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COUNTY COMMISSIONERS' MINUTES

MARCH 15, 2022

LARAMIE, WYOMING

REGULAR MEETING: 6:00 p.m.

1. **Call to order and roll call.**
The March 15, 2022, Regular Meeting was called to order at 6:00 p.m. by Chairperson Gosar. Commissioner Ibarra present and Commissioner Richardson present via Zoom.
2. **Pledge of Allegiance.**
3. **Public Hearing. – None.**
4. **Comments from the public.**
Kim Maturi, Public Health Nurse Manager spoke to the Board about a potential buyer for the old Boot Barn Building and wanted to know if the Board had an interest in the purchase of the building.
MOTION by Ibarra to CLOSE the Public Comment at 6:03 p.m.
Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.
5. **Disclosures. None.**
6. **Consideration of changes on the agenda.**
Jennifer Curran, Deputy County Attorney requested that the following statutory citation be added to Executive Session (W.S. §16-4-405(a)(vii)) to consider the Real Estate discussion as presented by Kim Maturi, Public Health Nurse Manager.
7. **Approval of Consent Agenda.**
MOTION by Ibarra to APPROVE Consent Agenda as presented.

CONSENT AGENDA

- 7a. Minutes of the Regular Meeting of the Board.
Action: that the Board APPROVES the MINUTES of the March 1, 2022, Regular Meeting of the Board.
- 7b. Minutes of the Sherman Hill Road Improvement and Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the February 8, 2022, MINUTES of the Sherman Hill Road Improvement and Service District.
- 7c. Minutes and Agenda of the Albany County Planning and Zoning Commission.
Action: that the Board ACKNOWLEDGES RECEIPT of the February 9, 2022, MINUTES and the March 9, 2022, AGENDA of the Albany County Planning and Zoning Commission.
- 7d. Albany County Clerk of District Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the February 2022 MONTHLY STATEMENT from Stacy Lam, Clerk of District Court.
- 7e. Albany County Planning Office Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the February 2022 MONTHLY STATEMENT from David C. Gertsch, Planning Director.
- 7f. Semi-Annual Report for Ivinson Memorial Hospital.
Action: that the Board ACKNOWLEDGES RECEIPT of the July-December 2021 SEMI-ANNUAL REPORT for Ivinson Memorial Hospital.
- 7g. \$2,500.00 Bond for Scott Lake, Treasurer, Albany County Fair Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the \$2,500.00 BOND for Scott Lake, Treasurer, Albany County Fair Board.
- 7h. Albany County General Fund Expenditure Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the January 2022 and February 2022 GENERAL FUND EXPENDITURE REPORT as submitted by the Albany County Clerk's Office.
- 7i. Shelley and Jerry Peterson as parents or legal Guardians of S.S. and on behalf of those similarly situated, S.S. a minor child and student and on behalf of those similarly situated, Plaintiffs, vs. Albany County School District No.1, a body politic and corporate, Board of Trustees of Albany County School District No. 1, Jubal Yennie, in his official capacity of Superintendent, et, al; Defendants Docket No.: 2021-CV-35669 Plaintiff's Response to Defendant Allais' Motion to Dismiss in the District Court of the Second Judicial District, Albany County, Wyoming.
Action: that the Board ACKNOWLEDGES RECEIPT of the Shelley and Jerry Peterson as parents or legal Guardians of S.S. and on behalf of those similarly situated, S.S. a minor child and student and on behalf of those similarly situated, Plaintiffs, vs. Albany County School District No.1, a body politic and corporate, Board of Trustees of Albany County School District No. 1, Jubal Yennie, in his official capacity of Superintendent, et, al; Defendants Docket No.: 2021-CV-35669 Plaintiff's

7j. 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
05-1576-10-4-99-065.00	Anderson	Charles	ZC-007-22	17	Bandit Trail	Principal Structure	AG
05-1573-25-1-00-035.00	Steinkraus	Pete	ZC-008-22	5949	Howe Lane	Accessory Building	RR
05-1574-20-3-00-080.00	Barrett	Deanne	ZC-009-22	35	Moulton Road	Mobile Home	SLR
05-1673-31-1-20-008.00	Riegel	Ted	ZC-010-22	1860	Washington Street	Accessory Building, 1 st Structure	COM
05-1576-23-1-99-182.00	Steele	James	ZC-011-22	4	Chaps Street	Accessory Building	AG
05-1379-01-3-01-026.00	Pfauth	Daniel	ZC-012-22	242	Lake Creek Road	Principal Structure	RR
05-1573-20-1-01-003.00	Wysocki	Brandon	ZC-013-22	5020	Chaparral Drive	Addition to Principal Structure	COM
05-1674-28-2-00-047.00	Axiom	c/o Mr. Brandon Markle	ZC-014-22	20	Herrick Lane	Accessory Building, 1 st Structure	AG
05-1576-07-3-99-074.00	Picone	Peter	ZC-015-22	21	Belt Buckle Drive	Principal Structure	AG
05-1573-14-3-03-005.00	Fossen	Collin	ZC-016-22	4710	Tom Tucker Lane	Principal Structure	RR
05-1574-01-1-00-020.00	Kemmenu	Paul	ZC-017-22	106	Circle Drive	Mobile Home	COM
05-1573-16-2-01-001.00	Mariah Land	c/o Ms. Kelly E. McGuire	ZC-018-22	20	Oxford Ranch Road	Addition to Principal Structure	AG

7k. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Kaiser Wealth Management; Wyoming County Commissioners Association (10); Cigna; Ark Regional Services; Bern Hinckley (2); Chelsie Mathews; CountyNews; David Gertsch (3); Jenelle R. Gaddis; Laramie Chamber Business Alliance (2); Pete Gosar (2); FCW; GMP Consultants; Wyoming Rural Electric News; Laramie Rivers Conservation District; Marty Weems (2); Sue Ibarra; Footnotes and Water & Waste Digest.

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

REGULAR AGENDA

8. Presentation and Discussion of the Draft Natural Resource Management Plan.

David Gertsch, County Planner presented the Steering Committee's approved 1st Draft of the Natural Resource Management Plan. He indicated that comments are being solicited from the Planning and Zoning Commission and the Board of County Commissioners prior to beginning the public comment period. Mr. Gertsch introduced Ms. Bree Burton from Y2 Consultants, LLC, who is the lead on this project who presented the Board with a Power Point Presentation outlining what a Resource Management Plan is and isn't and the timeline that they suggest. Comments were made by a member of the Steering Committee, a member of the Planning and Zoning Commission and the Board of County Commissioners with suggestions. The Steering Committee Members include David Gertsch, Joseph Wilmes, Bonnie Bath, Martin Curry, Maura Hanning, Mike Massie and Teal Wyokoff. The Committee will take the suggestions presented and consider suggested changes.

9. Discuss a new tenant at the Beech Street property and renovation possibilities.

Josh Boudreau who is managing the Beech Street property on behalf of the County informed the Board that WWC Engineering has an interest in occupying the building and seeking a long-term lease. Mr. Boudreau indicated that he would work with Jennifer Curran, Deputy County Attorney to define the common area and will come back to the Board requesting consideration.

10. Grant Award Agreement between Wyoming Office of Homeland Security and County of Albany for the purpose of supporting the investment of Inter-Operable Emergency Communications (CFDA #97.067) in the amount of \$6,339.82.

MOTION by Ibarra to APPROVE Grant Award Agreement between Wyoming Office of Homeland Security and County of Albany for the purpose of supporting the investment of Inter-Operable Emergency Communications (CFDA #97.067) in the amount of \$6,339.82.

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

11. Request to the Wyoming Office of Family Services, Community Juvenile Services Board for immediate funding through June 30, 2022.

MOTION by Ibarra to APPROVE the request to the Wyoming Office of Family Services, Community Juvenile Services Board for immediate funding through June 30, 2022.

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

12. Discuss current Visionary Broadband Contract.

Options are available to be reconsidered. More information will be brought back at a later date.

13. Concessions Rent Relief Airport Rescue Grant Agreement 3-56-0017-044-2022 for the purpose of providing relief from rent and minimum annual guarantees (MAG) to each eligible in-terminal airport concession in an amount not to exceed \$16,273.00 for a period of 4 years from the date of acceptance.

MOTION by Richardson to APPROVE Concessions Rent Relief Airport Rescue Grant Agreement 3-56-0017-044-2022 for the purpose of providing relief from rent and minimum annual guarantees (MAG) to each eligible in-terminal airport concession in an amount not to exceed \$16,273.00 for a period of 4 years from the date of acceptance for the Laramie Regional Airport.

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

14. Amendment Two to the Emergency Rental Assistance Program Application Assistance Grant Awarded to Albany County for the purpose of extending the term of the funding through April 30, 2022.

MOTION by Ibarra to APPROVE Amendment Two to the Emergency Rental Assistance Program Application Assistance Grant Awarded to Albany County for the purpose of extending the term of the funding through April 30, 2022.

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

15. Additional funding from the Emergency Rental Assistance Program (CFDA #21.023) to Laramie Interfaith for continuation of Emergency Rental Assistance services in the amount of \$5,000.00 through March 31, 2022, and DIRECT the Chair to sign the Subrecipient Agreement.

MOTION by Richardson to APPROVE additional funding from the Emergency Rental Assistance Program (CFDA #21.023) to Laramie Interfaith for continuation of Emergency Rental Assistance services in the amount of \$5,000.00 through March 31, 2022, and DIRECT the Chair to sign the Subrecipient Agreement.

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

16. Electronic Recording Trusted Submitter Agreement Between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Clerk and Indecomm Holdings, LLC to offer the recording of real property documents by electronic means providing for the receiving and transmitting of documents electronically in substitution for conventional paper documents and to assure that transactions are not legally invalid or unenforceable, as a result of the use of available electronic technologies, to the mutual benefit of the parties of the transactions.

MOTION by Ibarra to APPROVE Electronic Recording Trusted Submitter Agreement Between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Clerk and Indecomm Holdings, LLC to offer the recording of real property documents by electronic means providing for the receiving and transmitting of documents electronically in substitution for conventional paper documents and to assure that transactions are not legally invalid or unenforceable, as a result of the use of available electronic technologies, to the mutual benefit of the parties of the transactions.

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

17. Letter of Support to the Laura Jane Musser Fund for consideration of an Environmental Initiative Grant to the Pilot Hill Recreation & Wildlife Habitat Management Area.

MOTION by Richardson to APPROVE Letter of Support to the Laura Jane Musser Fund for consideration of an Environmental Initiative Grant to the Pilot Hill Recreation & Wildlife Habitat Management Area.

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

18. First Amendment to the Contract between the Board of Commissioners of the County of Albany, Wyoming by and through the Integrated Juvenile Treatment Program and Greater Wyoming Big Brothers Big Sisters for Participant Support, to amend the purpose of the Contract to additionally allow Greater Wyoming Big Brothers Big Sisters to use the existing funding to subcontract with qualified, objective mental health professionals who will provide mental health and substance abuse assessments for Juvenile Diversion enrolled youth and substance abuse assessments for Juvenile Diversion enrolled youth and their families, and to secure mental health counseling for youth and families who do not have financial means to access these needed services.

MOTION by Ibarra to APPROVE First Amendment to the Contract between the Board of Commissioners of the County of Albany, Wyoming by and through the Integrated Juvenile Treatment Program and Greater Wyoming Big Brothers Big Sisters for Participant Support, to amend the purpose of the Contract to additionally allow Greater Wyoming Big Brothers Big Sisters to use the existing funding to subcontract with qualified, objective mental health professionals who will provide mental health and substance abuse assessments for Juvenile Diversion enrolled youth and substance abuse assessments for Juvenile Diversion enrolled youth and their families, and to secure mental health counseling for youth and families who do not have financial means to access these needed services.

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

19. Letter to Office of State Land and Investments to authorize combination of Special Use Lease SU-00904 (School Yard) and 1026 (Pilot Hill) into a single lease with a 25-year term pursuant to request from Pilot Hill, Inc. and AUTHORIZE the Chair to sign.

MOTION by Richardson to APPROVE Letter to Office of State Land and Investments to authorize combination of Special Use Lease SU-00904 (School Yard) and 1026 (Pilot Hill) into

a single lease with a 25-year term pursuant to request from Pilot Hill, Inc. and AUTHORIZE the Chair to sign.

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

20. State of Wyoming Board of Land Commissioner Surface Lessee Notification and Consent Form objecting to a Union Wireless Cell Tower to be in Section 36, Township 16 North, Range 73 West, along with Pilot Hill Inc., comments regarding the same.

MOTION by Ibarra to APPROVE State of Wyoming Board of Land Commissioner Surface Lessee Notification and Consent Form objecting to a Union Wireless Cell Tower located in Section 36, Township 16 North, Range 73 West, along with Pilot Hill Inc., comments regarding the same.

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

21. Set a meeting to consider for approval, the Emergency Insect Management Grant Application.

A meeting has been set for March 29, 2022, at 10:00 a.m. to consider for approval, the Emergency Insect Management Grant Application.

22. Discuss International Council for Local Environmental Initiatives-Local Government for Sustainability Calculator.

Chairperson Gosar informed the Board that he was approached by the Haub School to see if the County is interested in purchasing a calculator for students use to gather data from electric, gas, and fleet usages to figure our emissions and determine what's the most sense for reduction. The cost is around \$1,200.00. This item will be brought back for consideration at the April 5, 2022, meeting.

23. TAKE FROM THE TABLE, the Memorandum of Understanding between the City of Laramie, Wyoming and the Board of Commissioners for the County of Albany, Wyoming for Ambulance Services to establish the terms and conditions under which the City provides EMS outside the City limits of Laramie within Albany County as requested through emergency dispatch center from January 1, 2022, through June 30, 2024.

MOTION by Ibarra to TAKE FROM THE TABLE the Memorandum of Understanding between the City of Laramie, Wyoming and the Board of Commissioners for the County of Albany, Wyoming for Ambulance Services to establish the terms and conditions under which the City provides EMS outside the City limits of Laramie within Albany County as requested through emergency dispatch center from January 1, 2022, through June 30, 2024.

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

24. Memorandum of Understanding between the City of Laramie, Wyoming and the Board of Commissioners for the County of Albany, Wyoming for Ambulance Services to establish the terms and conditions under which the City provides EMS outside the City limits of Laramie within Albany County as requested through emergency dispatch center from January 1, 2022, through June 30, 2024.

MOTION by Ibarra to APPROVE the Memorandum of Understanding between the City of Laramie, Wyoming and the Board of Commissioners for the County of Albany, Wyoming for Ambulance Services to establish the terms and conditions under which the City provides EMS outside the City limits of Laramie within Albany County as requested through emergency dispatch center and DIRECT Staff to Amend the Memorandum of Understanding

for a 6-month period with approval from the City to be paid out of ARPA Funds in the amount of \$112,500.00.

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

25. APPROVE Payroll and Vouchers for March 2022.

MOTION by Ibarra to APPROVE Payroll and Vouchers for March 2022 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:** AccurateNow, \$479.60, background checks; AFLAC, \$620.22, payroll withholding; Albany County Employee, \$163,617.93, payroll withholding; Albany County Fair Association, \$3,115.00, ARPA funds; Albany County Family Dentistry, \$716.00, detention medical; Albany County Treasurer, \$602.51, WIC grant; AMS, \$368.89, monitoring; Bennett Law Group PC, \$800.00, contract services; Brown & Hiser LLC, \$165.00, attorney services; Carbon Power & Light, \$117.03, utilities; CenturyLink, \$65.54, \$408.81, utilities; Charter Communications, \$311.29, utilities & office supplies; Clean Space Project, \$2,699.82, supplies; Colonial Life & Accidental Insurance, \$82.91, payroll withholding; Complete Mailing Solutions Inc., \$183.00, postage; Corthell & King PC, \$1,910.97, attorney services; CSBG Board of Directors, \$262.59, CSBG; Delta Dental of Wyoming, \$5,548.00, payroll withholding; Dooley Oil Co., \$165.61, equipment maintenance; Downtown Clinic, \$6,842.40, CSBG; Eagle Plumbing & Heating Inc., \$108.00, maintenance equipment; Election Systems & Software Inc., \$2,128.81, ARPA; Family Promise, \$4,296.83, CSBG; Foundations Counseling & Consulting, \$15,583.00, contract services; Grand Avenue Urgent Care, \$2,080.00, screenings & contract services; Greater WY Big Brothers Big Sisters, \$7,943.04, TANF/CPI, diversion; Jennifer Hanft, \$376.10, attorney services; Illinois Office Supply, \$1,819.90, ballot printing; Industrial Distributors Inc., \$14.51, equipment maintenance; Ivinson Memorial Hospital, \$6,775.00, detention medical; Jo-Ed Produce, \$636.63, boarding of prisoners; Kinsco, \$14.40, uniforms; Lantelligence, Inc., \$220.00, supplies; Laramie GM Auto, \$5,210.06, vehicle maintenance; Laramie Interfaith-Good Samaritan, \$3,258.50, CSBG; Laramie Newspapers Inc., \$2,471.99, advertising; Laramie Tire Factory, \$847.56, vehicle maintenance; Lewan/Xerox, \$2,556.24, copier lease; Life Investors Ins. Co. of America, \$306.00, payroll withholding; Kevin Lundahl, \$12.00, vehicle maintenance; Mark Scott McCormick MD, \$2,500.00, autopsies; Meadow Gold Dairy, \$427.80, boarding of prisoners; Merseal Law LLC, \$3,645.00, attorney services; Mountain West Technologies, \$603.45, contract services; Napa Auto Parts, \$374.28, vehicle maintenance; New York Life, \$1,114.73, payroll withholding; O'Reilly Auto Parts, \$12.99, parts; Orchard Trust Co., \$8,537.65, payroll withholding; Overcomer Counseling LLC, \$8,000.00, contract services; Peak1 Administration, \$1,306.56, payroll withholding; Peterbilt of Wyoming-Casper, \$21.34, equipment repair; Rancher's Supply, Inc., \$13.60, equipment maintenance; Reconnect Inc., \$127.39, testing supplies; Rocky Mountain Power, \$1,842.65, utilities; Sanofi Pasteur Inc., \$364.35, vaccines; Schilling, Winn & Stone PC, \$2,211.12, attorney services; Skillpath Seminars, \$2,788.00, training; Stantec Consulting Services Inc., \$21,353.50, project expenses; Staples Advantage, \$271.66, supplies; State of Wyoming, \$18.52, registration; Jordyn Ashlee Surber, \$1,267.50, attorney services; The Home Depot, \$303.33, supplies; TK Elevator Corporation, \$2,449.20, contract services; Tough Guys Lawn Care, \$750.00, utilities; Town of Rock River, \$85.51, utilities; True Value, \$28.94, equipment maintenance; TW Enterprises, \$418.86, building maintenance; Union Telephone Co., \$43.68, telephones; United Way, \$250.00, payroll withholding; US Bank Equipment Finance, \$600.43, copier lease; US Food Service, \$5,295.49, boarding of prisoners; UW Albany County Community Health Clinic, \$2,300.00, nurse practitioner services; Valic, \$1,240.00, payroll withholding; Valley Steel & Wire Co., \$499.53, parts; Volunteer Firemans Retirement, \$956.25, pension

contribution; Volunteers of America Northern, \$2,000.00, gatekeeper services; Wainscott Consulting LLC, \$520.00, grant writing services; Rodney Wambeam, \$750.00, training; Wilken Enterprises LLC, \$5,225.00, contract services; James A Wilkerson MD, \$2,500.00, autopsies; WWC Engineering, \$18,507.00, contract services; WY Department of Health, \$9,317.35, return of funds; Wyoming County Commissioners, \$100.00, mileage reimbursement; Wyoming Disposal Systems, \$146.64, utilities; Wyoming Legal Group, \$684.00, attorney services; Wyoming Machinery, \$1,716.61, equipment repair; Wyoming NCPERS, \$992.00, payroll withholding; Wyoming Public Health Laboratory, \$28.00, labs; Wyoming Retirement System, \$108,081.81, payroll withholding; Wyoming State Forestry Division, \$235.77, training; Wyoming Workers Compensation, \$6,487.48, payroll withholding; Tracy Young, \$3,750.00, prevention services; **First Interstate Bank:** \$95.00, travel & training; **Ratified & Special Fund Expenditures:** Keefe Supply, \$943.96, inmate food items; Walmart-FIB, \$221.48, inmate food/hygiene; Keefe Supply, \$1,240.63, \$24.48, food/hygiene; Fund Release-Inmate Account, \$13,951.43, release of funds; Charm-Tex, \$170.10, inmate apparel; CIGNA, \$91,442.20, claims & admin.; WWC Engineering, \$987.50, road work; Post & Associates, \$450.00, EAP services; HSA, \$15,811.89, employee benefits; IRS, \$144,279.11, taxes; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES: \$478,901.66; TOTAL RATIFIED & SPECIAL FUND EXPENDITURES: \$269,522.78; TOTAL PAYROLL: \$ 481,044.59; TOTAL EXPENDITURES: \$1,229,469.03.**

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

26. EXECUTIVE SESSION pursuant to W.S. §16-4-405(a)(ii).
27. GO INTO Executive Session.

MOTION by Ibarra to GO INTO Executive Session at 7:48 p.m.

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

28. Return to Regular Session.

MOTION by Ibarra to RETURN to Regular Session at 8:51 p.m.

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

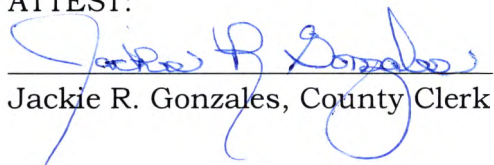
29. Action, if needed, regarding Executive Session. None
30. Adjourn.

The March 15, 2022, Regular Meeting was ADJOURNED at 8:51 p.m. by Chairperson Gosar.

BOARD OF COUNTY COMMISSIONERS

/s/ Pete Gosar, Chairperson

ATTEST:



Jackie R. Gonzales, County Clerk