



**COUNTY OF ALBANY**  
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COMMISSIONERS@CO.ALBANY.WY.US

**COUNTY COMMISSIONERS' REGULAR MEETING AGENDA**

COURTHOUSE, ROOM 105  
AUGUST 7, 2018

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

Nowell Zoning Change Application LUC-06-18

Vista Grande Estates Subdivision Application  
SD-02-18 (Final Plat)

J&R Laramie Industrial Park Subdivision Application  
SD-06-18 (Preliminary and Final Plats)

Centennial Railroad Subdivision Application  
SD-04-18 (Final Plat)

**PLEDGE OF ALLEGIANCE**

**REGULAR MEETING**

1. Call to order and roll call.
2. Comments from the public.
3. Disclosures.
4. Consideration of changes on the agenda.
5. Approval of Consent Agenda.

**CONSENT AGENDA**

- 5a. Minutes of the Regular Meeting of the Board.  
Action: that the Board APPROVES the MINUTES of the July 17, 2018 Regular Meeting of the Board.
- 5b. Minutes, Agenda, Balance Sheet, Profit & Loss Budget vs Actual and Profit & Loss by Class report for the Laramie Plains Civic Center Joint Powers Board.  
Action: that the Board ACKNOWLEDGES RECEIPT of the June 14, 2018 MINUTES, July 12, 2018 AGENDA, BALANCE SHEET as of June 30, 2018, PROFIT & LOSS BUDGET VS. ACTUAL for July 2017 through June 2018 and PROFIT & LOSS BY CLASS for June 2018 for the Laramie Plains Civic Center Joint Powers Board.
- 5c. Minutes, Public Hearing and Profit & Loss Budget vs. Actual report for Albany County Tourism Board.  
Action: that the Board ACKNOWLEDGES RECEIPT June 18, 2018 MINUTES, June 18, 2018 Public Hearing on 2018-2019 FY Budget and Profit & Loss Budget vs. Actual for July 2018 through June 2019 for the Albany County Tourism Board.
- 5d. Minutes and Agenda for the Albany County Weed and Pest Control District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the June 5, 2018 MINUTES and the July 10, 2018 AGENDA of the Albany County Weed and Pest Control District.
- 5e. Albany County Planner Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the July 2018 MONTHLY STATEMENT from David Gertsch, Planning Director.
- 5f. Albany County Sheriff Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the July 2018 MONTHLY STATEMENT from David O'Malley, Sheriff.
- 5g. Town of Rock River Budget Ordinance & Property Tax Levy.  
Action: that the Board ACKNOWLEDGES RECEIPT of the Town of Rock River 2018-2019 Fiscal Budget Ordinance 1-504 and request for Property Tax Levy of 8 mils.
- 5h. Laramie Valley Municipal Irrigation District 2018 Assessment Roll.  
Action: that the Board ACKNOWLEDGES RECEIPT of the 2018 ASSESSMENT ROLL for the Laramie Valley Municipal Irrigation District.
- 5i. Albany County School District #1 Fiscal Year 2018-2019 Budget and Request for Mil Levies.  
Action: that the Board ACKNOWLEDGES RECEIPT of Albany County School District #1 Fiscal Year 2018-2019 Budget and request for Mil Levies.
- 5j. South of Laramie Water and Sewer District Final Budget for Fiscal Year 2018-2019.  
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2018-2019 for the South of Laramie Water and Sewer District.
- 5k. Centennial Sewer and Water District Final Budget for Fiscal Year 2018-2019.  
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2018-2019 for the Centennial Sewer and Water District.

- 5l. Valley View Drive Community Improvement and Service District Final Budget for Fiscal Year 2018-2019.  
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2018-2019 for the Valley View Drive Community Improvement and Service District.
- 5m. South Knoll Road Improvement District 2018-2019 Annual Assessment List, Minutes, Proposed Budget, Legal Description, Map, Organizing Documents; Declaration of Policy for Use and Regulation of the Roads within the South Knoll Road Improvement District, South Knoll Road Improvement District Resolution of Assessment, Petition for Improvement and Service District and Notice of Resolution.  
Action: that the Board ACKNOWLEDGES RECEIPT of the South Knoll Road Improvement District FY 2018-2019 Assessment List, July 18, 2018 Minutes, Proposed Budget, Legal Description, Map, Organizing Documents (Declaration of Policy for Use and Regulation of the Roads within the South Knoll Road Improvement District, South Knoll Road Improvement District Resolution of Assessment, Petition for Improvement and Service District and Notice of Resolution).
- 5n. ACH payment to the Internal Revenue Service regarding federal tax payment.  
Action: that the Board RATIFIES payment to the Internal Revenue Service regarding federal tax payment for July 2018.
- 5o. 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.
- 5p. Acknowledge Receipt of Correspondence.  
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: ACORD; Type 3 Incident Management Team (7); Wyoming Arts Council; Erica Mathews; CountyNews (2); Industrial Water & Wastes Digest; Storm Water Solutions; Water & Waste Digest; Wyoming Business Council (3); Wyoming Department of Health; Wyoming Water Association; US Governmental Protection Agency Region 8; Parks & Rec Business; City of Laramie; Medicine Bow Routt National Forests (2); Sean Moore & Gene Otte; Wyoming Rural Electric News; Interfaith Good Samaritan; The Wyoming Connection; Department of the Army Corps of Engineers Omaha District; Office of the Attorney General; Freedom Has a Birthday Committee and Local Government Liability Pool.

### **REGULAR AGENDA**

6. Present for **APPROVAL**, Final Acceptance of Pete Lien Pipeline and Pumphouse Project and **DIRECT** the Clerk to advertise for Final Payment to Six Point Solutions, LLC, for the balance due on the 41<sup>st</sup> day following the first advertising. The final cost of the contract was \$733,459.18. (Bill Gorman, County Engineer)
7. Present for **CONSIDERATION**, the Nowell Ranch Zoning Change Application LUC-06-18. (David Gertsch, Planning Director)
8. Present for **CONSIDERATION**, Vista Grande Estates Subdivision Final Plat Application LUC-02-18. (David Gertsch, Planning Director)
9. Present for **CONSIDERATION**, the J&R Laramie Industrial Park Subdivision Permit Application (SD-06-18), including the preliminary and final plats. (David Gertsch, Planning Director)
10. Present for **CONSIDERATION**, Centennial Railroad Subdivision Final Plat Application SD-04-18. (David Gertsch, Planning Director)
11. Present for **CONSIDERATION**, Renewal of the Kiehm Mobile Home Park License for 2018-2019. (David Gertsch, Planning Director)
12. Present for **APPROVAL**, Albany County Detention Center Service Provider Second Agreement Extension between the Albany County Sheriff's Office and Urgent Care of Laramie for the purpose of extending the agreement until January 20, 2021. (Dave O'Malley, Albany County Sheriff)
13. Present for **APPROVAL**, Contract between the Albany County Sheriff's Office and the University of Wyoming Athletics Department for special duty policy services during all football and men's basketball games during the 2018-2019 season and includes any post-season events after the conclusion of the regular basketball season. Specifically September 1, 2018 through the regular season basketball, ending March 8, 2019 and any post season events would occur after this date and conclude by April 15, 2019. (Dave O'Malley, Albany County Sheriff)
14. Request **PERMISSION** to fill one full time (40 hour) State position after August 28, 2018. (Melissa Zaferos, RN, Public Health Nurse Manager)
15. Request **PERMISSION** to expand cleaning services at the Public Health Office and increase the Public Health janitorial budget by \$2,160.00 for FY 2018-2019. (Melissa Zaferos, RN, Public Health Nurse Manager)
16. Present for **APPROVAL**, Utility License for Carbon Power & Light, Inc., on County Road #525, Millbrook Road in the Northeast ¼ of Section 32, Township 16 North, Range 76 West. (Rob Fisher, Road & Bridge Superintendent)
17. Present for **APPROVAL**, Request for Proposals for Drug Testing Services for Albany County and **DIRECT** the Clerk to advertise. (Christina Snowberger, Human Resources Director)
18. **RATIFY** Grant Agreement between Office of State Lands and Investments – Forestry Division and Albany County in the amount of \$5,000.00 to utilize State Fire Assistance Grant Funds from July 24, 2018 through September 30, 2019. (Tai Wright, Grants Manager)
19. **RATIFY** Grant Application to the Wyoming Department of Health, Public Health Division in the amount of \$447,150.00 to implement activities designed to prevent the use, misuse, or abuse of tobacco, alcohol, or controlled substances and activities designed to prevent suicide from July 1, 2018 through June 30, 2020. (Tai Wright, Grants Manager)
20. Present for **APPROVAL**, Contract between Wyoming Department of Health, Public Health Division and Albany County in the amount of \$447,150.00 to implement activities designed to prevent the use, misuse, or abuse of tobacco, alcohol, or controlled substances and

activities designed to prevent suicide from the date of execution through June 30, 2020.  
(Tai Wright, Grants Manager)

21. Present for **APPROVAL**, Lease Agreement between the Albany County Board of Commissioners and the Richmike Enterprises, Inc. for the Victim Witness Program of the Albany Lessor Attorney's Office for the term of 1 year (twelve months) commencing August 1, 2018 and terminating on July 31, 2019. (Tai Wright, Grants Manager and Peggy Trent, County and Prosecuting Attorney)
22. Present for **APPROVAL**, Grant Agreement between Albany County and the Wyoming Attorney General, Division of Victim Services for the Services to Victims of Crime (federal funds include: VAMA-CFDA #16.588, VAMA SASP – CFDA #16.017, VOCA – CFDA #16.575, State funds include: State Victim Witness, State Funds for salaries and State surcharge funds) in the amount of \$263,984.00. (Tai Wright, Grants Manager and Peggy Trent, County and Prosecuting Attorney)
23. **DISCUSS** Rocky Mountain Power Wattsmart LED Upgrade Proposal for Albany County owned buildings and **DIRECT** the Grants Manager on how to proceed. (Tai Wright, Grants Manager and Jason Arnold, Wattsmart Small Business Direct)
24. **DISCUSS** Techstarts Startup Weekend in Laramie hosted by the Laramie Chamber Business Alliance, and **CONSIDER** allocating \$3,500.00 to support the event. (Tai Wright, Grants Manager and David Milam, Spine and Injury Clinic of Laramie)
25. Present for **APPROVAL**, Soldier Creek Hazardous Fuels Reduction North and South Project Request for Proposals and **DIRECT** the Clerk to advertise and publish the Advertisement for Bids. (Tai Wright, Grants Manager)
26. Present for **APPROVAL**, Memorandum of Understanding between the Board of Commissioners of the County of Albany, Wyoming by and Through the Albany County & Prosecuting Attorney's Office and the City of Laramie, Wyoming for the purpose to establish the terms and conditions under which the Victim Witness Program of the County Attorney's Office will provide services to victim's/witness of all crimes charged in City Municipal Court and prosecuted by the City Prosecutor, pursuant to W.S. §1-40-201 through W.S. §1-40-210 in the amount of \$9,000.00. (Tai Wright, Grants Manager)
27. Present for **APPROVAL**, Catering Permit for Pridgeon, Inc., dba Hanks Roadside Bar & Grill for the Wyoming Equality Fundraiser located at 701 Forest Service Road, Laramie, WY on August 11, 2018 from 3:00 p.m. to 4:40 p.m. and 8:30 p.m. to 12:00 a.m. (Kayla White, Deputy County Clerk)
28. Present for **APPROVAL**, OnSite Support Contract with DocuTek, Inc., regarding the Microfilm Scanner in the County Clerks' Land Department. (Jackie R. Gonzales. County Clerk)
29. Request **PERMISSION** to hire the part-time employee from the Treasurer's Office in the Clerk's Office and provide funding in the Clerk's Budget, if necessary. (Jackie R. Gonzales. County Clerk)
30. **RATIFY** ASO Group Plan Changes to allow preventive vaccine benefits to be paid under pharmacy benefit as well as medical. (Jackie R. Gonzales. County Clerk)
31. **RATIFY** COBRA Rate Verification for Albany County Employees. (Jackie R. Gonzales. County Clerk)
32. **UPDATE** on the Landscape Vegetation Analysis (LaVA) Project and the Badger Creek Fire. (Frank Romero, District Ranger and Russ Bacon, Forest Supervisor, Medicine Bow Routt National Forests)
33. **SET** work session for August 28, 2018 to discuss PILT Lawsuit and correspondence from Attorney General Peter K. Michael regarding Opioid Investigation and **CANCEL** work session regarding industrial siting process. (Commissioners)
34. **DISCUSS** and Possible Action regarding the sewer at 501 Ivinson. (Roy Torres, Building and Grounds Superintendent)
35. **APPROVE** Vouchers for July 2018. (Commissioners)
36. **ADJOURN**.