



**COUNTY OF ALBANY**  
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**AMENDED**  
**COUNTY COMMISSIONERS' REGULAR MEETING AGENDA**  
COURTHOUSE, ROOM 105  
DECEMBER 18, 2018

**WORK SESSION: 8:00 a.m.**

Discuss FY 2017-2018 Albany County Audit  
Jason K. Lund, CPA – Carver Florek & James, CPA's

**PLEDGE OF ALLEGIANCE**

**REGULAR MEETING: 9:30 a.m.**

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 December 4, 2018 Regular Meeting of the Board.
- 5b. Minutes & Agenda of the Albany County Planning and Zoning Commission.  
Action: that the Board ACKNOWLEDGES RECEIPT of the October 10, 2018 and November 14, 2018 MINUTES and the December 12, 2018 AGENDA of the Albany County Planning and Zoning Commission.
- 5c. Minutes of the Albany County Predator Management District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the December 8, 2010, January 14, 2011, March 2, 2011, September 16, 2011, December 15, 2011, March 23, 2012, June 18, 2012, December 17, 2012, November 15, 2013, December 5, 2013, February 6, 2014, December 11, 2014, February 20, 2015, May 5, 2015, February 17, 2016, June 15, 2016, December 14, 2016, February 24, 2017, June 16, 2017, July 28, 2017, December 14, 2017, February 21, 2018, and the June 20, 2018 MINUTES for the Albany County Predator Management District.
- 5d. Minutes of the Nine Mile Water District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the December 12, 2018 MINUTES of the Nine Mile Water District.
- 5e. Minutes and Agenda of the Albany County Weed and Pest Control District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the November 6, 2018 MINUTES and the December 6, 2018 AGENDA of the Albany County Weed and Pest Control District.
- 5f. Statement of Financial Position, Statement of Operations, 2018-2019 Budget vs. Actual, Balance Sheet and A/R Aging Summary of the Albany County Fair Association.  
Action: that the Board ACKNOWLEDGES RECEIPT of the STATEMENT OF FINANCIAL POSITION as of December 10, 2018; STATEMENT OF OPERATIONS for the one and twelve months ended June 30, 2019; 2018-2019 BUDGET VS. ACTUAL REPORT; BALANCE SHEET as of December 10, 2018 and the A/R AGING SUMMARY as of December 7, 2018 for the Albany County Fair Association.
- 5g. Albany County Detention Center Monthly Report.  
Action: that the Board ACKNOWLEDGES RECEIPT of the November 2018 Albany County Detention Center Monthly Report from Dave O'Malley, Sheriff.
- 5h. Albany County Sheriff Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the November 2018 MONTHLY STATEMENT from Dave O'Malley, Sheriff.
- 5i. Albany County Planner Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the November 2018 MONTHLY STATEMENT from David Gertsch, Planning Director.
- 5j. Albany County Clerk of District Court Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the November 2018 MONTHLY STATEMENT from Janice Sexton, Clerk of District Court.
- 5k. Albany County Predator Management District Proposed and Final Budgets for Fiscal Year 2016-2017, 2017-2018 and 2018-2019.  
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED AND FINAL BUDGETS FOR FISCAL YEAR 2016-2017, 2017-2018 & 2018-2019 for the Albany County Predator Management District.
- 5l. Nine Mile Water & Sewer District Amended Budget for Fiscal Year 2018-2019.  
Action: that the Board ACKNOWLEDGES RECEIPT of the AMENDED BUDGET FOR FISCAL YEAR 2018-2019 for the Nine Mile Water & Sewer District.
- 5m. 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 December 2018.

- 5n. 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.

5o. Zoning Certificates

Action: that the Board APPROVES the following Zoning Certificates:

Geo Pin	Last Name	First Name	Zoning Permit #	Street #	Address	Description of Use	Zoning
05-1373-13-1-00-020.00	Jahner	Zach	ZC-117-18	1599	US HWY 287	Mobile Home	RR
05-1673-11-3-03-002.00	Meyers	Kay	ZC-118-18	10	Burro Lane	Principal Structure	AG
05-1573-01-1-00-021.00	Scozzafava	Johnathan	ZC-119-18	1599		Accessory Structure – 1 <sup>st</sup>	RR
05-1573-11-1-06-004.00	Custom Stucco, Inc.		ZC-120-18			Principal Structure	RR
05-1573-20-1-01-063.00	Morris	Jane	ZC-121-18	5103	Chaparral Drive	Mobile Home	SML
05-1377-26-2-03-009.00	Morrow	Clyde & Sherrie	ZC-122-18			Principal Structure	RR
05-1573-01-4-19-002.00	Kehrer	Paul	ZC-123-18	2425	Skyview Lane	Accessory Building	SLR
05-1271-03-3-00-033.00	Never Summer Enterprises	C/O Chester J. Reed, II	ZC-124-18	197	Table Mountain Road	Principal Structure	AG
05-1271-03-3-00-033.00	Never Summer Enterprises	C/O Chester J. Reed, II	ZC-125-18	199	Table Mountain Road	Principal Structure	AG
05-1576-32-4-99-203.00	Talmage	Greg & Marilyn Greer	ZC-126-18	439	Hanson Lane	Principal Structure	AG

5p. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Walden Gas Utility; Wyoming Rural Electric News; Nancy Zennie; Wyoming County Commissioners Association; Hope Quade, MBT; Wyoming Business Council(4); SkillPath(2); State of Wyoming Department of Audit; Wyoming Department of Audit-Albany County Fire District #1; Wyoming Department of Audit-South of Laramie Water & Sewer District; Wyoming Department of Transportation; County News; American City & County; Cathedral Home for Children; Footnotes-UW Extension; Governing; Shively Hardware Company; United States Postal Service; Wyoming Downs; Delta Dental; Laramie County Community College; Merchants Bonding Company; Acord; Paul Paul's House of Food; Local Government Liability Pool; Medicine Bow-Routt National Forests; Albany County Fair Board; WWC Engineering; Gorman Engineering and Lincoln Community Center.

**REGULAR AGENDA**

6. Present for **APPROVAL** Fiscal Year 2017-2018 Albany County Audit provided by Carver, Florek and James, CPA. (Jason K. Lund, CPA)
7. Present for **RECOGNITION**, the January Employee of the Month. (Christina Snowberger, Human Resources Director)
8. Present for **APPROVAL**, Service Provider Contract between the Board of Commissioners of the County of Albany, Wyoming by and through Albany County Human Resources and Stitches Acute Care Center for Drug Testing Services from December 22, 2018 through December 22, 2020. (Christina Snowberger, Human Resources Director)
9. **DISCUSS** and **APPROVE** placing a 18x24 inch plaque on the Courthouse property stating that on this spot in 1871 Stephen Wheeler Downey, Civil War Officer, Legislator, esteemed attorney and Father of the University of Wyoming, dedicated the original Albany County Courthouse and on the same spot in 1931, his son Stephen Corlett Downey, attorney and Laramie Mayor, dedicated the new Albany County Courthouse. The plaque will also have images of Stephen W. and Stephen C. Downey. (Kim Viner, Albany County Historical Society Vice President)
10. Consider the **APPOINTMENT** of Erin O'Doherty, Tracy Fletcher, and Tim Sullivan to the Community Services Block Grant Tripartite Board of the Elected Officials sector for a three (3) year term, effective January 7, 2019. (Linda Simpson, CSBG Board Member)
11. Present for **APPROVAL**, CLG Annual Report FY18 for the Albany County Historic Preservation Board. (Commissioners)
12. Present for **CONSIDERATION**, the release of the letter of credit provided for the required improvements for the Spotted Horse Acres Second Addition Subdivision. (David Gertsch, Planning Director)
13. Present for **APPROVAL**, Proposal from Blue Valley Public Safety Inc, for the complete preventive maintenance check of nine (9) siren sites in Albany County in the amount of \$4,495.00. (Aimee Binning, EMA Coordinator)
14. **DISCUSS** the relocation and potential office space of the EMA Coordinator. (Aimee Binning, EMA Coordinator)
15. **DISCUSS** maintenance and snow removal at county buildings other than the Courthouse. (Melissa Zaferos, County Nurse Manager)
16. **RATIFY**, Amendment one to contract between Albany County, Wyoming and University of Wyoming, Wyoming Institute for Disabilities to revise Paragraph 3 of the Original Agreement to extend the term of the contract. (Tai Wright, Grants Manager)
17. **ACCEPT** the Proposal from Tracy Young in the amount of \$6,150.00 for the Albany County Prevention Needs Assessment and Funding and Oversight Model and **APPROVE** the Agreement between Albany County, Wyoming and Tracy Young to conduct the prevention needs assessment and funding and oversight model related to the prevention of the use, misuse or abuse of tobacco, alcohol, or controlled substances and activities designed to prevent suicide between December 3, 2018 and March 30, 20169 in the amount not to exceed \$24,000.00. (Tai Wright, Grants Manager)

18. Present for **APPROVAL**, General Contractor Partial Claim/Lien Release, Assignment, Indemnity form in consideration of the receipt and payment of \$25,770.96 for work, labor and materials installed through October 31, 2018 for the BRC Pete Lien Phase II project. (Tai Wright, Grants Manager)
19. **RATIFY**, the Blue Cross Blue Shield SBC Approval Form. (Amanda Rodriguez, HIMT Chair)
20. **RAFTY**, the Blue Cross Blue Shield ASO Group Plan Changes to change the probationary period from 45 days to 30 days. (Amanda Rodriguez, HIMT Chair)
21. Present for **APPROVAL**, Lease Agreement between Hamaker Excavation, Inc. and Albany County extending term of the lease of the Windmill Pit for five (5) years. The pit is located in NW<sup>1</sup>/<sub>4</sub> of Section 33, Township 16 North, Range 76 West in Albany County. Extracted gravel is to be used exclusively by Albany County. (Bill Gorman, Engineer)
22. **DISCUSS**, the RFQ for public art in the Courthouse North Entry construction and **DIRECT** the County Engineer on how to proceed. (Bill Gorman, Engineer)
23. **DISCUSS and POSSIBLE ACTION** in regards to closing the County Courthouse on December 31, 2018. (Commissioners)
24. **DISCUSS and POSSIBLE ACTION** in regards to hiring a part time position in the Building & Grounds Maintenance Department. (Commissioners)
- 24a. **DISCUSS** the quote from Microsoft and Present for **APPROVAL**, Microsoft Enterprise Agreement Renewal for 2019-2021. (Hope Quade, MBT)
25. **UPDATE** on various Board and Commissions. (Commissioners)
26. **APPROVE** Payroll and Vouchers for December 2018. (Commissioners)
27. **ADJOURN**.