

## 03-05-2013 COMMISSIONER PROCEEDINGS

The Board of County Commissioners met at the above date beginning at 9:00 a.m. Those present were Chairman Aaron Anderson, Members Terry Wolf and Ron Harvey, and Clerk to the Board Mary Grace Strauch. The meeting was opened with the Pledge of Allegiance led by County Commissioner Aaron Anderson.

A motion was made by Commissioner Harvey and seconded by Commissioner Wolf to approve the minutes of the February 19, 2013 meeting. Motion carried.

A motion was made by Commissioner Wolf and seconded by Commissioner Harvey to approve pay estimate no. 5 with Lamax in the amount of \$84,973.69 regarding the septage site. Motion carried.

Vouchers were paid as follows:

The bids were opened regarding the crack seal project to possibly seal five county roads. The bids were received as follows: Superior Asphalt LC-\$81,900.00, Fettig Construction \$94,770.00, Pavement Maintenance Inc. (PMI) \$35,896.00. The bids were taken under advisement and County Planner David Anderson will review the bids.

Building Maintenance Manager Tom Schmeltzer reported to the board that the state fire inspector had done an inspection of the courthouse and there is a list of items that Tom will begin to take care of. Discussion was held on purchasing exit signs with egress lighting. Tom would like to review the cost for this before a decision is made regarding purchasing the lights. Tom continues to work on placing the security window at the Clerk of Courts office and the county shop remodeling has been completed. An invoice for \$4000 was received from Johnson Controls regarding the faulty wireless routers that were installed and Tom will working with Johnson Controls to get the cost reduced if possible. Approval was given for Tom to begin to hire part time help in May for the summer season. The Ten Sleep Library bathroom remodel will be reviewed again at budget time.

Planner David Anderson reported that he had reviewed the crack seal bids and there is some question regarding the low price for Road 47. The board will contact PMI regarding the low bid. David reviewed with the board several areas where the county owns property. The board will look into the areas in question before any final decision is made on how to proceed. At this time there is no work being done on the septage site. The honey monster should be delivered in several weeks. Further discussion was held on the rain gutters and installing them on the septage facility. Engineering Associates does not want to install the gutters at this time because this is work outside the contract. Cross Heating has notified Lamax that they will not warranty the compressor if there is not a gutter put in place. This liability is now with Lamax because the county has not accepted the building. The board would like to tour the facility at the next

meeting to look at the issue. Discussion was held on Lane 14A and establishing the road. David has met with the county attorney and statute allows for alterations but they must go through the hearing process. The easiest solution is to get landowner consent to change the roadway. David will do more research on the road issue before proceeding any farther. David has met with Vance Lungren regarding the culvert along Airport Road. David received information from landowners in the area and the culvert was put in for irrigation purposes and not for the roadway. There is a tile drain on the other side of the roadway that takes care of any overflow of water issues. The pipe that Vance would like to place is for irrigation purposes only. David would like to discuss this issue further with Road and Bridge Superintendent Tete Weston before proceeding any further.

Washakie Development Association Director Le Ann Chenoweth, Engineering Associates Engineer Heath Overfield, Jerry and Caleb Kienlen were present to open the bids for the Fairview Industrial Park site project. There were two bids received as follows: Diamond Point Construction \$756,743.00 and Hinckley-James Inc \$923,600.00. These bid prices include all of the alternates. The bids were taken under advisement by the board and will be awarded on March 19, 2013.

A motion was made by Commissioner Harvey and seconded by Commissioner Wolf to approve Resolution No. 302 regarding using a cash basis accounting system for all federal grants. Motion carried.

County Attorney Marcy Argeris asked for approval to purchase a laptop and speaker system to use in the court rooms. Estimated cost is \$1,500.00 and she has enough funding in her trial budget to cover the cost. Approval was given to proceed with the purchase. Discussion was held on the timeframe for ordering and placing the security door for the attorney's office. The sheriff will be contacted regarding the timeframe and this information will be reported to Building Maintenance Manager Tom Schmeltzer.

Youth Alternatives Director Sarah Garcia, Grant writer Ginger Largent, County Attorney Marcy Argeris, and Lisa Beamer met with the board to review the drug free community grant. At this time the county already has a coalition in place that holds monthly meetings. This would be a five year grant if awarded and is federal funding. There are no county stipulations at this time regarding funding if the federal funding should not follow through.

The board discussed with County Attorney Marcy Argeris a voucher that was submitted regarding the purchase of lunch. The personnel policy states that no expenditure will be approved for any meals purchased within the county boundaries for any work related job unless approval has been given by the board. Marcy felt that this was a trial cost and there was no other way to get lunch because the judge informed those that were in trial to be available within five minutes. Approval was given to approve the expenditure and prior approval will be given in the future before each trial.

County Assessor Kathy Treanor met with the board to review estimates for four new tires for the assessor vehicle. Approval was given to proceed with purchasing the tires from Mel's OK Tire in the amount of \$150.00 per tire.

County Treasurer Doris Kern, County Assessor Kathy Treanor, Clerk Mary Grace Strauch and Clerk of Court SuZann Whitlock met with the board to discuss the possibility of employees from the various offices working several days a week in the County Attorney's office and any other courthouse office that may need assistance at different times of the year. All present are willing to work with each office and assist when and where needed.

A motion was made by Commissioner Harvey and seconded by Commissioner Wolf that the county institute a hiring freeze excluding the advertised position in detention. Discussion was held on the board wanting to see if the staff in several offices can work together and help out when needed. An amendment to the motion made by Commissioner Harvey was to include that no position can be advertised or filled without prior approval from the board. The amendment was seconded by Commissioner Wolf. Motion and amendment carried.

A phone call was made to Chris with PMI regarding the low price for Road 47 regarding the crack seal project. Chris stated that he felt this was a good price for the job because he did not see that many cracks in the first five miles of the roadway.

A motion was made by Commissioner Wolf and seconded Commissioner Harvey to accept the low bid from PMI for the crack seal project in the amount of \$35,896.00. Motion carried.

A call was placed to BLM field office regarding the amendment to the MOU. Several changes will be made in the amendment and a new document will be mailed out in the near future.

#### CONSENT AGENDA

1. Authorize chairman to sign Final Proof of Loss in the amount of \$6,167.87 regarding the snowplow accident.
2. Authorize chairman to sign grant draft request No. 18 in the amount of \$161,838.98 regarding the septage site.
3. Accept monthly report from Sheriff's Department \$2,215.00, County Clerk \$5,736.75, Clerk of District Court \$1,148.17.
4. Approve bond for Tom Brewster, Secretary-Treasurer for the Ten Sleep Fire District, in the amount of \$2,000.00.
5. Authorize chairman to sign quarterly report regarding the VOA/OJJDP grant. No funds spent to date.

6. Authorize chairman to sign draw down request regarding the VOA/OJJDP grant. No funds spent to date.
7. Authorize chairman to sign TANF Community Partnership Grant Application regarding the Youth Alternatives.
8. Authorize chairman to sign Appendix I: Assurance of 10-year funding limit.
9. Authorize chairman to sign Appendix H: Assurance of One DFC Grant at a Time.
10. Authorize chairman to sign Appendix G: Grantee/Legal Applicant Roles and Relationship with Coalition.
11. Authorize chairman to sign Appendix M: Disclosure of all Prior DFC Funding.
12. Authorize chairman to sign Rocky Mountain Power Performance Plan for 2013.
13. Authorize chairman to sign Aran Insurance Underwriters regarding the aggregate excess coverage.
14. All commissioners sign letter to elected officials and department heads reminding them of evaluations that need to be completed.
15. All commissioners sign letter to county boards regarding minutes and financial statements that are needed on a monthly basis.

A motion was made by Commissioner Harvey and seconded by Commissioner Wolf, to accept the Consent Agenda. Motion carried.

There being no further business to come before the board, a motion was made by Commissioner Wolf and seconded by Commissioner Harvey to adjourn the meeting. Motion carried.

(Seal)

Mary Grace Strauch  
Clerk to the Board

Aaron Anderson, Chairman  
Washakie County Commissioners