



**COUNTY OF ALBANY**  
525 GRAND AVE ROOM 105 · LARAMIE, WYOMING 82070  
(307) 721-2541 · FAX (307) 721-2544  
COMMISSIONERS@CO.ALBANY.WY.US

COUNTY COMMISSIONERS' REGULAR MEETING AGENDA  
COURTHOUSE, ROOM 105  
FEBRUARY 5, 2013

**BOARD OF EQUALIZATION: 9:30 – 9:40 a.m.**

1. CALL TO ORDER AND ROLL CALL.
2. Present for **APPROVAL**, Property Value Supplemental Changes. (Grant Showacre, County Assessor)
3. **ADJOURN** Board of Equalization.

**DISTRICT BOUNDARY BOARD: 9:40 a.m. – 9:45 a.m.**

1. CALL TO ORDER AND ROLL CALL.
2. Election of Chair and Secretary. (Grant Showacre, Chairman)
3. **ADJOURN** District Boundary Board.

**PLEDGE OF ALLEGIANCE**

**REGULAR MEETING: 9:45 a.m.**

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 Regular Meeting of the Board.  
Action: that the Board APPROVES the MINUTES of the January 15, 2013 Regular Meeting of the Board.
- 4b. Minutes and Agenda of the Albany County Fair Association.  
Action: that the Board ACKNOWLEDGES RECEIPT of the December 10, 2012 MINUTES and the January 14, 2013 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 22, 2013 AGENDA of the Albany County Public Library Board of Directors.
- 4d. Minutes of the Albany County Weed and Pest Control District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the December 6, 2012 MINUTES of the Albany County Weed and Pest Control District.
- 4e. Minutes of the Laramie Rivers Conservation District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the December 20, 2012 MINUTES of the Laramie Rivers Conservation District.
- 4f. Minutes of the Sherman Hill Road Improvement and Service District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the November 6, 2012 and December 4, 2012 MINUTES of the Sherman Hill Road Improvement and Service District.
- 4g. Albany County Clerk of District Court Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending December 2012 from Janice Sexton, Clerk of District Court.
- 4h. Albany County Treasurer Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the MONTHLY STATEMENT for the month ending December 2012 from Linda Simpson, County Treasurer.
- 4i. Albany County General Fund Revenue Report.  
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND REVENUE REPORT for the month ending December 2012 as prepared by the Albany County Treasurer's Office.
- 4j. Albany County General Fund Expenditure Report.  
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND EXPENDITURE REPORT for the month ending December 2012 as prepared by the Albany County Clerk's Office.
- 4k. Balance Sheet, Statement of Operations, and Profit & Loss Previous Year Comparison of the Albany County Fair Association.  
Action: that the Board ACKNOWLEDGES RECEIPT of the BALANCE SHEET as of January 15, 2013, the STATEMENT OF OPERATIONS for the one and twelve months ended June 30, 2013, and PROFIT & LOSS PREVIOUS YEAR COMPARISON – July 1, 2012 through January 15, 2013 of the Albany County Fair Association.

4l. 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 December 2012 REVENUES & EXPENDITURES BUDGETED VS. ACTUAL REPORT, BALANCE SHEET as of December 31, 2012 and PAYROLL SUMMARY as of December 2012 from the Albany County Public Library.

4m. 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.

4n. 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
Fortman's Paint and Glass, Inc.	Library Custom Carpet Trim	01/02/2013	977-2920-003	\$2,738.50
Gorman Engineering, LLC	Albany County Public Library Parking Lot	10/26/2012	977-2920-000	\$807.50
Gorman Engineering, LLC	Drainage Project	12/21/2012	977-2920-000	\$455.00
Laramie Newspapers, Inc.	Albany County Office Building Parking Lot Improvements	12/31/2012	977-2920-000	\$148.50
Trihydro	Aquifer	12/20/2012	977-2925-000	\$1,543.30

4o. Zoning Certificates

Action: that the Board APPROVES the following Zoning Certificates:

Last Name	First Name	Zoning Permit #	Street #	Address	Value	Description of Use	Zoning
Kricken	Daniel	ZC-005-13	71	Whirlwind Lane	\$100,000.00	Principal Structure	Res
Kricken	Daniel	ZC-006-13	71	Whirlwind Lane	\$40,000.00	Principal Structure	Res
French	George & Jamie	ZC-007-13	164	Mandel Lane	\$190,000.00	Modular	Ag
Bryan	Thomas & Marilyn	ZC-008-13	23	Thunder Ridge Road	\$0.00	Accessory Building	Res
Vern's Storage		ZC-009-13	1100	Skyline Road	\$5,000.00	Accessory Building	Comm
Wood	Barry	ZC-010-13		North Street	\$30,000.00	Accessory Building	Res
Meyer	David G.	ZC-012-13	2518	WYO HWY 34	\$85,000.00	Accessory Building	Res
Wood	Barry	ZC-013-13		North Street	\$30,000.00	Principal Structure	Res

4p. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Laramie Rivers Conservation District; Acord; Wyoming Rural Development Council; Janice Sexton, Clerk of District Court (2); Wyoming State Parks & Cultural Resources; Laramie Vision Clinic; Mader Tschacher Peterson & Co, LLC - Albany County Tourism Board; Wyoming Pipeline Association; Wyoming Department of Transportation; Insurance Unlimited; SAFE Project; Jim Noel - ACFD #1; State of Wyoming Office of Homeland Security; NACo County News; Downtown Clinic; City of Laramie; Moneta Divide Natural Gas and Oil Development Project EIS; Albany County 4-H FootNotes; Medicine Bow-Routt National Forests (2); and, Kelli Little - WCCA.

**REGULAR AGENDA**

5. Present for **CONSIDERATION** and **APPROVAL**, Change Order No. 4 to AIA Document A133-2009 Guaranteed Maximum Price Amendment between Albany County and Spiegelberg Lumber & Building Co. decreasing the contract amount by \$37,802.57 resulting in a final contract price of \$2,495,194.43 for improvements completed at the Lincoln Community Center. (Bill Gorman, County Engineer)
6. Present for **APPROVAL** Final Acceptance of the Lincoln Community Center Renovation Project and **DIRECT** the Clerk to Advertise for Final Payment to Spiegelberg Lumber & Building Company, for the balance due on the 41<sup>st</sup> day following the first advertising. The total cost of the contract was \$2,495,194.43. (Bill Gorman, County Engineer)
7. Present for **APPROVAL**, 2012-2013 amended VOA budget in the amount of \$12,497.00 for use by the Sheriff's Department to transport and house juvenile offenders. Budget will be submitted to Craig Fiskus. (Sheela Schermetzler, Grants Manager/Dave O'Malley, County Sheriff)
8. Present for **APPROVAL**, 2010 Nonparticipating State Award Sub Grant (Award Number 2010-JF-FX-K003) from Volunteers of America Northern Rockies (VOANR) and the Office of Juvenile Justice and Delinquency Prevention (OJJDP). The CFDA number is 16.540. (Sheela Schermetzler, Grants Manager/Dave O'Malley, County Sheriff)
9. **RATIFY** CSBG Contract between Wyoming Department of Health, Public Health Division and Albany County signed by Chairman Tim Sullivan on December 15, 2012 for the purpose to oversee the CSBG Program in Albany County, Wyoming to provide activities and supportive services to low-income individuals and families empowering them to overcome the effects of poverty and to support their progress toward greater self-sufficiency in the amount of \$179,909.00. (Sheela Schermetzler, Grants Manager)
10. Present for **APPROVAL**, Fiscal Agent Agreement between Albany County, Wyoming and Community Services Block Grant Board of Directors of Albany County, Wyoming for Contract# CSBG.ALB1301: CFDA#93.569 in the amount of \$179,909.00 from January 2, 2013 through September 30, 2013. (Sheela Schermetzler, Grants Manager)
11. Present for **APPROVAL**, A Resolution Authorizing Submission of a Federal Mineral Royalty Capital Construction Account Grant Application to the State Loan and Investment Board on Behalf of the Governing Body for the County of Albany, Wyoming in the amount of \$63,975.00 for the Albany County Fairgrounds to improve RV Parking Spots for full hook-ups. (Sheela Schermetzler, Grants Manager)

12. Present for **APPROVAL**, A Resolution Authorizing Submission of a Federal Mineral Royalty Capital Construction Account Grant Application to the State Loan and Investment Board on Behalf of the Governing Body for the County of Albany County, Wyoming in the amount of \$85,110.00 for the Albany County Sheriff's Office for Seven (7) Emergency Vehicles. (Sheela Schermetzler, Grants Manager)
13. **REQUEST** permission to fill the Grants Specialist position in the Albany County Grants Office. (Sheela Schermetzler, Grants Manager)
14. Present for **APPROVAL**, submission of FY 2012 FEMA Fire Prevention and Safety Grant in the amount of \$256,170.00. (Scott Davis, Fire Warden)
15. **REQUEST** permission to fill the County Nurse position at Albany County Public Health. (Lajune Bacon, Albany County Nurse Manager)
16. Present for **APPROVAL**, ASO Group Plan Changes to Albany County's Health Benefit Plan Document. (Rodney Weakly, HIMT Chairman)
17. **ACKNOWLEDGE** distribution of the US Forest funds based on the "Secure Rural Schools and Community Self Determination Act of 2000" in the amount of \$336,988.51 and **DIRECT** the Clerk to advertise Title III Funds in the amount of \$23,589.20 for proposed, authorized County projects. (Linda Simpson, County Treasurer)
18. Present for **APPROVAL**, Health Care Flexible Spending Account Amendment with AFLAC including the Certificate of Adopting Resolution and Summary of Material Modifications. (Kayla Bawdon, Deputy County Clerk)
19. **ACKNOWLEDGE RECEIPT** of resignation from Eva McFaul from the Albany County Tourism Board and **DIRECT** the Clerk to advertise the vacancy. (Commissioners)
20. Present for **APPROVAL**, changes to the Albany County Policy and Procedures Manual. (Jennifer Stone, Deputy County and Prosecuting Attorney)
21. Present for **APPROVAL**, Administrative Services Agreement between Albany County and Blue Cross Blue Shield of Wyoming. (Jennifer Stone, Deputy County and Prosecuting Attorney)
22. Present for **APPROVAL**, Amendment on lease with US Bank to add in a non-appropriation addendum. (Rodney Weakly, Director, Information & Technology)
23. **APPROVE** Vouchers for January 2013. (Commissioners)
24. **ADJOURN.**