

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
November 7, 2011**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, November 7, 2011 at 50 E. 2nd North, Green River, WY. Board members present included Mike Lowell, Rick Hawkins, Peg Leininger, Lisa Tarufelli, Chris Steffen, Tom Jarvie, and David Halter. Also in attendance was Charlie Van Over, architect; Brad Radakovich, CPA; Wauneta Lutes, Cheryl Johnson, Kimberly Blackwell, Dwane Pacheco, & Clark Robinson with the Rock Springs Police Department; Robin Etienne, Director; and Krista Springer and Burke Morin with the Green River Police Department.

Call to Order

Chief Mike Lowell called the meeting to order at 2:00 p.m.

Minutes from Last Meeting

None

Financial Report

The financial report for October 2011 was reviewed by the board. A motion was made by Halter which was seconded by Steffen. Motion carried unanimously by board members.

Petitions

None

Committee Reports

- a. Executive Hiring Board – no report
- b. Benefits - no report
- c. Building – Charlie Van Over reported Rocky Mountain Power would be putting in power on Friday. The electrical work was continuing and a punch list for the building should be done on November 16. He discussed the leaks in the roof and suggested budgeting for a new roof.
- d. IT – no report

Executive Director Report

Robin Etienne reported the deadline for S.O.P. corrections is due on November 21, 2011. He said they are missing the talk group and channels from Motorola. Hawkins and Etienne discussed the GSI cost and compatibility with the cities.

Bills & Claims

Lowell entertained a motion to accept the disbursement list. A motion was made by Halter which was seconded by Tarufelli. Motion carried unanimously by board members.

United States Treasury		\$1,484.50
Wyoming Retirement System	Payroll Liabilities	\$917.80
Inberg-Miller Engineers	Architect Fees	\$689.70
Rocket-Miner	Advertising	\$23.78
Lemich Law Center	Legal Services	\$2,379.05
Heyborne, Radakovich & Costantino	Accounting Services	\$1,365.00
Ceridian COBRA Services	Employee Benefit	\$1,685.26
Robin Etienne	Payroll	\$5,512.75

Old Business

a. 911 Contract

Lowell reported the contract was sent by email and the signing was postponed until November 21, 2011. He said the preliminary agreement for the transfer of 911 funds was done.

New Business

a. S.O.P.s

Report given under Executive Director

Executive Session

A motion was made by Lowell at 2:25 p.m. to go into executive session. Motion was made by Hawkins and seconded by Halter. Motion carried unanimously by board members. Executive session ended at 3:25 p.m.

Miscellaneous

None

Next Meeting

The next regular meeting was scheduled for November 21, 2011 at 2:00 p.m. at 205 C Street, Rock Springs, WY.

Adjournment

Lowell entertained a motion to adjourn the meeting. A motion was made by Steffen which was seconded by Tarufelli. Motion carried unanimously by board members. Meeting adjourned at 3:30 p.m.

Attest:

Margaret Leiningen
Secretary

Date: Jan 23, 2012

Mike Lowell
Chair

Date: 2/7/12

APPROVED

**Rock Springs, Green River, Sweetwater County Combined Communications
Joint Powers Board
Regular Meeting Minutes
November 21, 2011**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, November 21, 2011 at 205 C Street, Rock Springs, WY. Board members present included Mike Lowell, Rick Hawkins, Rich Haskell, Tom Jarvie, Peg Leininger, Lisa Tarufelli, Chris Steffen, and David Halter. Also in attendance was Charlie Van Over, architect; George Lemich, attorney; Brad Radakovich, CPA; Wauneta Lutes, Cheryl Johnson, Dwane Pacheco, & Clark Robinson with the Rock Springs Police Department; Lyle Armstrong with the Rock Springs Fire Department; Robin Etienne, Director; Tasha Urbatsch with the Sweetwater County Sheriff's Office; and Krista Springer and Burke Morin with the Green River Police Department.

Call to Order

Chief Mike Lowell called the meeting to order at 2:04 p.m.

Motorola Conference Call

The meeting began with a conference call with Motorola to cover outstanding actions items. Andy Bellendir, Dave Johnson, Debbi Serke, Rex Welsh & Jim Pobanz joined via conference call.

Serke said Motorola will begin work the first part of December and will coordinate a schedule with Van Over. Lemich asked what was needed from the board for them to begin and Serke said T1. Hawkins reported the WyoLink side had been ordered. The 4-wire status was discussed with Rock Springs being complete and waiting on Green River for fire but should be done next week. County is working on CenturyLink 4-wire. Bellendir asked to be notified if there is any delay in the T1. Van Over advised the T1 could be installed next week.

Serke said the training schedule would be sent out four weeks in advance and reviewed the class size and schedule. Training will most likely be the end of February. The board gave direction to Etienne to carry out training.

Hawkins asked Bellendir if they could work side by side with InterAct and Bellendir affirmed they could.

Minutes from Last Meeting

Minutes from the regular meeting on October 17, 2011 were reviewed by the board. Corrections were noted to change the location to 50 E. 2nd North, Green River and Hawkins had seconded the financial report. Lowell entertained a motion to accept the minutes with corrections noted above. A motion was made by Tarufelli and seconded by Hawkins. Motion carried unanimously by board members.

Petitions

Lyle Armstrong asked about a command conference phone line and if city watch would carry over. Lowell said the city watch would carry over and he would check on the conference phone line.

Committee Reports

- a. Executive Hiring Board – no report
- b. Benefits - It was noted benefits were being worked on.
- c. Building – Charlie Van Over reported he will be meeting with a roofer regarding the leaks. He estimated a new roof would be about \$48,000.00. The cable tray is installed but it is rough and will not be accepted. The under floor RJ45 cables are in but there has not yet been any testing.
- d. IT – The InterAct equipment has been delivered for the install to begin. Training for CAD and Records should be in January.

Executive Director Report

Robin Etienne gave an update on NCIC. He will get the agreement with DCI for ORN#s to the board for approval.

Bills & Claims

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

Plan One Architects	Architect Project	\$24,665.87
CK Construction	Building Costs	\$252,274.24
Inberg-Miller Engineers	Architect Fees	\$79.95

Old Business

a. 911 Contract

A motion was made by Hawkins and seconded by Haskell to sign the 911 contract. Motion carried unanimously by board members.

New Business

a. 911 Funds

Lowell reported Rob Slaughter is to prepare payment of 911 funds and invoices will be given to county for a purchase order to be completed.

b. InterAct Quotation/Sales Order

Lowell entertained a motion to pay total project costs. A motion was made by Hawkins and seconded by Haskell. Motion carried unanimously by board members.

Executive Session

A motion was made by Lowell at 2:50 p.m. to go into executive session. Motion was made by Hawkins and seconded by Jarvie. Motion carried unanimously by board members. Executive session ended at 3:38 p.m.

Miscellaneous

None

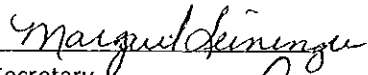
Next Meeting

The next regular meeting was scheduled for December 5, 2011 at 2:00 p.m. at 205 C Street, Rock Springs, WY.

Adjournment

Lowell entertained a motion to adjourn the meeting. A motion was made by Tarufelli which was seconded by Haskell. Motion carried unanimously by board members. Meeting was adjourned at 3:55 p.m.

Attest:


Secretary

Date: Jan 23, 2012


Chair

Date: 2/7/12

APPROVED