



COUNTY OF ALBANY
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AMENDED
COUNTY COMMISSIONERS' REGULAR MEETING AGENDA
COURTHOUSE, ROOM 105
JUNE 7, 2022

BOARD INTERVIEWS: 9:15 a.m.

Tourism Board (1)

REGULAR MEETING: 9:30 a.m.

1. **Call to order and roll call.**
2. **Pledge of Allegiance.**
3. **Public Hearing.**
 - Renewal of Retail Liquor Licenses
 - Renewal of Restaurant Liquor License
 - Renewal of Limited Retail Liquor License (Club)
 - Renewal of Microbrewery Permits
 - Renewal of Winery Permit
 - Howell Acres Subdivision Preliminary Plat Application (SD-12-21)
 - Amendments to the Albany County Land Use Permit Fee Schedule
4. **Comments from the public.**
5. **Disclosures.**
6. **Consideration of changes on the agenda.**
7. **Approval of Consent Agenda.**

CONSENT AGENDA

- 7a. Minutes of the Special and Regular Meetings of the Board.
 - Action: that the Board APPROVES the MINUTES of the May 10, 2022, Special Meeting and the May 17, 2022, Regular Meeting of the Board.
- 7b. Minutes of the Rainbow Valley Special Road District.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the May 7, 2022, MINUTES of the Rainbow Valley Special Road District.
- 7c. Minutes and Agenda of the Albany County Fire District #1.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the April 20, 2022, MINUTES; May 3, 2022, SPECIAL MEETING MINUTES and May 18, 2022, AGENDA of the Albany County Fire District #1.
- 7d. Minutes, Agenda and Balance Sheet of the Albany County Fair Board.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the April 11, 2022, MINUTES; May 2, 2022, SPECIAL MEETING MINUTES; May 9, 2022, AGENDA and BALANCE SHEET as of May 6, 2022, of the Albany County Fair Board.
- 7e. Minutes, Agenda, Budget vs. Actuals and Advertising/Grants Transaction Report of the Albany County Tourism Board.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the April 18, 2022, MINUTES; May 12, 2022, AGENDA; BUDGET vs. ACTUALS FY2021-2022 – FY2022 P&L July 2021-June 2022 and ADVERTISING/GRANTS TRANSACTION REPORT for April 2022 of the Albany County Tourism Board.

SUE IBARRA
COMMISSIONER

PETE GOSAR
COMMISSIONER CHAIRPERSON

HEBER RICHARDSON
COMMISSIONER

- 7f. Minutes, Agenda, Budget vs. Actuals, Balance Sheet, Credit Card Log and Check Register of the Albany County Public Library Board of Directors.
Action: that the Board ACKNOWLEDGES RECEIPT of the July 19, 2021, SPECIAL MEETING MINUTES; April 26, 2022, MINUTES; May 24, 2022, AGENDA; BUDGET vs. ACTUALS July 2021 through April 2022; BALANCE SHEET as of April 30, 2022; CREDIT CARD LOG for April 2022 and CHECK REGISTER for April 2022 of the Albany County Public Library Board of Directors.
- 7g. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the February 2022 MONTHLY STATEMENT from Tracy Fletcher, County Treasurer.
- 7h. Albany County Planning Office Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2022 MONTHLY STATEMENT from David C. Gertsch, Planning Director.
- 7i. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 2022 MONTHLY REPORT from Aaron Appelkans, Sheriff.
- 7j. \$2,500.00 Bond for Scott Lake, Treasurer, Albany County Fair Board correcting the date from August 17, 2023, to February 17, 2023.
Action: that the Board ACKNOWLEDGES RECEIPT of the \$2,500.00 BOND for Scott Lake, Treasurer, Albany County Fair Board correcting the date from August 17, 2023, to February 17, 2023.
- 7k. Albany County Hospital District Fiscal Year 2022-2023 Proposed Budget and request for Mill Levy.
Action: that the Board ACKNOWLEDGES RECEIPT of Albany County Hospital District Fiscal Year 2022-2023 PROPOSED BUDGET and request a MILL LEVY of 3 mills.
- 7l. Rainbow Valley Special Road District Fiscal Year 2022-2023 Proposed Budget.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2022-2023 for the Rainbow Valley Special Road District.
- 7m. Wold Improvement and Service District Fiscal Year 2022-2023 Proposed Budget.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2022-2023 for the Wold Improvement and Service District.
- 7n. South of Laramie Water and Sewer District Fiscal Year 2022-2023 Proposed Budget.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2022-2023 for the South of Laramie Water and Sewer District.
- 7o. Valley View Road Improvement Service District Fiscal Year 2022-2023 Proposed Budget.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2022-2023 for the Valley View Road Improvement Service District.
- 7p. Sage Drive Community Improvement Special District Fiscal Year 2022-2023 Proposed Budget.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2022-2023 for the Sage Drive Community Improvement Special District.
- 7q. Albany County General Fund Revenue Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the April 2022 GENERAL FUND REVENUE REPORT as submitted by the Albany County Treasurer's Office.
- 7r. Albany County General Fund Expenditure Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2022 GENERAL FUND EXPENDITURE REPORT as submitted by the Albany County Clerk's Office.
- 7s. Carol J. Bacon, Petitioner/Appellant vs. The Board of County Commissioners of Albany County, Wyoming Respondent/Appellee, and David C. Montgomery, et al. Intervenor-Respondents Removal of Case to Administrative Agency, Order on Petition for Judicial Review, Partial Transcripts of Recorded Meeting Proceedings and Volume 1, Volume 2 and Volume 3 Record of Appeal District Court in the Second Judicial District State of Wyoming, County of Albany Civil Action No. 35608.
Action: that the Board ACKNOWLEDGES RECEIPT of the Carol J. Bacon, Petitioner/Appellant vs. The Board of County Commissioners of Albany County, Wyoming Respondent/Appellee, and David C. Montgomery, et al. Intervenor-Respondents Removal of Case to Administrative Agency, Order on Petition for Judicial Review, Partial Transcripts of Recorded Meeting Proceedings and Volume 1, Volume 2 and Volume 3 Record of Appeal District Court in the District Court for the Second Judicial District State of Wyoming, County of Albany Civil Action No. 35608.

- 7t. Michael & Mardee Aanonsen, et. al, (Plaintiff), V. The Board of County Commissioners of Albany County, Wyoming, (Defendant) and ConnectGen Albany County, LLC, (Intervenor), 2021-CV-35575 in the District Court for the Second Judicial District, State of Wyoming, County of Albany, Record of Order being sent to the Wyoming Supreme Court.
Action: that the Board ACKNOWLEDGES RECEIPT of the Michael & Mardee Aanonsen, et. al, (Plaintiff), V. The Board of County Commissioners of Albany County, Wyoming, (Defendant) and ConnectGen Albany County, LLC, (Intervenor), 2021-CV-35575 in the District Court for the Second Judicial District, State of Wyoming, County of Albany, Record of Order being sent to the Wyoming Supreme Court.
- 7u. Monaghan Farms Inc, (Plaintiff) v. The Board of County Commissioners of Albany County, Wyoming, (Defendant) and ConnectGen Albany County, LLC (Intervenor) 2021-CV-35574 in the District Court for the Second Judicial District, State of Wyoming, County of Albany, Record of Order being sent to the Wyoming Supreme Court.
Action: that the Board ACKNOWLEDGES RECEIPT of the Monaghan Farms Inc, (Plaintiff) v. The Board of County Commissioners of Albany County, Wyoming, (Defendant) and ConnectGen Albany County, LLC (Intervenor) 2021-CV-35574 in the District Court for the Second Judicial District, State of Wyoming, County of Albany, Record of Order being sent to the Wyoming Supreme Court.
- 7v. McKinney Construction, LLC, Petitioner, v. The Board of County Commissioners of Albany County, Wyoming, Respondent, Civil Action No. 35664, Response Brief of Respondent the Board of County Commissioners of Albany County, Wyoming in the District Court for the Second Judicial District County of Albany, State of Wyoming.
Action: that the Board ACKNOWLEDGES RECEIPT of the McKinney Construction, LLC, Petitioner, v. The Board of County Commissioners of Albany County, Wyoming, Respondent, Civil Action No. 35664, Response Brief of Respondent the Board of County Commissioners of Albany County, Wyoming in the District Court for the Second Judicial District County of Albany, State of Wyoming.
- 7w. 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 May 2022.
- 7x. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Pete Gosar (10); Carol A. Priefert; Cigna (4); Laramie Regional Airport; Wyoming County Commissioners Association (6); Wyoming Office of State Lands and Investments; Wyoming Road Work Guide; Wyoming T2-LTAP; Construction Equipment; Daniel Watson; Laramie Chamber Business Alliance (5); Laramie Interfaith (2); Lyndall R. Riedel; Medicine Bow Routt National Forest (4); Holly Energy; FCW; Kaiser Wealth Management; Gary Wilken; Kenny Lankford (2); Luke Hawkins; Pilot Hill Project; Wyoming Department of Transportation (3); Rachel Crocker; Wyoming Rural Electric News; Christina Lewis; The Wyoming Connection; Wyoming Water Association and Albert Simpson.

REGULAR AGENDA

8. Present for **DISCUSSION**, Quote from Tough Guys for lawn care services for the Beech Street Property. (Josh Boudreau, Laramie Chamber Business Alliance)
9. **REQUEST** Community Partner 1% funding for Developmental Preschool & Day Care Center in the amount of \$5,000.00. (Jaime Stine, Director)
10. Present for **APPROVAL**, Renewal of Retail Liquor Licenses. (Kayla White, Deputy County Clerk)
11. Present for **APPROVAL**, Renewal of Restaurant Liquor License. (Kayla White, Deputy County Clerk)
12. Present for **APPROVAL**, Renewal of Limited Retail Liquor License (Club). (Kayla White, Deputy County Clerk)
13. Present for **APPROVAL**, Renewal of Microbrewery Permits. (Kayla White, Deputy County Clerk)
14. Present for **APPROVAL**, Renewal of Winery Permit. (Kayla White, Deputy County Clerk)
15. Present for **CONSIDERATION**, the Howell Acres Subdivision Preliminary Plat Application (SD-12-21). (Joe Wilmes, Assistant Planner)
16. Present for **CONSIDERATION**, Einspahr Subdivision Variance Request. (Joe Wilmes, Assistant Planner)

17. Present for **CONSIDERATION**, a request for an exemption from the large tract subdivision process (Situated in the Southeast ¼ of Section 1, Township 14 North, Range 78 West of the 6th P.M.). (David C. Gertsch, Planning Director)
18. Present for **CONSIDERATION**, an amended fee schedule that will include a late fee for Mobile Home Park License applications. (David C. Gertsch, Planning Director)
19. Present for **APPROVAL**, Tax Roll correction for Pete Lien for years 2018-2021 – agricultural buildings and modular office were being assessed with TY Pickett and locally for a total refund amount for 4 years is \$18,809.89. (Chelsie Mathews, County Assessor)
20. Present For **APPROVAL**, Small Enterprise Agreement County and Municipality Government Agreement between Albany County Board of Commissioners and Environmental Systems Research Institute, Inc., (ESRI) for the Small Government Term Enterprise License Agreement in an amount not to exceed \$165,000.00 or \$55,000.00 annually for three years. (Chelsie Mathews, County Assessor)
21. Present For **APPROVAL**, Cooperative Agreement between the Board of County Commissioners of the County of Albany, Wyoming, and the City of Laramie for Environmental Systems Research Institute’s Regional Government Enterprise License Agreement in an amount not to exceed \$16,500.00 annually from August 1, 2022, through July 31, 2025. (Chelsie Mathews, County Assessor)
22. Present for **APPROVAL**, Sub-Recipient Agreements between the Albany County Commissioners and Downtown Clinic: Primary Care Clinic Expenses, Downtown Clinic: Community & Mental Health Worker Program, Relative Theatrics, Laramie Connections Center, Big Brothers Big Sisters: Employee Assistance Program, Big Brothers Big Sisters: Professional Development, Big Brothers Big Sisters: Coordinated Care, Big Brothers Big Sisters: Technology, Unaccompanied Students Initiative, My Front Door, The Open School, Laramie Reproductive Health, Laramie Climb Wyoming, Laramie Interfaith, Albany County SAFE Project, Laramie Main Street Alliance, Laramie Cares Foundation and Laramie Foster Closet in the total amount of \$836,235.17 for American Rescue Plan Act grant funding (CFDA #21.027) for Nonprofit Project Applications. (Bailey Quick, Grants Manager)
23. Present for **APPROVAL**, Sub-Recipient Agreement between the Albany County Commissioners, and the Albany County Fairgrounds in the amount of \$33,500.00 for the American Rescue Plan Act Grant Funding (CFDA #21.027) for bathroom upgrades. (Taylor Haley, Fair Manager and Bailey Quick, Grants Manager)
24. **RATIFY** submittal of the Bureau of Justice Assistance FY 22 Collaborative Crisis Response and Intervention Training Program Grant Application in the amount of \$249,999.00 to provide Crisis Intervention Team Training and Certification for Albany County Law Enforcement. (Aaron Appelhans, Sheriff and Bailey Quick, Grants Manager)
25. Present for **APPROVAL**, Resolution 2022-010 A Resolution Supporting the Submission of a Grant Application to the United States Department of Justice, Bulletproof Vest Partnership Program (CFDA#16.607), for the purchase of bulletproof vests by the Albany County Sheriff’s Department. (Aaron Appelhans, Sheriff)
26. Present for **APPROVAL**, Court Supervised Treatment Contract in the amount of \$163,856.37 between the Wyoming Department of Health, Behavioral Health Division and Albany County to provide Substance Abuse Treatment Services as a sentencing alternative in accordance with the Court Supervised Treatment Programs Act (Wyo. Stat. §7-13-1601 through Wyo. Stat. 7-13-1615) from July 1, 2022, through June 30, 2023. (Heather Carter, Albany County Court Supervised Treatment Coordinator; Bailey Quick, Grants Manager)
27. Present for **APPROVAL**, Juvenile Court Supervised Treatment Contract in the amount of \$97,504.74 between the Wyoming Department of Health, Behavioral Health Division and Albany County to provide Substance Abuse Disorder Treatment Services as a sentencing alternative in accordance with the Court Supervised Treatment Programs Act (Wyo. Stat. §7-13-1601 through Wyo. Stat. 7-13-1615) from July 1, 2022, through June 30, 2023. (Heather Carter, Albany County Court Supervised Treatment Coordinator and Bailey Quick, Grants Manager)

28. Present for **APPROVAL**, Second Amendment to the Agreement between the Board of Commissioners of the County of Albany, Wyoming and Greater Wyoming Big Brothers Big Sisters for Juvenile Prevention and Diversion Services in the amount of \$68,807.00 to provide prevention services to at-risk youth prior to involvement in Adult and Juvenile Court through the continuation of a Diversion Program. (Bailey Quick, Grants Manager)
29. Present for **APPROVAL**, Contract between the Board of Commissioners of the County of Albany, Wyoming and Adbay.com dba Kalen Marketing Solutions for creation and implementation of a Strategic Marketing Plan for Albany County Prevention Services in the amount of \$15,000.00. (Bailey Quick, Grants Manager)
30. Present for **APPROVAL**, Contract between the Board of Commissioners of the County of Albany, Wyoming, and Wyoming Highway Patrol for Support of the 2022 Rocky Mountain Prevention and Traffic Safety Summit to provide support services such as rent and food in the amount of \$10,000.00. (Bailey Quick, Grants Manager)
31. Present for **APPROVAL**, Software Hosting Agreement between Noble Software Group, LLC and Albany County, Wyoming in the amount of \$7,482.00 to purchase a software hosting agreement for the Positive Achievement Change Tool (PACT Assessment for Juveniles) to be utilized for the Integrated Juvenile Treatment Program and any other juvenile intervention/support programs. This would include one year of Annual Hosting for Noble Assessment Platform for four (4) named users and two days of initial assessment training and one refresher training in the first year. (Heather Carter, Albany County Court Supervised Treatment Coordinator or Bailey Quick, Grants Manager)
32. Present for **APPROVAL**, Commercial Lease Agreement between Vijaya Koduri and Albany County in the amount of \$29,400.00 to rent the commercial office space at 605 Skyline, Suite 102, Laramie, WY 82070 for twelve (12) months of rent for the Albany County Court Supervised Treatment Programs. This lease would be effective from June 15, 2022, through June 14, 2023, and include \$2,000.00 per month rent and \$450.00 per month towards utilities and services. (Heather Carter, Albany County Court Supervised Treatment Coordinator or Bailey Quick, Grants Manager)
33. Present for **APPROVAL**, Contract between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Integrated Juvenile Treatment Program and Schilling, Winn & Stone P.C. for attorney services to participants from May 1, 2022, through July 31, 2023, at the rate of \$100.00 per month, not to exceed \$1,400.00. (Heather Carter, Albany County Court Supervised Treatment Coordinator or Bailey Quick, Grants Manager)
34. Present for **APPROVAL**, First Amendment to the Contract between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Integrated Juvenile Treatment Program and Overcomer Counseling, LLC for individual treatment services for participants for the purpose of excluding payment from May 1, 2022, through July 31, 2022. (Heather Carter, Albany County Court Supervised Treatment Coordinator or Bailey Quick, Grants Manager)
35. Present for **APPROVAL**, First Amendment to the Contract between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Integrated Juvenile Treatment Program and Overcomer Counseling, LLC for group therapy services for participants for the purpose of excluding payment from May 1, 2022, through July 31, 2022. (Heather Carter, Albany County Court Supervised Treatment Coordinator or Bailey Quick, Grants Manager)
36. Present for **APPROVAL**, Contract between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Integrated Juvenile Treatment Program and Bennett Law Group, P.C. for attorney services to participants from July 1, 2022, through July 31, 2023, at the rate of \$400.00 per month, not to exceed \$4,800.00. (Heather Carter, Albany County Court Supervised Treatment Coordinator or Bailey Quick, Grants Manager)

37. Present for **APPROVAL**, Contract between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Integrated Juvenile Treatment Program and Foundations Counseling & Consulting of Wyoming, LLC for Individual Treatment and Group Therapy Services for Participants from May 1, 2022, through July 31, 2022, at a rate of \$8,000.00 per month. (Heather Carter, Albany County Court Supervised Treatment Coordinator or Bailey Quick, Grants Manager)
38. Present for **APPROVAL**, Memorandum of Understanding between the Board of Commissioners of Albany County, Wyoming, and the Wyoming Supreme Court for judicial services provided to participants in the Integrated Juvenile Treatment Program from July 1, 2022, through June 30, 2023, in an amount not to exceed \$11,000.00. (Heather Carter, Albany County Court Supervised Treatment Coordinator or Bailey Quick, Grants Manager)
39. Present for **APPROVAL**, Contract between Wyoming Department of Health, Public Health Division and Albany County for the purpose of setting forth the terms and conditions by which the subrecipient shall perform response activities through implementation of the Centers for Disease Control and Prevention (CDC) CDC-RFA-TP22-2201 Public Health Crisis Response Cooperative Agreement from July 1, 2022, through June 30, 2027, in an amount not to exceed \$100,000.00. (Kimberly Maturi, Public Health Nurse Manger)
40. Present for **APPROVAL**, Contract between Wyoming Department of Health, Public Health Division and Albany County for the purpose of setting forth the terms and conditions by which the subrecipient shall ensure its appointed County Health Officer (CHO) provides additional support to the Subrecipient's Public Health Nursing Office in relation to public health preparedness and response from July 1, 2022, through June 30, 2023, in an amount not to exceed \$9,600.00. (Kimberly Maturi, Public Health Nurse Manager)
41. Present for **APPROVAL**, Quote from CDW-G for the purchase of 6 HP MFP printers via the Wyoming NASPO Agreement in the amount of \$9,060.00. (Adam Wales, IT Director)
42. Present for **APPROVAL**, Quote from CDW-G for the purchase computer workstations in the amount of \$5,035.12. (Adam Wales, IT Director)
43. Present for **APPROVAL**, Quote from CDW-G for the purchase of two HP MFP printers via the Wyoming NASPO Agreement in the amount of \$3,839.32. (Adam Wales, IT Director)
44. Present for **APPROVAL**, the request for Proposal for one hundred tons of Magnesium Chloride and Holding Tank delivered to Laramie, WY and **DIRECT** the Clerk to advertise. (Rob Fisher, Road and Bridge Superintendent).
45. Present for **DISCUSSION**, Alan Simpson/Easement from County for Right-of-Way across a strip of land in and through Northeast $\frac{1}{4}$, Northeast $\frac{1}{4}$, Section 18, Township 24, Range 70 off Palmer Canyon Road by the Platte County Line. (Rob Fisher, Road and Bridge Superintendent).
46. **AWARD** the 2022-2023 County Commissioners Renewal Scholarship. (Commissioners)
47. **SET** compensation of Election Judges pursuant to W.S. §22-8-116. (Jackie R. Gonzales, County Clerk)
48. Make **APPOINTMENT** to the Albany County Tourism Board. (Commissioners)
49. **SET** Work Session to Discuss Budget for June 13, 2022, at 9:30 a.m. (Commissioners)
50. Present for **RECONSIDERATION**, Ivanoff Subdivision Application SD-05-20 after *Order of Remand on Petition for Judicial Review*, which found the record in the prior matter to be insufficient due to lack of findings of fact and inaudible portions of the discussion regarding rationale for prior denial. (David Gertsch, Planner or Matt Ayres and Jennifer Curran, Deputy Albany County Attorneys)
51. Present for **CONSIDERATION**, Letter to Frank Romero, District Ranger, USFS Laramie Ranger District, requesting the Forest Service realign and reconstruct that portion of Boswell Road which crosses the property owned by Gary and June Williams. (Rob Fisher, Road and Bridge Superintendent and Jennifer Curran, Deputy Albany County Attorney)

52. Present for **APPROVAL**, Corrections to the Employee Handbook to include clarification of Separation Pay; Bereavement Leave; Termination, Resignation and Discharge; Use of Sick Leave; Annual Vacation Accrual; and Vacation Leave/Separation and Retirement Severance. (Christina Lewis, HR Director)
53. **EXECUTIVE SESSION** pursuant to W.S. §16-4-405(a)(iii) and (vii). (Commissioners)
54. **GO INTO** Executive Session. (Commissioners)
55. **RETURN** to Regular Session. (Commissioners)
56. **ACTION**, if needed, regarding Executive Session. (Commissioners)
57. **APPROVE** Vouchers for May 2022. (Commissioners)
58. **ADJOURN**.