



COUNTY OF ALBANY
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COUNTY COMMISSIONERS' REGULAR MEETING AGENDA

COURTHOUSE, ROOM 105
AUGUST 1, 2017

MEETING WITH WYDOT: 9:00 a.m.

Wyoming Department of Transportation Update
Matt Murphy, Public Relations Specialist

PUBLIC HEARING: 9:30 a.m.

Secure Rural Schools and Community Self Determination
Act of 2000 – Title III – County Projects

High Plains Biochar Conditional Use Application (CU-05-17)

Amendments to the Albany County Zoning Resolution
(ZA-02-17)

Amendments to the Albany County Platting and
Subdivision Regulation

PLEDGE OF ALLEGIANCE

REGULAR MEETING

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

CONSENT AGENDA

- 4a. Minutes of the Regular Meeting of the Board.
Action: that the Board APPROVES the MINUTES of the July 18, 2017 Regular Meeting of the Board.
- 4b. Minutes, Agenda, Payroll Summary, Profit & Loss Budget vs. Actual Report and Balance Sheet of the Albany County Public Library Board of Directors.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 19, 2017 MINUTES, July 17, 2017 AGENDA, PAYROLL SUMMARY for June 2017, PROFIT & LOSS BUDGET VS ACTUAL REPORT for July 2016 through June 2017 and BALANCE SHEET as of June 30, 2017 of the Albany County Public Library Board of Directors.
- 4c. Minutes, Agenda, 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 14, 2017 MINUTES, July 12, 2017 AGENDA, BALANCE SHEET as of June 30, 2017, PROFIT & LOSS BUDGET VS ACTUAL REPORT for July 2016 through June 2017 and the PROFIT & LOSS BY CLASS for June 2017 of the Laramie Plains Civic Center Joint Powers Board.
- 4d. Minutes, Agenda, Statement of Financial Position, State of Operations and Budget vs. Actuals Report of the Albany County Fair Association.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 12, 2017 MINUTES, July 10, 2017 AGENDA, STATEMENT OF FINANCIAL POSITION as of July 7, 2017, STATEMENT OF OPERATIONS for the one and twelve months ended June 30, 2017 and ended July 10, 2017 and 2016-2017 BUDGET vs. ACTUAL REPORT for the Albany County Fair Association.
- 4e. Sherman Hill Road and Improvement Service District FY 2017-2018 Final Budget.
Action: that the Board ACKNOWLEDGES RECEIPT of the FY 2017-2018 Final Budget of the Sherman Hill Road and Improvement Service District.
- 4f. South Knoll Road Improvement District 2017-2018 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 2017-2018 Assessment List, June 19, 2017 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).
- 4g. Laramie Valley Municipal Irrigation District 2017 Assessment Roll.
Action: that the Board ACKNOWLEDGES RECEIPT of the 2017 ASSESSMENT ROLL for the Laramie Valley Municipal Irrigation District.
- 4h. Albany County Fire District #1 2017-2018 Final Budget and request for Mil Levies.
Action: that the Board ACKNOWLEDGES RECEIPT of the Albany County Fire District #1 FY 2017-2018 Final Budget and REQUEST a mil levy of 3 mils.

TERRI JONES
COMMISSIONER

TIM CHESNUT
COMMISSIONER CHAIRMAN

HEBER RICHARDSON
COMMISSIONER

- 4i. Voucher payment to the Internal Revenue Service regarding PCORI Fees.
Action: that the Board RATIFIES payment to the Internal Revenue Service regarding PCORI Fees for plan ending October 2013, October 2014, October 2015 and October 2016.
- 4j. 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 2017.
- 4k. 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.
- 4l. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: The Wyoming Connection; Rocky Mountain Incident Management Team (16); Department of Environmental Quality (2); Ray Duvall (2); Federal Emergency Management Agency (2); Office of the Wyoming State Public Defender; Larry Knopp, Sage Drive Community Service and Improvement District; Zoll; CountyNews; Beth A. Heesen; Jason D. Nichols; Gail Shive (2); WCCA; Medicine Bow-Routt National Forests & Thunder Basin National Grassland (2); University of Wisconsin-Madison; Downtown Clinic; David Gertsch, Planning Director; Madeline Dalrymple; Daniel Laughlin; Senator John Barrasso; Bob Shine; Wyoming ArtsScapes; WYDOT; John F. Freeman; Emily Clinton and National Seminars Training.

REGULAR AGENDA

- 5. **PROCLAIM** August 2, 2017 as Professional Engineers Day in Albany County. (Bill Gorman, County Engineer)
- 6. Present for **APPROVAL**, Request to the Wyoming Business Council for a time extension for construction services on the Pete Lien & Son's Phase II Project and **AUTHORIZE** the Chairman to sign. (Bill Gorman, County Engineer)
- 7. Present for **CONSIDERATION**, Bid from Dale Weaver Wyoming, LLC of Powell, WY for the Pete Lien Lime Plant Pipeline and Pumphouse Project and **AUTHORIZE** Chairman to **EXECUTE** the agreement in the amount of \$586,021.60. (Bill Gorman, County Engineer)
- 8. Request **PERMISSION**, to fill one full-time exempt Maternal Child Health Nurse position at Albany County Public Health. (Melissa Zaferos, Public Health Nurse Manager)
- 9. Request **PERMISSION** to provide flu shots for County employees and members of their immediate family to be reimbursed to Public Health from the County Health Insurance Fund. (Melissa Zaferos, Public Health Nurse Manager)
- 10. Present for **APPROVAL**, High Plains Biochar Conditional Use Application (CU-05-17) to produce biochar (charcoal) at 5028 Stone Road. (David Gertsch, Planning Director)
- 11. Present for **APPROVAL**, amendments to the Albany County Zoning Resolution that includes the addition of an application withdrawal process, changes to density standards, adds standards for additional dwellings, and amends the Official Zoning Map. (David Gertsch, Planning Director)
- 12. Present for **APPROVAL**, amendments to the Albany County Platting and Subdivision Regulations amending the subsection pertaining to lot standards. (David Gertsch, Planning Director)
- 13. Present for **APPROVAL**, updated County Vehicle Maintenance Proposal from Laramie GM Auto Center. (Josh DeBree, Undersheriff)
- 14. Present for **APPROVAL**, Amendment to the Policy Manual. This amendment will add the Key and Authorization Policy. (Jackie R. Gonzales, County Clerk)
- 15. Present for **APPROVAL**, Contract between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County & Prosecuting Attorney's Office and Becky Farley from the date of execution through June 30, 2018. The County agrees to pay the consultant in the amount of \$25.00 per hour. The contract amount shall not exceed \$25,000.00. (Peggy Trent, County and Prosecuting Attorney)
- 16. Present for **APPROVAL**, Lease Agreement between the Albany County Board of Commissioners and the Rickmike Enterprises, Inc., for the Victim Witness Program of the Albany Lessor Attorney's Office. The Lessor shall pay \$700.00 per month not to exceed \$8,400.00 from August 1, 2017 and terminating on July 31, 2018. (Peggy Trent, County and Prosecuting Attorney)
- 17. Present for **APPROVAL**, Victim Witness Program Annual Performance Report due to the Wyoming Division of Victim Services. (Peggy Trent, County and Prosecuting Attorney)
- 18. **REQUEST** permission to fill a vacancy in the Albany County Detention Center (ACDC). (Dave O'Malley, Sheriff)
- 19. **REQUEST** funding to provide ventilation system in the Albany County Sheriff's Office Evidence Building in the amount of \$4,304.00 to be paid from CISP funds. (Dave O'Malley, Sheriff)
- 20. **SET** Mill Levies for 2017-2018 Budget. (Grant Showacre, County Assessor)
- 21. Present for **ACCEPTANCE**, Special District Compliance Report. (Grant Showacre, County Assessor)
- 22. Present for **APPROVAL**, Catering Permit for Joyce Knapp, DBA Knapp's Wycolo Lodge/Double K Enterprises, LLC, for a Chili Cook Off on August 12, 2017 from 10:30 a.m. to 4:30 p.m. at Big Laramie Valley Volunteer Fire Department Station 4 on Highway 230 in Laramie, Wyoming. (Kayla White, Deputy County Clerk)
- 23. **REQUEST** permission to hire a Deputy in the Coroner's Office. (Jennifer Graham, County Coroner)
- 24. **REQUEST** funding to pay Coroner deputies for the airport mock crash critical incident training. (Jennifer Graham, County Coroner)
- 25. **ACKNOWLEDGE RECEIPT** of Petition for withdrawal of Easement that was granted for future extension of Bill Nye Avenue within the Snowy View Acres Subdivision in Section 6,

Township 15 North, Range 72 West of the 6th P.M., Albany County, Wyoming and consists of approximately 2.02 acres. (Commissioners)

26. **ALLOCATE** funds regarding the “Secure Rural Schools and Community Self Determination Act of 2000 – Title III – County Projects”. (Jackie R. Gonzales, County Clerk)
27. **RATIFY** ASO Group Reopening Request for Albany County Employees Group Health Insurance. (Amanda Rodriguez, HIMT Chairperson)
28. **RATIFY** Albany County Employees Cobra Rate Verification for the \$1,000.00 Deductible Option and the \$2,500.00 HDHP Deductible Option. (Amanda Rodriguez, HIMT Chairperson)
29. Present for **APPROVAL**, SBC Approval Form for Albany County Health Insurance Plans A & B. (Amanda Rodriguez, HIMT Chairperson)
30. **UPDATE** on various Board and Commissions. (Commissioners)
31. **SCHEDULE** NIMS Training for Commissioners. (Aimee Binning, EMA Coordinator)
32. **APPROVE** Vouchers for July 2017. (Commissioners)
33. **ADJOURN**.