

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
June 13, 2011**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, June 13, 2011 at 50 E 2nd North, Green River, WY. Board members present included Mike Lowell, John Love, Rick Hawkins, Rich Haskell, Peg Leininger, Jim Wamsley and David Halter. Also in attendance was Charlie Van Over, architect; George Lemich, attorney; Chris Steffen, Green River Police Department; Brad Radakovich, CPA; Rex Welsh and Jason Crandell, Technology Plus; Wauneta Lutes, Heather Marsh, Clark Robinson & Dwane Pacheco with the Rock Springs Police Department; and Scott Sisman and Deidre Chaney, Interact 911.

Call to Order

Chair Mike Lowell called the meeting to order at 1:05 p.m.

Motorola Conference Call

The meeting began with the conference call with Motorola to cover outstanding actions items. Ron Thomas and Jim Pobanz with Motorola and Andy Bellendir and Marty Davis with Wireless Advanced Communications attended via conference call.

- **#10 – Interconnect Diagrams** – Thomas noted he had added an additional action item for the interconnect diagrams. The status of the item is for the diagrams to be completed by Marty from engineering by the end of the week.
- **#5 – Contract Design Review Completion** – Thomas said the change order had been completed removing the NICE software and should have been received by Van Over on Friday. Lemich reviewed the change order with the additional cost showing \$3,162.50. It was requested to have the change order updated with the model numbers for the hardware. Lowell entertained a motion to accept the change order subject to revisions. A motion was made by Wamsley and seconded by Hawkins. Motion carried unanimously by board members. Thomas asked if the design review could now be signed off as a completed item. The board, architect and consultants agreed a completion form could be signed.
- **#1 – R56 Audit of Building Plans** – Thomas informed the board he and Dave Johnson had reviewed the letter and it looked good. Van Over is still awaiting the quote for changes on the revised drawings. Crandell asked if a memo could be sent stating everything is approved then sign off after the final physical audit when the building is completed. Lemich confirmed the board would like to see both steps taken.
- **#3 – Convert all Required Equipment to 4-Wire Tone Control & #4 – Convert all Required 2-Wire Links to 4-Wire and terminate all required 4-Wire Links in the Equipment Room of New Dispatch Center** – The Wireless Advanced Communications site walk with Sweetwater County had been completed and the drawings had been completed and sent to Hawkins, Jerry and Sterling for verification of accuracy according to Bellendir. Hawkins said he had just received the drawings at 10:15 a.m. and Welsh and Crandell had not received them. Bellendir said they are beginning to work to identify Qwest circuits and needed to know who to work with from each entity for connectivity. Clark Robinson was selected from the City of Rock Springs; Tina Knezovich from the City of Green River and Rick Hawkins from Sweetwater County. The staff will coordinate efforts with Welsh and Crandell from Technology Plus. Bellendir said he will keep them up with documentation and get them on the email list. Lemich asked if a cost estimate had been give to Sweetwater County since the four wire connectivity was included in the City of Rock Springs and Green River's maintenance agreement. Bellendir said once the drawings are accurate it won't take any time to give the county a cost estimate. Lemich asked why they were not accurate. Bellendir explained the employee from Sterling's was not able to answer a lot of their questions and they are in contact with the owner of Sterling to get the information needed. The due date of October 20, 2011 for implementation was questioned as this date would be too late. Bellendir noted he could come up next week and submit an implementation plan to the board in about a week. Then once the board has approved the plan implementation can begin. Thomas noted the October date was on Motorola's side.

Thomas said the equipment staging had been completed and was shipped either Friday evening or today to head to Casper, WY. Crandell asked for an inventory list prior to the equipment inspection. Thomas said he would forward one to them. Lemich asked how cabling could have been completed prior to the board receiving the diagrams. Thomas said they had been informed the staging would be completed by the first week in June and if changes needed to be made it would not be a big deal. The equipment inspection was scheduled for Tuesday, June 28, 2011 at 1 p.m. at Wireless Advanced Communications in Casper, WY.

Conference call ended at 1:40 p.m.

Robin Etienne, executive director who will be starting July 5, 2011, was added to the meeting via conference call.

Minutes from Last Meeting

Minutes from the regular meeting on May 16, 2011 were reviewed by the board. Lowell entertained a motion to accept the minutes. A motion was made by Rich Haskell and seconded by Peg Leininger. Motion carried unanimously by board members.

Financial Reports

The financial report for May 2011 was reviewed by the board. Lowell entertained a motion to accept the report. A motion was made by David Halter which was seconded by Jim Wamsley. Motion carried unanimously by board members.

Petitions

None

Committee Reports

Executive Director

None

Benefits

None

Building

Van Over said the sample colors for the building had been received and needed to be selected. Wamsly, Leininger, & Hawkins volunteered to select the colors. A meeting was set for Tuesday, June 14, 2011 at 9 a.m. to select colors.

911/IT

Lowell entertained a motion to accept the contract with Interact 911. A motion was made by Haskell and seconded by Wamsley. Motion carried unanimously by board members. Lemich noted there were several documents to sign and reviewed the contract information with the board.

Bills & Claims

The board reviewed the disbursement list for approval. The disbursement list included three bills as follows:

City of Green River	Building Expense/Utilities	\$33.05
Lemich Law Center	Professional/Legal	\$4,102.93
Heyborne, Radakovich & Co.	Professional/Accounting	\$575.00
Rocket Miner	Advertisin	\$10.70
CK Construction	Capital Outlay/Building Costs	\$77,988.42
Plan One Architects	Professional/Architect	\$38,798.54

Lowell entertained a motion to accept the disbursement list. A motion was made by Rick Hawkins which was seconded by John Love. Motion carried unanimously by board members.

Old Business

None

New Business

Preliminary Budget

Radakovich said the budget needed to be converted to a comprehensive budget with encumbrances worked in by the July meeting.

2011 Byrne Grant

Robinson addressed the board requesting the entities to use the 2011 Byrne grant funds for outside security for the building. Hawkins made a motion to spend the grant funds on outside security for the building which was seconded by Leininger. Motion carried unanimously by board members. Lowell noted this would have to be approved by both councils and the commission.

Miscellaneous

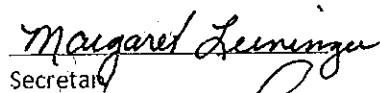
Next Meeting

The next conference call and regular meeting was scheduled for July 18, 2011 at 1 p.m. at 205 C Street in Rock Springs, WY.

Adjournment

Lowell entertained a motion to adjourn the meeting. A motion was made by Halter which was seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 2:04 p.m.

Attest:


Secretary

Date: July 18, 2011


Chair

Date: 7/20/11