

COUNTY COMMISSIONERS' MINUTES

JULY 3, 2018

LARAMIE, WYOMING

INTERVIEWS: 8:30 a.m.

Albany County Public Library Board

PUBLIC HEARINGS: 9:30 a.m.

Amendment to Fiscal Year 2017-2018 Albany County Budget

Hearing no comments, MOTION by Jones to CLOSE the Public Hearing at 9:34 a.m.

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

Proposed Fiscal Year 2018-2019 Albany County Budget

Dave O'Malley, Sheriff asked the Board to consider compensating the kitchen staff in the Detention Center by raising their salaries. He indicated that Christina Snowberger, HR Director has done an amazing job with the Step and Grade Plan but feels that the kitchen staff should be in the first round of raises and not the second. The dollar amount to increase the kitchen staff would be \$15,200.00.

Christina Snowberger, HR Director asked for an additional \$1,000.00 in the HR Budget for training of County employees that is not covered in the individual office budgets.

Jackie R. Gonzales, County Clerk requested an increase of \$7,500.00 in the Election Budget to do a mass mailing of the Primary Sample Ballot to inform the public of the 2 page ballot.

Hearing no further comments, MOTION by Jones to CLOSE the Public Hearing at 9:41 a.m.

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

Petition for Enlargement of the Boundaries of the Centennial Water & Sewer District

Ginger Brown, Coffey Engineering informed the Board that she is in support of this project and can answer any questions.

Kelly Cole, Petitioner informed the Board that this this has the blessing of the Water and Sewer District Board.

Hearing no further comments, MOTION by Richardson to CLOSE the Public Hearing at 9:44 a.m.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

Garver Zoning Change Application LUC-05-18

Caleb Goodspeed informed the Board that they are in opposition of the note on the plat and that it should be approved without it.

Hearing no further comments, MOTION by Jones to CLOSE the Public Hearing at 9:47 a.m.

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

Garver Subdivision Application (Preliminary and Final Plats) SD-05-18

Hearing no comments, MOTION by Richardson to CLOSE the Public Hearing at 9:48 a.m.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

PLEDGE OF ALLEGIANCE

REGULAR MEETING

1. **Roll call.**

The July 3, 2018 Regular Meeting was called to order at 9:49 a.m. by Chairman Chesnut. Commissioners Richardson and Jones were present.

2. **Comments from the public.**

Chad Dinges, Fire Warden spoke to the Board about the potential fire restrictions in Albany County. The fire restrictions will most likely be in Fire District #1, or south of HWY

30. The fire restrictions will likely go into effect on July 5, 2018.

Dave O'Malley, Sheriff informed the Board that the volunteer firefighters are phenomenal. We will need to work on enforcement issues but can work together to send a consistent message to the public and to the deputies.

3. **Disclosures.** None

4. **Consideration of changes on the agenda.**

Remove agenda items 19; Present for **APPROVAL**, Contract between Albany County Commissioners and Greater Wyoming Big Brothers Big Sisters in the amount of \$54,207 to provide prevention services to youth prior to involvement in adult and juvenile court under the Wyoming Department of Family Services, Community Juvenile Services Board Grant from July 1, 2018 thru June 30, 2020; item number 21; Present for **APPROVAL**, Albany County Court Supervised Treatment Program for Juveniles Substance Abuse Treatment Services Request for Proposals and **DIRECT** the Clerk to Advertise; and item number 24; **RATIFY** Agreement between Board of Commissioners of the County of Albany, Wyoming and Laramie Chamber Business Alliance for Tenant/Project Facilities Management Services.

5. **Approval of Consent Agenda.**

MOTION by Jones to APPROVE the Consent Agenda as presented.

CONSENT AGENDA

- 5a. Minutes of the Regular Meeting of the Board.
Action: that the Board APPROVES the MINUTES of the June 19, 2018 Regular Meeting of the Board.
- 5b. Minutes of the Nine Mile Water District.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 9, 2018 and June 13, 2018 MINUTES of the Nine Mile Water District.
- 5c. Agenda, Minutes and Financial Summary of the Albany County Public Library Board of Directors.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 18, 2018 AGENDA, the May 21, 2018 MINUTES and the SPECIAL MEETING MINUTES of May 31, 2018, and the FY 18 Financial Summary for the Albany County Public Library Board of Directors.
- 5d. Agenda, Minutes, Balance Sheet, Profit & Loss Budget vs. Actual and Profit & Loss by Class of the Laramie Plains Civic Center Joint Powers Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 13, 2018 AGENDA, the April 11, 2018 MINUTES, BALANCE SHEET as of May 31, 2018, PROFIT & LOSS BUDGET vs. ACTUAL Report for July 2017 through May 2018 and the PROFIT & LOSS BY CLASS Report for May 2018 for the Laramie Plains Civic Center Joint Powers Board.
- 5e. Albany County Planner Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2018 MONTHLY STATEMENT from David Gertsch, Planning Director.
- 5f. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2018 MONTHLY STATEMENT from Linda Simpson, County Treasurer.
- 5g. Section 109 Permit Application for Ekola Flats Wind Energy Project.
Action: that the Board ACKNOWLEDGES RECEIPT of the Section 109 Permit Application for Ekola Flats Wind Energy Project.
- 5h. City of Laramie Budget Resolution & Property Tax Levy.
Action: that the Board ACKNOWLEDGES RECEIPT of the City of Laramie Budget Resolution 2018-43 and request for Property Tax Levy of 8 mils.
- 5i. Albany County General Fund Revenue Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND REVENUE REPORT for the month ending May 2018 as prepared by the County Treasurer's Office.
- 5j. 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 June 2018.
- 5k. Blue Cross Blue Shield Administrative Fees.
Action: that the Board RATIFIES payment to Blue Cross Blue Shield regarding Administrative Fees.
- 5l. 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.
- 5m. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Medicine Bow Routt National Forests (2); Rocky Mountain Fire Incident Management Team (12); WCCA (3); Department of Environmental Quality (2); Downtown Clinic; Wyoming Department of Health; Aimee Binning, EMA; CountyNews; Wyoming Rural Electric News; Wyoming Community Gas; Petroleum Association of Wyoming; Type 3 Incident Management Team (6); United States Court of Federal Claims; Ruth Troyanek, County Librarian; Wyoming Office of State Lands and Investments; SAFE Project; SHRM-Society for Human Resource Management; Wyoming Business Council and Wyoming Department of Transportation.

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

REGULAR AGENDA

6. ACKNOWLEDGE distribution of the US Forest funds based on the "Secure Rural Schools and Community Self Determination Act of 2000" for the fiscal year 2016-2017 in the amount of \$317,299.32 and DIRECT the Clerk to advertise Title III funds in the amount of \$22,310.11 for proposed, authorized County projects.

MOTION by Richardson to APPROVE distribution of the US Forest funds based on the "Secure Rural Schools and Community Self Determination Act of 2000" for the fiscal year 2016-2017 in the amount of \$317,299.32 and DIRECT the Clerk to advertise Title III funds in the amount of \$22,310.11 for proposed, authorized County projects.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

7. UPDATE on the Courthouse North Entry Project.

Tim Belton, Malone Belton Abel P.C. spoke to the Board about the cost developments on the courthouse front entry project. He informed the Board that using a CMAR for this project is particularly useful. The cost estimate is a lot higher than we projected. The question is, do we proceed with the higher cost or do we pull back and see what we can do to decrease costs. Brandon Ahrenholtz from Arcon indicated that the stone could be re-used from the existing building but it would be hard to match the stone that would have to be purchased. We have tried to keep everything as simple as possible but we do have to make sure there is a place for future security in the front entrance. Tim Belton indicated that cutting aesthetics will not decrease the cost enough to make a difference in the total construction amount. As of now we are 15% of construction documents. Bill Gorman, County Engineer indicated that we need to have a work session to discuss this issue.

8. The Petition for Enlargement of the Centennial Water and Sewer District located in Albany County, Wyoming pursuant to W.S. §22-29-301(b).

Peggy Trent, County and Prosecuting Attorney indicated that the name of the district should read Centennial Sewer and Water District.

MOTION by Richardson to APPROVE the Findings of Fact, Conclusions of Law and Order Approving Petition for Enlargement of Centennial Sewer and Water District located in Albany County, Wyoming pursuant to W.S. §22-29-301(b), incorporating the following Findings of Fact and Conclusions of Law.

The Albany County Commissioners do hereby find and conclude as follows:

1. That Applicant/Petitioner Kelsa Properties, LLC by and through Kelly J. Cole ("Petitioner") did file a Petition for Enlargement of Centennial Water and Sewer District, Albany county, Wyoming on March 7, 2018 (herein the "Petition");
2. The name of the District is "Centennial Sewer and Water District," and Petitioner hereby seeks enlargement of the District known as the Centennial Sewer and Water District, in Centennial, Albany County, Wyoming (herein the "District");
3. Petitioner is the landowner of certain real property located in Albany County, Wyoming, comprised of 4.64 acres, more or less, as specifically described in **Exhibit "A"**, attached hereto (herein the "Property"), to which Petitioner seeks to be included in the District;
4. Petitioner is the sole and only landowner of lands within the new area proposed to be included in the enlarged District, and petitioned for the enlargement of said District so as to encompass the Property;
5. There are no voters as defined in W.S. §29-104(a)(vii) and (v) who reside in the new area proposed to be included in the enlarged District;
6. The purpose of the District, in its current size and in its proposed enlarged size, is generally described as a water supply and sanitary sewer infrastructure system used to obtain and deliver water to and for and collected and treated domestic wastewater from landowners within Centennial, Wyoming and surrounding areas;
7. Pursuant to W.S. §22-29-301 (a), prior to Petitioner filing the Petition with the Board of County Commissioners, it was approved by the Board of Directors of the Centennial Sewer and Water District as demonstrated by the attached **Exhibit "B"** which is attached and incorporated herein by reference;
8. The Property is capable of inclusion in the District and there are no issues or conflicts with the proposed area as demonstrated by the "Non-Adverse" Recommendation from the Department of Environmental Quality, as shown by **Exhibits "C"**, attached hereto and incorporated herein by reference. Said agencies are the only agencies required to approved the Petition pursuant to Wyoming Statutes, §22-29-301(a);
9. That notice of public hearing of the Petition was provided in accordance with Wyoming Statutes, §22-29-109(a);
10. That a public hearing was held wherein all persons who appeared and wished to address the Board of County Commissioners were heard concerning any and all matters affecting the enlargement of the District and the Petition;
11. That after a consideration of the benefit the proposed District will have within the territory in or out of District, it is hereby found and determined that the area could be benefited by the enlargement of the District to include the new proposed area;
12. Petitioner, as sole landowner and voter within the new area proposed to be included in the enlarged District agrees to the inclusion of the new area within the District; and
13. Because Petitioner, as the sole landowner and voter, within the new area and the Board of Directors of the Centennial Sewer and Water District having agreed to the inclusion of the new area within the District, an election need not be held on the Petition pursuant to Wyoming Statues, §22-29-301(a)(I).

NOW THEREFORE, IT IS ORDERED that the Petition for Enlargement of the Centennial Water and Sewer district is hereby approved. The name of the enlarged District shall be and remain Centennial Sewer and Water District and the enlarged boundaries shall be as described by the attached **Exhibit "A"**. A certified copy of this ORDER shall be filed with the Albany County Clerk and Register of Deeds.

DATED this 3rd day of July, 2018.

/s/Tim Chesnut, Chairman

/s/Heber Richardson, Commissioner

/s/Terri Jones, Commissioner

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

9. Resolution 2018-015 approving Amendments to Fiscal Year 2017- 2018 Albany County Budget.

MOTION by Jones to APPROVE Resolution 2018-015, A Resolution Transferring Unencumbered or Unexpended Appropriation Balances from One Fund to Another, and Amending the Appropriations for the Fiscal Year 2017-2018 Budget of the County of Albany County as follows

RESOLUTION 2018-015

A RESOLUTION TRANSFERRING UNENCUMBERED OR UNEXPENDED APPROPRIATION BALANCES FROM ONE FUND TO ANOTHER, AND AMENDING THE APPROPRIATIONS FOR THE FISCAL YEAR 2017-2018 BUDGET OF THE COUNTY OF ALBANY, WYOMING

WHEREAS, on July 10, 2017 the Board of County Commissioners for Albany County, Wyoming (County) adopted the annual appropriation of Albany County for the fiscal year July 1, 2017 through June 30, 2018;

WHEREAS, Albany County, pursuant to Wyo. Stat. § 16-4-112, may transfer any unencumbered or unexpended appropriation balance or part thereof from one fund to another upon the request of the County Budget Officer;

WHEREAS, the transfer of the unexpended appropriations to the general fund is permissible under Wyo. Stat. § 16-4-112 and the budget of the general fund may be increased pursuant to Wyo. Stat. § 16-4-113.

WHEREAS, the County Clerk, as the County Budget Officer requests the transfer of unencumbered or unexpended appropriation balances to funds with overages to funds in need of additional appropriations so as to not cause overages.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE COUNTY OF ALBANY, WYOMING:

Section 1. That the following transfers and amendments are to be made to the Albany County Fiscal Year 2017-2018 Amended Budget:

	<u>General Fund</u>	
<u>Increase</u>	District Court	\$2,000.00
<u>Source</u>	Miscellaneous Uncommitted 1% Optional Funds	\$2,000.00

PASSED, APPROVED AND ADOPTED this 3rd day of July, 2018.

/s/Tim Chesnut, Chairman

ATTEST:

/s/Jackie R. Gonzales, County Clerk

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

10. ADOPT Resolution 2018-016, A Resolution Making Appropriations and Authorizing Expenditure of all Funds to Cover Expenditures of Albany County, Wyoming, for All Funds for the Fiscal Year of July 1, 2018 through June 30, 2019.

Jackie R. Gonzales, County Clerk informed the Board of the requests that were made in the public hearing. The requests were as follows: request to increase the cooks salaries in the Detention Center in the amount of \$15,109.88; request of \$1,000.00 in the HR budget for training; request for \$7,500.00 in the election budget for a mailer; renewal of the 4-H contract increase of \$132.00 and increase the custodial contract in the amount of \$1,800.00. Chairman Chesnut would like the following to be added into the budget for FY 2018-2019; the \$1,000.00 to the HR budget; \$7,500.00 for the election budget; \$132.00 for the 4-H contract and \$1,800.00 for the custodial contract.

MOTION by Richardson to ADOPT Resolution 2018-016, A Resolution Making Appropriations and Authorizing Expenditure of all Funds to Cover Expenditures of Albany County, Wyoming, for All Funds for the Fiscal Year of July 1, 2018 through June 30, 2019.

RESOLUTION 2018-016

A RESOLUTION MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURE OF FUNDS TO COVER ALBANY COUNTY FOR THE FISCAL YEAR OF JULY 1, 2018 TO JUNE 30, 2019

WHEREAS, there is a need to adopt Albany County's Fiscal Year 2018-2019 proposed budget on July 3, 2018; and

WHEREAS, the budget adoption is set by Wyoming Statute §16-4-111.

NOW THEREFORE THE BOARD OF ALBANY COUNTY COMMISSIONERS RESOLVE that the following is the Approved Budget for Albany County Fiscal Year 2018-2019:

ESTIMATED GENERAL FUND EXPENDITURES

County Commissioners	245,586.00
General Accounts	2,604,258.00
Building & Grounds	127,691.00
Clerk	728,061.00
Grants Management	131,004.00
Elections	188,312.00
Information Technology	317,802.00
Human Resources	93,832.00
Treasurer	403,642.00
Assessor	442,107.00
Sheriff	1,788,451.00
Detention Center	1,780,038.00
Attorney	826,287.00
Intergovernmental	764,699.00
GIS	108,426.00
Planning	247,960.00
Engineering	9,000.00
Coroner	128,914.00
Extension	73,960.00
Clerk of District Court	454,873.00
District Court	68,178.00
Circuit Court	303.00
Road & Bridge	731,401.00
Fire Warden	80,136.00
Public Health	270,793.00
Detention Center Medical	260,100.00

TOTAL GENERAL FUND 12,875,814.00

ESTIMATED GRANT & OTHER SPECIAL EXPENDITURES

Grants & Other 10,000,000.00

ESTIMATED SPECIAL FUND REVENUE EXPENDITURES

Employee Health Benefit	2,501,035.00
County Road Fund	500,000.00
Abandoned Vehicles	8,000.00
Commissary Account	30,000.00
Jail Endowment/Overage	700,000.00
Contingency	0.00
Debit Cards	3,706.61
Vehicle Replacement	330,481.00
Grant Match	644,267.00
Drug Asset Forfeiture	20,830.00
2010 Specific Purpose Tax	2,589,708.43
2001 Specific Purpose Tax	262,850.15
Fire Reimbursement	200,000.00

TOTAL SPECIAL FUND 7,790,878.19

Direct Aid Appropriations	1,688,959.38
1% Optional Sales Tax Appropriations	981,836.00
Emergency Reserve	500,000.00
Transfer to General Reserves	100,000.00
General Cash Reserve	1,550,000.00
Fair Board Appropriations	238,108.68
Library Board Appropriations	832,105.56

TOTAL APPROPRIATION REQUIREMENT 36,557,701.81

Total Estimated Revenue Available	12,480,309.00
Total Estimated Grant & Other Special Revenue	10,000,000.00
Total Estimated Special Fund Revenues	7,790,878.19
Total Cash Available for Budget (including Cash, Reserve & Emergency Reserve)	2,545,505.00
Total Estimated Direct Aid Revenue	1,688,959.38
Total Estimated 1% Optional Sales Tax Revenue	981,836.00
Total Estimated Fair Board Revenue	238,108.68

Total Estimated Library Revenue

832,105.56

ESTIMATED TOTAL REVENUES

36,557,701.81

PASSED, APPROVED AND ADOPTED this 3rd day of July, 2018.

/s/Tim Chesnut, Chairman

ATTEST:

/s/Jackie R. Gonzales, County Clerk

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

11. RATIFY 404 Permit Application with Army Corp of Engineers for Cherokee Park Road Willow Creek culvert replacement.

MOTION by Jones to RATIFY 404 Permit Application with Army Corp of Engineers for Cherokee Park Road Willow Creek culvert replacement.

Roll call showed Jones, Richardson and Chesnut. Aye.

MOTION CARRIED.

12. Change Order No. 1 to Agreement with Alexander Construction for Palmer Canyon Road Repairs. The change order memorializes the increase in cost between the original contract of \$687,034.38 and the final cost of \$748,907.86.

MOTION by Richardson to APPROVE Change Order No. 1 to Agreement with Alexander Construction for Palmer Canyon Road Repairs. The change order memorializes the increase in cost between the original contract of \$687,034.38 and the final cost of \$748,907.86.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

13. The Garver Zoning Change Application LUC-05-18.

MOTION by Richardson to APPROVE the Garver Zoning Change Application LUC-05-18 based upon and incorporating the following Findings of Fact and Conclusions of Law.

Findings of Fact:

- The Findings Necessary for Approval, as listed in this report, are incorporated herein as findings of fact.
- The applicant must comply with Wyoming Department of Transportation's access/approach requirements.
- Access to the property will be from North Third Street/U.S. Highway 30.
- Notice has been provided in accordance with Chapter 5, Section 5 of the Albany County Zoning Resolution.

Conclusions of Law:

The applicant is proceeding in accordance with the requirements of the Albany County Zoning Resolution.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

14. The Garver Subdivision Permit Application SD-05-18, including the preliminary and final plats.

MOTION by Richardson to APPROVE the Garver Subdivision Permit Application SD-05-18, including the preliminary and final plats with removal of the note on the plat based upon and incorporating the following Findings of Fact and Conclusions of Law.

Findings of Fact:

- Notice has been provided in accordance with Albany County Platting and Subdivision Regulations (ACPSR), Chapter IV, Section 9.
- This application qualifies to be reviewed as a small subdivision in accordance with ACPSR, Chapter IV, Section 6 and has met the standards of this process.
- The Preliminary and Final Plats comply with the standards of the ACPSR.
- Wyoming Department of Transportation is requiring an access permit to modify the existing access.
- Financial assurance for the improvements to the road must be provided prior to approval of the Final Plat.
- A note has been placed on the Final Plat reserving the right to obtain right-of-way for a future minor arterial consistent with the Major Street Plan. The Planning and Zoning Commission has required that the County Attorney, the City Attorney, and the applicant negotiate amended language to ensure that future right-of-way for the future minor arterial will be obtainable when needed. - REMOVED
- Fire safety requirements may be waived by the Fire Warden (ACPSR, Chapter IV, Section 6, B, 5).

- An easement of approximately 8 feet is required along the existing road easements to provide the required 50 feet of easement needed for the road.

Conclusions of Law:

The applicant is proceeding in accordance with the requirements of the Albany County Platting and Subdivision Regulations.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

15. Renewal of Mobile Home Park Licenses for 2018-2019.

MOTION by Richardson to APPROVE Renewal of Mobile Home Park Licenses for 2018-2019. The licenses are as follows: Blue Sky Mobile Home Park, Chaparral Gardens, Coronado Trailer Court, Country Meadows Estates, Flying X Ranch, Mountain View Mobile Home Park, Petersons Mobile Home Park, South Laramie Rentals, Troutman's Mobile Home Park, Wade's Mobile Manor and Woods Landing Resort.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

16. RATIFY FAA Grant Agreement No. 3-56-0017-036-2018 for federal funding to Rehabilitate Runway 3/21 (Phase II-Construction) and Rehabilitate Runway 3/21 Lighting (Phase II-Construction) at the Laramie Regional Airport in the amount of \$4,450,000.00. The grant is 95% federal grant matched by 3% from the Wyoming State Aeronautics - \$140,526.00 and 2% local match - \$93,685.00. The total project funding is \$4,684,210.00. The airport has funding in their budget for the local match portion of this project, but the FAA requires approval from both the City of Laramie and Albany County.

MOTION by Jones to RATIFY FAA Grant Agreement No. 3-56-0017-036-2018 for federal funding to Rehabilitate Runway 3/21 (Phase II-Construction) and Rehabilitate Runway 3/21 Lighting (Phase II-Construction) at the Laramie Regional Airport in the amount of \$4,450,000.00. The grant is 95% federal grant matched by 3% from the Wyoming State Aeronautics - \$140,526.00 and 2% local match - \$93,685.00. The total project funding is \$4,684,210.00. The airport has funding in their budget for the local match portion of this project, but the FAA requires approval from both the City of Laramie and Albany County.

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

17. Approach License for Lee and Kim Ludeman on County Road #12, Sybille Road, located in Southeast ¼ of Section 26, Township 21 North, Range 71 West.

MOTION by Richardson to APPROVE Approach License for Lee and Kim Ludeman on County Road #12, Sybille Road, located in Southeast ¼ of Section 26, Township 21 North, Range 71 West.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

18. Approach License for Christianna Marie Goodoff on County Road #43, Hornsby Road, located in Section 30, Township 15 North, Range 74 West.

MOTION by Richardson to APPROVE Approach License for Christianna Marie Goodoff on County Road #43, Hornsby Road, located in Section 30, Township 15 North, Range 74 West with an 18" diameter culvert.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

19. Present for **APPROVAL**, Contract between Albany County Commissioners and Greater Wyoming Big Brothers Big Sisters in the amount of \$54,207 to provide prevention services to youth prior to involvement in adult and juvenile court under the Wyoming Department of Family Services, Community Juvenile Services Board Grant from July 1, 2018 thru June 30, 2020. (Tai Wright, Grants Manger and Peggy Trent, County and Prosecuting Attorney) **REMOVED**

20. RATIFY Office of State Lands and Investments Forestry Division, 2018 State Fire Assistance Grant Application in the amount of \$5,000.00 for the purpose of purchasing personal protective equipment for Albany County Volunteer Firefighters.

MOTION by Richardson to RATIFY Office of State Lands and Investments Forestry Division, 2018 State Fire Assistance Grant Application in the amount of \$5,000.00 for the purpose of purchasing personal protective equipment for Albany County Volunteer Firefighters.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

21. Present for **APPROVAL**, Albany County Court Supervised Treatment Program for Juveniles Substance Abuse Treatment Services Request for Proposals and **DIRECT** the Clerk to Advertise. (Tai Wright, Grants Manager) **REMOVED**

22. Catering Permit for The Crowbar & Grill, LLC for the WhatFest Music Festival at the Huffer Hideout located at 2666 HWY 130, Centennial, WY on July 27, 2018 from 12:00 p.m. to 1:00 a.m. and July 28, 2018 from 8:00 a.m. to 1:00 a.m.

MOTION by Jones to APPROVE Catering Permit for The Crowbar & Grill, LLC for the WhatFest Music Festival at the Huffer Hideout located at 2666 HWY 130, Centennial, WY on July 27, 2018 from 12:00 p.m. to 1:00 a.m. and July 28, 2018 from 8:00 a.m. to 1:00 a.m.

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

23. APPOINT a member to the Albany County Public Library Board.

MOTION by Jones to RE-APPOINT Tim Monroe to the Albany County Public Library Board for a 4-year term to expire in June 2022.

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

24. **RATIFY** Agreement between Board of Commissioners of the County of Albany, Wyoming and Laramie Chamber Business Alliance for Tenant/Project Facilities Management Services. (Peggy Trent, County and Prosecuting Attorney) **REMOVED**

25. RATIFY, Memorandum of Understanding among the Department of Revenue, Albany County and Albany County Assessor for the purpose of setting forth the responsibilities of the DOR and the County concerning administration of the Computer Assisted Mass Appraisal (CAMA) system.

MOTION by Richardson to RATIFY, Memorandum of Understanding among the Department of Revenue, Albany County and Albany County Assessor for the purpose of setting forth the responsibilities of the DOR and the County concerning administration of the Computer Assisted Mass Appraisal (CAMA) system.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

26. Step and Grade Plan for Albany County.

MOTION by Richardson to APPROVE Step and Grade Plan for Albany County.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

27. SET work session in order to discuss the Wyoming Department of Health, Public Health Divisions, Prevention Grant application and budget.

MOTION Richardson to SET a work session in order to discuss the Wyoming Department of Health, Public Health Divisions, Prevention Grant application and budget for July 6th at 10:00 a.m.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

28. SET work session to conduct training on Industrial Wind Energy Projects for August 28, 2018.

MOTION by Richardson to SET a work session to conduct training on Industrial Wind Energy Projects for August 28, 2018 at 9:30 a.m.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

29. SET work session to discuss Liquor License Regulations for September 11, 2018.

MOTION by Richardson to SET work session to discuss Liquor License Regulations for September 11, 2018 at 9:30 a.m.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

30. REQUEST that the Board of County Commissioners ADOPT alternate procedures for casting, collecting and counting absentee ballots pursuant to W. S. §22-9-125.

MOTION by Richardson to have the Board of County Commissioners ADOPT alternate procedures for casting, collecting and counting absentee ballots pursuant to W.S. §22-9-125 per the request from Jackie R. Gonzales, Chief Election Official.

Roll call showed Richardson, Jones and Chesnut. Aye. MOTION CARRIED.

31. Memorandum of Understanding between Board of Commissioners of the County of Carbon, Wyoming, the Town of Hanna, Wyoming, the Town of Elk Mountain, Wyoming, the Town of Medicine Bow, Wyoming, the Town of Sinclair, Wyoming, the Town of Saratoga, Wyoming, the Town of Encampment, Wyoming, the Town of Riverside, Wyoming, the City of Rawlins,

Wyoming, the Board of Commissioners of the County of Albany, Wyoming, the City of Laramie, Wyoming and the Town of Rock River, Wyoming for impact assistance funds for the Ekola Flats Wind Energy Project.

MOTION by Jones to APPROVE Memorandum of Understanding between Board of Commissioners of the County of Carbon, Wyoming, the Town of Hanna, Wyoming, the Town of Elk Mountain, Wyoming, the Town of Medicine Bow, Wyoming, the Town of Sinclair, Wyoming, the Town of Saratoga, Wyoming, the Town of Encampment, Wyoming, the Town of Riverside, Wyoming, the City of Rawlins, Wyoming, the Board of Commissioners of the County of Albany, Wyoming, the City of Laramie, Wyoming and the Town of Rock River, Wyoming for impact assistance funds for the Ekola Flats Wind Energy Project.

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

32. Vouchers for July 2018.

MOTION by Jones to APPROVE Vouchers for July 2018 and directs the Clerk to assign a voucher number to the following vouchers and signature stamp each voucher and to cause warrants to be issued in payment of each account to wit: **General Expenditures:** Ace Hardware, \$37.81, parts; Albany County Treasurer, \$4,578.24, jury fees; AlSCO, \$121.52, safety clothing; BambooHR, \$6,126.80, licensing; Aimee Binning, \$48.00, meals; Black Hills Energy, \$2,244.71, utilities; Bob Ruwart Motors, \$101.67, repairs; Ross Byrd, \$553.08, travel; Care United Medical Center, \$130.00, officer physicals; Charter Communications, \$175.70, utilities; City of Laramie, \$3,653.50, utilities; Robert Clark Jr, \$121.50, travel; County Clerk's Association, \$100.00, dues; CSBG Board of Directors, \$1,261.44, CSBG FY18; Chad Dinges, \$106.25, travel; Donald R Frey & Co, \$8,841.20, licensing; Downtown Clinic, \$4,037.00, CSBG FY18; Michael Driskell, \$116.50, travel; Drive Train, \$169.91, parts; Election Systems & Software, \$29,478.00, licensing & support; Fastenal, \$30.00, tools; Gorman Engineering, \$14,752.77, contract services; Interfaith-Good Samaritan, \$2,676.73, CSBG FY18; Jo-Ed Produce, \$1,030.15, boarding of prisoners; Kinsco, \$59.99, uniforms; Nicko Kleppinger, \$100.00, blood draw; Stacy Lam, \$239.15, mileage; Laramie GM Auto, \$339.01, maintenance; Laramie Newspapers, \$103.00, subscription; Laramie Peak Fire Zone, \$48.14, fuel; Laramie Reproductive, \$628.00, CSBG FY18; Laramie Tire Factory, \$996.16, tires; Lewan & Associates Inc., \$196.00, contract; Lane Lindley, \$2,734.82, fuels coordinator; Long Building Technologies, \$5,946.00, 4th Qtr. billing; Andrew Maue, \$116.50, travel; McKesson Medical Surgical, \$318.75, supplies; Meadow Gold Dairy, \$367.56, boarding of prisoners; O'Reilly Auto Parts, \$12.58, parts; Pitney Bowes, \$216.00, postage machine lease; RichMike Enterprises, \$700.00, CVW rent; Rocky Mountain Power, \$3,182.27, utilities; SAFE Project, \$5,243.34, CSBG FY18; Heather Samland, \$86.50, travel; Ronald Samland, \$101.50, travel; Brian Sebade, \$54.50, mileage; Shred-It USA, \$267.00, document destruction; Kent Stark, \$101.50, travel; State of Wyoming, \$33.94, motor vehicle registration; Supply Works, \$32.86, cleaning supplies; Tyler Technologies, \$37,111.19, licensing; US Bank Equipment Finance, \$5,155.58, copier lease; US Food Service, \$4,953.60, boarding of prisoners; Verizon, \$225.50, telephones; WARM, \$115,986.64, property insurance; Wenck Associates, \$1,614.40, septic system analysis; Wheatland REA, \$183.06, utilities; Tai Wright, \$61.60, training; Wyoming County Assessors Association, \$210.00, dues & registration; Wyoming Machinery, \$38.45, parts; Wyoming State Forestry Division, \$7,804.43, fire suppression; **First Interstate Bank:** \$16.59, meals; \$133.59, postage & account; \$295.56, fuel; \$24.90, supplies; \$9.00, car wash; \$60.99, supplies; \$467.48, supplies & lodging; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES: \$277,070.11**

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

33. ADJOURN.

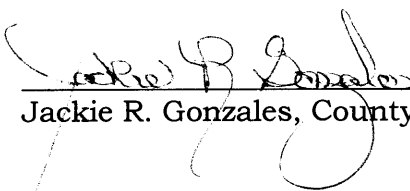
MOTION by Jones to ADJOURN the July 3, 2018 Regular Meeting at 12:16 p.m.

Roll call showed Jones, Richardson and Chesnut. Aye. MOTION CARRIED.

BOARD OF COUNTY COMMISSIONERS

/s/ Tim Chesnut, Chairman

ATTEST:



Jackie R. Gonzales, County Clerk