

COUNTY COMMISSIONERS' MINUTES

July 7, 2015

LARAMIE, WYOMING

PUBLIC HEARING: 9:30 a.m.

Vista Buttes Subdivision

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

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

PLEDGE OF ALLEGIANCE

REGULAR MEETING

1. **Roll Call.**
The Regular Meeting was called to order at 9:30 a.m. by Commissioner Sullivan. Commissioner Richardson present and Commissioner Chesnut present via phone.
2. **Comments from the Public.**
Bern Hinckley, spoke to the Commissioners regarding what he perceived was mis-information on the Huntoon Well.
3. **Consideration of changes in the agenda.** None.
4. **Approval of consent agenda.**
MOTION by Richardson 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 June 16, 2015 Regular Meeting and June 30, 2015 Special Meeting of the Board.
- 4b. Minutes of the Albany County Weed and Pest Control District.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 4, 2015 MINUTES of the Albany County Weed and Pest Control District.
- 4c. Agenda and Minutes of the Laramie Plains Civic Center Joint Powers Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 13, 2015 MINUTES and the June 10, 2015 AGENDA of the Laramie Plains Civic Center Joint Powers Board.
- 4d. Minutes of the Laramie Rivers Conservation District.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 19, 2015 MINUTES of the Laramie Rivers Conservation District.
- 4e. Albany County Assessor Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2015 MONTHLY STATEMENT from Grant Showacre, County Assessor.
- 4f. Albany County Clerk Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2015 MONTHLY STATEMENT from Jackie R. Gonzales, County Clerk.
- 4g. Albany County Clerk of District Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2015 MONTHLY STATEMENT from Janice Sexton, Clerk of District Court.
- 4h. Albany County Planner Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2015 MONTHLY STATEMENT from David Gertsch, County Planner.
- 4i. Albany County Public Health Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2015 MONTHLY STATEMENT from Melanie Pearce, Albany County Nurse Manager.
- 4j. Albany County Sheriff Monthly Statements.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2015 and June 2015 MONTHLY STATEMENT from Dave O'Malley, County Sheriff.
- 4k. Balance Sheets, Profit and Loss Budget vs. Actual, and Profit and Loss by Class Summaries of the Laramie Plains Civic Center Joint Powers Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the BALANCE SHEET as of May 31, 2015, PROFIT AND LOSS BUDGET VS. ACTUAL for May 2015, and PROFIT AND LOSS BY CLASS for May 2015 from the Laramie Plains Civic Center Joint Powers Board.
- 4l. Laramie Rivers Conservation District FY 2014-2015 Proposed Budget.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED Laramie Rivers Conservation District FY 2015-2016 Budget.
- 4m. Town of Rock River FY 2015-2016 Budget and Mill Levy
Action: that the Board ACKNOWLEDGES RECEIPT of the Adopted Town of Rock River FY 2015-2016 Budget and Mill Levy.
- 4n. 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.
- 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
Howard	George/Julie	ZC-086-15	6017	Southview Road	\$82,000	Accessory Building	Res
Howard	George/Julie	ZC-087-15	6017	Southview Road	\$0	Accessory Building	Res
Hmielewski	Stephen	ZC-088-15		Dogwood Drive	\$10,000	Principal Structure	Res
Brown	Kenneth R.	ZC-089-15	38	Snowy View Road	\$800,000	Principal Structure	Res
Croonberg Ranch, Inc.		ZC-090-15	158	Croonberg Trail	\$5,000	Accessory Building	Ag
AKAL Travel Center		ZC-091-15	168	Hunt Road	\$6,500	Accessory Building	Comm.
Church	Daniel K.	ZC-092-15	254	Monument Road	\$5,000	Accessory Building	Ag
Hill	Evelyn	ZC-093-15	652	N Pierce Street	\$40,000	Accessory Building	Comm.
Hanley	Nell	ZC-094-15	78	Clearwater Road	\$1,500	Accessory Building	Ag
Lenhardt	Craig/Kally	ZC-095-15	1850	WY HWY 230	\$15,000	Accessory Building	Res
Paddocks Investments	c/o John Evans	ZC-096-15	740	Rampart Road	\$325,000	Principal Structure	Res
Wilson	Stephen	ZC-097-15	2739	WY HWY 130	\$1,000	Accessory Building	Res

4p. **Acknowledge Receipt of Correspondence.**

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Wyoming County Commissioners Association (2); Aaron Voos – Medicine Bow-Routt National Forests (4); U.S. Equal Employment Opportunity Commission; U.S. Senator John Barrasso (2); WYDOT – Wyoming Roadwork Guide; Wyoming Arts Council News – ArtScapes; Erdos & Morgan; Wyoming Department of Workforce Services; NACo – CountyNews; Wyoming Technology Transfer Center; ICMA; City of Laramie; Wyoming Department of Audit; Bill and Linda Huntley; Jon Essley; William R. ten Bensele; Carol Kinzer; William and Jolene Scott; Keith Perschino; Chris Harvey; Tammy Au-France; Pamela Cue; Nancy Bath; Peter Obermueller – WCCA; Wyoming Department of Environmental Quality; Doug Burdette; Billy Pickel; Hamaker Excavation Inc.; Grant C. Showacre, County Assessor; Volunteers of America Northern Rockies; and, Amber Savage – American Red Cross.

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

REGULAR AGENDA

5. Approve revisions to the Agreement between Albany County and Martin and Wood Water Consultants for Engineering and Geology Services for the construction of the Jonathon Well No. 1 in support of the Pete Lien Lime Plant – Section 2, Township 17 North, Range 73 West, for a cost not to exceed \$115,000.00.

MOTION by Chesnut to APPROVE the following revisions to the Agreement between Albany County and Martin and Wood Water Consultants for Engineering and Geology Services for the construction of the Jonathon Well No. 1 in support of the Pete Lien Lime Plant – Section 2, Township 17 North, Range 73 West, for a cost not to exceed \$115,000.00. The revisions are as follows:

- 5: Replace the word “Contractor’s” with “Consultant’s”;
- 7. 7.07: This section will remain the same except to replace “Contractor’s” with “Consultant’s”;
- 7. 7.08: Replace the word “Contractor’s” with “Consultant’s”;
- 7. 7.10.02: Replace the word “Contractor’s” with “Consultant’s”;
- 7. 7.14: Replace the word “Contractor’s” with “Consultant’s”; and
- 7. 7.16: This section will remain the same as in the original contract.

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

6. **REQUEST** support of an Emergency Solutions Grant for Interfaith Good Samaritan.

TABLED

7. Narrow light shade for the Architecture of Civility Sculpture project.

MOTION by Chesnut to TABLE narrow light shade for the Architecture of Civility Sculpture project.

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

8. Contract between Wyoming Department of Health, Public Health Division, Albany County Health Officer, and Albany County to provide additional support to the County and County Public Health Nursing Office in relation to public health emergency preparedness and response in the amount not to exceed \$9,600.00 from Effective Date through June 30, 2016.

MOTION by Richardson to APPROVE Contract between Wyoming Department of Health, Public Health Division, Albany County Health Officer, and Albany County to provide additional support to the County and County Public Health Nursing Office in relation to public health emergency preparedness and response in the amount not to exceed \$9,600.00 from Effective Date through June 30, 2016.

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

9. Contract between Wyoming Department of Health, Public Health Division and Albany County for the development of public health emergency preparedness and response capability in the County through implementation of the Centers for Disease Control and Prevention Public Health Preparedness Capabilities in the amount not to exceed \$86,000.00 from the Effective Date of the Contract through June 30, 2016.

MOTION by Chesnut to APPROVE Contract between Wyoming Department of Health, Public Health Division and Albany County for the development of public health emergency preparedness and response capability in the County through implementation of the Centers for Disease Control and Prevention Public Health Preparedness Capabilities in the amount not to exceed \$86,000.00 from the Effective Date of the Contract through June 30, 2016.

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

10. Renewal of Mobile Home Park Licenses for 2015-2016: Chaparral Gardens Mobile Home Park; Country Meadows Estates; K Bar D Mobile Home Park; Ox Yoke Guest Ranch; Peterson

Mobile Home Park; South Laramie Rentals; Wade's Mobile Home Park; Woods Landing Resort; Coronado Mobile Home Park; Troutman Mobile Home Park and Kiehm Mobile Home Park.

Susan Adler, Assistant Planner requested to add Gasper LLC I and Gasper LLC II to the list of licenses to be approved.

MOTION by Richardson to APPROVE Renewal of Mobile Home Park Licenses for 2015-2016: Chaparral Gardens Mobile Home Park; Country Meadows Estates; K Bar D Mobile Home Park; Ox Yoke Guest Ranch; Peterson Mobile Home Park; South Laramie Rentals; Wade's Mobile Home Park; Woods Landing Resort; Coronado Mobile Home Park; Troutman Mobile Home Park, Kiehm Mobile Home Park, Gasper, LLC I and Gasper, LLC II.

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

11. Preliminary plat application for proposed 34 lot subdivision (25 residential lots and 9 commercial lots) located south of the Interstate 80 right-of-way and on the west side of Vista Drive – Vista Buttes Subdivision (SD-01-15), Brandon Markle, Applicant.

MOTION by Richardson to APPROVE Preliminary plat application for proposed 34 lot subdivision (25 residential lots and 9 commercial lots) located south of the Interstate 80 right-of-way and on the west side of Vista Drive – Vista Buttes Subdivision (SD-01-15), Brandon Markle, Applicant, incorporating the Findings of Fact and Conclusions of Law as listed in the staff report.

Findings of Fact:

1. The information required to be on the face of the preliminary plat has been included (Platting and Subdivision Regulations, Chapter V, Section 1).
2. Drainage and other preliminary plat issues have been reviewed by the Acting County Engineer.
3. Water will be provided by individual wells.
4. Wastewater systems will be individual systems.
5. Utilities will be underground.
6. The property proposed for subdivision is zoned Residential and Commercial.
7. Approval by the City of Laramie is required because the proposed subdivision is within one mile of municipal boundaries (Albany County Platting and Subdivision Regulations, Chapter IV, Section 4, W.S. §18-5-308, W.S. §34-12-103). Any changes required by the City of Laramie due to additional regulations shall be added to the face of the finalized preliminary plat.

Conclusions of Law: The provisions of the Albany County Platting and Subdivision Resolution, Chapters I-VIII have been and will be complied with.

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

12. Memorandum of Understanding between City of Laramie Wyoming and Albany County Wyoming to outline the relationship between the City and the County to partner as co-owners of the Huntoon Monitor Well (Huntoon #1 P35758W), and Authorize Chairman to sign.

MOTION by Richardson to TABLE Memorandum of Understanding between City of Laramie Wyoming and Albany County Wyoming to outline the relationship between the City and the County to partner as co-owners of the Huntoon Monitor Well (Huntoon #1 P35758W).

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

13. Contract among Wyoming Department of Health, Public Health Division, Albany County WIC Program, and Albany County to delineate responsibilities in providing program benefits of the U.S. Department of Agriculture/Food and Nutrition Services (USDA/FNS) WIC Program from July 1, 2015 or Effective Date, whichever is later, through December 31, 2016.

MOTION by Chesnut to APPROVE Contract among Wyoming Department of Health, Public Health Division, Albany County WIC Program, and Albany County to delineate responsibilities in providing program benefits of the U.S. Department of Agriculture/Food and Nutrition Services (USDA/FNS) WIC Program from July 1, 2015 or Effective Date, whichever is later, through December 31, 2016.

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

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

MOTION by Richardson to ACKNOWLEDGE receipt of Title III fund requests and DIRECT the Clerk to advertise.

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

15. Catering Permit for Centennial Valley Trading Post, Inc., DBA The Post Restaurant and Saloon on July 12, 19, 26, and August 2, 9, 16, 23, and 30, 2015 from 12:00 p.m. to 4:00 p.m. for jazz concerts within a 14' x 26' covered BBQ kitchen located in the events park behind the Post Restaurant and Saloon which is located at 2753 HWY 130, Centennial, WY.

MOTION by Chesnut to APPROVE Catering Permit for Centennial Valley Trading Post, Inc., DBA The Post Restaurant and Saloon on July 12, 19, 26, and August 2, 9, 16, 23, and 30, 2015 from 12:00 p.m. to 4:00 p.m. for jazz concerts within a 14' x 26' covered BBQ kitchen located in the events park behind the Post Restaurant and Saloon which is located at 2753 HWY 130, Centennial, WY.

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

16. Catering Permit for AKME, LLC. DBA The Still on August 1, 2015 from 4:00 p.m. to 12:00 a.m. for a wedding reception to be held at Snowy Range Lodge located at 76 Barber Lake Road, Centennial, WY. This license is contingent upon approval by the Laramie City Council at their regular meeting on July 7, 2015.

MOTION by Richardson to APPROVE Catering Permit for AKME, LLC. DBA The Still on August 1, 2015 from 4:00 p.m. to 12:00 a.m. for a wedding reception to be held at Snowy Range Lodge located at 76 Barber Lake Road, Centennial, WY. This license is contingent upon approval by the Laramie City Council at their regular meeting on July 7, 2015.

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

17. Appoint Peggy Trent to Replace Jennifer Stone on the Health Insurance Management Team.

MOTION by Chesnut to APPOINT Peggy Trent to REPLACE Jennifer Stone on the Health Insurance Management Team.

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

18. Request permission to fill open Deputy County and Prosecuting Attorney Position in the County Attorney's Office.

MOTION by Richardson to GRANT PERMISSION to fill open Deputy County and Prosecuting Attorney Position in the County Attorney's Office.

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

19. Review Requests for Proposals for Auditing Services for Albany County, Wyoming and Award.

MOTION by Richardson to AWARD the Auditing Services for Albany County, Wyoming to Carver, Florek & James, CPA's for the following fiscal years:

2015	Total Annual All-Inclusive Maximum Price:	\$38,000
2016	Total Annual All-Inclusive Maximum Price:	\$39,100
2017	Total Annual All-Inclusive Maximum Price:	\$40,300

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

20. Transfer of Cash from General Reserves to the County General Fund in the amount of \$151,000.00.

MOTION by Richardson to APPROVE Transfer of Cash from General Reserves to the County General Fund in the amount of \$151,000.00.

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

21. Advertise for Bid and receipt of such bids for the Albany County iSCSI Storage and Direct the Clerk to advertise.

MOTION by Chesnut to APPROVE the Advertisement for Bid and receipt of such bids for the Albany County iSCSI Storage and DIRECT the Clerk to advertise.

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

22. Vouchers for July 2015.

MOTION by Richardson to APPROVE Vouchers for July 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, \$26,389.00, AC events center; Big Brothers Big Sisters, \$770.00, diversion contract; Bridger Communications LLC, \$9,079.78, radio & antenna work; TANF/CPI May 2015: Climb Wyoming, \$796.40; Interfaith-Good Samaritan, \$6,000.00; Laramie Youth Crisis Center, \$1,080.97; First Data Merchant

Services, \$52.33, monthly charges; JC Construction & Design, \$7,559.25, fairgrounds concession work; Lane Lindley, \$1,989.60, fuels coordinator; Malone Belton Abel, \$7,893.00, services for BBBS facility; Modern Printing Co, \$97.94, ACPH banners; Powers Logging, \$30,380.00, fuels reduction; Real Estate1, \$81.00, rental assistance; Verizon Wireless, \$325.43, telephones; **GENERAL ACCOUNTS:** Charter Communications, \$129.99, utilities; City of Laramie, \$2,991.88, utilities; Employers Unity, \$906.00, annual billing; Pitney Bowes, \$1,048.77, postage machine lease; Rocky Mountain Power, \$2,473.92, utilities; Source Gas, \$2,304.08, utilities; Town of Rock River, \$118.00, utilities; Verizon Wireless, \$1,555.16, telephones; WACO, \$300.00, annual dues; WageWorks, \$90.00, monthly charges; **COURTHOUSE:** Ace Hardware, \$54.98, maintenance supplies; AlSCO, \$164.37, floor mat service; Van's Wholesale, \$38.50, maintenance; **CLERK:** County Clerks' Association, \$100.00, dues; Government Finance Officers Assoc., \$125.00, dues; **GRANTS:** Ace Hardware, \$14.99, sprinkler; Wilken Enterprises LLC, \$300.00, janitorial contract; **TREASURER:** Government Finance Officers Assoc., \$275.00, dues; The Master's Touch, \$322.74, tax notices; **ASSESSOR:** American Paintbrush, \$225.00, vehicle work; Automotive Unlimited, \$88.14, auto expense; Laramie Newspapers Inc., \$153.60, job vacancy advertising; Star Awards, \$74.75, stamps; **SHERIFF:** Cowboy Glass & Mirror, \$40.00, windshield repair; Laramie GM Auto, \$250.86, vehicle repair; Rebecca Spisak, \$34.68, dive rescue supplies; VOLTECH Electric, \$150.00, maintenance; Foster White, \$2,484.20, annual maintenance; **DETENTION:** Ace Hardware, \$23.78, maintenance supplies; Fastenal, \$31.79, fastener supplies; Jo-Ed Produce, \$3,107.17 boarding of prisoners; Byron Killpack, \$240.00, boarding of prisoners; Meadow Gold Dairy, \$357.72, boarding of prisoners; Office Depot Inc., \$11.96, supplies; US Food Service, \$2,073.56, boarding of prisoners; Van's Wholesale, \$349.12, supplies; **ATTORNEY:** Regina Chavez, \$39.00, excerpts; Lexis-Nexis, \$1,111.79, statutes & court rules; Robert Sanford, \$1,785.17, mileage & meals; Jennifer Stone, \$287.50, travel reimbursement; VOLTECH Electric, \$269.88, wiring repair; West Payment Center, \$342.04, research; **INTERGOVERNMENTAL:** Big Brothers Big Sisters, \$3,230.00, diversion contract; **PLANNING:** Susan Adler, \$380.00, janitorial contract; **CORONER:** American Institute of Toxicology, \$775.00, toxicology reports; Horizon Laboratory, \$749.50, toxicology; Laramie GM Auto, \$5223.28, vehicle repair; Laramie Screen Print & Embroidery, \$299.00, on-scene shirts; James A Wilkerson, \$1,040.00, autopsy; **CLERK OF COURT:** Albany County Treasurer, \$1,891.00, jury service fees; Matthew Bender & Co, \$142.10, court rules; Office Max Inc., \$273.41, office supplies; Janice Sexton, \$143.75, mileage; **DISTRICT COURT:** Neubauer Pelkey & Goldfinger LLC, \$470.00, court appointed attorney; **ROAD & BRIDGE:** AlSCO, \$153.66, safety clothing; Laramie Auto Parts Co, \$67.65, vehicle maintenance; **FIRE:** Wheatland Rural Electric, \$101.92, utilities; Wyoming State Forestry Division, \$14,967.23, fire suppression; **PUBLIC HEALTH:** AlSCO, \$102.36, floor mat service; Darcey Cowardin, \$20.70, mileage; Merck Sharp & Dohme Corp, \$2,557.49, vaccines; Western Carpet Cleaning, \$850.00, janitorial contract; **1% SALES TAX:** Charter Communications, \$94.95, internet access; Donald R. Frey & Co, \$7,773.52, licensing & support; JC Construction & Design, \$3,820.00, fairground upgrades; Lewan & Associates Inc., \$65,217.00, 5year licensing & support; TY Pickett, \$2,000.00, licensing; Tyler Technologies, \$31,816.18, licensing & support; **DETENTION MEDICAL:** Care United Medical, \$18,333.33, nursing services; McKesson Medical, \$226.47, medical expense; **FIRST INTERSTATE BANK:** \$510.73, travel & mileage; \$80.76, lodging tax; \$36.46, meals; \$49.96, office supplies; \$12.95, office supplies; \$160.10, medical supplies; \$85.99, education & postage; \$82.00, registration; \$97.00, uniform expense; \$218.00, auto expense; \$35.87, search & rescue; \$203.95, participant supplies; \$8.96, fuel stabilizer; \$1,474.07, travel & mileage & supplies; \$1,211.19, supplies for booth; \$1,656.57, fire equipment supplies; \$92.26, clinical supplies; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES: \$288,076.11.**

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

23. RECESS

The Board RECESSED at 11:18 a.m.

The Board RECONVENED at 1:10 p.m.

24. CONTINUE REVIEW OF PERSONNEL POLICY AND PROCEDURE MANUAL.

25. CONTINUE WORK ON PROPOSED FISCAL YEAR 2015-2016 ALBANY COUNTY BUDGET.

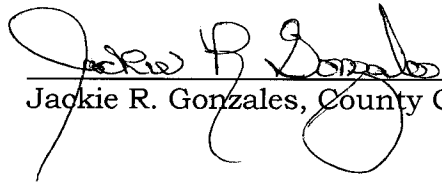
26. ADJOURN.

MOTION by Chesnut to ADJOURN the July 7, 2015 Regular Meeting at 3:58 p.m.

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

/s/Tim Sullivan, Chairman

ATTEST:



Jackie R. Gonzales, County Clerk