

## MINUTES OF THE BOARD OF SHERIDAN COUNTY COMMISSIONERS

The Board met at 9:00 a.m., December 21, 2010, in regular session at the County Courthouse, Sheridan, Wyoming. Chairman Steve Maier called the meeting to order and led everyone in the Pledge of Allegiance. Members present were Commissioners Terry Cram, Steve Maier, Mike Nickel, Tom Ringley, and Bob Rolston.

### CONSENT AGENDA

There being no public comment on the Consent Agenda as read, Commissioner Rolston moved to approve the Consent Agenda and authorized the Chairman to sign documents as required. Commissioner Nickel seconded the motion and all voted in favor.

- a. Minutes of regular session, December 7, 2010;
- b. Sheridan County License Agreement No. 1026LA with Qwest Corporation to cross CR #144, Pass Creek Road, to install buried copper telecommunications cable for a County project (fee waived);
- c. Sheridan County License Agreement No. 1027LA with Qwest Corporation to cross CR #67, Wolf Creek Road, to install copper cable and 2" duct (fee paid);
- d. Affirm reappointment recommendation letter to Governor Elect Matt Mead for Dave Coleman, Emergency Management Coordinator;
- e. Partial release of mortgage by Woodland Park LLC for Lot 20, Block 5 Woodland Park Subdivision – Phase One, acknowledging payment received of \$21,600.00; Assignment of Affordable Housing Agreement from Woodland Park LLC to Excalibur Construction, Inc.

### AGENDA

Commissioner Rolston made a motion to add Number 16, Consider Acceptance of an Amendment to the Historic Courthouse HVAC System Upgrade Agreement, to the published agenda. The motion was seconded by Commissioner Ringley, all Commissioners voted in favor. Commissioner Nickel moved to approve the amended agenda, Commissioner Ringley seconded the motion and all Commissioners voted in favor.

### ANNOUNCEMENTS

Chairman Maier noted the upcoming holiday closure schedule for the Courthouse; Friday December 24 and Friday December 31, 2010.

### PUBLIC COMMENTS

There were no public comments at this time.

### PERSONNEL POLICY

Following a staff report by Renee' Obermueller, Administrative Director, Commissioner Ringley made a motion to accept the revisions to the Personnel Policy for Sheridan County Employees as presented in the updated policy, to be effective January 1, 2011. The motion was seconded by Commissioner Rolston and all Commissioners voted in favor.

### 11-001: MOBILE HOME LICENSE RENEWAL

Following a staff report by Robin DeBolt, Land Development Coordinator, Commissioner Nickel made a motion to renew the following mobile home park licenses for the period January 1 – December 31, 2011: Arvada MHP; B-B Mobile Ranch; Bell Trailer Park; Country Park; Easy Street Park; McGillivray

MHP; Mitchell Court; Mobile Haven Trailer Court; Wagon Box MHP; Willow Park; and Woodland Park Village. Commissioner Rolston seconded the motion and all Commissioners voted in favor.

#### SV-10-001: MEADOWBROOK SUBDIVISION PARTIAL VACATION

Following a staff report by Robin DeBolt, Land Development Coordinator, and representation by Deb Wendtland, attorney for Spear Ranch, LLC and John and Pat Best, Commissioner Ringley made a motion to approve Item SV-10-001: Meadowbrook Acres Partial Vacation, vacating Meadowbrook Acres Subdivision, creating two tracts with the following conditions:

1. The utility easement shown on exhibit E shall not be vacated.
2. The 5 ft easement dedication to the public for right-of-way purposes along Brinton Road (CR#103) shall not be affected by this vacation.
3. The spelling of Brinton Road (CR#103) shall be corrected on all documents prior to the County collecting signatures.

Commissioner Rolston seconded the motion and all Commissioners voted in favor.

#### CUP 2011: SAWSJPB REQUEST OF WAIVER

Following a staff report by Dan Coughlin, SAWSJPB Project Manager, Commissioner Rolston made a motion to waive the fees associated with the CUP application SAWSJPB will be submitting for the Big Goose Water Treatment Plant Clearwell Expansion. The motion was seconded by Commissioner Ringley and all Commissioners voted in favor.

#### TRANSFER OWNERSHIP OF COUNTY PROPERTY

Following a staff report by Ken Muller, County Engineer, a motion was made by Commissioner Rolston to execute and authorize the Chairman to sign a Quit Claim Deed transferring ownership of a portion of Sheridan County property located in and adjacent to Kentucky Avenue on the east side of the Sheridan County Fairgrounds property, to the City of Sheridan. The motion was seconded by Commissioner Nickel and all Commissioners voted in favor.

#### ENGINEERING CONTRACT AMENDMENT

Following a staff report by Ken Muller, County Engineer, a motion was made by Commissioner Ringley to approve and authorize the Chairman to sign an Amendment to the Engineering Contract with Vista West Engineering, Inc. for the West Brundage Lane Phase III project to include additional Construction Engineering costs in the amount of \$8,193.00. The motion was seconded by Commissioner Rolston and all Commissioners voted in favor.

#### PROJECT AWARD

Following a staff report by Ken Muller, County Engineer, a motion was made by Commissioner Rolston to award and authorize the Chairman to sign Sheridan County Road Improvement Project HRRR CN03033 & CN03034 for County Roads #89 (Beckton Rd) and #1211 (Lower Prairie Dog Rd) to DCM Construction LLC in the amount of \$210,253.36. The motion was seconded by Commissioner Nickel and all Commissioners voted in favor.

#### OWNERSHIP TRANSFER

Following a staff report by Ken Muller, County Engineer, a motion was made by Commissioner Cram to Execute and authorize the Chairman to sign a Quit Claim Deed transferring ownership of Sheridan County Property located between the Fort Road right-of-way and platted property of the

Wyoming Mutual Investment Company Addition to GMARK, LLC. The motion was seconded by Commissioner Ringley and all Commissioners voted in favor.

#### FLOOD NOTIFICATION AGREEMENT

Following a staff report by Rod Liesinger, Public Works Director and a presentation by Chris Knodel, States West Water Resources Corporation, a motion was made by Commissioner Rolston to accept and authorize the Chairman to sign a Joint Project Agreement between the National Weather Service, City of Sheridan, and Sheridan County for the installation, operation, and maintenance of stream gauging and rain gauging equipment for the purpose of providing for advance flood notice on Goose Creek. Sheridan County will be responsible for a onetime cost of \$31,928.00 and an annual expense of \$3,550.50. The motion was seconded by Commissioner Ringley and all Commissioners voted in favor.

#### STORY PARK

Following a staff report by Renee' Obermueller, Administrative Director, Commissioner Rolston made a motion to approve and authorize the Chairman to sign Resolution #10-12-037, authorizing submission of a \$25,000 Land and Water Conservation Fund Grant Application to the Wyoming Department of State Parks and Cultural Resources for Safety upgrades and replacement of play area equipment at Centennial Park in Story. The County portion would also be \$25,000 and in-kind contributions would be \$7,040.00. Commissioner Cram seconded the motion and all Commissioners voted in favor.

#### AMENDMENT TO HVAC AGREEMENT

Following a staff report by Renee' Obermueller, Administrative Director, Commissioner Ringley made a motion to accept and authorize the Chairman to sign an Amendment to the Historic Courthouse HVAC System Upgrade Agreement between Sheridan County and Associated Construction Engineering, Inc. in the amount of \$16,150. This Amendment is due to additional architectural services required for upgrades to the current heating system currently serving the Historic Courthouse and the Courthouse Addition. Commissioner Nickel seconded the motion and all Commissioners voted in favor.

#### ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:56 a.m.

#### BOARD OF COUNTY COMMISSIONERS

Sheridan County, Wyoming

Attest:

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Steve Maier, Chairman

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Eda S. Thompson, County Clerk