



COUNTY OF ALBANY
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COUNTY COMMISSIONERS' REGULAR MEETING AGENDA

COURTHOUSE, ROOM 105
NOVEMBER 21, 2017

PUBLIC HEARING: 9:30 a.m.

Atkinson Conditional Use Application (CU-07-17)

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 November 7, 2017 Regular Meeting of the Board.
- 4b. Minutes and Agenda of the Albany County Planning & Zoning Commission.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 11, 2017 MINUTES and the November 8, 2017 AGENDA of the Albany County Planning & Zoning Commission.
- 4c. Albany County Public Health Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 2017 MONTHLY STATEMENT from Melissa Zaferos, Public Health Nurse Manager.
- 4d. Clerk of District Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 2017 MONTHLY STATEMENT from Janice Sexton, Clerk of District Court.
- 4e. Albany County Sheriff Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 2017 MONTHLY STATEMENT from David O'Malley, Sheriff.
- 4f. Albany County Clerk Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 2017 MONTHLY STATEMENT from Jackie R. Gonzales, County Clerk.
- 4g. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 2017 MONTHLY REPORT from David O'Malley, Sheriff.
- 4h. \$5,000 Bond for Charles Ksir, Treasurer, Rainbow Valley Special Road District.
Action: that the Board APPROVES the \$5,000 Bond for Charles Ksir, Treasurer, Rainbow Valley Special Road District.
- 4i. Albany County General Fund Expenditure Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the GENERAL FUND EXPENDITURE REPORT for the month ending October 2017 as prepared by the County Clerk's Office.
- 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 November 2017.
- 4k. Blue Cross Blue Shield Administrative Fees
Action: that the Board RATIFIES payment to Blue Cross Blue Shield regarding Administrative Fees.
- 4l. 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.
- 4m. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Janice Sexton, Clerk of District Court; Wyoming Department of Revenue; UW Extension Footnotes; Wyoming Department of Transportation; Medicine Bow Routt National Forests (2); John Barrasso; CountyNews; Wyoming Department of Audit; Industrial Water & Wastes Digest; Local Government Liability Pool; Prothman (3); Water & Wastes Digest; Wyoming Arts Council; Governing and Wheatland Rural Electric News.

REGULAR AGENDA

5. Present for **RECOGNITION**, December Employee of the Month. (Christina Snowberger, Human Resources Coordinator)
6. **DISCUSS**, Retirement benefit through a 457(b) plan with AXA Advisors, LLC and **DIRECT** the Chairman to sign. (Christina Snowberger, Human Resources Coordinator)
7. Present for **APPROVAL**, Final Acceptance of work on Plumbing Upgrades to the Albany County Detention Center and **DIRECT** the Clerk to advertise the Notice of Final Payment to the Plumbing Company for the balance due on the 41st day following the first advertisement. The final cost of the contract was \$138,581.00. (Bill Gorman, County Engineer)

8. **DISCUSS**, preliminary design options for the renovation of the Courthouse North Entrance. (Bill Gorman, County Engineer)
9. Present for **CONSIDERATION**, Atkinson Conditional Use Application (CU-07-17). (David Gertsch, Planning Director)
10. Present for **APPROVAL**, Amendment to the Policy and Procedure Manual to update the current motor vehicle policy to include an addition of 4.4, Use of Vehicle, and changes to 4.01.03, Fuel for County Vehicles. (Christina Snowberger, Human Resources Coordinator)
11. Present for **APPROVAL**, Amendment to the Employee Handbook to update the current work hour's policy. (Christina Snowberger, Human Resources Coordinator)
12. Present for **APPROVAL**, Purchase Agreement from Wyoming Machinery Company for a used 2014 Caterpillar 924K Wheel Loader with trade in value of a 1971 930 Loader and a 1973 930 Loader for a total purchase price of \$179,934.97 to be paid from the 2010 Specific Purpose Tax. (Rob Fisher, Road and Bridge Superintendent)
13. Present for **APPROVAL**, Grant Award Agreement for the U.S. Department of Transportation, Hazardous Materials Emergency Planning Grant (HMEP) Fiscal Year 2018, and CFDA # 20.703 in the amount of \$3,000.00 to develop, improve and implement hazardous materials emergency plans under the Federal Emergency Planning Community Right-to-Know Act (EPCRA), DOT Award Number HM-HMP-0562-16-01-00. (Tai Wright, Grants Manager)
14. Present for **APPROVAL** Catering Permit for the Cavalryman II, LLC dba Cavalryman Steakhouse for a Private Holiday Party located at 635 Howe Lane, Laramie, WY on December 16, 2017 from 5:00 p.m. to 12:00 a.m. (Kayla White, Deputy County Clerk)
15. Present for **APPROVAL**, letter to Angie Johnson, Laramie City Clerk to allow the Cavalryman II, LLC dba Cavalryman Steakhouse to apply for a Catering Permit for the Mountain Cement Company Holiday Party at the Laramie Plains Civic Center located at 710 E. Garfield Street, Laramie, WY on December 9, 2017 from 6:00 p.m. to 11:30 p.m. (Kayla White, Deputy County Clerk)
16. Consider for **APPROVAL**, Magistrates for the Circuit Court of the Second Judicial District for Albany County, Wyoming. (Commissioners)
17. **ACKNOWLEDGE RECEIPT** of the letter of resignation from Brian Peach from the Albany County Historic Preservation Board and **DIRECT** the Clerk to advertise the vacancy. (Commissioners)
18. Present for **FILING**, Petition for Formation of the Pope Springs Community Special Improvement District and **SET** the date for the Public Hearing pursuant to W.S. § 22-29-109(a)(i). (Jackie R. Gonzales, County Clerk)
19. **UPDATE** on various Board and Commissions. (Commissioners)
20. **APPROVE** Payroll and Vouchers for November 2017. (Commissioners)
21. **ADJOURN**.