

COUNTY COMMISSIONERS' MINUTES

JULY 17, 2018

LARAMIE, WYOMING

WEBINAR: 8:45 a.m.

Revize – The Government Website Experts Presentation

PLEDGE OF ALLEGIANCE

REGULAR MEETING

1. **Roll call.**
The July 17, 2018 Regular Meeting was called to order at 9:33 a.m. by Chairman Chesnut. Commissioners Jones and Richardson, via telephone were present.
2. **Comments from the public.**
Susan Simpson gave the Board an update on the data she is gathering to place on the County's website regarding the 6th cent.
3. **Disclosures.** None
4. **Consideration of changes on the agenda.**
Remove agenda items 16; Present for **APPROVAL**, request for proposals for the Drug testing services for Albany County and **DIRECT** the Clerk to advertise; item number 22; Request **PERMISSION** to hire a Wildland Fire Mitigation Coordinator; and item number 23: **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, Emergency and Special Meetings of the Board.
Action: that the Board APPROVES the MINUTES of the July 3, 2018 Regular Meeting, July 3, 2018 Emergency Meeting and the July 6, 2018 Special Meeting of the Board.
- 5b. Agenda of the Planning and Zoning Commission.
Action: that the Board ACKNOWLEDGES RECEIPT of the July 11, 2018 AGENDA of the Planning and Zoning Commission.
- 5c. Minutes, Agenda, Statement of Financial Position, Statement of Operations, Profit & Loss Summary, Budget vs. Actual Report, Balance Sheet and A/R Aging Summary for of the Albany County Fair Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the MINUTES of the June 11, 2018 Meeting, July 9, 2018 AGENDA, STATEMENT OF FINANCIAL POSITION as of July 9, 2018, STATEMENT OF OPERATIONS for the one and twelve months ended June 30, 2018, PROFIT & LOSS SUMMARY for July 1-6, 2018, FY 17-18 BUDGET VS. ACTUAL REPORT, BALANCE SHEET as of July 2, 2018 and the ALBANY COUNTY JUNIOR LIVESTOCK SALE A/R AGING SUMMARY as of July 2, 2018 of the Albany County Fair Board.
- 5d. Minutes, Agenda, Financial Summary-Income/Expenses and Proposed FY 19 Budget of the Albany County Public Library Board of Directors.
Action: that the Board ACKNOWLEDGES RECEIPT of the MINUTES of the May 21, 2018 Meeting and MINUTES of the May 31, 2018 Special Meeting, July 9, 2018 AGENDA, May 2018 FINANCIAL SUMMARY OF INCOME AND EXPENSES and the PROPOSED FY19 BUDGET of the Albany County Public Library Board of Directors.
- 5e. Minutes of the 7 Mile Water District.
Action: that the Board ACKNOWLEDGES RECEIPT of the July 10, 2018 MINUTES of the 7 Mile Water District.
- 5f. Albany County Clerk of District Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2018 MONTHLY STATEMENT from Janice Sexton, Clerk of District Court.
- 5g. Albany County Clerk Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2018 MONTHLY STATEMENT from Jackie R. Gonzales, County Clerk.
- 5h. Albany County Sheriff/Detention Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2018 MONTHLY STATEMENT from Dave O'Malley, Sheriff.
- 5i. Albany County Public Health Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2018 MONTHLY STATEMENT from Melissa Zaferos, County Nurse Manager.
- 5j. Albany County Assessor Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2018 MONTHLY STATEMENT from Grant Showacre, County Assessor.
- 5k. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 2018 DETENTION CENTER MONTHLY REPORT from Dave O'Malley, Sheriff.
- 5l. \$10,000.00 Bond for Catherine Ballard, Treasurer, Albany County Hospital District.
Action: that the Board APPROVES the \$10,000 Bond for Catherine Ballard, Treasurer Albany County Hospital District.
- 5m. Toltec Watershed Improvement District Budget for Fiscal Year 2018-2019.
Action: that the Board ACKNOWLEDGES RECEIPT of the BUDGET FOR FISCAL YEAR 2018-2019 for the Toltec Watershed Improvement District.
- 5n. FY 2018-2019 Final Budget for the Laramie Plains Civic Center Joint Powers Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the FY 2018-2019 FINAL BUDGET for the Laramie Plains Civic Center Joint Powers Board.

- 5o. **FY 2018-2019 Final Budget for the Sherman Hill Road and Improvement Service District.**
Action: that the Board ACKNOWLEDGES RECEIPT of the FY 2018-2019 FINAL BUDGET for the Sherman Hill and Improvement Service District.
- 5p. **Sherman Hill Road Improvement District Budget & Assessment Resolution, Agenda and Minutes.**
Action: that the Board ACKNOWLEDGES RECEIPT of the Sherman Hill Road Improvement District Resolution 2019-001 Declaring Assessment and Resolution 2019-002 Adoption of Budget for FY2019, the June 5, 2018 AGENDA and the MINUTES of the June 5, 2018 meeting of the Sherman Hill Road Improvement and Service District.
- 5q. **Pioneer Canal Lake Hattie Irrigation District (PCLHID) 2019 Assessment Roll, Signature & Verification Sheet approving 2019 Assessment Roll, Order Approving Budget and Petition for Budget Hearing.**
Action: that the Board ACKNOWLEDGES RECEIPT of the Pioneer Canal Lake Hattie Irrigation District (PCLHID) 2019 Assessment Roll, as approved by the PCLHID Commissioners on July 10, 2018; the Signature & Verification Sheet approving 2019 Assessment Roll, the Order Approving Budget on June 15, 2018 and the Petition for Budget Hearing from July 1, 2018 through June 30, 2018.
- 5r. **FY 2018-2019 Final Budget for the Albany County Weed and Pest Control District.**
Action: that the Board ACKNOWLEDGES RECEIPT of the FY 2018-2019 FINAL BUDGET for the Albany County Weed and Pest Control District.
- 5s. **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.
- 5t. **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
05-1476-06-4-97-222.00	Mogg	Douglas	ZC-050-18	75	Rodeo Road	Principal Structure	AG
05-1476-06-4-97-222.00	Mogg	Douglas	ZC-051-18	75	Rodeo Road	Accessory Building	AG
05-1377-15-1-00-015.00	Koske	Chad	ZC-052-18	10	Gopher Gulch Road	Accessory Building	RR
05-2176-19-1-00-024.00	Newkirk	Roger	ZC-053-18	28830	UW HWY 30	Addition to Accessory Building	AG
05-1573-11-1-05-004.00	Coulthard Construction, Inc.	C/O Mr. Max Coulthard	ZC-054-18	4221	Huey Road	Principal Structure	RR
05-1573-11-2-04-001.00	K&A Mercil Construction and Design, Inc.	C/O Mr. Kyle Mercil	ZC-055-18	3124	Cayuse Drive	Principal Structure	RR
05-1475-06-3-00-011.00	Holderegger	Madison	ZC-056-18	16	Mortenson Road	Accessory Building	RR
05-1576-07-1-99-045.00	Hershberger	Rod	ZC-057-18	110	Wild Horse Ranch Road	Principal Structure	AG
05-1573-21-2-06-007.00	Eldridge	Kenneth	ZC-058-18	821	Rampart Road	Accessory Building	RR

- 5u. **Acknowledge Receipt of Correspondence.**
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Albany County Fire District #1; ACORD (3); Prothman (2); FootNotes; IHS Markit; City of Laramie; CountyNews; Wyoming County Commissioners Association; Type 3 Incident Management Team (16); Dave O'Malley, Sheriff (2); Medicine Bow Routt National Forests (3); James Nulle; Dan Beasley; Terrialee Lankford; Scott Davis; Toby Schaef, MBT; Inclusive Economic Development Conference; Wyoming ArtsScapes; University of Wyoming; Wyoming Business Council; Cindy Speiser-County Road Fund Annual Report Wyoming Department of Transportation (2); Governing; Valic and Wyoming Association of Municipalities.

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

REGULAR AGENDA

6. **Approve Proclamation proclaiming World Breastfeeding Week.**

MOTION by Jones to APPROVE the following Proclamation proclaiming World Breastfeeding Week:

ALBANY COUNTY

State of Wyoming

PROCLAMATION

WHEREAS, around 400 births occur annually in Albany County, and breastmilk is widely acknowledged to be the most complete form of nutrition for infants, and given the documented advantages of breastmilk for short-term and long-term health benefits and neurodevelopment, the American Academy of Pediatrics deems infant nutrition as a public health issue; and

WHEREAS, scientific evidence-based research has shown that breastfeeding protects against illness and infection including diarrhea and pneumonia, leading killers of young children worldwide; and breastfeeding decreases the risk of childhood obesity, diabetes, and sudden infant death syndrome; and

WHEREAS, women who do not breastfeed are at greater risk of cancer, heart attack, Type 2 diabetes, and postpartum depression, and evidence has shown that increased duration of lactation lowers these maternal risks; and

WHEREAS, protecting, promoting, and supporting breastfeeding fosters the wellbeing of individuals, families, and the community; and

WHEREAS, Wyoming Statute 6-4-201(2007) exempts breastfeeding mothers from public indecency laws and gives breastfeeding women the right to nurse anyplace that they otherwise have the right to be. (HB 105); and

WHEREAS, Healthy People 2020 has established breastfeeding objectives: increase the proportion of infants that are breastfed and increase the number of employers that have worksite lactation support programs; and WHEREAS, breastfeeding improves our economy by lowering healthcare costs, and breastfeeding-friendly work place policies benefit out businesses by increasing employee satisfaction, productivity, and retention; NOW, THEREFORE, I, Tim Chestnut, Albany County Board of Commissioners Chairman do hereby celebrate the week of August 1-7, 2018, as

World Breastfeeding Week

in Albany County and encourage all citizens to join me in this worthy observance.

Signed this 17th day of July, 2018.

/s/ Tim Chestnut

Chairman, Albany County Board of Commissioners

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

7. Recognize the August Employee of the Month.

Christina Snowberger, Human Resource Coordinated informed everyone that there was one nomination for Employee of the Month for Albany County. The August Employee of the Month is Michelle Trabling from the Clerk of District Court's Office. Christina Snowberger read what Michelle's peers said: "I don't work at all with Michelle, however after reading the nomination for her from her co-worker, I couldn't help but be very impressed, then I found out last week that she apparently had someone threaten to jump over the counter to get to her, but she stayed calm and collected and it impressed me to no end. Because of this I really think she should be reconsidered for being awarded Employee of the Month." Nomination from June 2018, "Michelle is a hard working employee that truly believes in the job that she does. She is a caring and compassionate member of our staff and works very well with our employee, the other offices and customers alike. Michelle will go the extra mile to make sure a customer is satisfied with their visit to our office, which is not always an easy task to achieve. About a month ago, we had a patron in our office that was treating Michelle very badly, cussing and arguing with her. She handled herself very professionally – even though a call to the Sheriff was ultimately needed. Michelle is not a 'manager' in our office but she operates as if she is one – meaning – if something needs taken care of, she id (sic) the first to step in and help out. There have been many, many times that she has had to step into the management role in the absence of her supervisors and she does it without question/hesitation. Michelle recently helped out in a meeting with child support services and the Sheriff's office to alleviate issues regarding submission of bench warrants on child support matters. This is a major issue for insuring that the proper paperwork is not only submitted to our office for processing but that the proper information gets to the sheriff's office for service. Michelle is very knowledgeable employee and deserves to be honored with this award."

8. Discussion on the Two Rivers and Lucky Star Wind Projects with Intermountain Wind, LLC.

Paul Martin from Intermountain Wind, LLC informed the Board that these projects are near Rock River and Medicine Bow and are still in the preliminary stage. The permitting process is commencing. He stated that the projects have been sold to Blue Earth, owned by Ontario Teachers Fund. As the projects progress, meetings will be held to keep the Board informed.

9. Annual Compensation Agreement between the University of Wyoming and the Commissioners of Albany County in the amount of \$21,762.00 from July 1, 2018 through June 30, 2019. The purpose of the agreement is to cover Extension programs therefore having an Extension professional to assist and encourage the development of 4-H Youth Development Programming.

MOTION by Jones to APPROVE the Annual Compensation Agreement between the University of Wyoming and the Commissioners of Albany County in the amount of \$21,762.00 from July 1, 2018 through June 30, 2019. The purpose of the agreement is to cover Extension programs therefore having an Extension professional to assist and encourage the development of 4-H Youth Development Programming.

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

10. Approach License for Oftedal Construction, Inc., on County Road #61, Fetterman Road, located in Section Northeast ¼ 25, Township 23 North, Range 75 West.

MOTION by Jones to APPROVE the Approach License for Oftedal Construction, Inc., on County Road #61, Fetterman Road, located in Section Northeast ¼ 25, Township 23 North, Range 75 West.

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

11. Contract between State of Wyoming, Department of Family Services and Albany County Board of Commissioners for the purpose of providing services for the Community Juvenile Services Board in the amount of \$56,707.00 from July 1, 2018 thru June 30, 2020.

MOTION by Jones to APPROVE the Contract between the State of Wyoming, Department of Family Services and Albany County Board of Commissioners for the purpose of providing services for the Community Juvenile Services Board in the amount of \$56,707.00 from July 1, 2018 thru June 30, 2020/

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

12. Amendment to the "2018-2019 Subaward Agreement" between Albany County and Volunteers of America Northern Rockies in order to revise paragraph #13 Federal Audit requirements to the original agreement executed on May 15, 2018.

MOTION by Jones to APPROVE Amendment to the "2018-2019 Subaward Agreement" between Albany County and Volunteers of America Northern Rockies in order to revise paragraph #13 Federal Audit requirements to the original agreement executed on May 15, 2018.

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

13. Contract between Albany County Commissioners and Greater Wyoming Big Brothers Big Sisters in the amount of \$54,207.00 to provide prevention services to youth prior to involvement in adult and juvenile court under Wyoming Department of Family Services, Community Juvenile Services Board Grant from July 1, 2018 thru June 30, 2020.

MOTION by Jones to APPROVE the Contract between Albany County Commissioners and Greater Wyoming Big Brothers Big Sisters in the amount of \$54,207.00 to provide prevention services to youth prior to involvement in adult and juvenile court under Wyoming Department of Family Services, Community Juvenile Services Board Grant from July 1, 2018 thru June 30, 2020.

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

32. 2017 Neal D. Mason Excellence in Juvenile Justice Award, presented to Albany County in recognition for achievement and commitment to the use of best practices in providing youth services and advancing juvenile justice and delinquency prevention in Wyoming.

Peggy Trent, Albany County and Prosecuting Attorney proudly awarded the 2017 Neal D. Mason Excellence in Juvenile Justice Award to the Board of County Commissioners that was received by the team. She indicated that the award is given every year to a community in the State. This is the first time Albany County has received this award. The team worked hard to streamline their services to juveniles to keep them out of the juvenile system which help reduce law enforcement contacts. Steve Hamaker was instrumental in helping the team.

The Board thanked Peggy Trent for her vision and leadership to bring this to fruition.

14. Juvenile Drug Treatment Court Substance Abuse Treatment Services Request for Proposals and Direct the clerk to advertise.

MOTION by Jones to APPROVE the Juvenile Drug Treatment Court Substance Abuse Treatment Services Request for Proposals and DIRECTS the Clerk to advertise.

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

15. Approve the Albany County Prevention Services Facilitation and Consultation Request for Proposals and Direct the clerk to advertise.

MOTION by Jones to APPROVE the Albany County Prevention Services Facilitation and Consultation Request for Proposals and Directs the Clerk to advertise.

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

16. Approve Request for Proposals for the Drug testing services for Albany County and Direct the Clerk to advertise. REMOVED

17. Catering Permit for Home Base Properties, LLC dba WyColo Lodge for a fundraiser to benefit Big Laramie VFD Station #4 located at 3987 State HWY 230 on August 11, 2018 from 11:30 a.m. to 3:00 p.m.

MOTION by Jones to APPROVE the Catering Permit for Home Base Properties, LLC dba WyColo Lodge for a fundraiser to benefit Big Laramie VFD Station #4 located at 3987 State HWY 230 on August 11, 2018 from 11:30 a.m. to 3:00 p.m.

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

18. Catering Permit for Centennial Valley Trading Post, Inc., dba The Post Restaurant and Saloon for a private wedding reception located at 2755 HWY 130, Centennial, WY on July 28, 2018 from 12:00 p.m. to 12:00 a.m.

MOTION by Jones to APPROVE the Catering Permit for Centennial Valley Trading Post, Inc., dba The Post Restaurant and Saloon for a private wedding reception located at 2755 HWY 130, Centennial, WY on July 28, 2018 from 12:00 p.m. to 12:00 a.m.

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

19. Remove hiring freeze.

MOTION by Richardson to APPROVE the removal of the County's hiring freeze.

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

20. Request permission to hire an attorney in the County Attorney's Office.

MOTION by Richardson to APPROVE the request to hire an attorney in the County Attorney's Office.

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

21. Request permission to hire a position in the Crime Victim Witness Office.

MOTION by Jones to APPROVE the request to hire a position in the Crime Victim Witness Office.

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

22. Request permission to hire a Wildland Fire Mitigation Coordinator. REMOVED

23. Ratify Agreement between Board of Commissioners of the County of Albany, Wyoming and Laramie Chamber Business Alliance for Tenant/Project Facilities Management Services. REMOVED

24. Ratify Memorandum of Understanding between Board of Commissioners of the County of Albany, Wyoming By and Through the Albany County Public Health and The University of Wyoming By and Through the Albany Community Health Clinic for Administering of Immunizations for the purpose of establishing the terms and conditions under which the County will provide immunizations for ACHC patients for the period of July 1, 2018 through June 30, 2019.

MOTION by Jones to RATIFY Memorandum of Understanding between Board of Commissioners of the County of Albany, Wyoming By and Through the Albany County Public Health and The University of Wyoming By and Through the Albany Community Health Clinic for Administering of Immunizations for the purpose of establishing the terms and conditions under which the County will provide immunizations for ACHC patients for the period of July 1, 2018 through June 30, 2019.

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

25. Re-appoint the following Business Community Board Members to the Community Service Block Grant Board; Loren Richardson, Beth Jones and Dodi Campbell.

MOTION by Jones to RE-APPOINT the following Business Community Board Members to the Community Service Block Grant Board; Loren Richardson, Beth Jones and Dodi Campbell.

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

26. Request permission to place the following language on the November 6, 2018 General Election Ballot "Shall the Board of County Commissioners of Albany County, Wyoming continue to impose, as allowed by Wyoming Statute, a four percent (4%) excise tax upon the sales price paid for lodging services within Albany County, the primary purpose of which is for local travel and tourism promotion?"

MOTION by Jones to APPROVE the following Proposition to be placed on the November 6, 2018 General Election Ballot "Shall the Board of County Commissioners of Albany County, Wyoming continue to impose, as allowed by Wyoming Statute, a four percent (4%) excise tax upon the sales price paid for lodging services within Albany County, the primary purpose of which is for local travel and tourism promotion?"

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

27. Resolution 2018-018, Resolution Supporting the Continuation of Imposition of the Optional One Percent (1%) County Sales and Use Tax and Requesting the Proposition be Placed on the November 6, 2018 General Election Ballot.

MOTION by Jones to APPROVE Resolution 2018-018, Resolution Supporting the Continuation of Imposition of the Optional One Percent (1%) County Sales and Use Tax and Requesting the Proposition be Placed on the November 6, 2018 General Election Ballot, as follows:

Resolution 2018-018

RESOLUTION TO PLACE THE RENEWAL OF THE GENERAL PURPOSE OPTIONAL ONE PERCENT (1%) COUNTY SALES TAX (5TH PENNY) ON THE GENERAL ELECTION BALLOT TO BE HELD IN ALBANY COUNTY, WYOMING ON TUESDAY, NOVEMBER 6, 2018.

WHEREAS, the Wyoming Legislature has provided, pursuant to Wyo. Stat. §39-15-204(a) (i), for counties to impose an excise tax not to exceed one percent (1%) upon retail sales of tangible personal property, admissions, and services made within the county, the purpose of which is for general operations, commonly known as the fifth cent sales tax (hereinafter referred to as "Tax");

WHEREAS, W.S. Title 39 Chapters 15 and 16 allow for an general purpose excise tax of up to 1% if approved by the electorate;

WHEREAS, the proposition to impose an excise tax shall be at the expense of the county and be submitted to the electors of the county upon the receipt by the Board of County Commissioners of a resolution approving the proposition from the governing bodies of at least two-thirds (2/3) of the incorporated municipalities within the county;

WHEREAS, each incorporated municipality in Albany County has passed a resolution, the purpose of which is for infrastructure projects related to streets, roads, bridges, water and sewer utilities;

WHEREAS, if the tax proposed is approved after July 1, 1989, the same proposition shall be submitted at every other subsequent general election until the proposition is defeated.

WHEREAS, the County first voted in favor of the Tax in 1986 and voted to renew the Tax every four (4) years thereafter; and

WHEREAS, if the proposition is approved by the qualified electors, the Board of County Commissioners shall impose an excise tax upon retail sales of tangible personal property, admissions and services;

NOW THEREFORE THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING, RESOLVES

Section 1: That the foregoing recitals are incorporated in and made a part of this resolution by this reference.

Section 2: That the Board of Commissioners for Albany County, Wyoming, pursuant to Wyo. Stat. § 39-15-201 et seq., places on the ballot at an election to be held in Albany County, Wyoming on Tuesday, November 6, 2018 which shall be proposed as follows:

GENERAL PURPOSE ONE PERCENT (1%) SALES AND USE TAX PROPOSITION

"Shall the Board of County Commissioners of the County of Albany, State of Wyoming, be authorized to impose a general purpose excise tax of 1% upon retail sales of tangible personal property, admissions and services made within the county, the purpose of which is for infrastructure projects related to streets, roads, bridges, water and sewer utilities.

If passed, the tax would be in place for a four year (4) term and resubmitted to voters at the next General Election.”

FOR THE COUNTY SALES AND USE TAX _____
AGAINST THE COUNTY SALES AND USE TAX _____

Section 3. That the proposed tax be initially imposed for a four-year (4) term and if passed, be re-submitted to the electors at every other subsequent general election thereafter until the proposition is defeated.

PASSED, APPROVED, AND ADOPTED THIS 17th day of July, 2018.

THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY,
WYOMING

/s/ Tim Chesnut
Tim Chesnut, Chairperson

ATTEST:

/s/ Jackie R. Gonzales
Jackie R. Gonzales,
Albany County Clerk

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

28. Request Statement of Receipts and Expenditures of the County during the preceding twelve (12) month setting forth the source and amount of all receipts and the purpose and the amount of all expenditures to be prepared upon reconciliation of all accounts by the County Treasurer and County Clerk pursuant to W. S. §18-3-515.

MOTION by Jones to REQUEST the Statement of Receipts and Expenditures of the County during the preceding twelve (12) month setting forth the source and amount of all receipts and the purpose and the amount of all expenditures to be prepared upon reconciliation of all accounts by the County Treasurer and County Clerk pursuant to W. S. §18-3-515.

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

29. Request permission to close the County Clerk’s Office on Tuesday, August 21, 2018, Primary Election Day for all business except the recording of documents pursuant to W.S. § 22-2-112.

MOTION by Jones to CLOSE the County Clerk’s Office on Tuesday, August 21, 2018, Primary Election Day for all business except the recording of documents pursuant to W.S. § 22-2-112.

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

30. Approve office space for Guardian at Litem.

Peggy Trent, Albany County and Prosecuting Attorney informed the Board that per Wyoming Statute, the Board must furnish office space for the Public Defender and the Guardian at Litem Attorney. Ms. Trent will look at other County Offices to see if space can be found

31. Contract between Board of Commissioners of the County of Albany, Wyoming and Wilken Enterprises, LLC for cleaning services from the date of execution through June 30, 2019.

Roy Torres, Building and Grounds Superintendent informed the Board that this contract is \$250 more per month from the previous contract because of the change in the Scope of Work.

MOTION by Jones to APPROVE the Contract between Board of Commissioners of the County of Albany, Wyoming and Wilken Enterprises, LLC for cleaning services from the date of execution through June 30, 2019 in the amount of \$2,750 per month for cleaning the County Courthouse and \$200 per month for cleaning the Annex Building.

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

33. Ratify Application for Sand and Gravel Lease/Lease Renewal with the Office of State Lands and Investments for Albany County in the S1/2 NE1/4NE1/4 of Section 25, Township 13 North, Range 73 West, (2.0) acres.

MOTION by Jones to RATIFY the Application for Sand and Gravel Lease/Lease Renewal with the Office of State Lands and Investments for Albany County in the S1/2 NE1/4NE1/4 of Section 25, Township 13 North, Range 73 West, (2.0) acres.

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

34. Approve Resolution 2018-017, Resolution Adopting and Promulgating the Albany County Emergency Operation Plan as updated.

MOTION by Jones to APPROVE the following Resolution 2018-017, Resolution Adopting and Promulgating the Albany County Emergency Operation Plan as updated:

Resolution 2018-017

RESOLUTION ADOPTING AND PROMULGATING THE ALBANY COUNTY EMERGENCY OPERATION PLAN AS UPDATED.

WHEREAS, pursuant to Wyo. Stat. §19-13-404 and Department of Homeland Security Grant Guidance Program requires Counties, Cities and Towns within the State of Wyoming to establish emergency operation plans to align with the National Response Plan coordinating structures, processes and protocols for their community for the protection of persons and property in the event of disaster and to provide for the coordination of emergency management functions with other public agencies and organizations;

WHEREAS, key stakeholders with Albany County, Wyoming (County), City of Laramie (City) and Town of Rock River (Town) have met to update the Albany County Emergency Operation Plan (Plan) that was previously adopted in August, 2016 to ensure the Plan details the multiple agencies roles and responsibilities during an emergency or major event.

WHEREAS, the final revision to the Plan is completed and has been reviewed by all affected emergency services agencies from the County, City and Town, and provides the policies, organization, and responsibilities of those agencies in planning for, responding to, recovering from and mitigating against the effects of natural disasters and manmade emergency incidents.

NOW THEREFORE THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING, THE GOVERNING BODY OF THE CITY OF LARAMIE, WYOMING AND THE GOVERNING BODY OF THE TOWN OF ROCK RIVER RESOLVES:

Section 1. That the foregoing recitals are incorporated in and made a part of this resolution by this reference.

Section 2. That the Board of County Commissioners of Albany County, Wyoming, the Governing Body of the City of Laramie, Wyoming, and the Governing Body of the Town of Rock River, Wyoming adopt the Albany County Emergency Operations Plan and Promulgation as updated and authorize the clerk and respectful Board to sign.

PASSED, APPROVED, AND ADOPTED THIS 17th day of July, 2018.

**THE BOARD OF COUNTY COMMISSIONERS
OF ALBANY COUNTY, WYOMING**

/s/ Tim Chesnut
Tim Chesnut, Chairperson

ATTEST:

/s/ Jackie R. Gonzales
Jackie R. Gonzales
Albany County Clerk

PASSED, APPROVED, AND ADOPTED THIS ___ day of August, 2018.

**TOWN COUNCIL
OF ROCK RIVER, WYOMING**

Cathy Leslie, Mayor

ATTEST:

Andrea Lamb
Town of Rock River Clerk

PASSED, APPROVED, AND ADOPTED THIS ____ day of July, 2018.

**CITY COUNCIL
OF CITY OF LARAMIE, WYOMING**

Andi Summerville, Mayor

ATTEST:

Angie Johnson
City of Laramie Clerk

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

35. Payroll and Vouchers for July 2018.

MOTION by Jones to APPROVE Payroll and Vouchers for June 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:** A/C Electric, \$95.00, batteries; Aflac, \$1,058.24, payroll contribution; Albany County Employee Health Benefits, \$142,907.01, payroll contribution; Albany County Employee Reimbursable, \$316.66, payroll contribution; Albertson's Companies, \$298.70, prescriptions; Allen's Parts Supply, \$720.68, parts; Ally, \$645.57, truck lease; Alscos, \$121.52, safety clothing; Artech Services, \$231.28, repairs; Black Hills Energy, \$139.90, utilities; Carbon Power & Light, \$114.51, utilities; Century Link, \$2,274.16, \$410.84, utilities; City of Laramie, \$149.64, utilities; Kayla Clark, \$133.31, training; Colonial Life, \$105.61, payroll contribution; Zachary Davis, \$199.25, mileage; DC Drilling, LLC, \$7,329.00, Pete Lien retainage; Delta Dental, \$4,353.75, payroll contribution; DocuTek, \$995.00, licensing & support; Drive Train Industries, \$507.50, Frenchman Valley Coop, \$377.85, fuel; Grand Avenue Urgent Care, \$45.00, drug testing; Grease Monkey, \$174.04, car wash card; Jennifer Hanft, \$70.00, Court Appointed Attorney; Dr. Erica Hope, \$2,000.00, expert witness; Jays Parts and Repairs, \$2,082.55, engine repair; Jo-Ed Produce, \$1,949.55, boarding of prisoners; Kinsco, \$99.98, uniforms; Lancaster Sheriff's Office, \$70.00, case filing; Laramie Auto Parts Co, \$285.40, repairs; Laramie County Community College, \$185.00, employee training; Laramie GM Auto, \$793.01, vehicle maintenance; Laramie Newspapers, \$6,551.66, advertising; Laramie Pridefest, \$15.00, vendor table; Laramie Tire Factory, \$3,474.50, new tires; Lewan & Associates, \$98.50, copier lease; Life Investors, \$280.00, payroll contribution; Andrew Maue, \$971.76, fire payment; MBT, \$24,860.13, IT contract; David McCarthy, \$343.03, Court Appointed Attorney; McKesson Medical Surgical, \$598.97, clinical supplies; Meadow Gold Dairy, \$464.97, boarding of prisoners; New York Life, \$592.89, payroll contribution; Nicholas & Tangeman, \$474.00, Court Appointed Attorney; O'Reilly Auto Parts, \$26.81, parts; Office Ally, \$19.95, monthly claims; Office Depot, \$262.41, supplies; OpenGov, \$6,000.00, financial reporting; Orchard Trust, \$7,547.76, payroll contribution; PaxVax, \$1,233.75, vaccines; Peak1, \$930.83, payroll contributions; Post & Associates, \$200.00, consultation; Quest Diagnostics, \$59.10, drug screening; Raco Industries, \$150.95, labels; Ray Derr, \$225.00, repairs; Reserve Account, \$10,000.00, postage account; Rocky Mountain Power, \$5,587.54, utilities; Donita Smith, \$27.80, mileages; Star Awards & Signs, \$9.00, name tag; SupplyWorks, \$171.63, supplies; Joe Teeter, \$60.00, training; The Master's Touch, \$340.38, tax notices; The Supply Cache, \$438.85, supplies; Town of Rock River, \$118.00, utilities; Transunion Risk & Alternatives, \$110.00, contract charges; Trihydro Corporation, \$45,132.55, Pete Lien Phase II; Tyler Technologies, \$2,215.00, e-recording; Union Telephone Co., \$44.07, telephones; United Way, \$396.00, payroll contribution; US Bank Equipment Finance, \$530.00, copier lease; US Food Service, \$2,500.04, boarding of prisoners; VALIC, \$1,460.00, payroll contribution; Verizon, \$1,380.71, telephones; Volunteer Fireman Retirement, \$630.00, pension contribution; WatchGuard, \$49.50, cables; Western Carpet Cleaning, \$395.00, janitorial contract; Wheatland Automotive, \$369.24, repairs; Wilken Enterprises, \$2,950.00, janitorial contract; Wyoming Child Support Enforcement, \$1,658.39, payroll contributions; Wyoming Disposal Systems, \$160.50, utilities; Wyoming Machinery, \$179.28, parts; Wyoming Public Health Laboratory, \$366.00, specimen collection; Wyoming Retirement System, \$87,775.26, payroll contribution; Wyoming Security Systems, \$75.00, monitoring; Wyoming State Board of Pharmacy, \$80.00, controlled substance registration; Wyoming Workers Compensation, \$8,043.17, payroll contribution; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES: \$401,240.35 TOTAL PAYROLL: \$403,529.52 TOTAL EXPENDITURES: \$804,769.87.**

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

35a. Executive Session pursuant to W.S. §16-4-405(a) (ii).

35b. Go into Executive Session.

MOTION by Jones to go into EXECUTIVE SESSION at 10:47 a.m.

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

35c. Return to Regular Session.

MOTION by Jones to RETURN to Regular Session at 10:59 a.m.

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

35d. Action, if needed, regarding Executive Session. NONE

35e Approve Resolution 2018-020, Resolution to Appoint Special Prosecutor.

MOTION by Jones to APPROVE Resolution 2018-020, Resolution to Appoint Special Prosecutor as listed below:

Resolution 2018-020

RESOLUTION TO APPOINT SPECIAL PROSECUTOR

Whereas, the Albany County & Prosecuting Attorney requested the assistance of the US Attorney's Office and various federal investigative agencies in the investigation and potential prosecution of a violent crime that occurred in Albany County, Wyoming due to the complexity and technicality of the evidence.

Whereas, the U.S. Attorney's Office is agreeable to provide assistance to the Albany County & Prosecuting Attorney's Office including appointment of a US Attorney to serve as a special deputy county and prosecuting attorney and to appear, assist and potentially prosecute this criminal matter on behalf of the people of this County and State, without compensation from Albany County, Wyoming.

Whereas, Wyo. Stats. § 18-3-302, and §18-3-520, enables the County Commissioners of any County to employ one or more attorneys to appear and prosecute and assist the County and Prosecuting Attorney on behalf of the people of such County in any action or proceeding, whether civil or criminal;

Whereas, in such case the nature and necessity of employment shall appear in the records of the County Commissioners according to Wyo. Stat. § 18-3-302 and § 18-3-520;

NOW THEREFORE THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING, RESOLVES:

Section 1. That the foregoing recitals are incorporated in and made a part of this resolution by this reference.

Section 2. That Assistant US Attorney Stuart Healy, III, be and is hereby appointed and employed as Special County and Prosecuting Attorney in this criminal case to perform the official duties in this matter that would otherwise be performed by the Albany County & Prosecuting Attorney and her deputies and for that time and for this matter, the office of the US Attorney's Office and Assistant US Attorney Stuart Healy, III, shall have the same powers given by law to the Albany County & Prosecuting Attorney as is so provided by Wyo. Stat. § 18-3-105.

PASSED, APPROVED, AND ADOPTED THIS 17th day of July, 2018.

THE BOARD OF COUNTY COMMISSIONERS OFALBANY COUNTY,
WYOMING

/s/ Tim Chesnut
Tim Chesnut, Chairperson

ATTEST:

/s/ Jackie R. Gonzales
Jackie R. Gonzales,
Albany County Clerk

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

36. Adjourn.

MOTION by Jones to ADJOURN the Regular Meeting of July 17, 2018 at 11:00 a.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