

## **NOTICE**

**THE SWEETWATER COUNTY BOARD OF COUNTY COMMISSIONERS**

**WILL MEET ON TUESDAY, May 17, 2016 AT 8:30 A.M.**

**IN THE COMMISSIONERS' CHAMBERS**

**(TENTATIVE AND SUBJECT TO CHANGE)**

**PLEASE ARRIVE 15 MINUTES EARLIER THAN YOUR SCHEDULED TIME**

### **PRELIMINARY**

**8:30** CALL TO ORDER  
QUORUM PRESENT  
PLEDGE OF ALLEGIANCE  
APPROVAL OF AGENDA  
APPROVAL OF MINUTES: May 3, 2016

### **ACCEPTANCE OF BILLS**

Approval of County Vouchers/Warrants  
Approval of Monthly Reports  
Approval of Bonds  
Approval of Abates/Rebates

### **PUBLIC HEARING**

Budget Amendment- County Attorney

### **COMMISSIONER COMMENTS/REPORTS**

**8:40** Commissioner Wendling  
**8:50** Chairman Johnson  
**9:00** Commissioner Van Matre  
**9:10** Commissioner West  
**9:20** Commissioner Kolb

### **COUNTY RESIDENT CONCERNS**

**9:30**

### **ACTION/PRESENTATION ITEMS**

**Tab D 9:40** Board Appointment- Joint Travel & Tourism

- 9:45** Amendment # 1 of Contract with Inberg Surveying Company, Inc. for County Road Speed Studies
- 9:55** Request for the Board of County Commissioners to enter into a Contract with Indo American Engineering, Inc. for the Design and Construction Management of the 2016 County Road Striping Project
- 10:00** Award of CMAQ 2015/2016 Patrick Draw Road CR #4-24
- 10:05** Modification of Grant or Agreement between the SWCO Sheriff's Office and the USDA Ashley National Forest
- 10:10** Request to Re-Staff Vacant Positions in the Sheriff's Office and the Detention Center
- 10:15** Insurance Discussion

**OTHER**

**EXECUTIVE SESSION AS NEEDED**

**ADJOURN**

[Per Wyo. Stat. §18-3-516\(f\) County information can be accessed on the County's website at www.sweet.wy.us](http://www.sweet.wy.us)

**The draft packet will be available on the county website  
on Friday afternoon (prior to the meeting)**

**Following the Regular Board of County Commissioner's Meeting,  
the Commission will conduct the Fiscal Year 2017 Budget Workshop  
beginning at 1:30 p.m. on Tuesday, May 17, 2016  
and beginning at 8:30 a.m. on Wednesday, May 18, 2016**

May 3, 2016  
Green River, WY

The Board of County Commissioners met this day at 8:30 a.m. in Regular Session with all commissioners present. The meeting opened with the Pledge of Allegiance.

**Approval of Agenda**

Commissioner Van Matre explained that two items need to be removed from the agenda; one concerning Sheriff Lowell's budget amendment discussion and the other concerning the insurance discussion by Human Resource Director Garry McLean. *Commissioner Van Matre moved to amend the agenda by removing the two items as mentioned. Commissioner Kolb seconded the motion.* The motion carried.

**Approval of Minutes: April 19, 2016**

*Commissioner Wendling moved to approve the minutes dated April 19, 2016. Commissioner West seconded the motion.* Commissioner Kolb requested to change the comments from Resident Mike Lynch to state that he was in favor of the commission position on the hospital issues. *Commissioner Kolb moved to amend the minutes as stated. Commissioner Van Matre seconded the motion.* The amended motion carried.

**Acceptance of Bills**

**Approval of County Vouchers/Warrants, Monthly Reports, Bonds and Abates/Rebates**

*Commissioner Kolb moved to approve county vouchers/warrants, monthly reports and the abates/rebates. Commissioner Wendling seconded the motion.* The motion carried.

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WARRANT NO.s	PAYEE	DESCRIPTION	AMOUNT
69326 & ADVICE	EMPLOYEES AND PAYROLL VENDORS	PAYROLL RUN	8,008.99
69222	BROWER BROTHERS NISSAN	VOID AFTER UPDATE 04/26/2016	0.00
69223	CENTRAL AUTO	VOID AFTER UPDATE 04/26/2016	0.00
69224	FIRST CHOICE GMC	VOID AFTER UPDATE 04/26/2016	0.00
69225	ONE TIME VENDOR	VOID AFTER UPDATE 04/26/2016	0.00
69226	ONE TIME VENDOR	VOID AFTER UPDATE 04/26/2016	0.00
69227	ONE TIME VENDOR	VOID AFTER UPDATE 04/26/2016	0.00
69228	ONE TIME VENDOR	VOID AFTER UPDATE 04/26/2016	0.00
69229	AMAZON	EQUIPMENT/SUPPLIES	1,292.67
69230	CENTURYLINK	PHONE	26.86
69231	DIRECTV	TV/LATE FEE	18.89
69232	HOME DEPOT CREDIT SERVICES	SUPPLIES/TOOLS	1,737.33
69233	PAYMENT REMITTANCE CENTER - 3009	REGISTRATION/EQUIPMENT/SUPPLIES/SUBSCRIPT/ LODGING CREDIT	2,465.26
69234	PAYMENT REMITTANCE CENTER - 7860	TRAINING/ADS/LODGING/CONFERENCE/SUPPORT/ TRAVEL/ MEMBERSHIPS/CASE	15,555.11
69235	PAYMENT REMITTANCE CENTER - 2452	MEALS/TRAVEL	157.99
69236	PAYMENT REMITTANCE CENTER - 2486	MEALS	181.08
69237	PAYMENT REMITTANCE CENTER - 2460	MEALS/LODGING	546.67
69238	PAYMENT REMITTANCE CENTER - 7081	MEALS	34.81
69239	PAYMENT REMITTANCE CENTER - 3065	MEALS/LODGING	472.62
69240	QUESTAR GAS	UTILITIES	11,813.01
69241	ROCKY MTN POWER	UTILITIES	6,408.16
69242	SWEETWATER CABLE TV	TV	59.99
69243	UNION TELEPHONE COMPANY INC	CELL PHONES	207.28
69244	VERIZON WIRELESS	PHONES/AIRCARDS/EQUIPMENT	2,505.89
69245	VERIZON WIRELESS	BROADBAND	200.17
69246	WALMART COMMUNITY/RFCSELLC- PURCHASING	SUPPLIES	275.04
69247	WEX BANK	FUEL	3,452.96
69248	ONE TIME VENDOR	JUROR FEES	150.00
69249	ONE TIME VENDOR	WITNESS FEES/MILEAGE	31.20
69250	ONE TIME VENDOR	JUROR FEES	30.00
69251	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69252	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69253	ONE TIME VENDOR	JUROR FEES/MILEAGE	231.00
69254	ONE TIME VENDOR	JUROR FEES	30.00
69255	ONE TIME VENDOR	JUROR FEES/MILEAGE	231.00
69256	ONE TIME VENDOR	JUROR FEES/MILEAGE	420.00
69257	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69258	ONE TIME VENDOR	JUROR FEES	30.00
69259	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69260	ONE TIME VENDOR	JUROR FEES	30.00
69261	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20

69262	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69263	ONE TIME VENDOR	JUROR FEES	150.00
69264	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69265	ONE TIME VENDOR	JUROR FEES	30.00
69266	ONE TIME VENDOR	JUROR FEES/MILEAGE	231.00
69267	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69268	ONE TIME VENDOR	WITNESS FEES/MILEAGE	31.20
69269	ONE TIME VENDOR	WITNESS FEES/MILEAGE	31.20
69270	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69271	ONE TIME VENDOR	JUROR FEES	150.00
69272	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69273	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69274	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69275	ONE TIME VENDOR	WITNESS FEES/MILEAGE	46.20
69276	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69277	ONE TIME VENDOR	JUROR FEES	30.00
69278	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69279	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69280	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69281	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69282	ONE TIME VENDOR	JUROR FEES	30.00
69283	ONE TIME VENDOR	JUROR FEES/MILEAGE	231.00
69284	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69285	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69286	ONE TIME VENDOR	JUROR FEES/MILEAGE	231.00
69287	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69288	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69289	ONE TIME VENDOR	JUROR FEES/MILEAGE	231.00
69290	ONE TIME VENDOR	JUROR FEES/MILEAGE	231.00
69291	ONE TIME VENDOR	WITNESS FEES/MILEAGE	290.28
69292	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69293	ONE TIME VENDOR	JUROR FEES	30.00
69294	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69295	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69296	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69297	ONE TIME VENDOR	JUROR FEES	30.00
69298	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69299	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69300	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69301	ONE TIME VENDOR	JUROR FEES/MILEAGE	231.00
69302	ONE TIME VENDOR	WITNESS FEES/MILEAGE	1,494.60
69303	ONE TIME VENDOR	WITNESS FEES/MILEAGE	31.20
69304	ONE TIME VENDOR	JUROR FEES	30.00
69305	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69306	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69307	ONE TIME VENDOR	JUROR FEES	30.00
69308	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69309	ONE TIME VENDOR	WITNESS FEES/MILEAGE	31.20
69310	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69311	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69312	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69313	ONE TIME VENDOR	JUROR FEES/MILEAGE	231.00
69314	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69315	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69316	ONE TIME VENDOR	JUROR FEES	30.00
69317	ONE TIME VENDOR	JUROR FEES	30.00
69318	ONE TIME VENDOR	JUROR FEES	30.00
69319	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69320	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69321	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69322	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69323	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69324	ONE TIME VENDOR	JUROR FEES/MILEAGE	46.20
69325	ONE TIME VENDOR	WITNESS FEES/MILEAGE	71.70
69327	DIRECTV	TV'S	74.99
69328	ROCK SPRINGS GRAZING ASSOCIATION	DEED	3,600.00
69329	ROCKY MTN POWER	UTILITIES	8,969.25
69330	VERIZON WIRELESS	BROADBAND	2,141.53
69331	VONAGE BUSINESS INC	PHONE BILL	2,370.18
69332	WALMART COMMUNITY/RFCSELLC-SHERIFF	SUPPLIES/INMATE/MEDICAL	827.11
69333	WELLS FARGO	SUPPLIES/MEMBERSHIP/CONFERENCE/SIRIUS/ SOFTWARE/POSTAGE/PHOTOS/LODGING/MEALS	2,789.30

69334	WYOMING DEPARTMENT OF	INSURANCE	1,992.80
69335	AARMS	SERVICE	530.00
69336	ACE HARDWARE	SUPPLIES	38.93
69337	ACE HARDWARE #11263-C	JUROR EXPENSES/SUPPLIES	45.91
69338	AIRGAS USA LLC	SUPPLIES	25.30
69339	ALPINE PURE WATER	RENTAL/WATER	74.00
69340	ARNELL JR. P.C., GARY B	FEES	3,980.00
69341	AWARDS UNLIMITED & ENGRAVING	PLAQUE	99.50
69342	BEST WESTERN - RAMKOTA HOTEL CASPER	LODGING	89.00
69343	BOOKCLIFF SALES INC	SUPPLIES	197.31
69344	CAPITAL BUSINESS SYSTEMS INC	CONTRACT	1,158.96
69345	CARQUEST AUTO PARTS	PARTS	256.72
69346	CASTILLON D.D.S. LLC, A. BRYCE	INMATE DENTAL	980.00
69347	CASTLE ROCK HOSPITAL DISTRICT	BUDGET ALLOCATION	8,333.33
69348	CIGNA	PREMIUMS	23,293.35
69349	CITY OF GREEN RIVER	RENTAL	100.00
69350	CITY OF ROCK SPRINGS	SENIOR BILLING	16,263.52
69351	CITY OF ROCK SPRINGS	RENT	924.02
69352	CODALE ELECTRIC SUPPLY INC	SUPPLIES	57.89
69353	COMMUNICATION TECHNOLOGIES INC	RENT	200.00
69354	COMPLETE CARPET CARE	SERVICES	3,715.00
69355	COPIER & SUPPLY CO INC	CONTRACTS/SERVICE/OFFICE SUPPLIES	1,083.31
69356	CORONA INSIGHTS	SERVICES	6,845.00
69357	COVINGTON, KELLY	DEPOSIT/RENT	1,950.00
69358	D & L EXCAVATION INC	SERVICES	2,462.40
69359	DELL MARKETING L P	EQUIPMENT/OFFICE SUPPLIES	2,083.44
69360	DELTA DENTAL	FEES	2,167.50
69361	DESERT VIEW ANIMAL HOSPITAL	SURGERY	225.14
69362	DJ'S GLASS PLUS	GLASS/REPAIRS	658.44
69363	EDEN VALLEY IMPROVEMENT DISTRICT	BUDGET ALLOCATION	30,000.00
69364	F B MCFADDEN WHOLESALE COMPANY	SUPPLIES	1,221.20
69365	F B MCFADDEN WHOLESALE COMPANY	COMMISSARY/INMATE FOOD	4,817.47
69366	FLEETPRIDE	PARTS	21.54
69367	FRY'S CUSTOM FLOORS INC	CARPET	1,487.02
69368	G & K SERVICES	SERVICES	321.46
69369	GALL'S LLC	SUPPLIES	50.33
69370	GIFFORD, MARTY	MEALS/MILEAGE	966.96
69371	GLADSTONE INC	SERVICE PLAN	550.00
69372	GREENWOOD MAPPING INC	AUTOMATION	1,340.00
69373	HAMPTON INN & SUITES	LODGING	291.00
69374	HCC LIFE INSURANCE COMPANY	FEES	27,350.28
69375	HIGH SECURITY LOCK & ALARM	DOORS/KEYS	131.70
69376	HITCHING POST RESTAURANT AND SALOON	JUROR MEAL	140.42
69377	HOLIDAY INN CONVENTION CENTER	LODGING	267.00
69378	HOLIDAY INN EXPRESS - CASPER	LODGING	712.00
69379	HOLIDAY INN EXPRESS - LANDER	LODGING	178.00
69380	HOMAX OIL SALES INC	FUEL	15,357.68
69381	HORIZON LABORATORY LLC	AUTOPSIES	431.50
69382	HY-KO SUPPLY	SUPPLIES	1,390.40
69383	INSULATION INC	ASBESTOS	17,125.03
69384	JACK'S TRUCK & EQUIPMENT	PARTS	355.80
69385	JENNY SERVICE CO	INMATE FOOD	707.34
69386	JME FIRE & HOIST PROTECTION INC	MAINTENANCE	257.40
69387	KOENIG, HAZEL	KEYS	6.00
69388	KOLB, JOHN K	MEALS/MILEAGE	710.08
69389	KOREM CORPORATION	MAINTENANCE	3,465.00
69390	LEWIS & LEWIS	ROAD BASE	27,982.38
69391	LEXISNEXIS RISK SOLUTIONS	SUBSCRIPTION	297.04
69392	LITTLE AMERICA - CHEYENNE	LODGING/MEALS	117.42
69393	MARCHAL, KRISENA	TUITION/TRAVEL	760.17
69394	MATHEY LAW OFFICE - ASSIGNEE	FEES	3,153.33
69395	MCKEE FOODS CORPORATION	INMATE FOOD	494.48
69396	MEADOW GOLD DAIRIES SLC	INMATE FOOD	1,704.06
69397	MEMORIAL HOSPITAL CLINIC	INMATE MEDICAL	500.40
69398	MEMORIAL HOSPITAL OF SWEETWATER CO	TITLE 25	94,753.67
69399	MODEL SIGN	SIGNS	54.00
69400	MOORE MEDICAL, LLC	MEDICAL SUPPLIES	1,041.69
69401	MOUNTAINLAND SUPPLY LLC	HEATER/SUPPLIES	714.42
69402	NATIONAL BUSINESS FURNITURE	DESKS	1,266.00
69403	NET TRANSCRIPTS INC	TRANSCRIPTION	91.00

69404	NEW FRONTIER IMAGING LLC	INMATE MEDICAL	170.00
69405	NICHOLAS & COMPANY	INMATE FOOD	1,818.10
69406	O'REILLY AUTO PARTS	PARTS	81.77
69407	PARKER, KATHLEEN X	TRAVEL/MEALS	215.19
69408	PERSONNEL EVALUATION INC	BILLING	60.00
69409	LAW OFFICE OF BOBBY W PINEDA	FEES	4,510.00
69410	PROFESSIONAL SYSTEMS TECHNOLOGY INC	REPAIRS	23,733.06
69411	PROFORCE LAW ENFORCEMENT	SUPPLIES	2,963.55
69412	PROKOS, JOHN R	TABLES	143.73
69413	QUILL CORPORATION	OFFICE SUPPLIES	2,193.65
69414	R S REFRIGERATION SUPPLY	PARTS	938.17
69415	REDENTE, GARY	TRAVEL/MEALS	241.24
69416	ROCK SPRINGS MY PLACE LLC	LODGING	490.00
69417	ROCK SPRINGS NEWSPAPERS INC	SUBSCRIPTION	117.00
69418	ROCK SPRINGS NEWSPAPERS INC	AD	53.30
69419	ROCKY MOUNTAIN WASH, LLC	WASHES	25.50
69420	SHOPKO HOMETOWN - PHARMACY	INMATE PRESCRIPTIONS	5,220.71
69421	SKAGGS COMPANIES INC	UNIFORMS	3,841.50
69422	SMYTH PRINTING INC	OFFICE SUPPLIES	181.95
69423	STAPLES ADVANTAGE - DEPT LA	EQUIPMENT/OFFICE SUPPLIES	1,515.58
69424	SWCO CONSERVATION DISTRICT	BUDGET ALLOCATION	18,395.12
69425	SWEETWATER CO CLERK DISTRICT COURT	FEE	20.00
69426	SWEETWATER COUNTY HEALTH BOARD	VACCINATIONS	299.00
69427	SWEETWATER COUNTY INSURANCE	PREMIUMS/CLAIMS/BENEFITS	317,077.44
69428	SWEETWATER FAMILY RESOURCE CENTER	GRANT EXPENSES	14,235.00
69429	SWEETWATER MEDICS LLC	BUDGET ALLOCATION	26,050.76
69430	SWEETWATER PLUMBING & HEATING	PARTS	52.90
69431	SWEETWATER TROPHIES	SHIPPING	35.24
69432	TERMINIX OF WYOMING	SPRAYING	250.00
69433	THE TIRE DEN INC	REPAIRS	38.00
69434	THE UPS STORE - #3042	SHIPPING	96.06
69435	THOMPSON INFORMATION SERVICES	SUBSCRIPTION	1,878.80
69436	THOMSON REUTERS-WEST PAYMENT CENTER	SUBSCRIPTION	1,311.15
69437	THOS Y PICKETT & COMPANY INC	CONTRACT	20,000.00
69438	U S FOODS INC	INMATE FOOD	3,103.04
69439	UMR INC	FEES	12,165.50
69440	VISION SERVICE PLAN	PREMIUMS	7,828.81
69441	WATCH SYSTEMS LLC	MAILINGS	171.50
69442	WAXIE SANITARY SUPPLY	SUPPLIES	4,817.60
69443	WENDLING, RANDAL M	MILEAGE	534.06
69444	WESTERN WYOMING COMMUNITY COLLEGE	SEMINARS	980.00
69445	WHITE MOUNTAIN LUMBER & RENTAL	TILE	377.60
69446	WILKERSON IV MD PC, JAMES A	AUTOPSY	1,165.00
69447	WORKFORCEQA CSS HOLDINGS LLC	TESTING	45.00
69448	WYOMING MACHINERY COMPANY	PARTS/REPAIRS	29,430.79
69449	YOUNG AT HEART CENTER	BUDGET ALLOCATION	18,292.29
69450	YOUNG AT HEART EARLY LEARNING CENTER	GRANT EXPENSES	2,618.62
69451	YOUTH HOME INC	BUDGET ALLOCATION	16,750.00

**GRAND TOTAL:** 952,508.04

The following abates/rebates were placed on file:

TAXPAYER	VALUATION	TAXPAYER	VALUATION
LINN OPERATING INC	-414,177	TANA RAMA	-870
LINN OPERATING INC	-3,661	TANA RAMA	-877
LINN OPERATING INC	-1,757	TANA RAMA	-887
LINN OPERATING INC	-2,292	ANADARKO E&P CO LLP	-1,372
CROWN ENERGY PATNERS LLC	-11,070	WATTS NEW CONCRETE INNOVATIONS	-387
WEXPRO CO	-13,517	WATTS NEW CONCRETE INNOVATIONS	-351
MARATHON OIL CO	-197,678	WATTS NEW CONCRETE INNOVATIONS	-313
TANA RAMA	-2,306	WATTS NEW CONCRETE INNOVATIONS	-278
TANA RAMA	-2,124	BP AMERICA PRODUCTION CO	-118,181
TANA RAMA	-2,059	TALIAFERRO BRECK	-387
BRONZE BAY TANNING	-1,887	TALIAFERRO BRECK	-402
TANA RAMA	-1,665	TALIAFERRO BRECK	-429
TANA RAMA	-1,432	TALIAFERRO BRECK	-408
TANA RAMA	-1,228	SHERMAN SUZANNE E	-402

TANA RAMA	-1,010	ANADARKO E&P CO LLP	-3,122,465
TANA RAMA	-906	ANADARKO E&P CO LLP	-224,308
TANA RAMA	-860	ANADARKO E&P CO LLP	-73,290

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## Commissioner Comments/Reports

### Commissioner Kolb

Commissioner Kolb reported that he participated in the elk and deer gathering study explaining that it was primarily the University of Wyoming, Wyoming Game and Fish, and Muley Fanatics. Commissioner Kolb reported that he attended the Joint Judiciary Interim Committee meeting held at Western Wyoming Community College and the dinner hosted by the Sweetwater County Board of County Commissioners for the committee members to showcase the Judicial Justice Center. Commissioner Kolb noted that he spoke with Grants Manager Krisena Marchal, Land Use Director Eric Bingham, Human Resource Director Garry McLean and Public Works Director Gene Legerski. Commissioner Kolb discussed having a letter of support from the commission to Memorial Hospital of Sweetwater County when it comes to the ability to be first informed and to attend all committee meetings and meetings pertaining to Memorial Hospital excluding personnel and excluding any HIPPA issues. Following discussion, Chairman Johnson explained that he continues to receive feedback supporting that the commission needs to be proactive in the hospital and supported the letter that the liaison should be involved in any and all meetings relative to hospital business with the exception of personnel and anything to do with HIPPA. **Commissioner Kolb moved to draft the letter. Commissioner Van Matre seconded the motion.** The motion carried. The commission requested that Deputy County Attorney James Schermetzler draft the letter. Commissioner Kolb reported that he attended the retirement party for former Public Works Director John Radosevich. Lastly, Commissioner Kolb expressed his displeasure regarding the article in the Rocket Miner relative to the Justice Center noting that he appreciates Sheriff Lowell throwing the commissioners a bone by saying that the commission was part of it. Commissioner Kolb expressed that the confusion he always wants to clear up is nobody knows what the Board of County Commissioners does and they write articles about things like this and it looks like the Sheriff's Department was key in this project. Commissioner Kolb further explained that, when people question what the commissioners do, it's confusing because the information is a mess and, the fact is, the people involved with the county attorney and the public defenders, all those folks, were brought together because of what the commission has done as a board. Commissioner Kolb stated that we always have to focus on who does this, and the Board of County Commissioners did this, and all these projects would not happen unless the board was behind this. Commissioner Kolb reiterated that, while he appreciates the help from partners, the fact is the commission was instrumental in this whole process, and no one else; the commissioners are the initiators.

### Commissioner Wendling

Commissioner Wendling expressed his appreciation to Commissioner Kolb and Administrative Assistant Sally Shoemaker for their assistance in coordinating the dinner for the Wyoming Joint Judiciary Committee. Commissioner Wendling extended his congratulations to the Events Complex for the grant they were awarded and to Grants Manager Krisena Marchal for all of her work in assisting with the grant approval. Commissioner Wendling expressed his appreciation to the Sheriff's Office and the clean-up crew. Commissioner Wendling reported on meetings he attended for the Fontenelle Working Group, Bairoil Town Council, the Big Sandy Health Clinic Benefit, Fuel Up to Play 60 Heroes Breakfast with Commissioner Van Matre, the Young at Heart Board, Joint Judiciary Interim Committee meeting held at Western Wyoming Community College, the Green River City Council budget workshop, and the Sage Grouse Focal Area Withdrawal Wyoming Cooperating Agency meeting with Public Land Specialist Mark Kot. Commissioner Wendling noted that he visited with Fire Warden Mike Bournazian. Lastly, Commissioner Wendling explained that CGI sent an email last week and questioned if the commission was interested in looking into the cost free county video program for tourism. The commission expressed support for looking into the program.

### Chairman Johnson

Chairman Johnson reported that he attended the Coalition of Local Governments meeting. Chairman Johnson read aloud the facility report from Facilities Manager Chuck Radosevich. Chairman Johnson expressed his appreciation to Administrative Assistant Sally Shoemaker and Facilities Manager Chuck Radosevich for their assistance in creating the ground breaking ceremony invitations. Chairman Johnson discussed having the County Assessor's office create a monthly newsletter after reviewing the Sublette County Assessor newsletter. Lastly, Chairman Johnson announced the budget workshop dates.

### Commissioner Van Matre

Commissioner Van Matre noted that he visited with VSO Director Larry Levitt, Airport Board Manager Devon Brubaker, Parks and Recreation Board President Keaton West, Golden Hour Senior Center Sheela Schermetzler, IT Director Tim Knight, Custodial Manager Karen Bailey, and Purchasing Manager Marty Dernovich. Commissioner Van Matre reported that he and Commissioner Wendling attended the Fuel Up to Play 60 Heroes Breakfast. Commissioner Van Matre explained that he took Public Works Director Gene Legerski on a tour of county facilities and attended the retirement party for former Public Works Director John Radosevich. Lastly, Commissioner Van Matre reported that he attended the Wyoming Joint Judiciary Committee dinner.

### Commissioner West

Commissioner West explained that he did not have a lot to report due to being away on business and pleasure for a week and reported that he attended the retirement party for former Public Works Director John Radosevich and attended the Events Complex budget workshop. Commissioner West explained that he noticed political signage on the off-ramp in Green River and stated that, after speaking with County

Clerk Dale Davis, Green River does not have any restrictions on signs prior to primary or general elections.

**County Resident Concerns**

Chairman Johnson opened county resident concerns. Events Complex Director Larry Lloyd, Marketing & Events Manager Kandi Pendleton, and Operations Coordinator Drew Dunn were present to express their appreciation to the Sweetwater County Commissioners and Grants Manager Krisena Marchal for their support on the grant that ultimately resulted in State Land Investment Board awarding. Hearing no further comments, the county resident concerns comment period was closed.

**Break**

Chairman Johnson called for a break.

**Action/Presentation Items**

**Annual Renewal of Lease Purchase Agreement**

County Clerk Dale Davis presented Resolution 16-05-CC-01. Chairman Johnson entertained a motion to approve Resolution 16-05-CC-01 and authorize the Chairman to sign. *Commissioner West so moved. Commissioner Wendling seconded the motion.* The motion carried.

**RESOLUTION NO. 16-05-CC-01**

**RESOLUTION AUTHORIZING RENEWAL OF THAT CERTAIN LEASE AND AGREEMENT, DATED AS OF JULY 30, 2013, BY AND AMONG SWEETWATER COUNTY, WYOMING; CASTLE ROCK SPECIAL HOSPITAL DISTRICT; TOWN OF GRANGER, WYOMING; CITY OF GREEN RIVER, WYOMING; CITY OF ROCK SPRINGS, WYOMING; TOWN OF SUPERIOR, WYOMING; TOWN OF WAMSUTTER, WYOMING; AND THE SWEETWATER COUNTY 2013 SPECIFIC PURPOSE TAX JOINT POWERS BOARD, THROUGH THE BUDGET AND APPROPRIATION OF FUNDS FOR THE PAYMENT OF RENTAL PAYMENTS AND ADDITIONAL RENTALS THEREUNDER FOR FISCAL YEAR 2016-2017**

WHEREAS, Sweetwater County, Wyoming (“Sweetwater County”), along with Castle Rock Special Hospital District (“Castle Rock”); Town of Granger, Wyoming; City of Green River, Wyoming; City of Rock Springs, Wyoming; Town of Superior, Wyoming; and Town of Wamsutter, Wyoming (collectively, the “Lessees”), has entered into that certain annually terminable Lease and Agreement, dated as of July 30, 2013 (the “Lease”) with the Sweetwater County 2013 Specific Purpose Tax Joint Powers Board (the “Board”), whereby Sweetwater County has subleased certain Sites (as defined in the Lease) from the Board and has further leased from the Board certain Improvements (as defined in the Lease) to be constructed on the Sites; and

WHEREAS, Section 4.1 of said Lease provides that each of the Lessees must annually determine whether or not to terminate said Lease effective June 30 of any Fiscal Year; and

WHEREAS, Sweetwater County has determined to continue said Lease for the period from July 1, 2016 to and including June 30, 2017, and the governing body of Sweetwater County has determined and hereby confirms to Wells Fargo Bank, National Association, in Denver, Colorado (the “Trustee”), under that certain Indenture of Trust, dated as of July 30, 2013, between the Board and the Trustee, that there shall be included in Sweetwater County’s Fiscal Year 2016-2017 budget moneys to pay all Rental Payments and reasonably estimated Additional Rentals for said period (as defined in the Lease), all as further provided in ARTICLE VI of said Lease;

NOW, THEREFORE, BE IT RESOLVED:

1. Sweetwater County will include in its Fiscal Year 2016-2017 budget all payments required under the Lease for Fiscal Year 2016-2017.

2. Pursuant to that certain County Roadway/Castle Rock/Municipalities’ Improvements Specific Purpose Tax Escrow Agreement, dated as of July 30, 2013 (the “Escrow Agreement”) with the Sweetwater County Treasurer, as escrow agent (the “Escrow Agent”), which established an escrow account (the “Escrow Account”) for the collections that result from the imposition of a specific purpose sales and use tax that was imposed in Sweetwater County, Wyoming, effective April 1, 2013 (the “2013 Tax Revenues”), the governing body of Sweetwater County hereby further specifically budgets and appropriates \$829,448.84 in said 2013 Tax Revenues for the payment of Rental Payments under the Lease and further directs the Escrow Agent to make payments to the Trustee at the times and in the amounts as are set forth in such Escrow Agreement.

3. Submission of a copy of this resolution, along with a copy of Sweetwater County’s Fiscal Year 2016-2017 budget, to the Trustee, the Board and George K. Baum & Company, after adoption of Sweetwater County’s Fiscal Year 2016-2017 budget, will fully meet the requirements of Section 4.1 of the Lease.

THIS RESOLUTION is made and duly executed this 3rd day of MAY, 2016, in accordance with the authorization by a majority vote of the duly elected members of the governing body of Sweetwater County.

SWEETWATER COUNTY, WYOMING

ATTESTED: By: \_\_\_\_\_  
Title: Wally J. Johnson, Chairman, Board of County Commissioners, Sweetwater County

By: \_\_\_\_\_  
Title: Steven Dale Davis, County Clerk

\*\*\*\*\*

**Approval of Purchase with the FY 2014 State Homeland Security Coroner’s Office Grant Award**

Grants Manager Krisena Marchal presented the request to purchase tablet devices for the coroner's office. Chairman Johnson entertained a motion to approve the purchase of tablet devices with the fiscal year 2014 State Homeland Security Coroner's Office Grant Award. **Commissioner Wendling so moved. Commissioner Van Matre seconded the motion.** The motion carried.

**Approval of the Purchase of Rite Track Software with Juvenile Grant Funding**

Grants Manager Krisena Marchal and Juvenile Probation Director Karin Kelly requested approval to purchase Rite Track Software. IT Director Tim Knight was present to answer software questions. Following discussion, Chairman Johnson entertained a motion to approve the purchase of Rite Track Software with Juvenile Grant Funding, and authorization to have the Chairman sign all related documents. **Commissioner Wendling so moved. Commissioner Van Matre seconded the motion.** The motion carried with Commissioner West voting in opposition.

**Break**

Chairman Johnson called for a break.

**FY 2017 Budget Requests Filing**

Accounting Manager Bonnie Berry presented, per State Statute, the FY 2017 Budget Requests.

**Other**

Chairman Johnson explained that a request has been submitted from Lincoln County Commissioner Kent Connelly to provide a letter of support from the Sweetwater County Commission to be appointed to the Bureau of Land Management Resource Advisory Council. Following discussion, Chairman Johnson entertained a motion to authorize the Chairman to prepare a letter supporting Kent Connelly to be appointed to the RAC (Resource Advisory Council). **Commissioner Wendling so moved. Commissioner West seconded the motion.** The motion carried.

**Executive Session(s)-Personnel/Legal**

Chairman Johnson entertained a motion to enter into executive session for legal. **Commissioner Kolb so moved. Commissioner Van Matre seconded the motion.** The motion carried. A quorum of the commission was present.

After coming out of executive session, Chairman Johnson explained that no action was required.

**Adjourn**

There being no further business to come before the Board this day, the meeting was adjourned subject to the call of the Chairman.

This meeting was recorded and is available from the County Clerk's office at the Sweetwater County Courthouse in Green River, Wyoming

THE BOARD OF COUNTY COMMISSIONERS  
OF SWEETWATER COUNTY, WYOMING

\_\_\_\_\_  
Wally J. Johnson, Chairman

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Don Van Matre, Member

\_\_\_\_\_  
Randal M. Wendling, Member

\_\_\_\_\_  
Reid O. West, Member

ATTEST:

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\*\*\*\*\*

	DATE	AMOUNT	WARRANT #'S
EAL	5/6/2016	243,703.27	69490-69503
EAL	5/13/2016	28,671.37	
EAL	5/17/2016	376,056.39	
EAL			
EAL			

Payroll Run	1,328,760.03	Payroll:	Check #	Advice #
Payroll Run			69452-69489	17109-17366
Payroll Run				

TOTAL AMOUNT            \$1,977,191.06

Vouchers in the above amount are hereby approved and ordered paid this date of 05/17/2016

\_\_\_\_\_  
Wally J. Johnson, County Commissioner

\_\_\_\_\_  
John K. Kolb, County Commissioner

\_\_\_\_\_  
Don Van Matre, County Commissioner

\_\_\_\_\_  
Randal M. Wendling, County Commissioner

Attest:

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Reid O. West, County Commissioner

**Authorization for Monthly Reports**

**5-17-16**

1. **County Clerk**
2. **Sheriff**

THE BOARD OF COUNTY COMMISSIONERS  
FOR SWEETWATER COUNTY, WYOMING

---

Wally J. Johnson, Chairman

---

John K. Kolb, Member

Attest:

---

Donald Van Matre, Member

---

Randal M. Wendling, Member

---

Steven Dale Davis, County Clerk

---

Reid O. West, Member

# MONTHLY STATEMENT

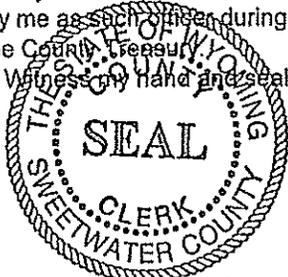
Statement of the Earnings of Collections of STEVEN DALE DAVIS COUNTY CLERK within and for the County of Sweetwater, State of Wyoming, for the month ending April 2016 and reported to the Board of County Commissioners of said County.

COUNTY CLERK		
Recording Fees	13,745.00	
Marriage Licenses	660.00	
Chattel Mortgages	13,405.00	
Motor Certificates of Title	( 1566 /TITLES) 23,490.00	21,924.00
Sale of County Property	-	
Miscellaneous Receipts	2,543.25	
<b>Total Receipts</b>		<b>53,843.25</b>
	Abandoned Vehicle	(1,566.00)
		<b>52,277.25</b>

STATE OF WYOMING )  
 ) ss.  
 COUNTY OF SWEETWATER )

I hereby certify that the above is a true and correct statement of the earnings of my office, or of moneys collected by me as such officer during the month above mentioned, and that the same has been by me paid into the County Treasury.

Witness my hand and seal this 03 day of May 2016



/s/ Steven Dale Davis COUNTY CLERK

Steven Dale Davis DEPUTY

Examined and approved by the Board of County Commissioners, this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Commissioner

\_\_\_\_\_  
Commissioner

# MONTHLY STATEMENT

Statement of the Earnings or Collections of Mike Lowell  
 as Sheriff within and for the County of Sweetwater  
 State of Wyoming, for the month ending April 29, 20 16, and reported to the  
 Board of County Commissioners of said County.

COUNTY CLERK,	Recording Fees, ..... Marriage Licenses, ..... Chattel Mortgages, ..... Motor Certificates of Title, ..... Sale of County Property, ..... Miscellaneous Receipts, ..... Total Receipts, .....			
CLERK, DISTRICT COURT,	Civil Fees, ..... Probate Fees, ..... Criminal fines and Costs, ..... Miscellaneous Fees, ..... Total Earnings, .....			
SHERIFF, .....			5315	00
ASSESSOR, .....				

STATE OF WYOMING )  
 )ss.  
 County of Sweetwater )

I hereby certify that the above is a true and correct statement of the earnings of my office, or of moneys collected by me as such officer during the month above mentioned, and that the same has been by me paid into the County Treasury.

WITNESS my hand and seal this 29 day of April, 2016.

Mike Lowell, County Sheriff  
 \_\_\_\_\_  
*Mike Lowell*  
 \_\_\_\_\_

**Authorization for Bonds**  
**5-17-16**

James Burnett	Predatory Animal District of SWCO, Secretary/Treasurer	\$ 10,000.00
Donna Little-Kaumo	SWCO School District #2, Superintendent	\$100,000.00
Lisa M. Tarufelli	City of Rock Springs, Clerk/Treasurer	\$100,000.00

THE BOARD OF COUNTY COMMISSIONERS  
FOR SWEETWATER COUNTY, WYOMING

\_\_\_\_\_  
Wally J. Johnson, Chairman

\_\_\_\_\_  
John K. Kolb, Member

\_\_\_\_\_  
Donald Van Matre, Member

Attest:

\_\_\_\_\_  
Randal M. Wendling, Member

\_\_\_\_\_  
Steven Dale Davis, County Clerk

\_\_\_\_\_  
Reid O. West, Member

\_\_\_\_\_  
James P. Schermetzler, Deputy County Attorney

Wyoming



# Western Surety Company

## OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 54932369

That we James Burnett

of Eden, Wyoming, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly bound

unto Predatory Animal Distric of Sweetwater County the State of Wyoming, in the penal

sum of Ten Thousand and 00/100 DOLLARS (\$ 10,000.00), to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally, firmly by these presents.

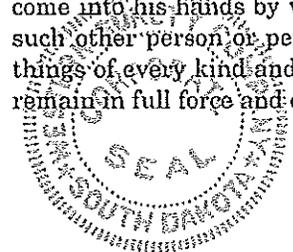
Dated this 9th day of June, 2015

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden  
Appointed   
Principal was duly Elected  to the office of Secretary/Treasurer

in the of Predatory Animal Distric of Sweetwater County

and State aforesaid for the term beginning September 30, 2015, and ending  
September 30, 2016

NOW THEREFORE, If the above bounden Principal and his deputies shall faithfully, honestly and impartially perform all the duties of his said office of Secretary/Treasurer as is or may be prescribed by law, and shall with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds coming into the hands of such officer by virtue of his office; and pay over without delay to the person or persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his said office; and shall well and truly deliver to his successor in office, or such other person or persons as are authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held by him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.



James Burnett  
Principal

WESTERN SURETY COMPANY

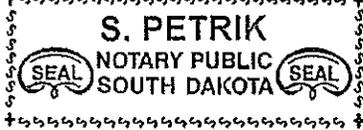
By Paul T. Bruflat  
Paul T. Bruflat, Senior Vice President

ACKNOWLEDGMENT OF SURETY  
(Corporate Officer)

STATE OF SOUTH DAKOTA }  
County of Minnehaha } ss

On this 9th day of June, 2015, before me, appeared

Paul T. Bruflat to me personally known, being by me sworn, and did say that he is the aforesaid officer of WESTERN SURETY COMPANY, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



My Commission Expires August 11, 2016

S. Petrik  
Notary Public

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States, and the constitution of the state of Wyoming; that I have not knowingly violated any law related to my election or appointment, or caused it to be done by others; and that I will discharge the duties of my office with fidelity.

James Burnett

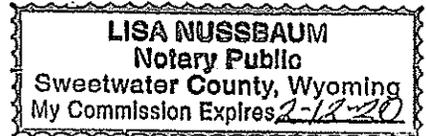
State of Wyoming }  
County of Sweetwater } ss

This Oath of Office was subscribed and sworn to before me by James Burnett  
on this 4th day of April, 2016  
My commission expires:

Lisa Nussbaum  
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }  
County of Sweetwater } ss



On this 4th day of April, 2016, before me, personally appeared

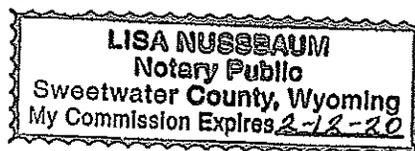
James Burnett, to me known to be the person described in and who executed the foregoing instrument as Principal, and acknowledged that the same was executed as

his own free act and deed.

My commission expires

February 12, 2020

Lisa Nussbaum  
Notary Public, Wyoming



Wyoming



# Western Surety Company

## OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 54932320

That we Donna Little-Kaumo,

of Green River, Wyoming, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly bound

unto \_\_\_\_\_, the State of Wyoming, in the penal

sum of One Hundred Thousand and 00/100 DOLLARS (\$ 100,000.00), to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally, firmly by these presents.

Dated this 4th day of April, 2016.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden

Principal was duly Appointed  Elected  to the office of Superintendent

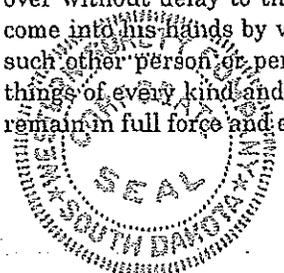
in the Sweetwater County School District #2

and State aforesaid for the term beginning July 1, 2016, and ending

July 1, 2017.

NOW THEREFORE, If the above bounden Principal and his deputies shall faithfully, honestly and

impartially perform all the duties of his said office of Superintendent as is or may be prescribed by law, and shall with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds coming into the hands of such officer by virtue of his office; and pay over without delay to the person or persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his said office; and shall well and truly deliver to his successor in office, or such other person or persons as are authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held by him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.



Donna Little-Kaumo, Principal

WESTERN SURETY COMPANY

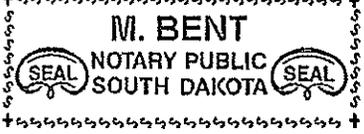
By Paul T. Bruft  
Paul T. Bruft, Vice President

ACKNOWLEDGMENT OF SURETY  
(Corporate Officer)

STATE OF SOUTH DAKOTA }  
County of Minnehaha } ss

On this 4th day of April, 2016, before me, appeared

Paul T. Bruflat to me personally known, being by me sworn, and did say that he is the aforesaid officer of WESTERN-SURETY COMPANY, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.



My Commission Expires March 2, 2020

M. Bent  
Notary Public

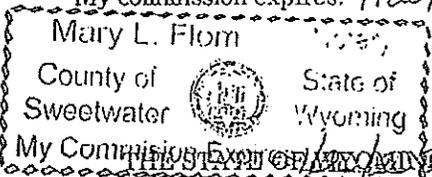
OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States, and the constitution of the state of Wyoming; that I have not knowingly violated any law related to my election or appointment, or caused it to be done by others; and that I will discharge the duties of my office with fidelity.

Donna Little-Kaumo, ed.s

State of Wyoming }  
County of Sweetwater } ss

This Oath of Office was subscribed and sworn to before me by Donna Little-Kaumo on this 9th day of May, 2016  
My commission expires: 11/20/2020



Mary L. Flom  
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

Donna Little-Kaumo }  
County of Sweetwater } ss

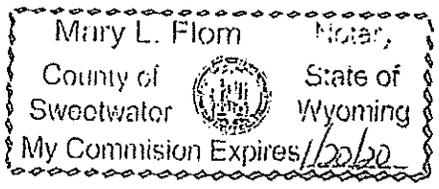
On this 9th day of May, 2016, before me, personally appeared

Donna Little-Kaumo, to me known to be the person described in and who executed the foregoing instrument as Principal, and acknowledged that the same was executed, as

her free act and deed.

My commission expires 1/20, 2020

Mary L. Flom  
Notary Public, Wyoming



Wyoming



# Western Surety Company

## OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 69932748

That we Lisa M. Taruffelli,

of Rock Springs, Wyoming, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of Wyoming, as Surety, are held and firmly bound

unto City of Rock Springs, the State of Wyoming, in the penal

sum of One Hundred Thousand and 00/100 DOLLARS (\$ 100,000.00), to which payment well and truly to be made, we bind ourselves and our legal representatives, jointly and severally, firmly by these presents.

Dated this 29th day of February, 2016.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden

Principal was duly Appointed  Elected  to the office of Clerk/Treasurer

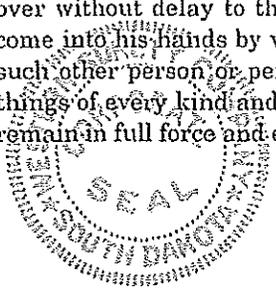
in the City of Rock Springs,

and State aforesaid for the term beginning June 23, 2016, and ending

June 23, 2017.

NOW THEREFORE, If the above bounden Principal and his deputies shall faithfully, honestly and

impartially perform all the duties of his said office of Clerk/Treasurer as is or may be prescribed by law, and shall with all reasonable skill, diligence, good faith and honesty safely keep and be responsible for all funds coming into the hands of such officer by virtue of his office; and pay over without delay to the person or persons authorized by law to receive the same, all moneys which may come into his hands by virtue of his said office; and shall well and truly deliver to his successor in office, or such other person or persons as are authorized by law to receive the same, all moneys, books, papers and things of every kind and nature held by him as such officer, the above obligation shall be void, otherwise to remain in full force and effect.



Lisa M. Taruffelli  
Principal

WESTERN SURETY COMPANY

By Paul T. Bruhat  
Paul T. Bruhat, Vice President

ACKNOWLEDGMENT OF SURETY  
(Corporate Officer)

STATE OF SOUTH DAKOTA }  
County of Minnehaha } ss

On this 29th day of February, 2016, before me, appeared

Paul T. Bruflat to me personally known, being by me sworn, and did say that he is the aforesaid officer of WESTERN SURETY COMPANY, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors, and said officer acknowledged said instrument to be the free act and deed of said corporation.

M. BENT  
NOTARY PUBLIC  
SOUTH DAKOTA  
My Commission Expires March 2, 2020

M. Bent  
Notary Public

OATH OF OFFICE

I do solemnly swear (or affirm) that I will support, obey and defend the constitution of the United States, and the constitution of the state of Wyoming; that I have not knowingly violated any law related to my election or appointment, or caused it to be done by others; and that I will discharge the duties of my office with fidelity.

Lisa M. Taruffelli

State of Wyoming }  
County of Sweetwater } ss

This Oath of Office was subscribed and sworn to before me by Lisa M. Taruffelli on this 14th day of April, 2016. My commission expires:

LAURIE K. JAMES  
Notary Public  
Sweetwater County, Wyoming

Laurie K. James  
Notary Public, Wyoming

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF WYOMING }  
County of Sweetwater } ss

On this 14th day of April, 2016, before me, personally appeared Lisa M. Taruffelli, to me known to be the person described in and who executed the foregoing instrument as Principal, and acknowledged that the same was executed as her free act and deed.

My commission expires Nov. 23, 2019

Laurie K. James  
Notary Public, Wyoming

LAURIE K. JAMES  
Notary Public  
Sweetwater County, Wyoming



DALE DAVIS					<b>COMMISSIONER</b>		
					<b>COMMISSIONER</b>		
					<b>COMMISSIONER</b>		
					<b>COMMISSIONER</b>		

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>5/17/16</b>	Presenters Name: <b>Bonnie Berry</b>
Department or Organization: <b>Clerk's office</b>	Contact Phone and E-mail: <b>872-3762</b>
Exact Wording for Agenda: <b>Budget Amendment</b>	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>8:30 5 min</b>
Will there be Handouts? (If yes, include with meeting request form) <b>yes</b>	Will handouts require SIGNATURES: <b>yes</b>
Additional Information:	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the “Meeting Request Form” by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
- All handouts must accompany the meeting request form by Wednesday at 12:00 p.m. prior to the scheduled meeting date. ***\*\*If your handout is not accompanied with the request to be added to the agenda, your request will be dismissed and you may reschedule for the next meeting provided the handout(s) are received.\*\****
- Any documents requiring **Board Action** or **signature** are considered agenda items and need to be requested in the same manner.
- All **original** documents requesting action or signature must be submitted to Deputy County Clerk Vickie Eastin. However, a **copy** must be submitted to Sally Shoemaker for distribution of the packet and retention.
- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item will be rescheduled.
- In order to determine placement on the agenda, please review the county website ([www.sweet.wy.us/commissioner](http://www.sweet.wy.us/commissioner)) on Thursday afternoon.
- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.
- No handout will be received during a meeting in session.

**RESOLUTION 16-05-CL-01  
SWEETWATER COUNTY  
BUDGET AMENDMENT**

**DUE to unanticipated capital expenditures within the County Attorney's Office totaling \$9,000**

**WHEREAS, it has been determined that the aforementioned funds need to be transferred within the 2015-2016 County Budget,**

**WHEREAS, the Notice of Public Hearing has been published in accordance with the regulations and rules governing the budget process and there being no protests filed or expressed to the Board of County Commissioners regarding this amendment to the Sweetwater County Budget at the hearing,**

**BE IT THEREFORE RESOLVED: that the 2015-2016 fiscal year budget for Sweetwater County be amended to reflect the following budget changes:**

**Expenditure Increase General Fund:**

<b>County Attorney – Capital</b>	<b>\$9,000</b>
----------------------------------	----------------

**Expenditure Decrease General Fund:**

<b>County Attorney – Operating</b>	<b>(\$9,000)</b>
------------------------------------	------------------

**Dated at Green River, Wyoming this 17th day of May, 2016.**

**BOARD OF COUNTY COMMISSIONERS  
SWEETWATER COUNTY, WYOMING**

\_\_\_\_\_  
**Wally J. Johnson, Chair**

\_\_\_\_\_  
**John K. Kolb, Member**

\_\_\_\_\_  
**Don Van Matre, Member**

\_\_\_\_\_  
**Randy Wendling, Member**

**ATTEST:**

\_\_\_\_\_  
**Steven Dale Davis, County Clerk**

\_\_\_\_\_  
**Reid O. West, Member**

NOTICE OF PUBLIC HEARING  
SWEETWATER COUNTY  
BUDGET AMENDMENT

Notice is hereby given of a Public Hearing to amend the County Attorney's budget within the Sweetwater County 2015-2016 budget in the amount of \$9,000.00 due to unanticipated capital expenditures within the department.

Said hearing will be held at the Sweetwater County Commissioners' meeting room in the County Courthouse in Green River, Wyoming on the 17th day of May, 2016 at 8:30 A.M. At this time, any and all interested persons may appear and express their opinion regarding the budget amendment.

Dated at Green River, Wyoming this 10th day of May, 2016.

Board of County Commissioners  
Sweetwater County, Wyoming

Attest:

(s) Wally J Johnson, Chair

(s) Steven Dale Davis, County Clerk

Please Advertise as a Legal Advertisement on May 12, 2016.

## Sweetwater County Board Appointments

3 Year Term

### JOINT TRAVEL & TOURISM

Due to resignation from Deborah Alvarez- Effective 5-1-16

**THIS WILL FILL AN UNEXPIRED TERM THROUGH**

**11/1/2017**

### ELIGIBLE FOR RE-APPOINTMENT

n/a

Yes	No

### New Applicant(s)-

Nicholas Goettl

Linda McGovern

Donna Mundschenk

Yes	No

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: BOCC-May 17, 2016	Presenters Name: Gene Legerski-Sweetwater County Engineer
Department or Organization: Engineering	Contact Phone and E-mail: 307-872-3921
Exact Wording for Agenda: Amendment #1 of Contract with Inberg Surveying Company, Inc. dba Inberg Miller Engineers for County Road Speed Studies	Preference of Placement on Agenda & Amount of Time Requested for Presentation: 5 minutes
Will there be Handouts? (If yes, include with meeting request form) Yes (2 pages)	Will handouts require SIGNATURES: Yes
Additional Information: IME was originally contracted to complete the Speed Study on various Sweetwater County roads in cooperation with the Wyoming Technology Transfer Center	
This contract was signed by the BOCC on January 21, 2014. The original contract had an expiration date of December 31, 2014. The amendment will extend the contact deadline until December 31, 2017.	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the "Meeting Request Form" by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
- All handouts must accompany the meeting request form by Wednesday at 12:00 p.m. prior to the scheduled meeting date. ***\*\*If your handout is not accompanied with the request to be added to the agenda, your request will be dismissed and you may reschedule for the next meeting provided the handout(s) are received.\*\****
- Any documents requiring **Board Action** or **signature** are considered agenda items and need to be requested in the same manner.
- All **original** documents requesting action or signature must be submitted to Deputy County Clerk Vickie Eastin. However, a **copy** must be submitted to Sally Shoemaker for distribution of the packet and retention.
- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item will be rescheduled.
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- No handout will be received during a meeting in session.



# INBERG-MILLER ENGINEERS

Quality Solutions Through Teamwork

May 2, 2016

17091-GE

2 PDF PAGES EMAILED: [LEGERSKIG@SWEET.WY.US](mailto:LEGERSKIG@SWEET.WY.US)

THIS CONSTITUTES THE ORIGINAL

Gene Legerski, P.E.  
Sweetwater County  
80 West Flaming Gorge Way  
Green River, WY 82935

RE: AMENDMENT NO. 1 TO OUR  
NOVEMBER 11, 2013 SERVICE AGREEMENT  
FOR SPEED STUDIES ON VARIOUS COUNTY ROADS  
SWEETWATER COUNTY, WYOMING

Dear Mr. Legerski:

The purpose of this Amendment is to amend our Service Agreement dated November 11, 2013.

## SERVICE AGREEMENT

Revise the following Section as follows:

### SECTION 29.1: TERM OF AGREEMENT

The term of this AGREEMENT shall be extended commencing on May 2, 2016, and ending on December 31, 2017. IME shall not commence work or services under this AGREEMENT until the CLIENT executes and delivers a copy of this AMENDMENT to IME.

### PERFORMANCE SCHEDULE

Upon receipt of a properly executed copy of this Amendment, we will be available to continue to perform professional services.

### CLOSURE

We appreciate the opportunity to submit this Amendment to our Service Agreement. If you agree with the provisions of this Amendment, please have your authorized representative execute this document. Return the copy to our office and retain the original.

We appreciate the opportunity to submit this Amendment to our Service Agreement. Please have your authorized representative (i.e. corporate officer, manager, public official, property owner) execute the Amendment where indicated and return a full and complete copy of the Amendment to our office.

324 East Main Street  
Riverton, WY 82501  
307-856-8136  
307-856-3651 (fax)  
riverton@inberg-miller.com

1120 East "C" Street  
Casper, WY 82601  
307-577-0906  
307-472-4102 (fax)  
casper@inberg-miller.com

350 Parsley Boulevard  
Cheyenne, WY 82007  
307-635-6917  
307-635-2713 (fax)  
cheyenne@inberg-miller.com

816 West Spruce St.  
Riverton, WY 82301  
307-856-8136  
307-856-3651 (fax)  
gbohrick@inberg-miller.com

830 E. Richards, Suite 1  
Douglas, WY 82633  
307-359-7000  
307-460-7600 (fax)  
ctailford@inberg-miller.com

193 W. Flaming Gorge Way  
Green River, WY 82935  
307-875-4394  
307-875-4395 (fax)  
greenriver@inberg-miller.com

Gene Legerski, P.E.  
Sweetwater County  
May 2, 2016  
Page 2

17091-GE

If you have any questions regarding this Amendment, please contact us at 307-875-4394.

Sincerely,

INBERG-MILLER ENGINEERS



Michael W. Brown, P.E.  
Vice President

MWB:krp\\ME01\Projects\17091-GE SWEETWATER COUNTY Speed Studies\Contracts\17091 SWCO  
Speed Studies Am 1.docx

**AMENDMENT NO. 1 ACCEPTED**

**Inberg-Miller Engineers**

Signature:   
Print Name: Michael W. Brown, P.E.  
Title: Vice President  
Date: May 2, 2016

**Sweetwater County**

Signature: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: BOCC-May 17, 2016	Presenters Name: Gene Legerski-Sweetwater County Engineer
Department or Organization: Engineering	Contact Phone and E-mail: 307-872-3921
Exact Wording for Agenda: Request for the BOCC to enter into a contract with Indo American Engineering, Inc. for the design and construction management of the 2016 County Road striping project.	Preference of Placement on Agenda & Amount of Time Requested for Presentation: 5 minutes
Will there be Handouts? (If yes, include with meeting request form) Yes (13 pages)	Will handouts require SIGNATURES: Yes
Additional Information:	

### INSTRUCTIONS:

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# INDO AMERICAN ENGINEERING, INC.

## CONSULTING ENGINEERS & LAND SURVEYORS

P.O. BOX 1813 • ROCK SPRINGS, WYOMING 82902-1813 • TELE: 307-362-2680 • FAX 307-362-2682  
EMAIL ADDRESS: [contact@indoamengg.com](mailto:contact@indoamengg.com) WEBSITE: <http://www.indoamengg.com>

May 2, 2016  
Page 1 of 3

Mr. Gene Legerski, P.E., County Engineer  
Sweetwater County Engineer's Office  
80 West Flaming Gorge Way  
Green River, WY 82935

Project No. SC-132

Reference: Year 2016 Various Sweetwater County Paved Roads Paint  
Striping and Miscellaneous Work Project

Subject: Cost Estimate and Schedule of Prices for Engineering and  
Construction Management Services

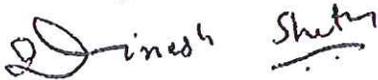
Dear Mr. Radosevich:

Indo American is hereby submitting a break down of Engineering (Design Development Phase, Construction Documents and Bidding Phase) and Construction Management (Contract Administration and Project Management Phase) Services Cost Estimate and Schedule of Prices to prepare Drawings, Bid Proposal, Special Provisions, and Technical Specifications for the Year 2016 Various Sweetwater County Paved Roads Paint Striping Project.

If you have any question, please do not hesitate to call us.

Thank you very much for your co-operation and consideration.

Sincerely,



Indo American Engineering, Inc.  
Dinesh P. Sheth, President

DPS/ds

Encl:

649 N. FRONT STREET, ROCK SPRINGS, WYOMING 82901 U.S.A  
314 E. FLAMING GORGE WAY, GREEN RIVER, WY 82935 U.S.A  
217 BORA BAZAR • FORT BOMBAY 400001 • INDIA • TELE. 2613229  
48 ROSELEIGH ROAD • SITTING BOURNE, KENT • ME101RS • U.K. • TELE: 5420663



May 2, 2016  
Page 2 of 3

Mr. Gene Legerski, P.E., County Engineer  
Office of Sweetwater County Engineer  
Project No. SC-132

Reference: Year 2016 Various Sweetwater County Paved Roads  
Paint Striping and Miscellaneous Work Project

Subject: Engineering and Construction Management Services  
Cost Estimate and Schedule of Prices

ROUGH COST ESTIMATE FOR PROFESSIONAL SERVICES

FOR ENGINEERING SERVICES

(DESIGN DEVELOPMENT & CONSTRUCTION DOCUMENT & BIDDING PHASE)

Reference: Engineering Tasks

- (a) Preparing Drawings and Specifications
- (b) Prepared Bid Documents, Advertisement and Pre-Bid
- (c) Bid Award, etc..

ITEM	DESCRIPTION	HOURS	RATE	TOTAL
1	Reg. Engineer	4 hrs	\$110.00/hr	\$00,440.0
2	Sr. Engineering	32 hrs.	\$95.00/hr	\$03,040.0
3	Specification	32 hrs.	\$80.00/hr	\$02,560.0
4	Sr. Draftsman	24 hrs.	\$78.00/hr	\$01,872.0
5	Clerical Services	24 hrs.	\$42.00/hr	\$01,008.0
6	MISCELLANEOUS -			
	Mileage (Approximate)	800 mi	\$00.80/mi	\$00,640.0
	Xerox, Fax, Postage, etc.	L/S	L/S	\$01,800.0
ENGINEERING SERVICES ----- SUB-TOTAL				\$11,360.0

FOR CONSTRUCTION MANAGEMENT (FIELD INSPECTION)  
(CONTRACT ADMINISTRATION & PROJECT MANAGEMENT PHASE)

Reference: Construction Management Task

- (a) Construction Management Services (Pre-construction Meetings, Scheduling, etc.)
- (b) Construction Inspection,
- (c) Final punch list and completion

ITEM	DESCRIPTION	HOURS	RATE	TOTAL
1	Reg. Engineer	4 hrs	\$110.00/hr	\$00,440.0
2	Sr. Engineering	60 hrs.	\$95.00/hr	\$05,700.0
3	Sr. Field Inspection	160 hrs.	\$80.00/hr	\$12,800.0
4	Clerical Services	40 hrs.	\$42.00/hr	\$01,680.0
5	MISCELLANEOUS -			
	Mileage	3000 mi	\$00.80/mi	\$02,400.0
	Xerox, Fax, Postage, etc	L/S	L/S	\$02,000.0
CONSTRUCTION MANAGEMENT (FIELD INSPECTION) SUB-TOTAL				\$25,020.0
PROFESSIONAL SERVICES --- TOTAL -----				\$36,380.0



May 2, 2016

Page 3 of 3

Mr. Gene Legerski, P.E., County Engineer  
Office of Sweetwater County Engineer  
80 West Flaming Gorge Way  
Green River, WY 82935

Project No. SC-132

Reference: Year 2016 Various Sweetwater County Paved Roads  
Paint Striping and Miscellaneous Work Project

Subject: Engineering and Construction Management Services  
Cost Estimate and Schedule of Prices

SCHEDULE OF PRICESFIELD ENGINEERING:

CHIEF OF PARTY-----\$75.00/HR.  
TWO MEN LEVEL CREW-----\$90.00/HR.  
TWO MEN EDM CREW-----\$140.00/HR.  
EACH ADDITIONAL CREWMAN-----\$55.00/HR.

OFFICE ENGINEERING:

REGISTERED ENGINEER/SURVEYOR/ARCHITECT/GEOLOGIST-----\$110.00/HR.  
SPECIALIZED ENGINEER (STRUCTURAL, HYDROLOGIST)-----\$100.00/HR.  
SENIOR ENGINEER/ARCHITECT/GEOLOGIST-----\$95.00/HR.  
ENGINEER/PLANNER/ARCHITECT-----\$85.00/HR.  
SENIOR DRAFTSMAN-----\$78.00/HR.  
DRAFTSMAN-----\$72.00/HR.  
SENIOR FIELD INSPECTOR-----\$80.00/HR.  
FIELD INSPECTOR-----\$75.00/HR.  
SR. FIELD TECHNICIAN/INSPECTOR-----\$80.00/HR.  
COMPUTER TECHNICAIN-----\$80.00/HR.  
TECHNICIAN/JR. PLANNER/ENGINEER-----\$75.00/HR.  
SPECIFICATION WRITER-----\$90.00/HR.  
CLERICAL SERVICES-----\$42.00/HR.

EQUIPMENT:

ELECTRONIC DISTANCE METER-----\$38.00/HR.  
TRIMBLE gps 5800 SYSTEM-----\$105.00/HR  
VEHICLE (FOUR WHEEL DRIVE)-----\$ 0.80/MILE  
(ADJUSTED AS PER ECONOMY AND MARKET VALUE)  
VEHICLE (FOUR WHEEL DRIVE)-----\$70.00/DAY  
WORD PROCESSOR -----\$12.00/HR.  
COMPUTER TIME-----\$55.00/HR.

SPECIAL CONDITION:

MATERIAL, SPECIAL MAPS, AND OTHER EXPENDITURES WILL BE BILLED AT  
INVOICE PRICE PLUS 20%. INDEPENDENT CONSULTANT, AMOUNT BILLED TO  
US PLUS 15%.

OVERTIME:

AN ADDITIONAL RATE OF 1.5 TIMES THE RATE STIPULATED WILL BE  
CHARGED FOR WORK PERFORMED OVER 8 HOURS A DAY OR PERFORMED  
ON SATURDAY, SUNDAY, OR PRESCRIBED HOLIDAY.



**AGREEMENT FOR ENGINEERING  
DESIGN SERVICES  
Paint Striping Various County Roads  
Project Number SC-132**

An AGREEMENT, by and between the Board of County Commissioners of the County of Sweetwater, State of Wyoming (hereinafter referred to as "County") and Indo American Engineering, Inc. (hereinafter referred to as "Consultant").

**WITNESSETH:**

**WHEREAS**, the County desires to retain a consultant to provide engineering design services to accomplish the paint striping of various county roads in Sweetwater County, Wyoming; and

**WHEREAS**, the County deems it to be in the best public interest to engage a Consultant in private practice to furnish engineering design services in connection with the Project; and

**WHEREAS**, after reviewing Qualifications Statements from consultants, the County selected the Consultant to furnish engineering services for the Project; and

**WHEREAS**, the Owner has prepared and the Consultant has reviewed scope of work for the Project; and

**WHEREAS**, based thereon, the County agrees to retain the Consultant to perform the professional services described herein, and the Consultant agrees to accept such engagement and perform such services upon the terms and conditions set forth herein.

**NOW THEREFORE**, by and for their mutual covenants and agreements herein contained, the parties agree as follows:



## 1. The Project

Paint Striping Various County Roads, Sweetwater County Engineer Project Number: SC-132 in Sweetwater County, Wyoming.

## 2. Scope of Work

A. The scope of work for the road listed in Exhibit "A" shall consist of those services described in this section and any other services normally required of a design and engineering consultant to accomplish the project scope of work that is defined herein.

B. The scope of work includes three (3) phases: (1) the Design Development Phase, (2) the Construction Documents and Bidding Phase, and (3) the Contract Administration and Project Management Phase.

### (1) Design Development Phase

The Design Development Phase is generally defined to include coordination of the design with program requirements; environmental; cultural, and preservation issues; and structural, mechanical, electrical, and civil engineering requirements. The design development set, including outline specifications and cost estimate, will be submitted to the County for review.

### (2) Construction Document and Bidding Phase

The Construction Documents Phase is generally defined to include the final design development drawings being developed into construction documents, including detailed drawings and specifications for competitive bidding. The first milestone of this phase is a review with the County at the 65% completion stage, including a cost estimate. The final construction drawings set and cost estimate will also be submitted for review by the



County. The preparation and issuance of bid documents and assisting the County in the bid process including the evaluation of submittals will also be included in this phase.

(3) Contract Administration and Project Management Phase

The Contract Administration Phase is generally defined to include the construction observation services including field observation, clarification and interpretation of the drawings and review of submittals and shop drawings, and consultant along with the County Engineer shall participate as the County's representative in any County/Contractor claims and dispute resolution process.

3. Duration

The services covered by this Agreement shall be completed no later than October 30, 2016, unless the time for performance is extended as provided for in this Agreement.

4. Party Representative and Addresses

Authorized and designated representatives to the parties are as follows:

The County: Sweetwater County Board of County Commissioners, Mr. Wally J. Johnson, Chairman, 80 West Flaming Gorge Way, Green River, WY 82935, or any other person designated by the Board of County Commissioners.

The Consultant: Indo-American Engineering, Inc. P.O. Box 1813, Rock Springs, WY 82902-1813. The Consultant shall assign one person the responsibility of being in direct charge of each of the identified phases of the project. This person shall function in this capacity throughout the phase unless such person terminates employment with the Consultant, the County requests a change or an emergency situation arises. All



changes of designated representatives shall be given by written notice to the other party in the manner set forth below for notices.

#### 5. Calculation and Payment of Fees

##### A. Method of Determination

Subject to the on fees contained herein, fees to be paid to the Consultant for completion of all services shall be determined on a time and expense basis according to the itemization of rates by classification of the Consultant's principals and employees set forth on Exhibit A attached hereto and incorporated herein by this reference. Payment to the Consultant for all services shall be as specified in Exhibit A, the estimated sum of \$36,380.00.

##### B. Method of Payment

The Consultant shall submit county vouchers with monthly itemized statements of services provided and reimbursable expenses incurred, and an itemization of the total amounts billed and paid under this contract by the 25<sup>th</sup> day of each month in which services are provided. The County shall review such submission and if accepted and approved, pay such amounts on or before the 25<sup>th</sup> day of the month following receipt.

##### C. Method of Records Management

The Consultant shall maintain all books, documents, papers, accounting records, and other evidence pertaining to costs incurred and shall make such materials available at its office at all reasonable times during the contract period and for three (3) years from the date of final payment under this Agreement. Such records shall be available for inspection by the County, and shall be furnished by the Consultant if requested.

##### D. Method of Determining Cost Status



The Consultant shall provide to the County, upon request, cost breakdowns of the hourly charges and overhead on each sub-consultant or subcontractor charge which the Consultant includes in its billing statement to the County.

6. County's Covenants

The County agrees to:

- A. Furnish to the Consultant all data regarding the project, which is in its possession or control.
- B. Provide general direction regarding the Project and coordinate reviews, approvals, and authorizations of all stages of the work.
- C. Notify the Consultant in writing to commence work, such notification being referred to herein as the "Notice to Proceed".
- D. Upon written notice from the Consultant of causes over which the Consultant has no control and which may delay the work, the County; if it finds said causes sufficient, may extend the time specified for completion of the work.

7. Consultant's Covenants

The Consultant agrees to:

- A. Undertake and faithfully fulfill the requirements of this Agreement and all amendments hereto in a timely, competent, and professional manner.
- B. Comply with all applicable provisions of federal, state, and local laws including, but not limited to, the following: (1) Environmental Review and Analysis, including mitigation assessment if required; (2) National Historic Preservation Act, including appropriate review and mitigation assessment; (3) Americans with Disabilities Act; (4) Public Interest Findings; (5) Buy American Provisions; (6)



Encourage Participation of Disadvantaged Business Enterprises; (8) Manual of Uniform Traffic Control Devices; and (9) Wyoming Labor Rate Schedules.

C. Start work immediately upon receipt of the Notice to Proceed, and follow a work schedule to facilitate completion of construction by October 30, 2016.

D. Endorse all plans and reports prepared under this Agreement and have affixed thereto, by the preparer, his seal of professional registration as required by Wyoming law.

#### 8. Insurance

The minimum kinds and amounts of insurance to be carried by the Consultant, with the County designated in each such policy as an additional named insured, shall be as follows:

<u>Type</u>	<u>Coverage</u>
Comprehensive Auto Liability	\$500,000/\$500,000 P.L.; \$50,000 P.D.
Comprehensive General Liability	\$500,000/\$500,000 P.L.; \$50,000 P.D.
Worker's Compensation	Statutory
Valuable Papers	With the County as an additional insured on Consultant's Valuable Papers Insurance
Professional Liability	\$1,000,000

The insurance specified above shall be maintained until the Consultant's work has been completed and accepted by the County. Proof of insurance coverage shall be furnished by the Consultant to the County within fifteen (15) days of the Consultant's receipt of the Notice to Proceed.

#### 9. Indemnification



The Consultant agrees to indemnify and hold harmless the County from and against any and all claims, damages, and liabilities caused by, or resulting from the negligent or intentional acts, errors or omissions of the Consultant, its officers, employees, agents, or representatives in the performance of services under this Agreement.

10. Responsibilities for Debts

The Consultant assumes sole responsibility for any debts or liabilities that may be incurred by the Consultant in fulfilling the terms of this Agreement.

11. Non-raiding Clause

The Consultant shall not engage the services of any person or persons presently in the employ of the County for work covered by this Agreement without written consent of the employer of such persons.

12. Compliance with Laws

The Consultant shall comply with all federal, state, and local laws and ordinances applicable to the services to be provided hereunder by it on the project.

13. Assignment

None of the duties and obligations of the Consultant may be assigned to any other person or entity without the express prior written consent of the County.

14. Ownership of Documents

The drawings, specifications, and other documents prepared by the Consultant for the project shall become, upon approval and payment of the County, the property of the County. The Consultant shall have the right to include representations of the design of the project, including photographs of the project among the Consultant's promotional and professional material.

15. Consultant's Warranty



- A. The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant any fee or commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the County shall have the right to annul this Agreement without liability.
- B. The Consultant warrants that any subcontractor who it retains to assist with the project shall agree, in writing, to be bound by the applicable terms of this Agreement.

16. Termination

- A. This Agreement may be terminated by either party upon not less than seven (7) days written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.
- B. If the project is suspended by the County for more than thirty (30) consecutive days, the Consultant shall be compensated for services performed prior to notice of such suspension. When the project is resumed, the compensation may be equitably adjusted to provide for expenses incurred in the interruption and resumption of services.
- C. This Agreement may be terminated by the County upon not less than seven (7) days written notice to the Consultant in the event that the project is permanently abandoned. If the County abandons the project for more than ninety (90)



consecutive days, the Consultant may terminate this Agreement by giving written notice.

D. The County may terminate this Agreement for any just cause including, but not limited to, the Consultant's failure to perform the services described in this Agreement in a timely or competent manner.

17. Independent Contractor

The Consultant shall be an independent contractor of the County. Nothing contained in this Agreement shall be construed to create an employer/employee or a principle/agent relationship between the County and the Consultant. While the County may give the Consultant general directions and indications of the result which it intends to receive from the Consultant's performance of services as described herein, the County shall not and does not control the performance of such services, shall not and does not provide specific directions as to how, when and in what manner such services shall be performed. The County grants to the Consultant the judgment and discretion normally exercised by a Consultant performing the same or similar services while acting as an independent contractor.

18. Sovereign Immunity

The County does not waive its sovereign immunity by entering into this Agreement and fully retains all immunities and defenses provided by law with regard to any claim or action based on this Agreement.

19. Controlling Laws

This Agreement shall be constructed according to the laws of the State of Wyoming. The venue for any action brought to enforce this Agreement shall be the Third Judicial District, Sweetwater County, Wyoming.



# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: BOCC-May 17, 2016	Presenters Name: Gene Legerski-Sweetwater County Engineer
Department or Organization: Engineering	Contact Phone and E-mail: 307-872-3921
Exact Wording for Agenda: Award of CMAQ 2015/2016 Patrick Draw Road (CR #4-24)	Preference of Placement on Agenda & Amount of Time Requested for Presentation: 5 minutes
Will there be Handouts? (If yes, include with meeting request form) Yes	Will handouts require SIGNATURES: Yes
Additional Information: Attached Bid Summary and Notice of Award that will need to be signed.	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the "Meeting Request Form" by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
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- No handout will be received during a meeting in session.

May 10, 2016

Sweetwater County Board of County Commissioners:

Below are the results of the "CMAQ 2015/2016 Patrick Draw Road (CR #4-24)" Bid Opening that was held on May 9, 2016 at 10:00 AM.

CMAQ 2015/2016 Patrick Draw Road (CR #4-24)

Warren Transport, Inc. Cowley, WY	\$268,475.00
Kilgore Companies LLC dba Lewis & Lewis, Inc. Rock Springs, WY	\$378,183.85
Wylie Construction, Inc. Rock Springs, WY	\$543,258.65
Engineers Estimate	\$390,192.00

Recommendation:

Award Bid for the CMAQ 2015/2016 Patrick Draw Road (CR #4-24) Project to Warren Transport, Inc. in the sum of \$268,475.00 and authorize the Chairman to sign all necessary documents pending approval from WYDOT.

Sincerely,



Gene Legerski, P.E.  
Sweetwater County Engineer

**THE BOARD OF COUNTY COMMISSIONERS  
SWEETWATER COUNTY, WYOMING**

**CMAQ 2015/2016  
PATRICK DRAW ROAD (4-24)**

**NOTICE OF AWARD**

TO: Warren Transport, Inc.  
Attn: Warren Anders, Branch Manager  
51 ½ Main Street  
PO Box 634  
Cowley, WY 82420

**PROJECT DESCRIPTION:**

**CMAQ 2015/2016  
Patrick Draw Road (4-24)**

The Board of County Commissioners of Sweetwater County, Wyoming (Sweetwater County) has considered the Bid submitted by you for the above-described work in response to its Advertisement for Bids and Invitation to Bid.

You are hereby notified that your Bid has been accepted for items in the amount of \$ 268,475.00 (two hundred sixty-eight thousand four hundred seventy five dollars and Zero Cents).

You are required by the Invitation to Bid to execute the Contract and furnish the required Contractor's Performance Bond, Payment Bond, and Certificate of Insurance within seven (7) calendar days from the date of this Notice to you.

If you fail to execute said Contract and to furnish said Bonds within seven (7) days from the date of this Notice, said Sweetwater County will be entitled to consider all your rights arising out of the Sweetwater County's acceptance of your Bid as abandoned and as a forfeiture of your Bid Bond. Sweetwater County will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this Notice of Award to Sweetwater County.

By: \_\_\_\_\_

Date: \_\_\_\_\_

Wally J. Johnson, Chairman

**ACCEPTANCE OF NOTICE**

Receipt of the above Notice of Award is hereby acknowledged

by \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

By: \_\_\_\_\_, Title: \_\_\_\_\_

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>05/17/2016</b>	Presenters Name: <b>Sheriff Mike Lowell</b>
Department or Organization: <b>Sweetwater County Sheriff Office</b>	Contact Phone and E-mail: <b>922/5316</b>
Exact Wording for Agenda: Modification of Grant or Agreement between Sweetwater County Sheriff Office and USDA Ashely National Forest	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>5 minutes</b>
Will there be Handouts? (If yes, include with meeting request form) <b>yes</b>	Will handouts require SIGNATURES: <b>yes</b>
Additional Information:	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the "Meeting Request Form" by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
- All handouts must accompany the meeting request form by Wednesday at 12:00 p.m. prior to the scheduled meeting date. *\*\*If your handout is not accompanied with the request to be added to the agenda, your request will be dismissed and you may reschedule for the next meeting provided the handout(s) are received.\*\**
- Any documents requiring **Board Action** or **signature** are considered agenda items and need to be requested in the same manner.
- All **original** documents requesting action or signature must be submitted to Deputy County Clerk Vickie Eastin. However, a **copy** must be submitted to Sally Shoemaker for distribution of the packet and retention.
- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item will be rescheduled.
- In order to determine placement on the agenda, please review the county website ([www.sweet.wy.us/commissioner](http://www.sweet.wy.us/commissioner)) on Thursday afternoon.
- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.
- No handout will be received during a meeting in session.



<b>MODIFICATION OF GRANT OR AGREEMENT</b>	PAGE 1	OF PAGES 8
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1. U.S. FOREST SERVICE GRANT/AGREEMENT NUMBER: <b>14-LE-11040100-002</b>	2. RECIPIENT/COOPERATOR GRANT or AGREEMENT NUMBER, IF ANY:	3. MODIFICATION NUMBER: <b>4</b>
---	--	-------------------------------------

4. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING GRANT/AGREEMENT (unit name, street, city, state, and zip + 4): <b>USDA-FS-UASC 2222 West 2300 South Salt Lake City, Utah 84119</b>	5. NAME/ADDRESS OF U.S. FOREST SERVICE UNIT ADMINISTERING PROJECT/ACTIVITY (unit name, street, city, state, and zip + 4): <b>Ashley National Forest 355 North Vernal Avenue Vernal, UT 84078</b>
---	---

6. NAME/ADDRESS OF RECIPIENT/COOPERATOR (street, city, state, and zip + 4, county): <b>Sweetwater County Sheriffs Office 731 C Street Rock Springs, WY 82901</b>	7. RECIPIENT/COOPERATOR'S HHS SUB ACCOUNT NUMBER (For HHS payment use only):
---	--

8. PURPOSE OF MODIFICATION

CHECK ALL THAT APPLY:	This modification is issued pursuant to the modification provision in the grant/agreement referenced in item no. 1, above.
<input type="checkbox"/>	CHANGE IN PERFORMANCE PERIOD:
<input checked="" type="checkbox"/>	CHANGE IN FUNDING: Add \$5,388.53 for 2016 AOP
<input type="checkbox"/>	ADMINISTRATIVE CHANGES:
<input type="checkbox"/>	OTHER (Specify type of modification):

Except as provided herein, all terms and conditions of the Grant/Agreement referenced in 1, above, remain unchanged and in full force and effect.

9. ADDITIONAL SPACE FOR DESCRIPTION OF MODIFICATION (add additional pages as needed):

10. ATTACHED DOCUMENTATION (Check all that apply):

<input type="checkbox"/>	Revised Scope of Work
<input type="checkbox"/>	Revised Financial Plan
<input checked="" type="checkbox"/>	Other: 2016 AOP and Addendum A

11. SIGNATURES

**AUTHORIZED REPRESENTATIVE:** BY SIGNATURE BELOW, THE SIGNING PARTIES CERTIFY THAT THEY ARE THE OFFICIAL REPRESENTATIVES OF THEIR RESPECTIVE PARTIES AND AUTHORIZED TO ACT IN THEIR RESPECTIVE AREAS FOR MATTERS RELATED TO THE ABOVE-REFERENCED GRANT/AGREEMENT.

11.A SWEETWATER COUNTY SIGNATURE:  (Signature of Signatory Official)	11.B. DATE SIGNED	11.C. U.S. FOREST SERVICE SIGNATURE  (Signature of Signatory Official)	11.D. DATE SIGNED
--	-------------------	--	-------------------

11.E. NAME (type or print): <b>MIKE LOWELL</b>	11.F. NAME (type or print): <b>JOHN R. ERICKSON</b>
--	---

11.G. TITLE (type or print): <b>SHERIFF</b>	11.H. TITLE (type or print): <b>Forest Supervisor</b>
---	---

11.A SWEETWATER COUNTY SIGNATURE:  (Signature of Signatory Official)	11.B. DATE SIGNED	11.C. U.S. FOREST SERVICE SIGNATURE  (Signature of Signatory Official)	11.D. DATE SIGNED □
--	-------------------	--	------------------------

11.E. NAME (type or print): <b>WALLY JOHNSON</b>	11.E. NAME (type or print): <b>SCOTT HARRIS</b>
--	---

11.G. TITLE (type or print): <b>COUNTY COMMISSIONER</b>	11.G. TITLE (type or print): <b>SPECIAL AGENT IN CHARGE</b>
---	---

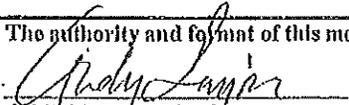
12. G&A REVIEW



USDA Forest Service

OMB 0596-0217  
FS-1500-19

12.A. The authority and format of this modification have been reviewed and approved for signature by:

  
CINDY SESSIONS  
U.S. Forest Service Grants Management Specialist

I2.B. DATE  
SIGNED

4/28/16

#### Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20260-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.



FS Agreement No. 14-LE-11040100-002  
Cooperator Agreement No. \_\_\_\_\_

**EXHIBIT A**

**COOPERATIVE LAW ENFORCEMENT ANNUAL OPERATING PLAN &  
FINANCIAL PLAN**

**Between The  
SWEETWATER COUNTY SHERIFF'S OFFICE  
And the  
USDA, FOREST SERVICE  
ASHLEY NATIONAL FOREST**

**2015 ANNUAL OPERATING AND FINANCIAL PLAN**

This Annual Financial and Operating Plan (Annual Operating Plan), is hereby made and entered into by and between the Sweetwater County Sheriff's Office, hereinafter referred to as "Sheriff's Office," and the USDA, Forest Service, Ashley National Forest, hereinafter referred to as the "U.S. Forest Service," under the provisions of Cooperative Law Enforcement Agreement #14-LE-11040100-002 executed on January 9, 2014. This Annual Operating Plan is made and agreed to as of the last date signed below and is for the estimated period beginning October 1, 2015 and ending September 30, 2016.

Previous Year Carry-over: \$611.47  
Current FY Year Obligation: \$5,388.53  
FY2016 Total Annual Operating Plan: \$6,000.00

Modification #4

**I. GENERAL:**

- A. The following individuals shall be the designated and alternate representative(s) of each party, so designated to make or receive requests for special enforcement activities.

**Principal Cooperator Contacts:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Name: Mike Lowell (Sheriff) Address: 731 C Street City, State, Zip: Rock Springs, WY 82901 Telephone: 307-872-6350 FAX: 307-922-5483 Email: lowell@sweet.wy.us	Name: Patty Santhuff Address: 731 C Street City, State, Zip: Rock Springs, WY 82901 Telephone: 307-872-6350 FAX: 307-922-5483 Email: santhuffp@sweet.wy.us



**Principal U.S. Forest Service Contacts:**

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Name: Matt Buhler -- Southern Utah Patrol Captain Address: 1789 N. Wedgewood Lane City, State, Zip: Cedar City, UT 84721 Telephone: 435-865-3724 FAX: 435-865-3712 Email: mbuhler@fs.fed.us	Name: Cindy Sessions Address: 2222 West 2300 South City, State, Zip: Salt Lake City, UT 84119 Telephone: 801-975-3491 FAX: 801-975-3483 Email: chsessions@fs.fed.us

B. Reimbursement for all types of enforcement activities shall be at the following rates unless specifically stated otherwise:

\$60/hour. Rate includes the hourly rate for the Deputies and hourly rate for patrol boat.

**II. PATROL ACTIVITIES:**

A. Time schedules for patrols will be flexible to allow for emergencies, other priorities, and day-to-day needs of both the Sheriff's Office and the U.S. Forest Service. Ample time will be spent in each area to make residents and visitors aware that law enforcement officers are in the vicinity.

1. Patrol on following U.S. Forest Service roads:

Firehole Road	Buckboard Crossing
South Buckboard	Brinegar Ferry (Holmes) Crossing
Stateline Cove	Anvil Draw

2. Patrol in the following campgrounds, developed sites, or dispersed areas:

Firehole	Buckboard
South Buckboard	Brinegar Ferry (Holmes) Crossing
Stateline Cove	Anvil Draw

Total reimbursement for this category shall not exceed the amount of: \$6,000.00

**III. SPECIAL ENFORCEMENT SITUATIONS:**

A. Special Enforcement Situations include but are not limited to: Fire Emergencies, Drug Enforcement, and certain Group Gatherings.

B. Funds available for special enforcement situations vary greatly from year to year and must be specifically requested and approved prior to any reimbursement being



authorized. Requests for funds should be made to the U.S. Forest Service designated representative listed in Item I-A of this Annual Operating Plan. The designated representative will then notify the Sheriff's Office whether funds will be authorized for reimbursement. If funds are authorized, the parties will then jointly prepare a revised Annual Operating Plan.

1. **Drug Enforcement:** This will be handled on a case by case basis. The request will normally come from the patrol Captain; however, it may come from the Special Agent in Charge or their designated representative. Reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to the incident will coordinate all of their activities with the designated officer in charge of the incident.
2. **Fire Emergency:** During emergency fire suppression situations and upon request by the Forest Service pursuant to an incident resource order, the Sheriff's Office agrees to provide special services beyond those provided under Section II-A, within the Sheriff's Office's resource capabilities, for the enforcement of State and local laws related to the protection of persons and their property. The Sheriff's Office will be compensated at the rate specified in Section I-B; the Forest Service will specify times and schedules. Upon concurrence of the local patrol Captain or their designated representative, an official from the Incident Management Team managing the incident, Sheriff's Office personnel assigned to an incident where meals are provided will be entitled to such meals.
3. **Group Gatherings:** This includes but is not limited to situations which are normally unanticipated or which typically include very short notices, large group gatherings such as rock concerts, demonstrations, and organization rendezvous. Upon authorization by a Forest Service representative listed in Section I-A for requested services of this nature, reimbursement shall be made at the rates specified in Section I-B. Deputies assigned to this type of incident will normally coordinate their activities with the designated officer in charge of the incident.

This includes but is not limited to situations which are normally unanticipated or which typically include very short notice, large group gatherings such as rock concerts, demonstrations, and organizational rendezvous.

#### **IV. BILLING FREQUENCY:**

*See Cooperative Law Enforcement Agreement Provisions II-H and III-B for additional information.*

- A. The Sheriff's Office shall furnish the Forest Service itemized statements for all non-fire related activities, not less than quarterly and patrol logs for expenditures involving forest patrol and controlled substance law violations. Submit Public Voucher for Service (SF-1034). The statement will contain sufficient detail to allow the Forest Service to tie the



expenditures back to the reimbursable expenses and rates contained in this Operating and Financial Plan.

B. The following is a breakdown of the total estimated costs associated with this Annual Operating Plan.

Category	Estimated Costs	Not to Exceed by %
Patrol Activities	\$6,000.00	N/A
Training		
Equipment		
Special Enforcement Situations		
<b>Total</b>	<b>\$6,000.00</b>	

C. Any remaining funding in this Annual Operating Plan may be carried forward to the next fiscal year and will be available to spend through the term of the Cooperative Law Enforcement Agreement, or deobligated at the request of the U.S. Forest Service. *See Cooperative Law Enforcement Agreement Provision IV-D.*

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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## Addendum A

### Region Four Fire Emergency Language & Billing Protocol Coop Law Enforcement Agreements / Annual Operating Plan

#### Fire Emergencies:

During fire emergencies, the Forest Service will reimburse the County for actual costs incurred for providing assistance requested by either the Agency Administrator or Incident Commander.

Reimbursement for personnel wages and services are based upon the information in the resource order and must identify the number of road blocks, number of personnel required, hours and time frame required and must be ordered by the Incident Commander or Agency Administrator. A copy of the resource order generated for the request for assistance will be provided by FS dispatch to the County. It is critically important that the IMT, Agency Administrator, and the Sheriff/County Official agree to what emergency services are needed and listed in the Resource Order and Incident Action Plans for each day until this resource is no longer required.

Upon request of the Agency Administrator or Incident Commander, a County designated Liaison(s) to the fire incident(s) may be established. The liaison will be requested via an incident resource order. The Liaison(s) primary duties, on behalf of the County Sheriff, will be to attend public meetings, planning and IC meetings. Eligible costs for reimbursement will include personnel time and mileage when fulfilling the liaison duties.

If meals and lodging are required for county officials, authorization must be documented using the standard fire meals and lodging authorization forms provided by the host fire unit.

Administrative support (e.g. posting incident time, delivering meals, bill preparation, etc.) will be reimbursed on an actual cost basis. The County will prepare and submit an itemized accounting of actual cost as part of the reimbursement request.

What is not eligible for reimbursement?

1. Law enforcement duties that are within the normal jurisdictional responsibilities such as enforcement, patrols, evacuation. 2. Automotive repairs, tires, and services are covered in the mileage rate.

#### Billing Protocol:

Documentation required to be submitted by the County to the FS for payment processing:

- Resource Order. Resource order will state what kind of assistance is ordered, how many people requested, and the time period for the services as ordered by the IC or Agency Administrator.
- Copy of Law Enforcement Agreement and Annual Operating Plan.
- DUNS number.
- Tax ID number.
- Breakout of actual costs:
  - Salary – Daily Crew Time Reports, Payroll summary by hours per day or timesheets of personnel.
  - Supplies – Copies of receipts with date and description of items purchased and FS authorization (S# or FS Signature) for purchase.
  - Mileage – Summary by day by vehicle and personnel using the vehicle.
  - Incident Action Plans – copies of plans that document assignment to that incident.
  - Map of roadblock locations.

For questions concerning incident/fire emergencies, please contact Dede Orr, Ashley National Forest Law Enforcement Officer. Bills will be submitted to: Albuquerque Service Center, Incident Finance-Cooperative Agreements, 101 B. Sun Avenue NE, Albuquerque, NM 87109.

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>5/17/2016</b>	Presenters Name: <b>Mike Lowell; Garry McLean</b>
Department or Organization: <b>Sheriffs Office; Human Resources</b>	Contact Phone and E-mail: <b>922-5301; 872-3913</b>
Exact Wording for Agenda: Request to restaff vacant position in Sheriff's Office and vacant position in Detention Center	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>5 min</b>
Will there be Handouts? (If yes, include with meeting request form) <b>yes</b>	Will handouts require SIGNATURES: <b>yes</b>
Additional Information:	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the "Meeting Request Form" by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
- All handouts must accompany the meeting request form by Wednesday at 12:00 p.m. prior to the scheduled meeting date. ***\*\*If your handout is not accompanied with the request to be added to the agenda, your request will be dismissed and you may reschedule for the next meeting provided the handout(s) are received.\*\****
- Any documents requiring **Board Action** or **signature** are considered agenda items and need to be requested in the same manner.
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- As always, if you are unable to attend the meeting after being placed onto an agenda, please send a representative in your place or your item will be rescheduled.
- In order to determine placement on the agenda, please review the county website ([www.sweet.wy.us/commissioner](http://www.sweet.wy.us/commissioner)) on Thursday afternoon.
- If a request to be placed on an agenda is received **AFTER** the deadline, you will be considered for the next meeting date.
- No handout will be received during a meeting in session.

**Sweetwater County  
Request to Restaff Vacant Position**

Board Meeting Date: 5/17/2016

Department: Sheriff Department

Position: Patrol Deputy

Vacancy Date: 5/28/2016

Reason for vacancy: Employee resignation

Department Request: Restaff Patrol Deputy position, full time with benefits

Anticipated Re-staff Date 6/1/2016

Board Action	
Approved _____	Date: <u>5/17/2016</u>
Denied _____	
Full time _____	
Part time _____	# Hours (if part time) _____
Restaff Immediately _____	Delay restaffing until (month) _____

	Position	Hire Date	Monthly							Total cost of employment (salary + benefits)	Annual Cost of employment
			Salary	Retirement	Health Insurance	LTD	FICA	Workers Compensation	Total benefits		
Current costs for Employee	Patrol Deputy Grade 18, step 5 rate of pay)	1/2/2014	\$ 4,977.59	\$ 856.15	\$ 1,635.84	\$ 17.92	\$ 380.79	\$ 72.67	\$ 2,963.36	\$ 7,940.95	\$ 95,291.44
Anticipated Costs to restaff Position Vacancy	Patrol Deputy (grade 18, step 5)	6/1/2016	\$ 4,977.59	\$ 856.15	\$ 1,635.84	\$ 17.92	\$ 380.79	\$ 72.67	\$ 2,963.36	\$ 7,940.95	\$ 95,291.44
Net Difference (savings)			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

NOTES

Health Insurance: Anticipates Family health insurance coverage, for new employee. Previous employee had Employee + Family insurance coverage.

Anticipate hiring new employee at Lateral Entry rate; anticipating 10 - 15 years law enforcement experience.

*Brenda Rapp*

Reviewed by HR Representative (signature)

*Mike Land*

Reviewed by Department Head/ Elected Official (signature)

Commission Chair (signature)

*5-5-2016*

Date:

Date:

Date:

**Sweetwater County  
Request to Restaff Vacant Position**

Board Meeting Date: 5/17/2016  
 Department: Sheriff's Office - Detention Center  
 Position: Detention Registered Nurse  
 Vacancy Date: 6/3/2016

Reason for vacancy: Employee Resignation  
To Restaff Detention Registered Nurse position following resignation in a  
 Department Request: full time capacity with full benefits

Anticipated Re-staff Date: 6/15/2016

Board Action	
Approved _____	Date: <u>5/17/2016</u>
Denied _____	
Full time _____	\$ Hours (if part time) _____
Part time _____	Delay restaffing until (month) _____
Restaff Immediately _____	

	Position	Hire Date	Monthly							Total cost of employment (salary + benefits)	Annual Cost of employment
			Salary	Retirement	Health Insurance	LTD	FICA	Workers Compensation	Total benefits		
Current costs for Detention Employee	Registered Nurse (12 months, Grade 22 step 2 rate of pay)	6/3/2015	\$ 5,536.97	\$ 920.24	\$ 1,635.84	\$ 19.95	\$ 423.58	\$ 80.84	\$ 3,080.44	\$ 3,617.41	\$ 105,408.87
Anticipated Costs to restaff Position Vacancy	Registered Nurse (grade 22, step 2 - * see notes below)	6/15/2016	\$ 5,536.97	\$ 920.24	\$ 1,635.84	\$ 19.95	\$ 423.58	\$ 80.84	\$ 3,080.44	\$ 3,617.41	\$ 105,408.87
Net Difference (savings)			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

NOTES:  
 Health Insurance: Anticipates Family health insurance coverage for new employee. Previous employee had Employee + Family coverage  
 Anticipate rehiring position at step 2 rate of pay (lateral entry) after 6 months employment with County.

Brenda Rael  
 Reviewed by HR Representative (signature)

Michelle Lund  
 Reviewed by Department Head/ Elected Official (signature)

\_\_\_\_\_  
 Commission Chair (signature)

5-5-2016  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 Date: \_\_\_\_\_

\_\_\_\_\_  
 Date: \_\_\_\_\_

# BOARD OF COUNTY COMMISSIONERS

## MEETING REQUEST FORM

Meeting Date Requested: <b>May 17, 2016</b>	Presenters Name: <b>Garry McLean, Brian Carter</b>
Department or Organization: Human Resources, Diversified Insurance Group	Contact Phone and E-mail: <b>872-3910</b>
Exact Wording for Agenda: Insurance Discussion	Preference of Placement on Agenda & Amount of Time Requested for Presentation: <b>20 minutes</b>
Will there be Handouts? (If yes, include with meeting request form) Yes, handouts should be received later this week	Will handouts require SIGNATURES: <b>No</b>
Additional Information:	

### INSTRUCTIONS:

- All requests to be added to the agenda will need to be submitted in writing on the “Meeting Request Form” by Wednesday at 12:00 p.m. prior to the scheduled meeting and returned in person or electronically to Clerk Sally Shoemaker at: [shoemakers@sweet.wy.us](mailto:shoemakers@sweet.wy.us)
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## Sally Shoemaker

---

**From:** Brenda Rael - Sweetwater County Human Resources Department  
**Sent:** Monday, May 09, 2016 10:57 AM  
**To:** Sally Shoemaker  
**Subject:** HR request for meeting  
**Attachments:** 2016.05.17 HR Request for Meeting Insurance.pdf

Sally,

Please find attached Garry's request for meeting to discuss the Health Insurance plan with the Board. We should have the supporting documents from Diversified, later this week, hopefully no later than Wednesday.

Thank you,

Brenda

**Brenda Rael**  
**Sweetwater County**  
**Human Resources Specialist**  
**Office: 307-872-3912**  
**Fax: 307-872-3996**  
**e-mail: [raelb@sweet.wy.us](mailto:raelb@sweet.wy.us)**