



**COUNTY OF ALBANY**  
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COUNTY COMMISSIONERS' REGULAR MEETING AGENDA  
COURTHOUSE, ROOM 105  
FEBRUARY 7, 2012

**INTERVIEWS: 8:30 a.m.**

Albany County Fair Board  
Albany County Historic Preservation Board

**PUBLIC HEARING: 9:30 a.m.**

CDBG Grant –  
1. Big Brothers Big Sisters Community Mentoring  
Center Planning Grant  
2. Albany County Office Building Handicapped  
Accessibility and ADA Compliance Upgrades  
for County building located at 501 East Iverson

Markle Acres Subdivision Preliminary and Final Plats

**REGULAR MEETING**

1. CALL TO ORDER AND ROLL CALL.
2. COMMENTS FROM THE PUBLIC.
3. CONSIDERATION OF CHANGES IN THE AGENDA.
4. APPROVAL OF CONSENT AGENDA.

**CONSENT AGENDA**

- 4a. Minutes of the January 17, 2012 Regular Meeting of the Board.  
Action: that the Board APPROVES the January 17, 2012 MINUTES of the Regular Meeting of the Board.
- 4b. Minutes and Agenda of the Albany County Fair Association.  
Action: that the Board ACKNOWLEDGES RECEIPT of the December 12, 2011 MINUTES and the January 10, 2012 AGENDA of the Albany County Fair Association.
- 4c. Agenda of the Albany County Public Library Board of Directors.  
Action: that the Board ACKNOWLEDGES RECEIPT of the January 24, 2012 AGENDA of the Albany County Public Library Board of Directors.
- 4d. Minutes of the Laramie Rivers Conservation District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the December 20, 2011 MINUTES of the Laramie Rivers Conservation District.
- 4e. Albany County Treasurer Monthly Statement  
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending December 2011 from Linda Simpson, County Treasurer.
- 4f. Revenues & Expenditures Budgeted vs. Actual Report, Balance Sheet and Payroll Summary of the Albany County Public Library.  
Action: that the Board ACKNOWLEDGES RECEIPT of the July 2011 through December 2011 REVENUES & EXPENDITURES BUDGETED VS. ACTUAL Report, BALANCE SHEET as of December 31, 2011 and PAYROLL SUMMARY as of December 2011 from the Albany County Public Library.
- 4g. Statement of Financial Position and Statement of Operations of the Albany County Fair Association.  
Action: that the Board ACKNOWLEDGES RECEIPT of the STATEMENT OF FINANCIAL POSITION as of January 10, 2012 and the STATEMENT OF OPERATIONS for the one and twelve months ended June 30, 2012 of the Albany County Fair Association.
- 4h. List of Library Staff Members Cleared to Operate County Van Assigned to Albany County Public Library.  
Action: that the Board ACKNOWLEDGES RECEIPT of the January 20, 2012 List of Library Staff Members cleared to operate County van assigned to the Albany County Public Library.

- 4i. Albany County General Fund Revenue Report.  
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND REVENUE REPORT for the month ending December 2011 prepared by the Albany County Treasurer's Office.
- 4j. Minutes of The District Boundary Board of Albany County, Wyoming.  
Action: that the Board APPROVES the January 17, 2012 MINUTES of The District Boundary Board of Albany County, Wyoming.
- 4k. ACH payments to Blue Cross Blue Shield regarding health insurance claims.  
Action: that the Board RATIFIES payments to Blue Cross Blue Shield regarding health insurance claims.
- 4l. 2010 Specific Purpose Excise Tax Vouchers.  
Action: that the Board APPROVES the following 2010 Specific Purpose Excise Tax Vouchers:

Vendor	Project	Invoice Date	Account Number	Amount
Wyoming Department of Transportation	Road & Bridge Road Projects	12/30/2011	978-2900-000	\$148.34
Simon Contractors	Road Projects – Retainage	12/16/2011	978-2902-000	\$14,048.75
Simon Contractors	Road Projects	12/16/2011	978-2900-000	\$126,439.00
Gorman Engineering	Library – Restroom and Parking Lot	01/03/2012	977-2920-000	\$605.00
Laramie Newspapers Inc	Library – Restroom	12/24/2011	977-2920-000	\$168.00

4m. Jail Overage Account Voucher.

Action: that the Board APPROVES the following Jail Overage Account Voucher:

Vendor	Project	Invoice Date	Account Number	Amount
Johnson Engineering	Jail Roof	01/10/2012	295-5010-000	\$34,190.64
Lance's Painting Inc.	Jail Repairs	01/30/2012	295-5010-000	\$14,615.00

4n. Zoning Certificates

Action: that the Board APPROVES the following Zoning Certificates:

Last Name	First Name	Zoning Permit #	Street #	Address	Value	Description of Use	Zoning
Arthur	Stephen	ZC-005-12	140	Mandel Lane	\$40,000.00	Accessory Building	Ag
Jeanette Strom (Owner)	Michael Barker (Applicant)	ZC-006-12		Not Assigned	\$2,400.00	Accessory Building	Ag

4o. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Kaiser and Company; Fundamentalist Church of Jesus Christ of the Latter-day Saints (2); Department of Revenue – Wyoming Liquor Division (2); U.S. Senator Mike Enzi; Janice Sexton, Clerk of District Court; WCCA (2); Mike Osterman, Road & Bridge Superintendent; Proposed Legislation; James Johnson; Wyoming Stationery; 30<sup>th</sup> Governor's Arts Awards Invitation; NACo County News; Albany County Hospital District dba Ivinson Memorial Hospital Audit; Soroptimist International of Laramie; State of Wyoming – Office of Homeland Security (2); Albany County 4-H Footnotes; US Department of the Interior Bureau of Land Management; CenturyLink; State Board of Equalization; US Department of the Interior National Park Service; Albany County Weed and Pest Audit; Albany County School District No. 1 Audit; Albany County Tourism Board Audit and Laramie Rivers Conservation District Audit.

**REGULAR AGENDA**

- INTRODUCTION** of Frank Romero as the new District Ranger for the Medicine Bow National Forest.
- PRESENT** information on the construction of a new nominal 132 megawatt (MW) net simple and combined cycle natural gas fired combustion turbine power plant in Laramie County, WY named "The Cheyenne Prairie Generating Station (CPGS) on a parcel owned by BHC. BHC subsidiaries Cheyenne Light Fuel & Power (CLFP) and Black Hills Powers (BHP will jointly own and operate the facility that is recommended by the Industrial Siting Council. (Donna Beaman, Manager, Energy Service, Cheyenne Light, Fuel & Power)
- Present for **APPROVAL**, Request for Proposal for Design/Build Services for the new Laramie Peak VFD Fire Hall Project, and **DIRECT** the Clerk to advertise. (Bill Gorman, County Engineer)
- Present for **CONSIDERATION**, Mechanical Service Agreement (basic or premium) with Johnson Controls, Inc. for Albany County Courthouse HVAC systems with a 30 day termination clause. (Jennifer Stone, Deputy County and Prosecuting Attorney)
- Present for **APPROVAL**, Preliminary and Final Plat for the proposed Markle Acres Subdivision. (David Gertsch, Planning Director)
- Present for **CONSIDERATION**, Directive to publish a Revised Fee Schedule for the Planning Department and Notice of Public Hearing. (David Gertsch, Planning Director)
- REQUEST** Permission to use Courthouse grounds for a Tea Party gathering on September 14, 2012 from 4:00 to 6:00 p.m. (Janice Sexton, Clerk of District Court)

12. Present for **APPROVAL**, Grant Agreement between National Association of County and City Health Officials and Albany County Public Health in the amount of \$5,000.00 between December 11, 2011 and July 31, 2012 to build the capacity of local Medical Reserve Corps (MRC) units. (Sheela Schermetzler, Grants Manager)
13. Present for **APPROVAL**, Resolution Authorizing the Filing of an Application for Funding from the Wyoming Business Council Community Development Block Grant Program Handicap Accessibility in the amount of \$35,000.00 for ADA improvements to the County owned building located at 501 E. Ivinson Avenue. (Sheela Schermetzler, Grants Manager)
14. Present for **APPROVAL**, Title I Certification of Applicant for a Community Development Block Grant to make ADA improvements at a County owned building located at 501 E. Ivinson Street. (Sheela Schermetzler, Grants Manager)
15. Present for **APPROVAL**, Resolution Authorizing Submission of a Federal Mineral Royalty Capital Construction Account Grant Application to the State Lands and Investments Board on behalf of the Governing Body for the County of Albany, Wyoming to purchase five emergency vehicles for the Albany County Sheriff's Office in the amount of \$117,750 with a match of \$34,208 from the Albany County Specific Purpose Tax and \$5,042 from the Albany County Vehicles Replacement Fund. (Sheela Schermetzler, Grants Manager)
16. Present for **APPROVAL**, Resolution Authorizing the Submission of Application to the Wyoming Business Council for a Community Development Block Grant Program Planning Only Grant in the amount or \$15,000.00 on behalf of The Greater Wyoming Big Brothers Big Sisters, Inc. to determine the viability of the purchase and rehabilitation of the Nellie Isles School as a permanent facility for the agency. (Sheela Schermetzler, Grants Manager)
17. Present for **APPROVAL**, Title I Certification of Applicant for a Community Development Block Grant to determine the viability of the purchase and rehabilitation of the Nellie Isles School as a permanent facility on behalf of The Greater Wyoming Big Brothers Big Sisters, Inc. (Sheela Schermetzler, Grants Manager)
18. Present for **APPROVAL**, Grant Agreement between The State of Wyoming, Department of State Parks and Cultural Resources State Historic Preservation Office and Albany County Historic Preservation Board in the amount of \$7,500 for the purpose of the design and printing of an additional walking/driving tour brochure which focus on the heritage of Laramie and Albany County. (Sheela Schermetzler, Grants Manager)
19. Present for **APPROVAL**, Advertisement for Bid and receipt of such bids for Albany County Courthouse Energy Upgrades and Modifications and **DIRECT** the Clerk to advertise. (Sheela Schermetzler, Grants Manager)
20. Present for **APPROVAL**, Notice of Award to Shepard Construction, Inc. in the amount of \$18,800 (base bid) for the Albany County Office Building Energy Upgrades and \$18,200 (Alternate A – replacement of the south storefront glass and the double doors on the building, along with the card reader lockset and ADA compliant hardware (but no power operation) and issuance of Agreement pending receipt of required documents. (Sheela Schermetzler, Grants Manager)
21. Present for **APPROVAL**, the Submission of the 2012 Wyoming Urban and Community Forestry Program Application for Tree Planting Cost-Share Grant Funds in the amount of \$2,000 for tree planting for the Lincoln Community Center Tree Planting Project. (Sheela Schermetzler, Grants Manager)
22. Present for **APPROVAL**, Amendment Number One to the Cooperative Agreement Between the Wyoming Department of Transportation and the Albany County Commissioners State Project IRP 0.00 CN05076 South Laramie/Rail Spur Project Albany County. The purpose of this Amendment is to delete “5. Participation of Project Costs”; section d and change “6. Reimbursement: The County hereby agrees to reimburse WYDOT for actual costs incurred to the project, less previous payments, within 30 days after billing. WYDOT will bill the County for all indirect cost, minus 50 percent of the actual cost, not to exceed the IRP match of \$82,000. Billing will occur on a monthly basis unless otherwise agreed upon between the parties. Lastly, the “Estimated Construction Costs: as indicated on Exhibit “B” became part of this agreement; and, indicates other updates or changes. (Sheela Schermetzler, Grants Manager)
23. Present for **APPROVAL**, \$100,000 loan to LEDC, LLC for the South Laramie Rail Spur Project based on Agreement between LEDC, LLC and Albany County, Wyoming made on November 2, 2010 and approve accompanying LEDC, LLC Mortgage with property located at 620 Adams Street, Laramie, WY as security for the loan. (Jennifer Stone, Deputy County and Prosecuting Attorney)

24. **ESTABLISH** budget of \$5,500 for cleaning and supplies for the Albany County Office Building located at 501 Ivinson Avenue. (Sheela Schermetzler, Grants Manager)
25. **SELECT** cleaning contractor for the Albany County Office Building located at 501 Ivinson Avenue, from Gary and Andrew Wilken for \$4,800 per year, includes floor maintenance; and Monica Cordell dba The Cleaning Crew for \$3,120 per year; floor maintenance is extra) (Sheela Schermetzler, Grants Manager)
26. Present for **APPROVAL**, Agreement for Cleaning Services between Albany County, by and through the Albany County Board of Commissioners (County) and Contractor selected above for the cleaning of the Albany County Office Building located at 501 Ivinson Avenue for the period from February 7, 2012 through January 31, 2013. (Sheela Schermetzler, Grants Manager)
27. Present for **APPROVAL**, Change Order #1 on the Albany County Detention Center Roofing Project to install walk pads, in the amount of \$15,140.00 (Dave O'Malley, County Sheriff)
28. Present for **APPROVAL**, Notice of Award and Agreement with Laramie GM Auto Center, Inc. to furnish and deliver two (2) new <sup>3</sup>/<sub>4</sub> ton 4x4 crew cab short box fleetside pickup trucks and five (5) vehicles to trade in. (Dave O'Malley, County Sheriff)
29. Make **APPOINTMENT** to the Albany County Fair Board. (Commissioners)
30. Make **APPOINTMENT** to the Albany County Historic Preservation Board. (Commissioners)
31. Present for **APPROVAL**, Sale of County Assets in the Albany County Office Building located at 501 Ivinson Avenue. (Commissioners)
32. **ACTION** regarding Laramie Plains Civic Center Foundation request to dissolve The Laramie Plains Civic Center Joint Powers Board. (Commissioners)
33. **APPROVE** Vouchers for January 2012. (Commissioners)
34. **DISCUSS** status of the Land and Water Conservation Fund Grant with Tracy Williams, Grants Specialist, Todd Thibodeau, Planning and Grants Manager, Joe Bonds, Alternate State Liaison Officer and Domenic Bravo, Division Administrator and State Liaison Officer of the Wyoming Department of Cultural Resources along with the Lincoln Community Center, Inc. Board. The Land and Water Conservation Grant was originally approved by the State Department of Cultural Resources and further determined to be ineligible by the Department of the Interior. (Sheela Schermetzler, Grants Manager)
35. **DISCUSS** what offices will occupy the Albany County Office Building located at 501 Ivinson Avenue. (Commissioners)
36. **ADJOURN**.