



**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  
SEPTEMBER 19, 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 MINUTES of the September 5, 2023 Regular Meeting of the Board.
- 7b. Semi-Annual Report, January 1 - June 30, 2023 for Ivinson Memorial Hospital.  
Action: that the Board ACKNOWLEDGES RECEIPT of the Semi-Annual Report, January 1 – June 30, 2023 for Ivinson Memorial Hospital.
- 7c. Minutes and Agenda of the Albany County Historic Preservation Board.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 14, 2023 MINUTES and the September 11, 2023 AGENDA of the Albany County Historic Preservation Board.
- 7d. Minutes of the Albany County Fire District #1.  
Action: that the Board ACKNOWLEDGES RECEIPT of the July 19, 2023 MINUTES of the Albany County Fire District #1.
- 7e. Minutes, Agenda and Treasurer's Report of the Albany County Fair Board.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 22, 2023 MINUTES; September 11, 2023 AGENDA and the TREASURER'S REPORT since July 10, 2023 of the Albany County Fair Board.
- 7f. Minutes of the Wold Improvement and Service District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the September 3, 2022, MINUTES of the Wold Improvement and Service District.
- 7g. Minutes of the Seven Mile Water and Sewer District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the September 12, 2023, MINUTES of the Seven Mile Water and Sewer District.
- 7h. Minutes and Agendas of the Albany County Weed and Pest Control District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the July 10, 2023 and August 8, 2023 MINUTES and the August 8, 2023 and September 7, 2023 AGENDAS of the Albany County Weed and Pest Control District.
- 7i. Minutes and Agenda of the Albany County Tourism Board.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 21, 2023, MINUTES and the September 18, 2023 AGENDA of the Albany County Tourism Board.
- 7j. Circuit Court Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 2023 MONTHLY STATEMENT from Jennifer Beeston, Chief Clerk, Clerk of Circuit Court.
- 7k. Albany County Clerk of District Court Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 2023 MONTHLY STATEMENT from Stacy Lam, Clerk of District Court.

SUE IBARRA  
COMMISSIONER

PETE GOSAR  
COMMISSIONER CHAIRPERSON

TERRI JONES  
COMMISSIONER

- 7l. Albany County Assessor Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 2023 MONTHLY STATEMENT from Chelsie Mathews, County Assessor.
- 7m. Albany County Planning Office Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 2023 MONTHLY STATEMENT from David Gertsch, Planning Director.
- 7n. Albany County Clerk Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 2023 MONTHLY STATEMENT from Kayla White, County Clerk.
- 7o. Albany County Sheriff's Office Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 2023 MONTHLY STATEMENT from Aaron Appelhans, Sheriff.
- 7p. Albany County Detention Center Monthly Report.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August 2023 DETENTION CENTER MONTHLY REPORT as submitted by Lieutenant Nicole Trampe.
- 7q. 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
05-1573-10-2-02-004.00	Schanck	Quintin & Audrey	ZC-078-23	1915	Ruthie Road	Accessory Building	RR
05-1775-03-1-00-006.00	Schlager	Cody	ZC-079-23	295	Sprague Lane	Accessory Building	AG
05-1576-05-1-99-005.00	Strickland	Mark & Melissa Zambri	ZC-080-23	59	Bronco Road	Principal Structure	AG
05-1576-13-2-99-094.00	Westberg	Penn	ZC-081-23	25	Lasso Lane	Principal Structure	AG
05-1576-04-3-99-026.00	Sanders	Michael	ZC-082-23	27	Barb Wire Way	Principal Structure	AG
05-1573-09-1-00-053.00	Koduri	Brahmananda Kiran	ZC-083-23	1618	Skyline Road	Accessory Building	RR
05-1472-23-2-01-009.00	Isborn	Amber	ZC-084-23	93	Honey Tree Loop	Accessory Building	RR
05-1573-01-3-12-010.00	Lundmark	Woody	ZC-085-23	4507	Bluebird Lane	Accessory Building	SLR
05-1578-03-4-00-007.00	Seim	William & Tamera	ZC-086-23	2760	WY HWY 130	Principal Structure	COM
05-1674-28-2-03-002.00	Four J Land, LLC	c/o Mr. Cody Liggett	ZC-087-23	10	Cannonball Road	Accessory Building-1 <sup>st</sup> Structure	RR
05-2071-04-1-02-063.00	Craver	Chris	ZC-089-23	13	Plains Buffalo Road	Accessory Building-1 <sup>st</sup> Structure	AG
05-2771-33-2-03-005.00	Waldo	John	ZC-090-23		No Address Assigned	Accessory Building-1 <sup>st</sup> Structure	AG
05-1977-20-1-00-005.00	Blattner Energy	c/o Mr. Jonah Parpart	ZC-091-23	645	Rock Creek Project Road	Commercial	AG
05-1573-21-1-08-006.00	Steinert	Brian & Alyssa	ZC-092-23	1434	Cavalry Row	Principal Structure	RR
05-1872-23-1-00-013.00	Reb Clark 5, Inc	c/o Reb Clark	ZC-093-23		No Address Assigned	Accessory Building-1 <sup>st</sup> Structure	AG
05-1573-17-4-01-003.00	White	Foster	ZC-094-23	4917	Graham	Portable Storage Structure	RR
05-1576-04-3-99-026.00	Sanders	Michael	ZC-095-23	27	Barb Wire Way	Accessory Building	AG

- 7r. Acknowledge Receipt of Correspondence.  
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Alliance of Families for Justice (7); Medicine Bow Routt National Forest and National Grasslands; Heather Simons; HUB International Mountain State Limited; Laramie Chamber Business Alliance (5); Sue Ibarra (2); Wyoming County Commissioners Association (2); Wyoming Department of Transportation; Health Insurance with Miguel; Pete Gosar (2); Sarah Brown Matthews; Albany County 4-H; Albany County Public Library Foundation; Office of the Wyoming Public Defender; Shelley Leonard (5); Wyoming Road Work Guide; American Medical Association; Market Moves Infrastructure; Wyoming Homeland Security; Albert Simpson; City of Laramie and Katie Ogden.

## **REGULAR AGENDA**

8. Take from the **TABLE**, Minutes of the August 15, 2023 County Commissioners Meeting. (Commissioners)
9. Present for **APPROVAL**, Minutes of the August 15, 2023 County Commissioners Meeting. (Commissioners)
10. Present for **APPROVAL**, Release of County's Mortgage on SAFE Project's real property located at 317-319 Lincoln Street, Laramie, Wyoming. (Jennifer Curran, Deputy County Attorney)

11. Present for **APPROVAL**, Approach License for James and Vicki Jairell on County Road #211, Satanka Road, Laramie, Wyoming located in the Northeast ¼ of Section 22, Township 15 North, Range 73 West. (Rob Fisher, Road & Bridge Superintendent)
12. Present for **APPROVAL**, Approach License for Kristen R. Thomason on County Road #51, Two Rivers Road, Laramie, Wyoming located in the West ½ of Section 23, Township 17 North, Range 74 West. (Rob Fisher, Road & Bridge Superintendent)
13. Present for **APPROVAL**, Invitation to Bid for one (1) 2023 140-15 AWD or equivalent Motor Grader and **DIRECT** the Clerk to advertise. (Rob Fisher, Road & Bridge Superintendent)
14. Present for **APPROVAL**, Application to the United States Department of Transportation for the FY2023 Reconnecting Communities and Neighborhoods (RCN) program for the continuation of data collection, design and right of way acquisition for Albany County's Skyline Drive connection, the City of Laramie's 30<sup>th</sup> Street extension and current West Skyline redesign, and creation of a new bridge interchange over Wyoming Department of Transportations I-80. (Rob Fisher, Road and Bridge Superintendent)
15. Present for **APPROVAL**, Letter of Support to the United States Department of Transportation for the FY 2023 Reconnecting Communities and Neighborhoods (RCN) program for the City of Laramie's West Laramie and West Side reconnecting project. (Kayla White, County Clerk)
16. Present for **APPROVAL**, Agreement between Albany County Government and Tough Guy's Landscaping and Lighting for the annual snow removal agreement at 3821 Beech Street in an amount not to exceed \$5,775.00 from October 1, 2023 thru April 30, 2024. (Kayla White, County Clerk)
17. Present for **APPROVAL**, Agreement with Hilton Garden Inn, Laramie on behalf of the Albany County Historic Preservation Board for Group and Catering Agreement for the Wyoming Preservation Conference in June 2024. (Jennifer Curran, Deputy County Attorney)
18. Present for **APPROVAL**, Highway Safety Program FY 2024 Sub Award Agreement between the Wyoming Department of Transportation Highway Safety Program and the Albany County Sheriff's Office for Impaired Driving High Visibility Enforcement Overtime. (Aaron Appelhans, Sheriff or Jennifer Curran, Deputy County Attorney)
19. Present for **APPROVAL**, Highway Safety Program FY 2024 Sub Award Agreement between the Wyoming Department of Transportation Highway Safety Program and the Albany County Sheriff's Office for Occupant Protection High Visibility Enforcement Overtime. (Aaron Appelhans, Sheriff or Jennifer Curran, Deputy County Attorney)
20. Present for **APPROVAL**, Request for Proposal for Mental Health Treatment Providers to Provide Mental Health Support in Individual and/or Group Therapy for participants in the Albany County Sheriff's Office Critical Incident Mental Health Support Program and **DIRECT** the Clerk to advertise. (Aaron Appelhans, Sheriff)
21. Present for **APPROVAL**, Agreement with Xerox for printer services and supplies. (Adam Wales, IT Director)
22. Present for **APPROVAL**, Quote from SSA Technology for the renewal of our email security gateway in the amount not to exceed \$47,016.17. (Adam Wales, IT Director)
23. **RATIFY**, Lease Agreement with Laramie Property Management Group for the properties at 702 Downey St #14 for the use of drug court participant housing and **AUTHORIZE** the Albany County Supervised Treatment Program Director to sign. (Heather Carter, Drug Court Director and Jenifer Curran, Deputy County Attorney)
24. **RATIFY**, Lease Agreement with Laramie Property Management Group for the properties at 508 Garfield #2 for the use of drug court participant housing and **AUTHORIZE** the Albany County Court Supervised Treatment Program Director to sign. (Heather Carter, Drug Court Director and Jennifer Curran Deputy County Attorney)
25. Present for **APPROVAL**, Invitation to Bid for Removal and Replacement of Roofs at 525 E Grand Avenue and 501 E Ivinson Street and **DIRECT** the Clerk to publish. (Anthony Brown, Building Superintendent or Jennifer Curran, Deputy County Attorney)
26. Present for **APPROVAL**, OnSite Support Contract between Albany County and DocuTek, Inc. in an amount not to exceed \$995.00 from September 09, 2023 to September 9, 2024. (Kayla White, Clerk)

27. Present for **APPROVAL**, Resolution 2023-016, A Resolution Regarding Boswell Road. (Jennifer Curran, Deputy County Attorney)
28. **ACKNOWLEDGE**, Letter of Resignation from Marc Hungerford from the South Knoll Road Improvement District. (Commissioners)
29. **ACKNOWLEDGE**, Letter of Resignation from Maria Owen from the Albany County Commissioners Scholarship Committee. (Commissioners)
30. **APPOINT** a Commissioner Liaison to the Environmental Stewardship Committee with the City of Laramie. (Commissioners)
31. **APPROVE** Payroll and Vouchers for September 2023. (Commissioners)
32. **ADJOURN**.