



COUNTY OF ALBANY
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AMENDED
COUNTY COMMISSIONERS' REGULAR MEETING AGENDA
COURTHOUSE, ROOM 105
MAY 4, 2021

REGULAR MEETING: 9:30 a.m.

1. **Call to order and roll call.**
2. **Pledge of Allegiance.**
3. **Public Hearing.**
 - Medicine Bow River Ranch Conditional Use Application CU-02-21
 - Peterson Zoning Change Application LUC-03-21
 - Champ Subdivision Application SD-02-21
 - Amendments to the Albany County Zoning Resolution, Aquifer Protection Overlay Zone
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 20, 2021 MINUTES of the Regular Meeting of the Board.
- 7b. Minutes, Agenda, Budget vs. Actual and Advertising Grants Transaction Report for the Albany County Tourism Board.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the February 15, 2021 MINUTES; April 16, 2021 AGENDA; BUDGET vs. ACTUAL REPORT for July 2020-June 2021 and the ADVERTISING/GRANTS TRANSACTION REPORT for March 2021 for the Albany County Tourism Board.
- 7c. Agenda and Minutes of the Nine Mile Water and Sewer District.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the March 10, 2021 AGENDA and the March 10, 2021 MINUTES of the Nine Mile Water and Sewer District.
- 7d. Minutes and Agenda of the Sherman Hill Road & Improvement Service District.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the March 2, 2021 MINUTES and the April 6, 2021 AGENDA for the Sherman Hill Road & Improvement Service District.
- 7e. Minutes of the Seven Mile Water and Sewer District.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the April 13, 2021 MINUTES of the Seven Mile Water and Sewer District.
- 7f. Albany County Detention Center Monthly Report.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the March 2021 MONTHLY REPORT from Aaron Appelhans, Sheriff.
- 7g. Sherman Hill Road & Improvement Service District Proposed Budget for Fiscal Year 2021-2022.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2021-2022 for the Sherman Hill Road & Improvement Service District.
- 7h. Special District Information Form.
 - Action: that the Board ACKNOWLEDGES RECEIPT of the 2021 Nine Mile Water & Sewer District SPECIAL DISTRICT INFORMATION FORM as submitted on April 16, 2021.

SUE IBARRA
COMMISSIONER

PETE GOSAR
COMMISSIONER CHAIRPERSON

HEBER RICHARDSON
COMMISSIONER

- 7i. Special District Information Form.
Action: that the Board ACKNOWLEDGES RECEIPT of the 2021 The Paddocks Improvement District SPECIAL DISTRICT INFORMATION FORM as submitted on April 19, 2021.
- 7j. 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 April 2021.
- 7k. ACH payments to Blue Cross Blue Shield regarding health insurance claims and Administrative Fees.
Action: that the Board RATIFIES payments to Blue Cross Blue Shield regarding health insurance claims and Administrative Fees.
- 7l. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Jennifer Kirchhoefer; William Dorcey; Pete Gosar (4); Shelly McFate; Wyoming County Commissioners Association (6); Bonnie Kay Bath (4); Office of Governor Mark Gordon (9); Vistabeam; Laramie Chamber Business Alliance (2); Wyoming Department of Transportation; CountyNews (2); Water & Waste Digest; Wyoming Rural Electric News; Janie Kenehan; Medicine Bow Routt National Forests; Bern Hinckley; Bonnie Senger Karberg; ConnectGen and Jon and Ginnie Madsen.

REGULAR AGENDA

- 8. **REQUEST** financial support for the Albany County Historic Preservation Board for an event on May 22, 2021 highlighting the Latino Influence in Albany County by donating \$200.00 to Coca Radio Station located in the Civic Center. This is a part of History Month to inform attendees of the public engagement activities centered around our Historical Strategic Plan development for the County. (Karen Bard, Historic Preservation Board Chair)
- 9. Present for **CONSIDERATION**, the Medicine Bow River Ranch Conditional Use Application CU-02-21. (Joe Wilmes, Assistant Planner)
- 10. Present for **CONSIDERATION**, the Peterson Land Use Change Application LUC-03-21. (Joe Wilmes, Assistant Planner)
- 11. Present for **CONSIDERATION**, the Champ Subdivision Preliminary and Final Plat and Subdivision Permit Application SD-02-21. (Joe Wilmes, Assistant Planner)
- 12. Present for **CONSIDERATION**, amendments to the Albany County Zoning Resolution, Aquifer Protection Overlay Zone. (David Gertsch, Planning Director)
- 13. Present for **APPROVAL**, Directive to Publish amendments to the Albany County Zoning Resolution requiring Special Standards for development of property within the Dedication Plat of Centennial and **SET** a Public Hearing. (David Gertsch, Planning Director)
- 14. Present for **APPROVAL**, Additions to the Employee Handbook to include clarification of benefits and drug testing. (Christina Lewis, HR Director)
- 15. Present for **APPROVAL**, Additions to the Employee Handbook to include clarification of Employee Classifications. (Christina Lewis, HR Director)
- 16. Present for **APPROVAL**, Additions to the Human Resources Policy and Procedure Manual to include clarification of benefits and drug testing. (Christina Lewis, HR Director)
- 17. **ACKNOWLEDGE RECEIPT** and Distribution of the US Forest Reserve funds based on the "Secure Rural Schools and Community Self Determination Act of 2000" after Federal 5.70% sequestration for the Fiscal Year 2020-2021 in the amount of \$255,286.10 for Title I and **DIRECT** the Clerk to advertise Title III funds in the amount of \$21,023.56 for proposed authorized County projects. (Tracy Fletcher, County Treasurer)
- 18. **ACKNOWLEDGE** Disclosure Statements of Finances from Tracy Fletcher, Albany County Treasurer and Sunny Madden, Albany County Deputy Treasurer. (Tracy Fletcher, Albany County Treasurer)
- 19. **AWARD** Bid for the purchase and delivery of One (1) 2021 Caterpillar 150-15 AWD Motor Grader to Wyoming Machinery in the amount of \$197,741.00. (Rob Fisher, Road and Bridge Superintendent)
- 20. Present for **APPROVAL**, Equipment Purchase and Trade-In Agreement between Board of Commissioners of the County of Albany, Wyoming by and through Albany County Road and Bridge and Wyoming Machinery Company for the purchase and delivery of One (1) 2021 Caterpillar 150-15 AWD Motor Grader in the amount of \$197,741.00. (Rob Fisher, Road and Bridge Superintendent)

21. 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 from July 1, 2021 through June 30, 2022 in an amount not to exceed \$8,400.00. (Peggy Trent, County and Prosecuting Attorney)
22. 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 from July 1, 2021 through June 30, 2022 in an amount not to exceed \$9,000.00 for the lease of a portion of the building located at 112 South 5th Street for additional office space. (Peggy Trent, County and Prosecuting Attorney)
23. Present for **APPROVAL**, Affiliation Agreement between Keith & Associates, Inc., and the Board of Commissioners of Albany County, Wyoming by and through the Albany County WIC Program for the purpose of allowing the Albany County WIC Dietician to be a preceptor for Keith Dietetic Internship Students. (Kristin Russell, WIC Supervisor)
24. Present for **APPROVAL**, Contract between Board of Commissioners of Albany County Wyoming by and through the Albany County Sheriff's Office and Watchguard Video, Inc., and the Master Customer Agreement in the amount of \$14,365.00 for the migration of current in car video storage to WatchGuard's cloud storage services and upgrade of EL4 to EvidenceLibrary.com. (Adam Wales, IT Director and Aaron Appelhans, Sheriff)
25. Present for **APPROVAL**, Master Services and Purchasing Agreement between AXON Enterprise, Inc., and the Board of Commissioners of Albany County, Wyoming by and through the Albany County Sheriff's Office in the amount of \$384,211.20 over a five (5) year period for the purchase of Body Worn Cameras and Conducted Energy Weapons. (Aaron Appelhans, Sheriff)
26. Present for **APPROVAL**, the Wyoming Department of Agriculture 2021 Wyoming Emergency Insect Management Grant Pre-Award Acceptance Letter in the amount of \$34,000.00 and **DIRECT** the Chairperson to sign. (Kayla White, Deputy County Clerk)
27. Present for **APPROVAL**, budget allocations for the Wyoming Department of Agriculture 2021 Wyoming Emergency Management Grant in the amount of \$34,000.00 (Kayla White, Deputy County Clerk)
28. Present for **APPROVAL**, Telemedicine Amendment to the Albany County Employees \$1,100.00 Deductible Plan Benefit Booklet to include definition of Telemedicine and to add language on subscription services and telemedicine effective July 1, 2021. (Amanda Rodriguez, HIMT Chair)
29. Present for **APPROVAL**, Telemedicine Amendment to the Albany County Employees HDHP Plan Benefit Booklet to include definition of Telemedicine and to add language on subscription services and telemedicine effective July 1, 2021. (Amanda Rodriguez, HIMT Chair)
30. Present for **APPROVAL**, Memorandum of Understanding between the LaVA Cooperating Agencies and the USDA, Forest Service Medicine Bow-Routt National Forests and Thunder Basin National Grassland. (Commissioners)
31. **AWARD** the 2021-2022 County Commissioners Initial Scholarships. (Commissioners)
32. **RATIFY** Airport Coronavirus Relief Grant Program (ACRGP) Concessions Relief Addendum Part 1 Offer to the LAR-NMG-3-56-0017-041-2021 Grant Agreement for the Laramie Regional Airport regarding the FAA COVID-19 Grant. (Commissioners)
33. **ACKNOWLEDGE RECEIPT** of Letter of Resignation from Amy Terrell, Albany County Court Supervised Treatment Programs Director. (Commissioners)
34. **DISCUSS**, GIS responsibilities and **APPROVE** salary authorization. (Commissioners)
35. Present for **APPROVAL**, Resolution 2021-013, A Resolution to Retain Outside Counsel. (Peggy Trent, County and Prosecuting Attorney)
36. **APPROVE** Vouchers for April 2021. (Commissioners)
37. **ADJOURN**.

Work Session

2:00 p.m. Code of Conduct Regulations