



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

AMENDED
COUNTY COMMISSIONERS' REGULAR MEETING AGENDA
COURTHOUSE, ROOM 105
AUGUST 1, 2023

REGULAR MEETING: 9:30 a.m.

1. **Call to order and roll call.**
2. **Pledge of Allegiance.**
3. **Public Hearing.**
Rules promulgated to administer the Albany County Tax Refund Program.
The Paddocks at Fort Sanders-Second Filing, Second Addition Subdivision Application
SD-13-22
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 July 18, 2023 MINUTES of the Regular Meeting of the Board.
- 7b. Minutes of the Seven Mile Water and Sewer District.
Action: that the Board ACKNOWLEDGES RECEIPT of the July 11, 2023, MINUTES of the Seven Mile Water and Sewer District.
- 7c. Minutes of the Centennial Water and Sewer District.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 26, 2023, MINUTES of the Centennial Water and Sewer District.
- 7d. Minutes of the Sherman Hill Road Improvement and Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the July 11, 2023, MINUTES of the Sherman Hill Road Improvement and Service District.
- 7e. Minutes, Agenda and Treasurer's Report of the Laramie Rivers Conservation District.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 22, 2023 MINUTES; July 18, 2023 AGENDA and TREASURER'S REPORT as of June 25, 2023 of the Laramie Rivers Conservation District.
- 7f. Minutes and Agenda of the Albany County Weed and Pest Control District.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 9, 2023 MINUTES and the June 6, 2023 AGENDA of the Albany County Weed and Pest Control District.
- 7g. Minutes of the Albany County Tourism Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 19, 2023, MINUTES of the Albany County Tourism Board.
- 7h. Minutes, Agenda, Check Register, Credit Card Register, Budget vs. Actual and Balance Sheet for the Albany County Public Library Board of Directors.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 27, 2023, MINUTES; July 13, 2023 SPECIAL MEETING MINUTES; July 25, 2023 AGENDA; CHECK REGISTER as of June 30, 2023; CREDIT CARD REGISTER as of June 30, 2023; BUDGET vs ACTUAL July 2022 through June 2023, and BALANCE SHEET as of June 30, 2023 for the Albany County Public Library Board of Directors.

SUE IBARRA
COMMISSIONER

PETE GOSAR
COMMISSIONER CHAIRPERSON

TERRI JONES
COMMISSIONER

- 7i. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the July 2023 MONTHLY STATEMENT from Tracy Fletcher, County Treasurer.
- 7j. Laramie Rivers Conservation District Final Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2023-2024 for the Laramie Rivers Conservation District.
- 7k. Albany County Weed and Pest Control District Final Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2023-2024 for the Albany County Weed and Pest Control District.
- 7l. Albany County Fire District #1 Amended Budget for Fiscal Year 2022-2023.
Action: that the Board ACKNOWLEDGES RECEIPT of the AMENDED BUDGET FOR FISCAL YEAR 2022-2023 for the Albany County Fire District #1.
- 7m. Sherman Hill Road and Improvement Service District Final Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2023-2024 for the Sherman Hill Road and Improvement Service District.
- 7n. Pope Springs Community Special Road Improvement District Final Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2023-2024 for the Pope Springs Community Road Improvement District.
- 7o. Laramie Regional Airport Joint Powers Board Amended Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the AMENDED BUDGET FOR FISCAL YEAR 2023-2024 for the Laramie Regional Airport Joint Powers Board.
- 7p. Pioneer Canal Lake Hattie Irrigation District 2023-2024 Assessment Roll, Signature & Verification Sheet, Order Approving the Budget, and Petition for Budget Hearing.
Action: that the Board ACKNOWLEDGES RECEIPT of the 2023-2024 ASSESSMENT ROLL, SIGNATURE & VERIFICATION SHEET, ORDER APPROVING THE BUDGET and PETITION for BUDGET HEARING – JULY 1, 2023 through JUNE 30, 2024, of the Pioneer Canal Lake Hattie Irrigation District.
- 7q. Laramie Valley Municipal Irrigation District 2023 Assessment Roll.
Action: that the Board ACKNOWLEDGES RECEIPT of the 2023 ASSESSMENT ROLL for the Laramie Valley Municipal Irrigation District.
- 7r. Albany County School District #1 Fiscal Year 2023-2024 Budget and Request for Mill Levies.
Action: that the Board ACKNOWLEDGES RECEIPT of the Fiscal Year 2023-2024 BUDGET and REQUEST FOR MILL LEVIES for the Albany County School District #1.
- 7s. Albany County General Fund Revenue Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the July 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 July 2023.
- 7u. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: David Gertsch; Laramie Chamber Business Alliance (5); Matthew Ayres; Medicine Bow Routt National Forest and Thunder Basin National Grassland (2); Pete Gosar (11); Stormwater Solutions; Taylor Haley; Jason Shogren (2); Tracy Fletcher; Wyoming County Commissioners Association (5); Market Moves Infrastructure; WaterWorld; Wyoming ArtsScapes; WYTRANS; Market Moves Energy; Bailey Quick; Mark O. Zieres; Mike Massie; Wyoming Rural Electric News and Wyoming Game and Fish Department.

REGULAR AGENDA

8. **SET** Mill Levies for 2023-2024 Budget, and **ACCEPT** Special District Compliance Report from Chelsie Mathews, County Assessor. (Chelsie Mathews, County Assessor)
9. Present for **APPROVAL**, Annual Compensation Agreement between the University of Wyoming and the Commissioners of Albany County for the 4-H Youth Development Programming with the University of Wyoming Extension Office. (Amanda Dougherty, 4-H Educator)

10. **ADOPT** the Albany County Property Tax Refund Program and the rules promulgated to administer the program through the Albany County Treasurer's Office and **DIRECT** the County Treasurer to formulate a process for the refund program. (Tracy Fletcher, County Treasurer)
11. Present for **APPROVAL**, Drug Enforcement Agency Equitable Sharing Agreement. (Aaron Appelhans, Sheriff and Tracy Fletcher, Treasurer)
12. Present for **APPROVAL**, Addendum Number 1 to the Request for Information (RFI)-ERP Software Solution for Albany County, Wyoming. (Tracy Fletcher, County Treasurer)
13. Present for **APPROVAL**, Invitation to Bid for Purchase and Delivery two (2) Full size, 4-Wheel Drive or All Wheel Drive Pickup Trucks with upgraded suspension/pursuit or Police Package Specifications, with trade ins and **DIRECT** the Clerk to advertise. (Aaron Appelhans, Sheriff)
14. Present for **CONSIDERATION**, the Paddocks at Fort Sanders-Second Filing, Second Addition Subdivision Application (SD-13-22) and a Subdivision Permit. (Joe Wilmes, Associate Planner)
15. Present for **CONSIDERATION**, the Renewal of the 2023 Mobile Home Park License for AKAL NIWAS Mobile Home Park. (Joe Wilmes, Associate Planner)
16. 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 July 1, 2023 thru June 30, 2024. (Bailey Quick, Grants Manager)
17. 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 July 1, 2023 thru June 30, 2024. (Bailey Quick, Grants Manager)
18. 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 July 1, 2023 thru June 30, 2024. (Bailey Quick, Grants Manager)
19. 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 \$32,764.75 from July 1, 2023 thru June 30, 2024. (Bailey Quick, Grants Manager)
20. 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 \$19,774.88 from July 1, 2023 thru June 30, 2024. (Bailey Quick, Grants Manager)
21. 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 July 1, 2023 thru June 30, 2024. (Bailey Quick, Grants Manager)
22. Present for **APPROVAL**, the Memorandum of Understanding between Albany County and the City of Laramie for mosquito control surveillance and reporting activities as required under the Emergency Insect Management Program Grant. (Bailey Quick, Grants Manager)
23. Present for **APPROVAL**, Emergency Insect Management Program Grant Agreement between Wyoming Department of Agriculture and Albany County Commissioners in the amount of \$83,024.00 for the purpose of providing a cooperative mosquito control program within Albany County. (Bailey Quick, Grants Manager)
24. Present for **APPROVAL**, Amendment One to the Contract between Wyoming Department of Family Services and Albany County Commissioners for the Temporary Assistance for Needy Families (TANF), CFDA#93.558, grant for the purpose of increasing the contract dollar amount to \$220,500.00; extending the term of the contract through September 30, 2024 and amending the responsibilities of the Contractor. (Bailey Quick, Grants Manager)
25. Present for **APPROVAL**, letter of commitment to the Department of Energy for the FY23 Energy Efficiency and Conservation Block Grant (EECBG) Program for the purpose of

- securing funds to install solar panels at the Albany County Fairgrounds and Albany County Search and Rescue Buildings. (Bailey Quick, Grants Manager)
26. Present for **APPROVAL**, Grant Agreement between Albany County and the Wyoming Attorney General Division of Victim Services for Services to Victims of Crime(federal funds include:VAWA-CFDA#16.588, VOCA-CFDA #16.575, state funds include: State Victim Witness, State Surcharge funds) in the amount of \$207,939.00. (Bailey Quick, Grants Manager and Fawn Johnson, CVW Program Coordinator)
 27. Present for **APPROVAL**, the Request for Proposal for the purchase and installation of delineators along the side of Soldier Springs Road and **DIRECT** the Clerk to advertise and publish the advertisement for bid. (Rob Fisher, Road & Bridge Superintendent or Bailey Quick, Grants Manager)
 28. Present for **APPROVAL**, Notice of Non-Compliance for Nonprofit Recipients of ARPA Funding. (Bailey Quick, Grants Manager)
 29. Present for **APPROVAL**, Notice of Non-Compliance for Nonprofit Recipients of ARPA Funding. (Bailey Quick, Grants Manager)
 30. Present for **APPROVAL**, Application for Catering permit for Ya Sou Inc. dba 3rd Street Bar for a wedding reception to be held at Black Fox on Welsh, 1000 Welsh Lane, Laramie Wyoming on August 19, 2023, from 3:30 p.m. to 10:30 p.m. (Kayla White, County Clerk)
 31. Present for **APPROVAL**, Malt Beverage Permit for Wyoming Equality for the Wyoming Equality Rendezvous Fundraiser to be held at Medicine Bow National Forest, Forest Rd 707 B, Laramie, Wyoming on August 3, 2023 from 12:00 p.m. to 2:00 p.m. and August 5, 2023 from 12:00 p.m. to 10:00 p.m. (Kayla White, County Clerk)
 32. Present for **APPROVAL**, Approach License for David, Tammy and Charles Hoover on County Road #51, Two Rivers Road, Laramie, Wyoming located in Section 23, Township 17 North, Range 74 West. (Rob Fisher, Road & Bridge Superintendent)
 33. Present for **APPROVAL**, Contract between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Community Mental Health Board, and Volunteers of America Northern Rockies for Gatekeeping Services in an amount not to exceed \$24,000.00. (Jennifer Curran, Deputy County Attorney)
 34. 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 Cathedral Home for Children Adult Diversion Program Services in an amount not to exceed \$30,000.00. (Jennifer Curran, Deputy County Attorney)
 35. Present for **DISCUSSION**, request from Disruptive Medical Technologies, Inc. (DMTI) for extension of lease at 3821 Beech Street and **DIRECT** staff how to proceed. (Jennifer Curran, Deputy County Attorney)
 36. Present for **APPROVAL**, Resolution 2023-013 a resolution in support of the Wyoming Game and Fish Commission's Acquisition of a 459.71-acre property near Jelm, Wyoming. (Jennifer Curran, Deputy County Attorney)
 37. **REQUEST** a Statement of the Receipts and Expenditures of the County during the preceding twelve (12) months setting forth the source and amount of all receipts and the purpose and the amount of all expenditures to be prepared upon reconciliation of all account by the County Treasurer and the County Clerk, not later than September 30, 2023, pursuant to W.S. §18-3-515. (Kayla White, County Clerk)
 38. **ACKNOWLEDGE RECEIPT**, of the letter of resignation from Mike Samp from the South Knoll Road Improvement District. (Commissioners)
 39. **APPROVE** Vouchers for July 2023. (Commissioners)
 40. **ADJOURN**.