

**Rock Springs, Green River, Sweetwater County Combined Communications  
Joint Powers Board  
Regular Meeting Minutes  
January 14, 2013**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, January 14, 2013 at 212 D Street, Rock Springs, Wyoming. Board members present included: Mike Lowell, Richard Haskell, Clark Robinson, Rick Hawkins, Lisa Tarufelli, Jim Wamsley, Chris Steffen, and Tom Jarvie. Also in attendance were: Robin Etienne, executive director, David Halter, IT director, George Lemich, attorney, Charlie Van Over, architect, Brad Radakovich, accountant, David Johnson, emergency management services, Judy Roderick, emergency management services, and Carrie Halter, administrative assistant.

**Call to Order**

Chair Mike Lowell called the meeting to order at 2:34 p.m.

**Public Hearing 911 Surcharge**

Lowell entertained a motion to accept Resolution 2013-01, transfer of the 911 surcharge monies from the County to the Board. A motion was made by Jarvie and seconded by Wamsley. Motion carried unanimously by board members.

**Minutes from Regular Meeting 12/17/2012**

Minutes from the regular meeting on December 17, 2012 were reviewed by the board. Lowell entertained a motion to accept these minutes. A motion was made by Wamsley and seconded by Haskell. Motion carried unanimously by board members.

**Financial Report**

The December financial report was reviewed by the board. Lowell entertained a motion to accept the financial report. A motion was made by Wamsley and seconded by Hawkins. Motion carried unanimously by board members.

**Petitions**

None

## Committee Reports

### **Executive Director**

Etienne reported that the four new dispatchers are progressing through training. Seven applicants will move forward to CitiCall testing to fill the two positions that are currently open. He is presently working on evaluations and pay raises for employees.

### **Benefits**

None

### **IT**

David Halter reported that the server room cooler went down right before Christmas and he switched to using the backup cooling system, which did not fix the overheating issue. Vaughn's Plumbing and Heating looked at the problem and discovered that there was too much water in the system. They added Glycol to the system and that fixed the problem. The original HVAC contractor contacted Vaughn's to fix the problem and there will not be a bill for the services rendered. He is also working on an IT budget for the upcoming fiscal year.

### **Bills & Claims**

Brad Radakovich spoke regarding the due date for the Wyoming Retirement System invoices. The invoices are due on the 12<sup>th</sup> of every month and this cannot be changed. Radakovich suggested amending the current process so payment can be issued by the due date. Lowell entertained a motion to amend the continuing payment resolution for Wyoming Retirement System, utilities, and warranty payments to allow payment to be made by the due date. A motion was made by Wamsley and seconded by Haskell. Motion carried unanimously by board members.

Lowell entertained a motion to accept the bills and claims. A motion was made by Wamsley and seconded by Hawkins. Motion carried unanimously by board members.

<b>United States Treasury</b>	<b>Payroll Liabilities</b>	<b>\$10,743.24</b>
<b>United States Treasury</b>	<b>Payroll Liabilities</b>	<b>\$19,043.39</b>
<b>Wyoming Retirement System</b>	<b>Payroll Liabilities</b>	<b>\$13,235.74</b>
<b>Wyoming Dept of Workforce Services</b>	<b>Payroll Liabilities</b>	<b>\$4,273.87</b>
<b>Wyoming Retirement System</b>	<b>Payroll Liabilities</b>	<b>\$78.98</b>
<b>Joint Powers Telecom Board</b>	<b>Internet Lease</b>	<b>\$660.00</b>
<b>Green River Cable TV Company</b>	<b>Utilities</b>	<b>\$16.30</b>
<b>Aflac</b>	<b>Payroll Liabilities</b>	<b>\$589.76</b>
<b>Paetec</b>	<b>911 Telephone Service</b>	<b>\$186.76</b>
<b>Rocky Mountain Power</b>	<b>Utilities</b>	<b>\$1,823.20</b>
<b>Marvalus Lawn Care &amp; Landscaping</b>	<b>Building/Grounds Maintenance</b>	<b>\$125.00</b>

Copier & Supply Co., Inc.	Office Supplies	\$88.04
Heyborne, Radakovich & Co., P.C.	Accounting Services	\$1,430.00
Questar Gas	Utilities	\$310.23
City of Green River	Utilities	\$91.11
Sweetwater Cable Television Co.	Fiber Lease	\$2,000.00
TLO, LLC.	Dues and Subscriptions	\$135.48
Simple Signal, Inc.	911 Telephone Service	\$838.82
Rocket Miner	Dues and Subscriptions	\$127.70
Verizon Wireless	Utilities and Telephone	\$199.80
Green River Star	Dues and Subscriptions	\$30.00
K-Mart	Office Supplies	\$36.71
F.B. McFadden Wholesale Company	Office Supplies	\$37.20
Plan One Architects	Architectural Fees	\$4,359.28
Century Link	Utilities and Telephone	\$10,241.36
Orchard Trust	Payroll Liabilities	\$300.00
Blue Cross Blue Shield of Wyoming	Payroll Liabilities	\$3,051.90

**Old Business**

None

**New Business**

**a. Cassidian Support/Maintenance Renewal**

The total cost of the renewal is \$82,902.00 and this amount is \$2,902.00 over-budget due to timing and increased costs. Lowell entertained a motion to accept the new agreement with the additional cost of \$2,902.00. A motion was made by Hawkins and seconded by Jarvie.

**Miscellaneous**

**a. Next Meeting**

The next meeting was scheduled for Monday, February 11, 2013 at 2:30 p.m. in the Green River City Council Chambers.

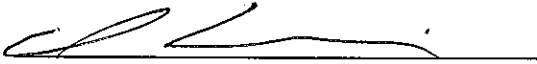
**b. Code Red Status**

Chris Steffen asked about the status of migrating to Code Red. Robin Etienne stated that he is currently waiting for two items before moving forward; (1) to see the live version of Code Red that will be released this month, and (2) he is waiting to see about consolidating into one contract. Etienne expects to move forward after the above have been met.

Adjournment

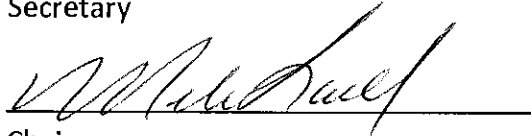
Lowell entertained a motion to adjourn the meeting. A motion was made by Haskell which was seconded by Hawkins. Motion carried unanimously by board members present. Meeting was adjourned at 3:08 p.m.

Attest:



Secretary

Date: 2/11/12



Chair

Date: 2/11/12

**APPROVED**