



COUNTY OF ALBANY
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COMMISSIONERS@CO.ALBANY.WY.US

AMENDED
COUNTY COMMISSIONERS' REGULAR MEETING AGENDA

Road and Bridge Meeting Room
2920 County Shop Road
APRIL 18, 2023

WORK SESSION: 5:00 p.m.

Discuss Pilot Hill long term planning

REGULAR MEETING: 6:00 p.m.

1. **Call to order and roll call**
2. **Pledge of Allegiance.**
3. **Public Hearing.**

Petition to Vacate Portions of First Street and Maple Avenue in the Plat of Centennial, Wyoming as submitted, and amended, by Valley's End LLC

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 Regular Meeting of the Board.
Action: that the Board APPROVES the April 4, 2023, MINUTES of the Regular Meeting of the Board.
- 7b. Minutes of the Albany County Fire District #1.
Action: that the Board ACKNOWLEDGES RECEIPT of the February 15, 2023, MINUTES of the Albany County Fire District #1.
- 7c. Minutes and Agenda of the Planning and Zoning Commission.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 15, 2023 MINUTES and the April 12, 2023, AGENDA of the Planning and Zoning Commission.
- 7d. Agendas and Treasurers Report of the Albany County Fair Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 13, 2023; March 30, 2023 and the April 10, 2023 AGENDAS and the TREASURERS REPORT since March 8, 2023, for the Albany County Fair Board.
- 7e. Albany County Clerk of District Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 2023 MONTHLY STATEMENT from Stacy Lam, Clerk of District Court.
- 7f. Albany County Planning Office Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 2023 MONTHLY STATEMENT from David Gertsch, Planning Director.
- 7g. Circuit Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 2023 MONTHLY STATEMENT from Jennifer Beeston, Chief Clerk, Clerk of Circuit Court.
- 7h. Albany County Clerk Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 2023 MONTHLY STATEMENT from Kayla White, County Clerk.
- 7i. Albany County Sheriff's Office Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 2023 MONTHLY STATEMENT from Aaron Appelhans, Sheriff.

SUE IBARRA
COMMISSIONER

PETE GOSAR
COMMISSIONER CHAIRPERSON

TERRI JONES
COMMISSIONER

- 7j. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 2023 MONTHLY STATEMENT from Tracy Fletcher, County Treasurer.
- 7k. Albany County Public Health Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 2023 MONTHLY STATEMENT from Kim Maturi, Public Health Nurse Manager.
- 7l. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the January 2023 and February 2023 DETENTION CENTER MONTHLY REPORT as submitted by Lieutenant Nicole Trampe.
- 7m. Reconciliation Detail Report for the Wold Improvement & Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the RECONCILIATION DETAIL REPORT for the period ending 3/31/2023 for the Wold Improvement & Service District.
- 7n. Rainbow Valley Special Road District Proposed Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2023-2024 for the Rainbow Valley Special Road District.
- 7o. Albany County General Fund Expenditure Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the March 2023 GENERAL FUND EXPENDITURE REPORT as submitted by the Albany County Clerk's Office
- 7p. Albany County General Fund Revenue Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the February 2023 GENERAL FUND REVENUE REPORT as submitted by the Albany County Treasurer's Office.
- 7q. ACH Payment to Cigna regarding health insurance claims and Administrative Fees.
Action: that the Board RATIFIES payments to Cigna regarding health insurance claims and Administrative Fees.
- 7r. 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 |
|------------------------|--------------|--------------------|-----------------|----------|----------------------|---------------------------------------|--------|
| 05-2874-14-3-00-020.00 | Neverve | Jodi | ZC-010-23 | 29 | LaBonte Road | Principal Structure | RR |
| 05-2171-34-3-02-019.00 | Carlson | Michael & Connie J | ZC-011-23 | 83 | Buffalo Commons Road | Principal Structure | AG |
| 05-1574-21-1-00-006.00 | Klinginsmith | Danny | ZC-012-23 | 717 | WY Hwy 230 | Accessory Building | RR |
| 05-1576-18-3-98-255.00 | Gwartney | Larry Joe | ZC-013-23 | 44 | Stagecoach Road | Accessory Building First Structure | AG |
| 05-1576-20-2-98-264.00 | Ayvazian | Armen John | ZC-014-23 | 309 | Lakeside Drive | Principal Structure | AG |
| 05-2274-34-1-04-009.00 | Stancil | Kathleen A. | ZC-015-23 | 28 | Ironwood Road | Mobile Home | AG |
| 05-1576-30-1-98-337.00 | Miller | Troy | | 213 | Stagecoach Road | Accessory Building First Structure | AG |
| 05-1573-21-2-07-015.00 | Carlson | Craig | ZC-017-23 | 802 | Rampart Road | Addition to Accessory Building | RR |

- 7s. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Kirk Rohde; Medicine Bow-Routt National Forests & Thunder Basin National Grassland (5); Pete Gosar (6); Wyoming Department of Transportation; Downtown Laramie; County News; Laramie Chamber Business Alliance (4); Stormwater Solutions; Sue Ibarra; Federal Aviation Administration Southwest Regional Office Obstruction Evaluation Group; Project Graduation 2023; Footnotes; John Fenn; Wyoming County Commissions Association; Patrick Sheehy; FCW; Government Technology; Brian Artery; Thomas Bienz; Sarah Brown Mathews and Scott Schell, UW Extension Entomology Specialist.

REGULAR AGENDA

8. **DISCUSS** Petition to Vacate Portions of First Street and Maple Avenue in the Plat of Centennial, Wyoming as submitted, and amended, by Valley's End LLC. (Jennifer Curran, Deputy Prosecuting Attorney)
9. Present for **APPROVAL**, Second Amendment to the Construction Contract between the Board of Commissioners of the County of Albany, Wyoming and Shepard Construction Inc., for the Board of County Commissioners Meeting Room Remodel for the purpose of extending the contract date to June 2, 2023. (Jake Schneider, Albany County Engineer)
10. Present for **APPROVAL**, Request for Proposal for the purchase of Magnesium Chloride and Holding Tank Delivered to Laramie, Wyoming and **DIRECT** the Clerk to advertise. (Rob Fisher, Road & Bridge Superintendent)

11. Present for **APPROVAL**, Amendment Number One to the High-Risk Rural Roads Program Subrecipient Agreement between the Wyoming Department of Transportation and Albany County for the Soldier Springs Delineator Project to include the Buy America Provisions. (Bailey Quick, Grants Manager and Rob Fisher, Road & Bridge Superintendent)
12. Present for **APPROVAL**, Road Use Agreement by and among the Board of Commissioners of Albany County, Wyoming, Albany County Road & Bridge, and Boswell Wind LLC for Albany County Roads Utilized for the Wind Project. (Rob Fisher, Road & Bridge Superintendent and Jennifer Curran, Deputy County Attorney)
13. **DISCUSS**, updates and current standing of Action Resources International American Rescue Plan Act (ARPA) Funding. (Jennifer Curran, Deputy County Attorney and Bailey Quick, Grants Manager)
14. Present for **APPROVAL**, Revised Action Resources International-Feeding Laramie Valley Emergency-Need Funds request from Albany County American Rescue Plan Act (ARPA) funding including revised September 30, 2022 and December 31, 2022 reports. (Jennifer Curran, Deputy County Attorney and Bailey Quick, Grants Manager)
15. Present for **APPROVAL**, First Amendment to Contract between the Board of Commissioners of the County of Albany, Wyoming and Wainscott Consulting, LLC for the purpose of extending the term of the agreement and adjust the rate for grant writing services. (Bailey Quick, Grants Manager and Jennifer Curran, Deputy County Attorney)
16. Present for **APPROVAL**, OneWyo II Opioid Settlement Memorandum of Agreement for the disbursement of the settlement funds from the Allergen, Teva CVS, Walgreens and Walmart Pharmaceutical supply chain participants. (Jennifer Curran, Deputy County Attorney)
17. Present for **APPROVAL** Agreement between the Board of County Commissioners of the County of Albany, Wyoming and Albany County Weed and Pest Control District for Graphic Information Systems Software (ESRI) and Enterprise Cloud Resources (ArcPro)sage. (Chelsie Mathews, County Assessor and Jennifer Curran, Deputy County Attorney)
18. Present for **APPROVAL**, Application to the Wyoming Office of Homeland Security (WOHS) for the 2023 Emergency Management Radio Tech full-time position and related Emergency Management expenses in the amount of \$107,702.56, (Bailey Quick, Grants Manager; Kate Allred, EMA Coordinator and Aaron Appelhans, Sheriff)
19. Present for **APPROVAL**, Resolution 2023-009, a Resolution Designating Funding Allocations to Sub-recipients of the Albany County 2023-2024 Temporary Assistance for Needy Families Community Partnership Initiative (TANF-CPI) sub-award. (Bailey Quick Grants Manager)
20. Present for **APPROVAL**, a Variance from the Albany County Employee Handbook for the Planning Department to change its office hours and set said new office hours of the Albany County Annex to 7:30 a.m. to 5:00 p.m. Monday through Thursday beginning June 5, 2023. (David Gertsch, Planning Director)
21. Present for **APPROVAL**, Master Subscription Agreement and Order Form between the Board of Commissioners of the County of Albany, Wyoming and Business Training Library, LLC for a Learning Management System platform in the amount of \$18,000.00 to be paid annually for a two-year period. (Aneesa McDonald, HR Director)
22. Present for **APPROVAL**, quote from Dell Technologies in the amount of \$7,991.70 for Microsoft security licensing. (Adam Wales, IT Director)
23. Present for **APPROVAL**, quote from Advanced Network Management (ANM) for pen testing services in the amount of \$5,925.00. (Adam Wales, IT Director)
24. Present for **APPROVAL**, quote from Adobe in the amount of \$2,880.00 for the purchase of an eSignature platform. (Adam Wales, IT Director)
25. Present for **APPROVAL**, quote from Adobe for Adobe Pro Licensing in the amount of \$7,200.00. (Adam Wales, IT Director)
26. Present for **APPROVAL**, Application for Catering permit for Wyoming Rib and Chop House for the University of Wyoming Rodeo located at Hansen Teaching Area 470 Hwy 230, Laramie, WY on April 27, 2023 April 28, 2023 and April 29, 2023, from 4:30 p.m. to 6:30 p.m. (Kayla White, Clerk)

27. **ACKNOWLEDGE RECEIPT**, of letter of resignation from Patrick Sheehy from the Historic Preservation Board and **DIRECT** the Clerk to advertise the opening. (Commissioners)
28. **RE-APPOINT**, Eric Sandeen and Gwendolyn Kristy to the Albany County Historic Preservation Board for a three-year term. (Commissioners)
29. **APPROVE** Payroll and Vouchers for April 2023. (Commissioners)
30. **ADJOURN**.