



COUNTY OF ALBANY
525 GRAND AVE ROOM 105 ·
LARAMIE, WYOMING 82070
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COMMISSIONERS@CO.ALBANY.WY.US

COUNTY COMMISSIONERS' REGULAR MEETING AGENDA

COURTHOUSE, ROOM 105

JUNE 20, 2023

REGULAR MEETING: 6:00 p.m.

1. **Call to order and roll call**
2. **Pledge of Allegiance.**
3. **Public Hearing. None.**
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 June 6, 2023 MINUTES of the Regular Meeting of the Board.
- 7b. Minutes and Agendas of the Laramie Regional Airport Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the April 17, 2023, April 19, 2023 and May 3, 2023 MINUTES and the April 17, 2023, April 19, 2023 and May 3, 2023 AGENDAS of the Laramie Regional Airport Board.
- 7c. Minutes and Agenda of the Albany County Historic Preservation Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 8, 2023 MINUTES and the June 12, 2023 AGENDA of the Laramie Regional Airport Board.
- 7d. Minutes of the Sherman Hill Road Improvement and Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 9, 2023 MINUTES of the Sherman Hill Road Improvement and Service District.
- 7e. Albany County Planning Office Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2023 MONTHLY STATEMENT from David Gertsch, Planning Director.
- 7f. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2023 MONTHLY STATEMENT from Tracy Fletcher, County Treasurer.
- 7g. Circuit Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 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 May 2023 MONTHLY STATEMENT from Kayla White, County Clerk.
- 7i. Albany County Sheriff's Office Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2023 MONTHLY STATEMENT from Aaron Appelhans, Sheriff.
- 7j. Albany County Clerk of District Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2023 MONTHLY STATEMENT from Stacy Lam, Clerk of District Court.
- 7k. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2023 DETENTION CENTER MONTHLY REPORT as submitted by Lieutenant Nicole Trampe.

SUE IBARRA
COMMISSIONER

PETE GOSAR
COMMISSIONER CHAIRPERSON

TERRI JONES
COMMISSIONER

- 7l. Laramie Rivers Conservation 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 Laramie Rivers Conservation District.
- 7m. Pope Springs Community Special Road Improvement 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 Pope Springs Community Special Road Improvement District.
- 7n. South of Laramie Water & Sewer 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 South of Laramie Water & Sewer District.
- 7o. City of Laramie Proposed Budget for Fiscal Year 2023-2024 and request for Mill Levy.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2023-2024 and request for a MILL LEVY of 8 mills for the City of Laramie.
- 7p. Rainbow Valley Special Road District Special District Information Form.
Action: that the Board ACKNOWLEDGES RECEIPT of the SPECIAL DISTRICT INFORMATION FORM for the Rainbow Valley Special Road District received on June 14, 2023.
- 7q. \$6,000.00 Bond for Samuel Finkle, Treasurer, Sage Drive Community Improvement & Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the \$6,000.00 BOND for Tracy Fletcher, Treasurer, Sage Drive Community Improvement & Service District.
- 7r. Albany County General Fund Expenditure Reports.
Action: that the Board ACKNOWLEDGES RECEIPT of the April 2023 and May 2023 GENERAL FUND EXPENDITURE REPORTS as submitted by the Albany County Clerk's Office
- 7s. Albany County General Fund Revenue Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2023 GENERAL FUND REVENUE REPORT as submitted by the Albany County Treasurer's Office.
- 7t. 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 2023.
- 7u. 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.
- 7v. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Stormwater Solutions; Wyoming Technology Transfer Center Local Technical Assistance Program; Heather Hirsch; Jane Nelson; Kim Viner (2); Wyoming Liquor Division; Mathew O'Donnell; Wyoming Department of Transportation (3); Pete Gosar (8); Sue Ibarra (2); City of Laramie; Michael Geissler; University of Wyoming Extension; Wyoming County Commissioners Association (4); Wyoming Road Work Guide; Jane Ackerman; Justice Fenn; Plains; Laramie Chamber Business Alliance (2); Big Laramie Mosquito Control District; Medicine Bow-Routt National Forest & Thunder Basin National Grasslands; Market Moves Infrastructure; Al Simpson; County News; David Gertsch and Isaac Block.

REGULAR AGENDA

8. **DISCUSS** Update from the Laramie Regional Airport Board and consider for recommendation for additional funding request to be included in the Albany County budget for fiscal year 2024. (Amy Terrell, Airport Director or Tracy Fletcher, County Treasurer)
9. Present for **APPROVAL**, the recommendation of the renaming of Swastika Lake. (Commissioners)
10. Present for **DICSUSSION**, the Beech Street Project and the Laramie Public Art Coalition 1% allocation. (Bailey Quick, Grants Manager and Jake Schneider, Albany County Engineer)
11. Present for **APPROVAL**, the Right-of-Way Grant/Temporary Use Permit from the Bureau of Land Management for Pilot Hill. (Bailey Quick, Grants Manger and Sarah Brown Mathews, Pilot Hill)
12. Present for **APPROVAL**, Quote from Lewan Technologies a Xerox Company, for VMware support and Licensing in an amount not to exceed \$16,351.00. (Adam Wales, IT Director)
13. Present for **APPROVAL**, Agreement between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Assessor's Office and Thomas Y. Pickett & Company, Inc. for Industrial Appraisal Services. (Chelsie Mathews, County Assessor)

14. Present for **APPROVAL**, Sub-recipient Agreement between the Board of County Commissioners of Albany County, Wyoming and Medicine Bow Nordic Association (MBNA) for Fiscal Year 2023/24 Albany County Recreation Board Funding in the total amount of \$11,000.00 from of July 1, 2023 thru June 24, 2024. (Bailey Quick, Grants Manager)
15. Present for **APPROVAL**, Sub-recipient Agreement between the Board of County Commissioners of Albany County, Wyoming and Laramie Trap Club for Fiscal Year 2023/24 Albany County Recreation Board Funding in the total amount of \$9,231.71 from of July 1, 2023 thru June 24, 2024. (Bailey Quick, Grants Manager)
16. Present for **APPROVAL** Sub-recipient Agreement between the Board of County Commissioners of Albany County, Wyoming and Laramie Rifle Range for Fiscal Year 2023/24 Albany County Recreation Board Funding in the total amount of \$13,910.00 from of July 1, 2023 thru June 24, 2024. (Bailey Quick, Grants Manager)
17. Present for **APPROVAL**, Sub-recipient Agreement between the Board of County Commissioners of Albany County, Wyoming and Albany County Fair Board for Fiscal Year 2023/24 Albany County Recreation Board Funding in the total amount of \$32,764 from of July 1, 2023 thru June 24, 2024. (Bailey Quick, Grants Manager)
18. Present for **APPROVAL**, Sub-recipient Agreement between the Board of County Commissioners of Albany County, Wyoming and Laramie Wrestling Booster Club (LWBC) for Fiscal Year 2023/24 Albany County Recreation Board Funding in the total amount of \$19,774 from of July 1, 2023 thru June 24, 2024. (Bailey Quick, Grants Manager)
19. Present for **APPROVAL**, Sub-recipient Agreement between the Board of County Commissioners of Albany County, Wyoming and Common Outdoor Ground for Fiscal Year 2023/24 Albany County Recreation Board Funding in the total amount of \$9,672.00 from of July 1, 2023 thru June 24, 2024. (Bailey Quick, Grants Manager)
20. Present for **APPROVAL**, Grant application to Wyoming Energy Authority for their Local Government Retrofit in the amount of \$25,000.00 for replacement of lighting in either the Albany County Courthouse or Detention Center. (Bailey Quick, Grants Manager)
21. Present for **DISCUSSION**, Albany County Strategic Plan. (Bailey Quick, Grants Manager)
22. Present for **APPROVAL**, Agreement among Wyoming Department of Health, Public Health Division; Albany County WIC Program and Albany County. (Kristin Russell, WIC Director)
23. Present for **CONSIDERATION**, a request for an exemption from the large tract subdivision process (Situating in Section 23, Township 17 North, Range 74 West of the 6th p.m.). (Jorey Unverzagt, GIS Analyst)
24. Present for **CONSIDERATION**, a request for an exemption from the large tract subdivision process (situated in Section 19, Township 14 North, Range 75 West of the 6th p.m.). (Jorey Unverzagt, GIS Analyst)
25. Present for **APPROVAL**, Lease Agreement between the Albany County Board of Commissioners and the American Legion Husted-Pendleton, WY Post 114 for the Albany County and Prosecuting Attorney's Office. (Jennifer Curran, Deputy County Attorney)
26. Present for **APPROVAL**, Lease Agreement between the Albany County Board of Commissioners and the American Legion Husted-Pendleton, WY Post 114 for the Albany County Victim Witness Program of the Albany County and Prosecuting Attorney's Office. (Jennifer Curran, Deputy County Attorney)
27. Present for **APPROVAL**, First Amendment to Agreement between the Board of Commissioners of the County of Albany, Wyoming and Wilken Enterprises, LLC for Janitorial Services at the Albany County Courthouse Building. (Anthony Brown , Maintenance Supervisor or Jennifer Curran, Deputy County Attorney)
28. Present for **APPROVAL**, Invitation to Bid for 2022 or newer side-by-side all terrain vehicle and trailer for use by the Albany County Fire Warden and **DIRECT** the Clerk to advertise. (Chad Dinges, Fire Warden or Jennifer Curran, Deputy County Attorney)
29. Present for **APPROVAL**, Request for Proposals for banking services and **DIRECT** the Clerk to Advertise. (Tracy Fletcher, County Treasurer)
30. **AWARD** the 2023-2024 County Commissioners Renewal Scholarship. (Commissioners)

31. Present for **APPROVAL**, changing the July 4, 2023 regular meeting to July 5, 2023 due to the holiday. (Commissioners)
32. Present for **DISCUSSION**, Albert Simpson/Easement from County for Right-of-Way across a strip of land in and through Northeast ¼, Northeast ¼, Section 18, Township 24, Range 70 off Palmer Canyon Road by the Platte County Line. (Rob Fisher, Road and Bridge Superintendent).
33. Present for **APPROVAL**, quote from CDW-G for the purchase of security cameras in an amount not to exceed \$14,884.15. (Adam Wales, IT Director or Kayla White, County Clerk)
34. **SET**, Special Meeting for June 28, 2023 at 9:30 a.m. (Commissioners)
35. **SET**, Joint Work Session with City Council for July 25, 2023, at 6:00 p.m. (Commissioners)
36. **APPROVE** Payroll and Vouchers for June 2023. (Commissioners)
37. **ADJOURN**.