

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Meeting Minutes
August 16, 2010**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, August 16, 2010 at 5 Shoshone Avenue, Green River, WY. Board members present included Mike Lowell, John Love, Lisa Tarufelli, Cezanne Brennan, Peg Leininger, Rick Hawkins, Rich Haskell and Jim Wamsley. Also in attendance was Charlie Van Over, architect; George Lemich, attorney; Clark Robinson, Heather Marsh, and Dwane Pacheco.

Call to Order

Chair Mike Lowell called the meeting to order at 3:10 p.m.

Minutes from Last Meeting

Minutes from the July 19, 2010 meeting were reviewed by the board. Cezanne Brennan entertained a motion to accept the minutes which was seconded by Lisa Tarufelli. Motion carried unanimously by board members.

Committee Reports

Executive Director

Jim Wamsley said he and Peg Leininger had met and drew up a draft advertisement for the executive director position. George Lemich suggested including in the ad that the joint powers board is an equal opportunity employer. Board members discussed the salary range for the position. Mike Lowell asked Lisa Tarufelli to work on the salary range using the matrix system the City of Rock Springs uses. The board discussed whether or not the position should be a contract position. It was noted it is hard to recruit with the absence of a contract. Allowance for moving costs was also discussed. It was suggested to specify a certain amount. The board agreed an interview panel should be used for hiring in addition to a law enforcement background. George suggested advertising to be done internally for a set amount of days and then do external postings.

Benefits

Mike Lowell said he had spoke with the Attorney General who said the combined communications center does qualify to fit in the retirement system but he is still waiting for it in writing. Cezanne Brennan noted she is working on the benefit package and will email it to all board members prior to the next meeting.

Building

Charlie Van Over noted the City of Green River had not moved anything out of the building but was working with them to get into the building on Wednesday to measure. He noted there would be a kick-off meeting on Friday, August 27 at 10:00 a.m. John Love said he would check on a date for the lease to finalize it as to when the City of Green River would have their stuff out. The board agreed they would not want to take possession of the building until it was empty as it poses a liability to the board.

911/IT

Mike asked if the board could get a resolution from the commissioners to move on the 911 monies. It was agreed to work on the resolution once the new commissioners are in office.

Bills & Claims

Lisa Taruffelli presented a disbursement list for approval. The disbursement listed included two bills as follows:

Lemich Law Center	Professional Services/ Legal	\$650.00
Green River Star	Advertising	\$18.00

Lowell entertained a motion to accept the disbursement list. A motion was made by Rich Haskell which was seconded by Jim Wamsley. Motion carried unanimously by board members.

Old Business

Lease Agreement

The board agreed a date was needed from the City of Green River on when they would vacate the premises. John Love said at the council meeting they were voting on a steel building for storage and he would work on getting a date for the lease.

Motorola Payment

Lowell said he is working on a contractual agreement with Motorola on a payment schedule for the radio system. Due to auditing procedures governmental agencies cannot pay for items until they have received them. With the construction agreement a payment schedule can be set up to begin making payments for the equipment.

New Business

Insurance

George Lemich reviewed a recent outcome of a lawsuit involving a combined communications center. Lisa Taruffelli said George had met with Rob Zotti on how to insure the board. She is still waiting on quotes from other companies prior to presenting them to the board.

Miscellaneous

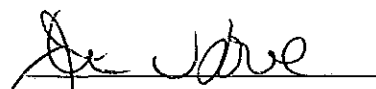
Next Meeting

It was decided by the board members to schedule the next meeting on Monday, August 30, 2010 at 3:00 p.m.


Adjournment

Rich Haskell entertained a motion to adjourn the meeting which was seconded by Rick Hawkins and approved unanimously by the board. Meeting was adjourned at 4:20 p.m.

Attest:


Secretary

Date: 8/30/10


Chair

Date: 8/30/10

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Meeting Minutes
August 30, 2010**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, August 16, 2010 at 5 Shoshone Avenue, Green River, WY. Board members present included Mike Lowell, John Love, Cezanne Brennan, Rick Hawkins, Rich Haskell and Jim Wamsley. Also in attendance was Charlie Van Over, architect; George Lemich, attorney; Clark Robinson, Heather Marsh, Wauneta Lutes and Dwane Pacheco.

Call to Order

Chair Mike Lowell called the meeting to order at 3:08 p.m.

Minutes from Last Meeting

Minutes from the August 16, 2010 meeting were reviewed by the board. Rick Hawkins entertained a motion to accept the minutes which was seconded by Cezanne Brennan. Motion carried unanimously by board members.

Committee Reports

Executive Director

Jim Wamsley handed out the job description and ad for the executive director to all board members present. He said he was not sure which address to use to send the applications too. Board members reviewed the handouts and made some changes. Jim said he would make the changes and email them out. Mike Lowell asked George Lemich and Jim Wamsley to work on a checklist for employment items to be included in an employment contract for the executive director position.

Benefits

Cezanne Brennan handed out information on what she had found for wages and benefits. She said the City of Rock Springs has the best wages and Sweetwater County has the best benefits. It was noted it is difficult to go out for health insurance proposals until the group is established. The board will make the decision on what is the best wage and benefit package. The board members agreed on the starting wage for the executive director position to be a range of \$75,000 to \$112,000.

Building

Charlie Van Over said there had been a small gathering on August 27, 2010 with IT to get an agenda for the September 8, 2010 meeting . He noted there will be a meeting at 10 a.m. with the joint powers board in Green River to get the board's vision, they will then tour the three facilities the remainder of the day. A second meeting with the IT group will be held at 9 a.m., September 9, 2010. This is when the surveys will be turned in which were handed out at the August 27, 2010 meeting. A wrap up meeting will then be held at 1 p.m. with the joint powers board September 9, 2010. During this meeting board members will find out what was found and what direction to move forward. The plan is to go out to bid in January.

911/IT

No report given.

Bills & Claims

None presented

Old Business

None reported

New Business

Stimulus Grant

Mike Lowell noted the stimulus grant had been awarded in the amount of \$75,612.00. The monies are spent first and then reimbursed.

Miscellaneous

Cell Phones

George Lemich discussed an article he had read regarding cell phones not working during Hurricane Katrina. He said local area code phones would not work but phones with outside area codes would work. He suggested the board look into having some cell phones with different area codes in the center. Rick Hawkins said it had not been tested in the area but a system was setup in an emergency to kick other phones off.

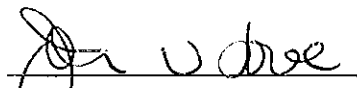
Next Meeting

The next meeting will be held on Monday, October 4, 2010 at 3:00 p.m. at 5 Shoshone Avenue, Green River, WY.

Adjournment

Mike Lowell entertained a motion to adjourn the meeting. A motion was made by Rich Haskell as was seconded by Cezanne Brennan. Meeting was adjourned at 4:20 p.m.

Attest:


Secretary

Date: 10/4/10


Chair

Date: 10/10/10