

## COUNTY COMMISSIONERS' MINUTES

JULY 6, 2021

LARAMIE, WYOMING

### INTERVIEWS: 9:15 a.m.

Albany County Public Library Board of Directors

### REGULAR MEETING: 9:30 a.m.

1. **Call to order and roll call.**

The July 6, 2021, Regular Meeting was called to order at 9:30 a.m. by Chairperson Gosar. Commissioners Ibarra and Richardson present.

2. **Pledge of Allegiance.**

3. **Public Hearing.**

Transfer of Retail Liquor License from Home Base Properties, LLC dba WyColo Lodge to Wycolo Lodge, LLC dba Wycolo Lodge

Hearing no comments, MOTION by Ibarra to CLOSE the Public Hearing at 9:33 a.m. Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

Vistabeam-Hornsby Road-Tower Permit Application LUCT-04-20

Hearing no comments, MOTION by Richardson to CLOSE the Public Hearing at 9:34 a.m.

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

Amendments to the Albany County Zoning Resolution requiring Special standards for development of property within the Dedication Plat of Centennial

Hearing no comments, MOTION by Ibarra to CLOSE the Public Hearing at 9:34 a.m. Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

4. **Comments from the public.**

David Gertsch, Planning Director introduced our new Address Coordinator Jory Unverzagt. Chad Dinges, Fire Warden informed the Board that due to favorable weather conditions there will be no fire restrictions in the County. We will continue to monitor but the Forest Service is still in Stage 1 Restrictions.

Sarah Gorin, President of the Board of Directors of the Albany County Clean Water Advocates addressed the staff comments regarding the Aquifer Protection Overlay Zone and the importance of having these updated.

MOTION by Ibarra to CLOSE the Public Comment at 9:39 a.m.

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

5. **Disclosures.**

6. **Consideration of changes on the agenda.**

Add item 8a; Present for Approval, First Amendment to the Memorandum of Understanding between Board of Commissioners of the County of Albany, Wyoming and the City of Laramie, Wyoming for Rail Tie Wind Project Impact Assistance Funds. Remove item number 20; Present for **CONSIDERATION**, an Application for Annexing into the City of Laramie of the portion of Bill Nye Avenue between Grand Avenue and Sherman Hill Road and **AUTHORIZE** the Chairman to sign.

7. **Approval of Consent Agenda.**

MOTION by Richardson to APPROVE the Consent Agenda as presented.

### CONSENT AGENDA

7a. Minutes of the Regular and Special Meetings of the Board.

Action: that the Board APPROVES the MINUTES of the June 15, 2021, Regular Meeting and the June 28, 2021, Special Meeting of the Board.

7b. Minutes, Amended Minutes and Agenda of the Albany County Fire District #1.

Action: that the Board ACKNOWLEDGES RECEIPT of the April 21, 2021, MINUTES; May 11, 2021, and May 19, 2021, AMENDED MINUTES and the June 16, 2021, AGENDA of the Albany County Fire District #1.

7c. Minutes of the Albany County Predator Management Control District.

Action: that the Board ACKNOWLEDGES RECEIPT of the December 9, 2019, and December 11, 2020 MINUTES of the Albany County Predator Management Control District.

- 7d. **Minutes, Agenda, Budget vs. Actuals and Advertising/Grants Transaction Report of the Albany County Tourism Board.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the May 17, 2021, MINUTES; June 21, 2021, AGENDA; BUDGET vs. ACTUALS for FISCAL YEAR 2020-2021; P&L from July 2020 thru June 2021 and ADVERTISING/GRANTS TRANSACTION REPORT for May 2021 of the Albany County Tourism Board.
- 7e. **Minutes, Agenda, Budget vs. Actuals, Balance Sheet, Check Register and Credit Card Log of the Albany County Public Library Board of Directors.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the May 24, 2021, MINUTES; June 28, 2021, AGENDA; BUDGET vs. ACTUALS as of May 31, 2021; BALANCE SHEET as of May 2021; CHECK REGISTER as of May 2021 and CREDIT CARD LOG as of May 2021 of the Albany County Public Library Board of Directors.
- 7f. **Minutes of the Rainbow Valley Special Road District.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the May 9, 2021, MINUTES of the Rainbow Valley Special Road District.
- 7g. **Circuit Court Monthly Statement.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2021 MONTHLY STATEMENT from Jennifer Beeston, Chief Clerk, Albany County Circuit Court.
- 7h. **Albany County Public Health Monthly Statement.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2021 MONTHLY STATEMENT from Staci Bruce, Public Health Nurse Manager.
- 7i. **Albany County Sheriff Monthly Statement.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2021 MONTHLY STATEMENT from Aaron Appelhans, Sheriff.
- 7j. **Albany County Detention Center Monthly Report.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the May 2021 MONTHLY REPORT from Aaron Appelhans, Sheriff.
- 7k. **City of Laramie FY 2021-2022 Proposed Budget and request for Mill Levies.**  
Action: that the Board ACKNOWLEDGES RECEIPT of City of Laramie FY 2021-2022 PROPOSED BUDGET and MILL LEVY REQUEST of 8 mills.
- 7l. **Pope Springs Community Special Improvement Road District FY 2021-2022 Proposed Budget.**  
Action: that the Board ACKNOWLEDGES RECEIPT of FY 2021-2022 PROPOSED BUDGET for the Pope Springs Community Special Improvement Road District.
- 7m. **Nine Mile Water and Sewer District FY 2021-2022 Proposed Budget.**  
Action: that the Board ACKNOWLEDGES RECEIPT of FY 2021-2022 PROPOSED BUDGET for the Nine Mile Water and Sewer District.
- 7n. **Special District Information Form.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the 2021 Sage Drive Community Improvement and Service District SPECIAL DISTRICT INFORMATION FORM as submitted on June 10, 2021.
- 7o. **\$100,000.00 Bond for Todd Schlager, Treasurer, Albany County Predator Management Control District.**  
Action: that the Board APPROVES the \$100,000.00 BOND for Todd Schlager, Treasurer, Albany County Predator Management Control District.
- 7p. **\$6,000.00 Bond for Larry Knopp, Treasurer, Sage Drive Community Improvement & Service District.**  
Action: that the Board APPROVES the \$6,000.00 BOND for Larry Knopp, Treasurer, Sage Drive Community Improvement & Service District.
- 7q. **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 June 2021.
- 7r. **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.
- 7s. **Acknowledge Receipt of Correspondence.**  
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Ruth C. Sommers (2); Heber Richardson; Federal Aviation Administration (2); FootNotes; FCW; Governmental Technology; Wyoming Office of State Lands and Investments (2); Wyoming Technology Transfer Center; Laramie Chamber Business Alliance (3); Wyoming Department of Transportation (5); Merl Raisbeck; Grant Showacre; Pete Gosar (21); Sue Ibarra (12); Water & Waste Digest; Blake Halsey; Debbie Gorski; Jon Essley; Medicine Bow Routt National Forests (4); National Association of Counties; Wyoming Water Association; Wyoming County Commissioners Association; CountyNews; Oliver Ames; Rob Fisher; Sara Bursac; Taylor Norton; Julie Johnson-Doyle; Sundah, Powers Kapp & Martin, LLC; Excise Tax Division and Wyoming Rural Electric News.

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

**REGULAR AGENDA**

8. Introduce Jake Schneider, Civil Engineer and Murray Schroeder, Branch Manager from WWC Engineering as new Contract Engineers for the County.

- 8a. First Amendment to the Memorandum of Understanding between Board of Commissioners of the County of Albany, Wyoming and the City of Laramie, Wyoming for Rail Tie Wind Project Impact Assistance Funds.

MOTION by Richardson to APPROVE First Amendment to the Memorandum of Understanding between Board of Commissioners of the County of Albany, Wyoming and the City of Laramie, Wyoming for Rail Tie Wind Project Impact Assistance Funds.

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

9. Courthouse Public Art Selection Committee's recommendation for public art in the Courthouse North Entry.

MOTION by Richardson to APPROVE the Courthouse Public Art Selection Committee's recommendation for public art in the Courthouse North Entry to Quincy Owens and Luke Crawley from Owens and Crawley, LLC.

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

10. The Annual Compensation Agreement between the University of Wyoming and the Commissioners of Albany County in the amount of \$21,912.00 from July 1, 2021, through June 30, 2022. The purpose of the agreement is to cover Extension programs therefore having an Extension professional to assist and encourage the development of 4-H Youth Development Programming.

MOTION by Ibarra to APPROVE the Annual Compensation Agreement between the University of Wyoming and the Commissioners of Albany County in the amount of \$21,912.00 from July 1, 2021, through June 30, 2022. The purpose of the agreement is to cover Extension programs therefore having an Extension professional to assist and encourage the development of 4-H Youth Development Programming.

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

11. Transfer of Retail Liquor License from Home Base Properties, LLC dba WyColo Lodge to Wycolo Lodge, LLC dba Wycolo Lodge.

MOTION by Richardson to APPROVE Transfer of Retail Liquor License from Home Base Properties, LLC dba WyColo Lodge to Wycolo Lodge, LLC dba Wycolo Lodge.

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

12. Application for Special Malt Beverage Permit for Lynn Montoya for an outside concert at the Vista de La Luna B&B, 88 Monument Road on July 10, 2021, from 2:00 p.m. to 9:00 p.m.

MOTION by Richardson to APPROVE Application for Special Malt Beverage Permit for Lynn Montoya for an outside concert at the Vista de La Luna B&B, 88 Monument Road on July 10, 2021, from 2:00 p.m. to 9:00 p.m.

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

13. Application for Catering Permit for Rodeo Ranch for a Wedding Ceremony and Reception at DeLancey Enterprises, LLC, 28 Blazing Star Road, Tie Siding, WY 82084 on August 21, 2021, from 4:00 p.m. to 9:00 p.m.

MOTION by Ibarra to APPROVE Application for Catering Permit for Rodeo Ranch for a Wedding Ceremony and Reception at DeLancey Enterprises, LLC, 28 Blazing Star Road, Tie Siding, WY 82084 on August 21, 2021, from 4:00 p.m. to 9:00 p.m.

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

14. Provider Agreement for Juvenile Detention Services between Natrona County, Wyoming acting by and through its Board of County Commissioners, together with the Natrona County Sheriff's Office and Albany County, Wyoming, acting by and through its Board of County Commissioners, together with the Albany County Sheriff's Office.

MOTION by Richardson to APPROVE Provider Agreement for Juvenile Detention Services between Natrona County, Wyoming acting by and through its Board of County Commissioners, together with the Natrona County Sheriff's Office and Albany County, Wyoming, acting by and through its Board of County Commissioners, together with the Albany County Sheriff's Office.

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

15. Appointment of Sagan Wheeler and Derek Campbell and Re-appoint Loren Richards to the Community Service Block Grant Tripartite Board for the business sector for a three (3) year term effective July 6, 2021.

MOTION by Ibarra to APPOINT Sagan Wheeler and Derek Campbell and Re-appoint Loren Richards to the Community Service Block Grant Tripartite Board for the business sector for a three (3) year term effective July 6, 2021.

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

16. The Inventive Wireless LLC DBA Vistabeam-Hornsby Road-Tower Permit Application LUCT-04-20.

MOTION by Richardson to APPROVE the Inventive Wireless LLC DBA Vistabeam-Hornsby Road Tower Permit Application LUCT-04-20 incorporating the following Findings of Fact and Conclusions of Law as listed in the Staff Report.

**Findings of Fact:**

- The Findings Necessary for Approval, as listed in this report, are incorporated herein as Findings of Fact.
- The property is currently zoned Agricultural.
- The applicant has provided a complete application.
- The applicant has submitted a statement allowing Albany County to install a communications antenna on the tower if needed.
- The applicant has submitted a letter of intent to remove the tower if abandoned.
- Documentation has been provided that ensures that density standard levels are not exceeded.
- The application has provided a copy of the construction plans certified by and engineer licensed in Wyoming.
- The foundation design must be submitted and approved by the County Engineer prior to construction.

**Conclusions of Law:**

The provisions of the Albany County Zoning Resolution, Chapter 5, Section 5 and Chapter 5, Section 9 have been met.

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

17. Renewal of the 2021 Mobile Home Park licenses for Country Meadows Estates, Plunatic Place, Coronado Mobile Home Park, Laramie Mobile Home Park, Peterson's Mobile Home Park, Sixty Last Mobile Home Park and Flying X Ranch.

MOTION by Ibarra to APPROVE Renewal of the 2021 Mobile Home Park licenses for Country Meadows Estates, Plunatic Place, Coronado Mobile Home Park, Laramie Mobile Home Park, Peterson's Mobile Home Park, Sixty Last Mobile Home Park and Flying X Ranch.

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

18. Amendments to the Albany County Zoning Resolution requiring special standards for development of property within the Dedication Plat of Centennial.

MOTION by Ibarra to APPROVE Amendments to the Albany County Zoning Resolution requiring special standards for development of property within the Dedication Plat of Centennial.

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

19. Discuss, amendment to the Aquifer Protection Overlay Zone.

David Gertsch, County Planner discussed clean up language with the Board. Changes will be brought back later for approval by the Board.

20. Present for **CONSIDERATION**, an Application for Annexing into the City of Laramie of the portion of Bill Nye Avenue between Grand Avenue and Sherman Hill Road and **AUTHORIZE** the Chairman to sign. (David C. Gertsch, Planning Director) - REMOVED

21. Make appointment to the Albany County Public Library Board.

MOTION by Richardson to REAPPOINT Kay Cowie to the Albany County Public Library Board for a three-year term to expire in June 2024.

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

22. 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, 2021, pursuant to W.S. §18-3-515.

MOTION by Richardson to 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, 2021, pursuant to W.S. §18-3-515.

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

23. Revised Election Systems & Software, LLC Hardware Maintenance and Software License, Maintenance and Support Services Agreement between Election Systems & Software, LLC, a Delaware Limited Liability Company ("ES&S") and Albany County, Wyoming for five (5) years.

MOTION by Ibarra to APPROVE Revised Election Systems & Software, LLC Hardware Maintenance and Software License, Maintenance and Support Services Agreement between Election Systems & Software, LLC, a Delaware Limited Liability Company ("ES&S") and Albany County, Wyoming for five (5) years.

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

24. E-Commerce Proposal between ArcaSearch and Albany County, for a one-time installation fee of \$2,495 and an annual fee of \$1,799 for access to land images in the Land Department.

MOTION by Richardson to APPROVE E-Commerce Proposal between ArcaSearch and Albany County, for a one-time installation fee of \$2,495 and an annual fee of \$1,799 for access to land images in the Land Department.

MOTION by Ricardson to AMEND the MOTION to APPROVE E-Commerce Proposal between ArcaSearch and Albany County, for a one-time installation fee of \$2,495 and an annual fee of \$1,799 for access to land images in the Land Department to include the following fee schedule:

- One day access @ \$20.00
- One week access @ \$40.00
- 30-day access @ \$100.00
- One year access @ \$750.00

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

25. Set Special Meeting on the Rail Tie Wind Project Application.

The Special Meeting on the Rail Tie Wind Project Application will be on July 13, 2021, at 6:00 p.m. in the District Courtroom.

26. Vouchers for June 2021.

MOTION by Richardson to APPROVE Vouchers for June 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:** 7220 Commercial Cleaning, \$400.00, janitorial contract; Advance Auto Parts, \$27.58, auto expense; Albany County Co-Op Extension, \$65.67, vegetable judging practice; Albany County Fire District #1, \$376,174.41, Mescal/Mullen Fire Payments; Albany County Treasurer, \$5,820.10, retainage-chiller project; Jean Allais, \$90.86, office supplies; Alpine Animal Hospital, \$13.18, prescription; ArcaSearch, \$28,756.82, County Clerk Land Records; Artech Services, \$540.91, maintenance equipment; Black Hills Energy, \$1789.79, utilities; Darci Boyd, \$106.41, fuel; Sarah Boyd, \$1,944.95, fire travel; Nicole Bresnahan, \$2,944.42, fire travel; Carrot-Top Industries, \$532.95, US & WY Flags; Charter Communications, \$380.93, internet; City of Laramie, \$3,464.35, utilities; Kayla Clark, \$1,908.48, fire travel; Control Solutions, Inc., \$164.14, vaccine campaign; CPS, Inc., \$150.00, monthly monitoring; Davis & Cannon, \$807.60, employee investigation; Chad Dinges, \$1,893.82, fire travel; Ellenbecker Oil, Inc., \$9,168.23, fuel/oil; Frey Municipal Software, \$10,246.61, accounting software annual fees; Frontier Cycles, \$105.50, ranger repairs; Olivia Gallegos, \$200.00, investigations; Glaxosmithkline, \$2,075.10, vaccines; Jaqueline Gonzales, \$135.51, retirement supplies; Sarah Hill, \$2,022.55, fire travel; Indoff Incorporated; \$386.77, Clerk's Office notary stamps; Jo-Ed Produce, \$1,158.24, boarding of prisoners; Laramie GM Auto Center, \$457.75, vehicle maintenance; Laramie Newspapers, \$107.45, advertising; Larimer County Coroner, \$250.00, X-rays; Local Government Liability Pool, \$62,771.00, liability insurance; McKesson Medical Surgical, \$645.07, Detention Center medical; Meadow Gold Dairy, \$319.67, boarding of prisoners; Mechanical Systems, Inc., \$52,380.90, Courthouse chiller replacement; Joshua Merseal, \$850.00, Court Appointed Attorney; MHC Kenworth, \$65.00, parts; Modern Printing, \$565.71, vaccine postcards; Mountain West Telephone, \$603.50, ethernet charges; Napa Auto Parts, \$367.72, adapters/filters; National Test Systems, \$1,138.69, drug tests; NMS Labs, \$775.00, toxicology; Michael Olsen, \$991.15, fire travel; Plainsman Printing, Inc., \$1,034.14, civil case binders; Pole Mountain Pharmacy, \$66.56, Detention Center medical; James Rietz, \$657.96, fire travel; Rocky Mountain Mechanical, LLC, \$225.00, summer maintenance; Rocky Mountain Power, \$1,488.74,

utilities; Cathy Roybal, \$60.48, travel; Schilling, Winn & Stone, P.C., \$3,121.70, Court Appointed Attorney; Shred-It, \$340.55, document destruction; State of Wyoming, \$16.34, state motor vehicle registration; Dwain Streeter, \$42.41, travel; The Home Depot, \$756.82, supplies; The Master's Touch, \$1,570.37, postage/motor vehicle cards; Brandy Thomas, \$92.62, travel; Roy Torres, \$416.94, fans; Tough Guys Lawn Care, \$119.00, sprinkler start-up; Town of Rock River, \$118.00, utilities; Transunion Rick & Alternative, \$75.00, investigation contract; Tyler Technologies, \$46,838.82, 2021-2022 Clerk/Treasurer licenses; Union Telephone, \$45.30, telephones; US Bank Equipment Finance, \$5,819.74, copier lease; US Food Service, \$4,176.16, \$34.38, boarding of prisoners; Verizon, \$1,908.48, telephones; WARM Property Insurance, \$178,617.56, insurance; Wheatland Rural Electric, \$210.95, utilities; James A. Wilkerson IV, MD, \$3,750.00, autopsies; Camy Willems, \$41.52, retirement card/cake; \$797.26, crime insurance; Wyoming Disposal Systems, \$66.00, utilities; Wyoming Legal Group, \$500.70, Court Appointed Attorney; Wyoming Machinery, \$116.08, fuel/oil/kit filters; Wyoming State Forestry, \$8,452.09, EFSA premium; Y2 Consultants, \$136.25, NRP contract-meetings; **First Interstate Bank**: \$28.57, travel; \$110.25, fuel; \$3,065.79, training & travel; \$45.10, parts; \$944.39, office supplies; \$79.28, supplies; \$43.79, office supplies; \$23.30, program supplies; \$228.50, training; \$272.17, supplies & equipment; \$24.18, meals; \$144.00, storage; \$66.78, office supplies; \$602.59, equipment; \$49.99, supplies; \$1,589.10, office fans; \$461.80, office contracts & supplies; \$178.00, lodging; \$760.00, training; \$61.00, utilities; \$536.90, fuel & supplies; **TOTAL EXPENDITURES: \$845,996.63.**

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

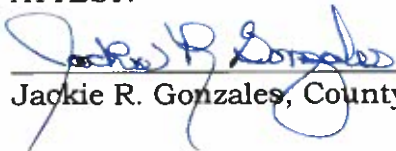
27. Adjourn.

The July 6, 2021, Regular Meeting was ADJOURNED at 12:18 p.m.

BOARD OF COUNTY COMMISSIONERS

/s/ Pete Gosar, Chairperson

ATTEST:

  
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Jackie R. Gonzales, County Clerk