

COUNTY COMMISSIONERS' MINUTES

JANUARY 19, 2021

LARAMIE, WYOMING

INTERVIEW: 9:00 a.m.

Albany County Fair Board

PUBLIC HEARING: 9:30 a.m.

Notice to Vacate a portion of Cedar Street located in Centennial Plat

Various comments were made in opposition of the road vacation.

MOTION by Ibarra to CLOSE the Public Hearing at 9:42 a.m.

Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

PLEDGE OF ALLEGIANCE

REGULAR MEETING

1. **Roll Call.**

The January 19, 2021 Regular Meeting was called to order at 9:43 a.m. by Chairperson Gosar. Commissioners Richardson and Ibarra present.

2. **Comments from the public.** None.

3. **Disclosures.**

Commissioner Ibarra provides interpreting services to the Downtown Clinic and Laramie Reproductive Health. Chairperson Gosar is the Executive Director of the Downtown Clinic and will recuse from item number 15.

4. **Consideration of changes on the agenda.** None.

5. **Approval of Consent Agenda.**

MOTION by Richardson to APPROVE the Consent Agenda as presented.

CONSENT AGENDA

5a. Minutes of the Regular Meeting of the Board.

Action: that the Board APPROVES the MINUTES of the January 5, 2021 Regular Meeting of the Board.

5b. Minutes and Agenda of the Sherman Hill Road Improvement and Service District.

Action: that the Board ACKNOWLEDGES RECEIPT of the December 1, 2020 MINUTES and the January 5, 2021 AGENDA of the Sherman Hill Road Improvement and Service District.

5c. Minutes of the Albany County Fire District #1.

Action: that the Board ACKNOWLEDGES RECEIPT of the November 25, 2020 MINUTES of the Albany County Fire District #1.

5d. Wold Improvement & Service District Reconciliation Detail Report.

Action: that the Board ACKNOWLEDGES RECEIPT of the RECONCILIATION DETAIL REPORT for the period ending 12/31/2020 of the Wold Improvement & Service District.

5e. Albany County Clerk Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the December 2020 MONTHLY STATEMENT from Jackie R. Gonzales, County Clerk.

5f. Albany County Treasurer Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the December 2020 MONTHLY STATEMENT from Tracy Fletcher, County Treasurer.

5g. Albany County Clerk of District Court Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the December 2020 MONTHLY STATEMENT from Stacy Lam, Clerk of District Court.

5h. Albany County Public Health Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the November 2020 and December 2020 MONTHLY STATEMENT from Ryan Kiser, Public Health Nurse Manager.

5i. Albany County Assessor Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the December 2020 MONTHLY STATEMENT from Grant Showacre, County Assessor.

5j. Special District Information Form.

Action: that the Board ACKNOWLEDGES RECEIPT of the 2020 Centennial Water and Sewer District SPECIAL DISTRICT INFORMATION FORM as submitted on January 4, 2021.

5k. Special District Information Form.

Action: that the Board ACKNOWLEDGES RECEIPT of the 2020 South of Laramie Water and Sewer District SPECIAL DISTRICT INFORMATION FORM as submitted on December 15, 2020.

5l. Albany County General Fund Expenditure Report.

Action: that the Board ACKNOWLEDGES RECEIPT of the October 2020, November 2020 and December 2020 GENERAL FUND EXPENDITURE REPORT as submitted by the Albany County Clerk's Office.

5m. Albany County General Fund Revenue Report.

Action: that the Board ACKNOWLEDGES RECEIPT of the December 2020 GENERAL FUND REVENUE REPORT as submitted by the Albany County Treasurer's Office.

5n. 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 January 2021.

5o. 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.

5p. ACH payment to Medliminal for the Consumer Monthly Subscription Fee.

Action: that the Board RATIFIES payments to Medliminal for the Consumer Monthly Subscription Fee for January 2021.

5q. 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
05-1573-22-1-00-022.00	Simon	Judy	ZC-166-20	1948	Howe Road	Principal Structure	AG
05-1377-11-3-02-014.00	Bower	Douglas A.	ZC-167-20	57	WY HWY 10	Addition to Principal Structure	RR
05-1674-25-4-00-051.00	Wylie	Billie	ZC-168-20	2976	W Curtis Street	Principal Structure	AG
05-1378-18-4-01-010.00	Price	Paul Scott	ZC-169-20	15	Red Fox Road	Accessory Building	RR
05-1573-17-4-00-040.00	Kupilik	Charles	ZC-170-20	4839	Graham Drive	Principal Structure	SLR
05-1573-25-1-00-005.00	Kitchen	David D & Heidi J	ZC-171-20	5340	Howe Lane	Principal Structure	RR

5r. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Laramie Chamber Business Alliance (2); Office of Governor Mark Gordon (9); Sarah Gorin; Wyoming County Commissioners Association (6); Bern Hinckley; Carol Priefert; Laramie Soup Kitchen; Footnotes; Marathon Pipeline, LLC; Medicine Bow Routt National Forests; Tim Hale; State of Wyoming Department of Audit-Public Funds Division; Megan Hayes; Gary Wilken; Ariel Bernath; Board Members of the Centennial Water and Sewer District; Bonnie Kay Bath; Joseph Radosevich; Mary B. Ruskey; Nancy Wallis; Stacy Lam and Marcia Kasper.

Roll call showed Richardson, Ibarra and Gosar. Aye. MOTION CARRIED.

REGULAR AGENDA

6. Appoint Vice Chairperson.

MOTION by Richardson to APPOINT Commissioner Ibarra as Vice Chairperson.

Roll call showed Richardson, Ibarra and Gosar. Aye. MOTION CARRIED.

7. Discuss United Way of Albany County's 2020 Campaign and request a \$3,000 grant for the 2020 United Way of Albany County Campaign.

Evelyn Edson, United Way Executive Director informed the Board of the lack of donations dues to the Mullen Fire and COVID. The request is for \$3,000.00 to help close the gap for the 2020 Campaign.

8. Discussion regarding the Petition to Vacate a portion of Cedar Street located in Centennial Plat for Dianne Packett and Direct staff to draft a resolution related to the direction on how the Board would like to proceed including any supporting documents.

Alan Frank, GIS Director explained the process and documents that were provided in the packet.

Tammy Powell, representative for Dianne Packett let the Board know that the petitioner is asking for 40 feet which has historically been what has been taken care of by her.

Tana Libolt and Nancy Zennie, representatives of the Centennial Sewer & Water District stated their concerns of the existing and future water lines that run down the existing road.

MOTION by Richardson to VACATE a 30' Right of Way adjacent to Block 42 Lot 20 Centennial Plat on Cedar Street.

MOTION by Richardson to AMEND the MOTION to VACATE a 30' Right of Way adjacent to Block 42 Lot 20 Centennial Plat on Cedar Street to include the utility easement to the Centennial Water & Sewer District.

Roll call showed Richardson and Ibarra. Aye. MOTION CARRIED. Gosar Naye.

9. Discussion and possible action as to whether to waive the application fees for Zoning Certificates for structures that will replace those lost in Mullen Fire.

MOTION by Richardson to APPROVE the request to waive the application fees for Zoning Certificates for structures that will replace those lost in the Mullen Fire.

Roll call showed Ibarra and Gosar. Aye. MOTION CARRIED. Richardson Naye.

10. Revised Application to the Wyoming County Commissioners Association (WCCA) to fund a County Natural Resource Plan for Albany County in the amount of \$75,000.00.

MOTION by Richardson to APPROVE Revised Application to the Wyoming County Commissioners Association (WCCA) to fund a County Natural Resource Plan for Albany County in the amount of \$75,000.00.

Roll call showed Richardson, Ibarra and Gosar. Aye. MOTION CARRIED.

11. Submittal of the Wyoming Court Supervised Treatment Program State Fiscal Year 2022 Grant Application in the amount of \$159,029.22 to serve at least 17 adult participants of the Albany County Court Supervised Treatment Program.

MOTION by Ibarra to APPROVE Submittal of the Wyoming Court Supervised Treatment Program State Fiscal Year 2022 Grant Application in the amount of \$159,029.22 to serve at least 17 adult participants of the Albany County Court Supervised Treatment Program.

Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

12. Submittal of the Wyoming Court Supervised Treatment Program State Fiscal Year 2022 Grant Application in the amount of \$147,168.40 to serve 10 juvenile participants of the Albany County Integrated Juvenile Treatment Program.

MOTION by Richardson to APPROVE Submittal of the Wyoming Court Supervised Treatment Program State Fiscal Year 2022 Grant Application in the amount of \$147,168.40 to serve 10 juvenile participants of the Albany County Integrated Juvenile Treatment Program.

MOTION by Richardson to AMEND the MOTION to APPROVE Submittal of the Wyoming Court Supervised Treatment Program State Fiscal Year 2022 Grant Application in the amount of \$147,168.40 to serve 10 juvenile participants of the Albany County Integrated Juvenile Treatment Program pending the changes made that are highlighted in yellow and allow the County Attorney's Office to execute those changes.

Roll call showed Richardson, Ibarra and Gosar. Aye. MOTION CARRIED.

13. Year 4 Continuing Application for Department of Health and Human Services Substance Abuse and Mental Health Services Administration Grants to Expand Substance Abuse Treatment capacity in Adult Treatment Drug Courts and Adult Tribal Healing Wellness

Courts (CFDA #93.243) in the amount of \$241,823.10 to continue to support the expansion of Albany County Court Supervised Treatment Program from October 1, 2021 to September 30, 2022.

MOTION by Ibarra to APPROVE Year 4 Continuing Application for Department of Health and Human Services Substance Abuse and Mental Health Services Administration Grants to Expand Substance Abuse Treatment capacity in Adult Treatment Drug Courts and Adult Tribal Healing Wellness Courts (CFDA #93.243) in the amount of \$241,823.10 to continue to support the expansion of Albany County Court Supervised Treatment Program from October 1, 2021 to September 30, 2022.

Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

14. Ratify, Application to the Wyoming Department of Transportation (WYDOT) for the National Highway Traffic Safety Administration (NHTSA) funds to fund Albany County Sheriff's Department in overtime enforcement of impaired driving and occupant protection high visibility in the amount of \$9,742.17.

MOTION by Richardson to RATIFY Application to the Wyoming Department of Transportation (WYDOT) for the National Highway Traffic Safety Administration (NHTSA) funds to fund Albany County Sheriff's Department in overtime enforcement of impaired driving and occupant protection high visibility in the amount of \$9,742.17.

Roll call showed Richardson, Ibarra and Gosar. Aye. MOTION CARRIED.

15. Albany County Community Partner applications for allocation of the Community Charitable Relief Program through the State of Wyoming Governor's Office in the amount of \$772,627.38 for the current COVID-19 pandemic.

MOTION by Ibarra to APPROVE Albany County Community Partner applications for allocation of the Community Charitable Relief Program through the State of Wyoming Governor's Office for Albany County 4-H Council in the amount of \$2,582.64; Albany County 4-H Jr. Leaders in the amount of \$587.54; Downtown Clinic in the amount of \$56,672.61; Eppson Center for Seniors, Inc., in the amount of \$41,189.18; Laramie CLIMB Wyoming in the amount of \$17,771.50; Laramie Foster Closet in the amount of \$16,015.70; Laramie Interfaith in the amount of \$171,145.02; Laramie Soup Kitchen in the amount of \$1,470.52; Laramie Youth Crisis Center/Cathedral Home for Children in the amount of \$8,770.07; The Cottage at St. Mathews in the amount of \$18,106.43 and United Way of Albany County in the amount of \$7,445.17 for the current COVID-19 pandemic. The Laramie Connections, Laramie Reproductive Health and Peak Wellness will be brought back at the February 2, 2021 meeting as more research needs to be done regarding their requests for funding.

Roll call showed Ibarra and Richardson. Aye. MOTION CARRIED. Gosar abstained.

16. Purchase Agreement between Board of Commissioners of Albany County, Wyoming and SSA Tech for the Barracuda Total Email Protection in the amount of \$36,450.00 from January 13, 2021 through January 13, 2023.

MOTION by Ibarra to APPROVE Purchase Agreement between Board of Commissioners of Albany County, Wyoming and SSA Tech for the Barracuda Total Email Protection in the amount of \$36,450.00 from January 13, 2021 through January 13, 2023.

Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

17. Memorandum of Understanding between Wyoming Department of Health, Public Health Division and Albany County for the purpose of utilizing grant funds for COVID-19 surveillance and testing activities.

MOTION by Richardson to APPROVE Memorandum of Understanding between Wyoming Department of Health, Public Health Division and Albany County for the purpose of utilizing grant funds for COVID-19 surveillance and testing activities.

Roll call showed Richardson, Ibarra and Gosar. Aye. MOTION CARRIED.

18. Memorandum of Understanding between the Board of Commissioners of the County of Albany, Wyoming by and through Albany County Public Health and The University of Wyoming for the Administration of COVID Vaccinations.

MOTION by Ibarra to APPROVE Memorandum of Understanding between the Board of Commissioners of the County of Albany, Wyoming by and through Albany County Public Health and The University of Wyoming for the Administration of COVID -19 Vaccinations subject to the revisions from the County Attorney.

Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

19. Letter terminating the Use Agreement between the Albany County Board of Commissioners and Vince Holton for storage of fire suppression equipment on property located at 1 Mandel Lane and Authorize the Albany County and Prosecuting Attorney, Peggy Trent to sign on behalf of the Albany County Board of Commissioners.

MOTION by Ibarra to APPROVE Letter terminating the Use Agreement between the Albany County Board of Commissioners and Vince Holton for storage of fire suppression equipment on property located at 1 Mandel Lane and AUTHORIZE the Albany County and Prosecuting Attorney, Peggy Trent to sign on behalf of the Albany County Board of Commissioners.

Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

20. Amended and Restated Joint Powers Agreement of Wyoming Association of Risk Management Property Insurance.

MOTION by Ibarra to TABLE the Amended and Restated Joint Powers Agreement of Wyoming Association of Risk Management Property Insurance.

Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

21. Make appointment to the Albany County Fair Board.

MOTION by Ibarra to RE-APPOINT Dr. Scott Lake to the Albany County Fair Board for a five-year term to expire in January 2026.

Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

22. Request to Set a Work Session for a Mid-Year Budget Review.

SET a Work Session for February 2, 2021 at 2:00 p.m.

23. Payroll and Vouchers for January 2021.

MOTION by Richardson to APPROVE Payroll and Vouchers for January 2021 and directs the Clerk to assign a voucher number to the following vouchers and signature stamp each voucher and to cause warrants to be issued in payment of each account to wit: **General Expenditures:** A&E 2020 Grand LLC, \$1,077.82, office rent; A/C Electric Supply, \$127.50, supplies; Ace Hardware, \$55.36, parts; Advance Auto Parts, 10.10, supplies; Aflac, \$564.06, payroll withholding; Albany County Employee Health Benefits, \$165,684.06, payroll withholding; Albany County Fire District #1, \$129,054.36, fire payments; Albany County Treasurer, \$119.16, grant administration; AMS, \$82.46, electronic monitoring; Bearcom,

\$1,307.00, repairs; Bennett Law Group, \$1,600.00, defense attorney contract; Black Hills Energy, \$323.28, utilities; Robin Brooks, \$712.10, fire travel; Yancey Brown, \$20.00, fuel; Bull Moose Land Services, \$6,650.00, slash disposal; Carbon Power & Light, \$119.55, utilities; Cathedral Home for Children, \$296.94, TANF/CPI; Century Link, \$64.70, \$550.45, telephones; City of Laramie, \$2,419.82, fire payment; Clerk of the District Court, \$1,100.67, payroll withholding; Colonial Life, \$88.91, payroll withholding; Corthell & King, \$1,095.00, court appointed attorney; Creative Blue Yonder, \$525.00, public health website; CSBG Board of Directors, \$225.18, CSBG; Delta Dental, \$5,786.50, payroll withholding; Department of Family Services, \$10.00, background check; Downtown Clinic, \$8,573.00, 1% allocation & CSBG; Drube Supply, \$139.99, fuel; Election Administration Reports, \$219.00, subscription; Family Promise, \$2,508.29, CSBG; Fastenal, \$276.80, supplies; Fortman's Paint & Glass, \$141.83, equipment; Olivia Gallegos, \$100.00, investigations; Grand Avenue Urgent Care, \$8,650.00, drug testing; Grease Monkey, \$631.55, car wash cards; Greater WY BBBS, \$3,813.08, contracts; Kim Gullickson, \$3,224.25, fuels reduction; GW Mechanical, \$3,260.44, building maintenance; Jennifer Hanft, \$2,239.95, court appointed attorney; Sarah Hill, \$6,003.58, fire travel; Industrial Distributors, \$1,302.00, equipment; Jays Automotive, \$3,107.39, vehicle addition; Jo-Ed Produce, \$884.98, boarding of prisoners; Johnny Johnston, \$875.00, janitorial contract; Kinsco, \$764.74, uniforms; Laramie Chamber Business Alliance, \$20,000, Beech St project; Laramie GM Auto, \$777.51, vehicle maintenance; Laramie Interfaith, \$21,112.26, CSBG; Laramie Investment Company, \$210.00, bond renewal; Laramie Newspapers, \$3,568.01, advertising; Laramie Public Art Coalition, \$1,000.00, 1% allocation; Laramie Reproductive Health, \$2,867.00, CSBG; Laramie Tire Factory, \$1,545.68, Life Investors, \$306.00, payroll withholding; McKesson Medical, \$116.06, medical supplies; Meadow Gold Dairy, \$166.05, boarding of prisoners; Medicine Bow Nordic Association, \$2,000.00, 1% allocation; Joshua Merseal, \$345.00, court appointed attorney; MHC Kenworth, \$22.20, parts; Napa Auto, \$605.05, parts & supplies; New York Life, \$328.56, payroll withholding; Newman Group LLC, \$24.00, administration; Office Ally, \$35.00, monthly claims; Orchard Trust, \$7,729.84, payroll withholding; Peak Wellness Center, \$7,291.66, substance abuse treatment; Peak1 Administration, \$1,282.18, payroll withholding; Reconnect Inc, \$50.00, communication services; Rocky Mountain Power, \$5,535.51, utilities; Rostad Law LLC, \$400.00, court appointed attorney; Safe Project, \$3,500.00, 1% allocation; Specialized Pathology Consultants, \$1,250.00, autopsy; Star Awards, \$65.25, supplies; Stitches Acute Care, 95.00, testing; The Clinic for Mental Health, \$17,710.22, cst services; The Home Depot, \$167.40, supplies; Thyssenkrupp Elevator Corp, \$901.82, elevator maintenance; Tough Guys Lawn Care, \$420.00, winter maintenance; United Way, \$275.00, payroll withholding; US Bank Equipment Finance, \$651.93, copier lease; US Food Service, \$3,027.31, boarding of prisoners; VALIC, \$1,215.00, payroll withholding; Volunteer Fireman's Retirement, \$900.00, pension contribution; Wainscott Consulting, \$402.50, grant writing services; Wilken Enterprises, \$4,500.00, janitorial contract; James Wilkerson, \$3,750.00, autopsies; WLEA, \$752.80, officer training; Wyoming Child Support Enforcement, \$1,114.39, payroll withholding; Wyoming Disposal Systems, \$66.00, utilities; Wyoming Legal Group, \$69.00, court appointed attorney; Wyoming NCPERS, \$1,104.00, payroll withholding; Wyoming Retirement System, \$110,284.68, payroll withholding; Wyoming Workers Compensation, \$160.17, payroll contribution; **First Interstate Bank:** \$551.60, supplies; \$599.97, supplies; **Ratified & Special Fund Expenditures:** Albany County Public Health, \$365.00, flu shots; Blue Cross Blue Shield, \$38,554.12, \$25,271.46, \$49,659.78, \$23,546.32, claims & administration; Laramie Regional Airport, \$78,118.70, SPET projects; Medliminal, \$424.00, claims maintenance; Wyoming Health Fairs, \$6,313.00, blood draw; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES: \$597,237.46 TOTAL RATIFIED & SPECIAL FUND EXPENDITURES: \$222,252.38 TOTAL PAYROLL: \$508,189.70 TOTAL EXPENDITURES: \$1,324,679.54**

Roll call showed Richardson, Ibarra and Gosar. Aye. MOTION CARRIED.

24. Adjourn.

The January 19, 2021 Regular Meeting was adjourned at 12:25 p.m.

BOARD OF COUNTY COMMISSIONERS

/s/ Pete Gosar, Chairperson

ATTEST:



Jackie R. Gonzales, County Clerk