHLY REPORT from the Albany County Detention Center.

4n. Albany County General Fund Revenue Report.

Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND REVENUE REPORT for the month ending April 2015 as prepared by the Albany County Treasurer's Office.

4o. Albany County General Fund Expenditure Report.

Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND EXPENDITURE REPORT for the month ending April 2015 as prepared by the Albany County Clerk's Office.

4p. Statement of Operations and Statement of Financial Position of the Albany County Fair Association.

Action: that the Board ACKNOWLEDGES RECEIPT of the STATEMENT OF OPERATIONS as of April 13, 2015; STATEMENT OF FINANCIAL POSITION as of May 11, 2015; and, 2014-2015 BUDGET VS ACTUAL as of May 11, 2015 of the Albany County Fair Association.

4q. Revenues & Expenditures Budgeted vs. Actual Report and Balance Sheet of the Albany County Public Library.

Action: that the Board ACKNOWLEDGES RECEIPT of the REVENUES & EXPENDITURES BUDGETED VS. ACTUAL REPORTS from July 2014 through March 2015 and BALANCE SHEETS from June 30, 2014 through March 31, 2015.

4r. 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.

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
Boulder Ridge	Carriage House, LLC	ZC-052-15	183	Boulder Ridge Road	\$50,000	Accessory Building	Ag
Anderson	Jason Richard	ZC-053-15	4	Brandt Lane	\$7,500	Accessory Building	Res
Juarez	Jerod	ZC-054-15	2315	Skyview Lane	\$25,000	Accessory Building	Res
Small	Dwight	ZC-055-15	####	BWJ Road	\$30,000	Principal Structure	Ag
Olson	Ray	ZC-056-15	1980	Washington Street	\$2,000	Accessory Building	Res
Barsotti	Ercole	ZC-057-15	198	Katie Canyon Loop	\$375,000	Principal Structure	Ag
Daniels	Thomas E.	ZC-058-15	####	TBN	\$350,000	Principal Structure	Res
Daniels	Thomas E.	ZC-059-15	####	TBN	\$50,000	Accessory Building	Res
Moore	Carolyn K.	ZC-060-15	10	E Exterminator Court	\$10,000	Accessory Building	Ag
Stoffers	Cynthia R.	ZC-061-15	####	TBD	\$2,500	Principal Structure	Res
Hoch	Anthony	ZC-062-15	26	Elm Avenue	\$500	Accessory Building	Res

4t. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Robin K. Hill; Amy Williamson; NACO-CountyNews (2); Wyoming Association of Sheriffs and Chiefs of Police; Office of the Governor; Albany County 4-H - FootNotes; Aaron Voos-Medicine Bow-Routt National Forests (2); Wyoming Environmental Quality; U.S. Senator John Barrasso; Laramie Peak Fire Zone; AirMedCare; Petroleum Association of Wyoming; Mitch Edwards-Nicholas & Tangeman, LLC; Gregory Cowan-WCCA; Ted and Dori Mueller; Aimee Binning; Wyoming Rural Electric News; Wyoming Business Alliance; James Coberly-Mountain West Telephone (2); Peggy Trent (2); Martin Hicks; Peter Baumann; ACORD (2); Wyoming Department of Transportation; Cori Phelps – Office of State Lands and Investments; and, Ross Doman – Wyoming Department of Transportation.

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

REGULAR AGENDA

5. Request Work Session on June 9th or June 23rd for NIMS Training.

MOTION by Richardson to SET a work session at June 23, 2015 at 8:30 a.m. in the County Commissioners room regarding the NIMS Training.

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

6. Sign Permit Application S-01-15 for the construction of an on premise sign at 792 Jonathan Quarry Haul Road (Pete Lien & Sons).

MOTION by Chesnut to APPROVE Sign Permit Application S-01-15 for the construction of an on premise sign at 792 Jonathan Quarry Haul Road (Pete Lien & Sons) based upon and incorporating the following Statement of Finding:

State of Finding:

General Requirements: All general requirement have been met. No lighting is anticipated at this time. If lighting is installed by the applicant in the future, they stated it will be installed on top of the sign and be directed downward, shielded, and only on the sign face.

On-premise sign requirements:

1. Location: The location of the sign is not within a road right-of-way and it will not interfere with safe driving.
2. Size and Specifications: The sign will be double sided. Each sign face will be 32 square feet and will not exceed 10 ft. in height from ground level. All County size and specification requirements have been met.

Conclusion: The application for this on premise outdoor sign complies with the Albany County Zoning Resolution.

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

7. Discuss potential County ownership of Huntoon Well #1 and #2 and provide direction to staff.

MOTION by Richardson to go with option 3 which is take no further action and allow the State to retain ownership.

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

8. Consideration of the deferment of application and the collection of fees for storage pods on TD Enterprises property until a change in the fee schedule can be approved and Direct staff to publish amendments to the Albany County Land Use Fee Schedule.

MOTION by Richardson to send this back to the Planning & Zoning Commission to reconsider their interpretation and define the definition of a building and what is considered inventory.

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

9. Directive to publish the amended Albany County Zoning Resolution and Set Public Hearing for Zoning Regulations.

MOTION by Chesnut to APPROVE directive to publish the amended Albany County Zoning Resolution and SET Public Hearing for Zoning Regulations for July 21, 2015.

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

10. Financial Request from Eppson Center for Seniors.

There was no action taken on this item. Chairman Sullivan asked that the Eppson Center request funds during this budget session.

11. Advertising and receipt of bids for the Request for Proposals (RFP) for the Replacement of Energy Efficient Doors and Windows at the Albany County Fairgrounds.

MOTION by Richardson to APPROVE the advertising and receipt of bids for the Request for Proposals (RFP) for the replacement of energy efficient doors and windows at the Albany County Fairgrounds.

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

12. Joint Agreement between the Board of Commissioners of County of Albany, Wyoming, Albany County School District Number 1, Albany County Hospital District d/b/a Ivinson Memorial Hospital, the City of Laramie Wyoming, and the Town of Rock River, Wyoming creating the Albany County Community Juvenile Services Board pursuant to W.S. §14-0-105(a), and Authorize the Chairman to sign.

MOTION by Richardson to APPROVE Joint Agreement between the Board of Commissioners of County of Albany, Wyoming, Albany County School District Number 1, Albany County Hospital District d/b/a Ivinson Memorial Hospital, the City of Laramie Wyoming, and the Town of Rock River, Wyoming creating the Albany County Community Juvenile Services Board pursuant to W.S. §14-0-105(a), and AUTHORIZE the Chairman to sign and nominate Chesnut to be the representative on the board.

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

13. Consider for Approval, OpenGov, Inc. Software Agreement.

MOTION by Chesnut to APPROVE Open Gov, Inc. Software Agreement for two years at a fee of \$6,000 per year to be paid from Miscellaneous 1% Funds.

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

14. Request Work Sessions on May 26th to work on Policy and Procedure Manual.

MOTION by Chesnut to SET work session on Policy and Procedure Manual on May 26, 2015 at 8:30 a.m. and June 16, 2015 at 1:00 p.m.

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

15. Request Work Sessions to work on Proposed FY 2015-2016 Albany County Budget.

MOTION by Richardson to SET Work Sessions on Proposed FY 2015-2016 Albany County Budget on June 9, 10 and 11, 2015 at 9:00 a.m.

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

16. CMAR Contract with Spiegelberg Lumber and Building Company for the Hospice House.

MOTION by Richardson to RECONSIDER original motion to proceed with awarding the pre-construction to Spiegelberg Lumber and Building Company.

MOTION by Richardson to APPROVE CMAR contract with Spiegelberg Lumber and Building Company and AUTHORIZE the Chairman to sign the contract pending approval of the County Attorney and County Engineer.

Roll all showed Richardson, Chesnut and Sullivan. Aye. MOTION CARRIED.

17. Payroll and Vouchers for May 2015.

MOTION by Chesnut to APPROVE Payroll and Vouchers for May 2015 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:** AECOM Technical Services, \$6,944.00, Albany County events center; Aflac, \$1,277.93, payroll contribution; Albany County Employees' Health Benefits, \$162,861.24, payroll contribution; Albany County Employees' Reimbursable, \$1,950.00, payroll contribution; Albany County Fire District #1, \$2,138.63, Middle Canyon RX fire payment; Albany County Public Library, \$10,000.00, additional funding; American Heritage Life, \$82.46, payroll contribution; American Paintbrush, \$2,500.00, vehicle replacement expenses; Appaloosa Broadcasting, \$612.00, weekly commercials; Artech Services, \$1,120.00, energy retrofits; Big Brothers Big Sisters, \$2,573.29, diversion & TANF/CPI April 2015; Bloedorn Lumber, \$136.00, fertilizer; Century Link, \$19.71, telephones; Colonial Life, \$125.60, payroll contribution; Data Imaging, \$174.61, land microfilm; Dearborn National, \$46.60, payroll contributions; Delta Dental, \$4,804.05, payroll contribution; Gorman Engineering LLC, \$12,129.72, professional services; Kim Gullickson, \$1,817.25, fuels coordinator; Interfaith-Good Samaritan, \$2,000.00, TANF/CPI April 2015; JC Construction & Design, \$18,755.60, Fair Board concession stands; Life Investors, \$280.00, payroll contribution; Malone Belton, \$8,940.00, BBBS community facilities; Med-Tech Resource, \$154.38, coroner supplies; New York Life, \$890.81, payroll contribution; Orchard Trust, \$8,392.50, payroll contribution; Peak1 Administration, \$1,664.86, payroll contribution; Melanie Pearce, \$171.35, mileage; Rocky Mountain Fire Systems, \$634.00, annual fire system test; Secureworks, Inc., \$10,894.50, managed phishing services; United Way, \$390.00, payroll contribution; VALIC, \$2,675.00, payroll contribution; Wyoming Child Support Enforcement, \$1,433.29, payroll contribution; WYDOT, \$267.68, Pete Lien; Wyoming NCPERS, \$800.00, payroll contribution; Wyoming Retirement, \$89,943.40, payroll contribution; Wyoming Worker Compensation, \$9,592.67, payroll contribution; Z4 Energy Systems LLC, \$429.99, water pump; **COMMISSIONERS:** A Thru Z, \$25.67, document destruction; Laramie Newspapers, \$4,048.75, advertising; **GENERAL ACCOUNTS:** Albany County Treasurer, \$79.58, postage; Carbon Power & Light, \$112.90, utilities; Century Link, \$2,503.30, telephones; Charter Communications, \$105.20, utilities; Department of Workforce Services, \$6,650.00, unemployment compensation; Dooley Oil Co, \$35,626.03, fuel; Lewan & Associates, \$4,251.13, copier lease; Pioneer Canal Lake Hattie, \$1,000.00, annual lease fee; Rocky Mountain Power, \$1,548.56, utilities; Source Gas, \$3,199.71, utilities; The Master's Touch, \$2,000.00, postage; Town of Rock River, \$118.00, utilities; Union Telephone Co, \$43.37, telephones; US Bank Equipment Finance, \$2,316.00, copier lease; Wyoming Disposal Systems, \$63.00, utilities; **COURTHOUSE:** Ace Hardware, \$52.56, maintenance supplies; AlSCO, \$328.74, mat service; Brown N' Gold Contracting LLC, \$5,000.00, janitorial contract; **CLERK:** A Thru Z, \$25.67, document destruction; **GRANTS:** Van's Wholesale, \$25.12, janitorial supplies; **ELECTIONS:** Laramie Newspapers, \$112.00, sample ballot; Sam's Club, \$47.04, colored paper; **IT:** Laramie Newspapers, \$100.00, help wanted ad; **CSBG:** April 2015: Big Brothers Big Sisters, \$86.13; Climb Wyoming, \$1,041.66; CSBG Board of Directors, \$1,900.00; Downtown Clinic, \$3,424.00; Interfaith-Good Samaritan, \$5,195.00; Laramie Reproductive Health, \$1,565.00; Salvation Army, \$600.00; **TREASURER:** A Thru Z, \$25.67, document destruction; Albany County Treasurer, \$22.64, office supplies; Amazing Promotions & Designs, \$135.00, stamps; GASB, \$225.00, dues; Bridget McGuire, \$36.85, office supplies; The Master's Touch, \$321.12, postage; **ASSESSOR:** A Thru Z, \$25.67, document destruction; Harris Govern User, \$150.00, dues; Wyoming County Assessors Association, \$215.00, annual dues; **SHERIFF:** A Thru Z, \$25.67, document destruction; Cowboy Glass & Mirror, \$35.00, vehicle maintenance; Josh DeBree, \$72.00, uniform expense; Laramie GM Auto, \$331.36, vehicle maintenance; Laramie Newspapers, \$493.49, help wanted ad; Office Depot, \$227.51, office supplies; Porter Lee Corp, \$919.00, evidence building maintenance; Transunion Risk & Alternative, \$110.00, investigation supplies; Wireless Advanced Communications, \$75.00, vehicle maintenance; **DETENTION:** A Thru Z, \$25.66, document destruction; Jo-Ed Produce, \$2,762.99, boarding of prisoners; Meadow Gold Dairy, \$138.70, boarding of prisoners; Office Depot, \$200.52, supplies; US Food Service, \$1,616.75, boarding of prisoners; Van's Wholesale, \$11.06, supplies; **ATTORNEY:** A Thru Z, \$25.66, document destruction; Regina Chavez, \$35.75, testimonials; Lexis-Nexis, \$182.00, online research; West Payment Center, \$342.04, online research; **INTERGOVERNMENTAL:** Big Brothers Big Sisters, \$3,230.00, diversion program; City of Laramie, \$27,922.20, LARC reimbursement; **PLANNING:** Johnson Excavation, \$300.00, county clean up; Laramie Newspapers, \$235.00, advertising; Sean Pesek, \$330.00, special projects; **CORONER:** American Institute of Toxicology, \$1,385.00, toxicology reports; John Carver MD, \$1,065.00, autopsies; Down to Earth Cleaners, \$20.85, miscellaneous

laundry; **COOPERATIVE EXTENSION:** Linda Sue Golding, \$288.75, 4H online training mileage; **CLERK OF COURT:** A Thru Z, \$25.67, document destruction; **DISTRICT COURT:** David McCarthy PC, \$290.48, court appointed attorney; Josh Merseal, \$300.00, court appointed attorney; Neubauer, Pelkey, & Goldfinger LLC, \$575.00, court appointed attorney; **CIRCUIT COURT:** A Thru Z, \$25.66, document destruction; **DRUG COURT:** Correctional Counseling, \$524.59, educational materials; Fred Pryor Seminars, \$199.00, training renewal; Redwood Toxicology, \$280.07, drug testing; Western Waterworks, \$31.00, water cooler; **ROAD & BRIDGE:** AlSCO, \$99.24, safety clothing; Drive Train Industries Inc., \$602.53, equipment; Fastenal, \$219.98, shop maintenance; Kennametal Inc., \$3,914.79, equipment repair; Laramie Auto Parts, \$220.80, vehicle repair; WyoMed, \$104.00, FDT; Wyoming Machinery, \$481.30, equipment repair; **FIRE:** Allen's Parts Supply, \$124.90, LPFZ truck parts; Century Link, \$181.41, LPFZ telephones; Drube Supply, \$203.20, SFZ truck parts; Frenchman Valley, \$45.31, SFZ fuel; True Value, \$1,663.96, SFZ chainsaw supplies; Volunteer Fireman's Retirement, \$350.00, pension payment; Wheatland Automotive, \$143.04, SFZ supplies; **PUBLIC HEALTH:** AlSCO, \$51.18, mat service; Johnna French, \$119.07, mileage; Laramie Heating & Sheet Metal, \$94.84, building maintenance; Medela, Inc., \$612.94, clinical equipment; Office Ally, \$23.15, office supplies; Wyoming Public Health Lab, \$1,035.00, specimen collection; **WIC:** Century Link, \$59.14, telephones; **1% SALES TAX:** Albany County Historic Preservation Board, \$400.00, office supplies; Albany County IT Department, \$15,000.00, IT support for Library; Brown N' Gold Contracting LLC, \$200.00, janitorial contract; Fred Pryor Seminars, \$90.00, tuition fees; Interfaith-Good Samaritan, \$30,000.00, FY 2014-2015 allocation; Laramie Newspapers, \$325.80, advertising; Lewan & Associates, \$79.08, computer replacement; Townsquare Media, \$400.00, planner update; **DETENTION MEDICAL:** Care United Medical Center, \$18,333.33, nursing services; **FIRST INTERSTATE BANK:** \$4,824.03, continuing education & travel; \$2,835.88, computer equipment; \$337.90, postage and clinic supplies; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES: \$581,728.63 TOTAL PAYROLL: \$413,046.63 TOTAL EXPENDITURES: \$894,775.26.**

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

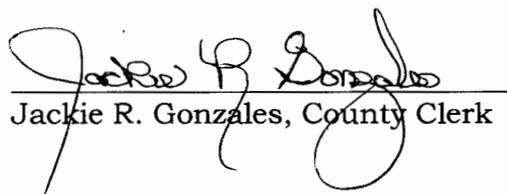
18. Adjourn.

MOTION by Chesnut to ADJOURN the May 19, 2015 Regular Meeting of the Board at 12:25 p.m.

BOARD OF COUNTY COMMISSIONERS

/s/Tim Sullivan, Chairman

ATTEST:



Jackie R. Gonzales, County Clerk