

COUNTY COMMISSIONERS' MINUTES

APRIL 21, 2020

LARAMIE, WYOMING

PUBLIC HEARING: 9:30 a.m.

Brown Conditional Use Application CU-01-20

Hearing no comments, MOTION by Gosar to CLOSE the Public Hearing at 9:31 a.m.

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

Wylie Conditional Use Application CU-02-20

Hearing no comments, MOTION by Richardson to CLOSE the Public Hearing at 9:33 a.m.

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

Forks Lumber Company Zoning Change Application LUC-01-20

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

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

Forks Lumber Company Conditional Use Application CU-03-20

Hearing no comments, MOTION by Gosar to CLOSE the Public Hearing at 9:36 a.m.

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

CT Industrial Park Subdivision Application (Preliminary and Final Plats) SD-01-20

Hearing no comments, MOTION by Richardson to CLOSE the Public Hearing at 9:35 a.m.

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

Vista Grande Estates, 2nd Addition – A Replat of Lot 4 Block 2 of Vista Grand Estates Subdivision Application (Final Plat) SD-02-20

David Gertsch, County Planner informed the Board that the Applicant would like to postpone their regular item on the Agenda until May 5, 2020. Ginger Brown, on behalf of the applicant informed the Board that they are working with utility companies to confirm that they have proper documentation in place to cross those easements.

MOTION by Richardson to CLOSE the Public Hearing at 9:45 a.m.

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

PLEDGE OF ALLEGIANCE

REGULAR MEETING

1. Roll Call.

The April 21, 2020 Regular Meeting was called to order at 9:46 a.m. by Chairperson Jones. Commissioners Gosar and Richardson present.

2. Comments from the public. – None

MOTION by Gosar to CLOSE the Public Comment period at 9:48 a.m.

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

3. Disclosures. - None

4. Consideration of changes on the agenda.

David Gertsch, County Planner, requested that Agenda item #13, Present for CONSIDERATION, Vista Grande Estates, 2nd Filing, A Replat of Lot 4 Block 2 of Vita Grande Estates Final Plat and Subdivision Permit Application SD-02-20 be REMOVED until the May 5, 2020 Regular Meeting.

Aimee Binning, EMA Coordinator requested that Agenda item #19 be moved up to allow her to attend another meeting.

19. Application to the Wyoming Office of Homeland Security (WOHS) for the 2020 Emergency Management Performance Grant to fund the Emergency Management Coordinator full-time position, Emergency Management Specialist part-time position and related Emergency Management expenses in the amount of \$89,002.65.

MOTION by Richardson to APPROVE the Application to the Wyoming Office of Homeland Security (WOHS) for the 2020 Emergency Management Performance Grant to fund the Emergency Management Coordinator full-time position, Emergency Management Specialist part-time position and related Emergency Management expenses in the amount of \$89,002.65.

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

5. **Approval of Consent Agenda.**

MOTION by Gosar to APPROVE the Consent Agenda as presented.

CONSENT AGENDA

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

Action: that the Board APPROVES the April 7, 2020 MINUTES of the Regular Meeting of the Board.

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

Action: that the Board ACKNOWLEDGES RECEIPT of the January 7, 2020 and February 3, 2020 MINUTES of the Sherman Hill Road Improvement and Service District.

5c. Agenda and Minutes of the Nine Mile Water District.

Action: that the Board ACKNOWLEDGES RECEIPT of the March 11, 2020 AGENDA and MINUTES of the Nine Mile Water District.

5d. Minutes and Agenda of the Albany County Planning and Zoning Commission.

Action: that the Board ACKNOWLEDGES RECEIPT of the March 11, 2020 MINUTES and the April 8, 2020 AGENDA of the Albany County Planning and Zoning Commission.

5e. Minutes, Agenda, Budget Vs. Actual Report, Balance Sheet, Check Register and Credit Card Register of the Albany County Public Library Board of Directors.

Action: that the Board ACKNOWLEDGES RECEIPT of the February 24, 2020 MINUTES; April 20, 2020 AGENDA; BUDGET vs. ACTUAL REPORT from July 2019 through March 2020; BALANCE SHEET as of March 31, 2020; CHECK REGISTER for March 2020 and CREDIT CARD REGISTER for March 2020 of the Albany County Public Library Board of Directors.

5f. Reconciliation Summary and Detail Report of the Wold Improvement & Service District.

Action: that the Board ACKNOWLEDGES RECEIPT of the RECONCILIATION SUMMARY and DETAIL REPORT for the period ending 03/28/2020 of the Wold Improvement and Service District.

5g. Albany County Treasurer Monthly Statement.

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

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

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

5i. Albany County Sheriff Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the March 2020 MONTHLY STATEMENT from Dave O'Malley, County Sheriff.

5j. Albany County Clerk Monthly Statement.

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

5k. Albany County Planning Office Monthly Statement.

Action: that the Board ACKNOWLEDGES RECEIPT of the March 2020 MONTHLY STATEMENT from David Gertsch, County Planner.

5l. Albany County Detention Center Monthly Report.

Action: that the Board ACKNOWLEDGES RECEIPT of the March 2020 MONTHLY REPORT from Dave O'Malley, Sheriff.

5m. Albany County General Fund Revenue Report.

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

5n. 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.

5o. 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 April 2020.

5p. 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
05-1475-06-4-01-005.00	Larsen	Robert R.	ZC-009-20	93	Mortenson Lane	Addition to Principal Structure	RR
05-2071-09-1-02-053.00	Baker	Thomas J.	ZC-010-20	234	Buffalo Commons Road	Accessory Building – 1st Structure	AG
05-1773-29-408-005.00	Peters	Alyce & Steve	ZC-011-20	6	Phantom Road	Modular	RR
05-1576-17-1-98-248.00	Duggan	Samantha	ZC-012-20		NO ADDRES	Accessory Building	AG
05-1475-18-4-00-011.00	Beasley	Bambi	ZC-013-20	1690	WY HWY 230	Accessory Building	RR
05-1576-25-2-98-308.00	Klaibou	Alaa & Rachael	ZC-014-20	24	Cinch Road	Principal Structure	AG
05-1573-10-2-02-008.00	Blake	Robert	ZC-015-20	1920	Terrace Street	Principal Structure	RR
05-1479-21-1-00-001.00	Diehl	Douglas	ZC-016-20	551	Douglas Creek Road	Accessory Building	RR

5q. Acknowledge Receipt of Correspondence.

Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Victoria Curtis; Laramie Chamber Business Alliance (2); Dave O'Malley (9); Southern Star; Wyoming Department of Revenue; Wyoming County Commissioners Association (5); Wyoming Office of State Lands and Investments; FootNotes; Teri Lund; Nathan Nicholas; USDA Forest Service – Rocky Mountain Region; Medicine Bow Routt National Forests; Peggy Trent and Acord.

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

REGULAR AGENDA

6. Rescind the Award to Big Huhnks Excavation, Inc. for the Design/Build Services for the Construction of the New Community Youth Complex (CYC), Soccer Phase.

MOTION by Richardson to RESCIND the Award to Big Huhnks Excavation, Inc. for the Design/Build Services for the Construction of the New Community Youth Complex (CYC), Soccer Phase.

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

7. Project Manual for Community Youth Soccer (CYC)- Soccer Phase and DIRECT the Clerk to Advertise for Bids.

MOTION by Gosar to APPROVE the Project Manual for Community Youth Soccer (CYC)- Soccer Phase and DIRECT the Clerk to Advertise for Bids.

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

8. Brown Conditional Use Application CU-01-20 to allow a horse boarding facility on property zoned Small Lot Residential.

MOTION by Richardson to APPROVE the Brown Conditional Use Application CU-01-20 to allow a horse boarding facility on property zoned Small Lot Residential based upon and incorporating the Findings of Fact and Conclusions of Law as stated in the Staff Report.

Findings of Fact:

- The applicant has provided notice as required in the Albany County Zoning Resolution.
- The property is currently zoned Small Lot Residential.
- Land uses surrounding this property are Industrial to the west and Small Lot Residential on all other sides.

- The applicant has met the requirement for a conditional use.

Conclusions of Law:

- The provisions of the Albany County Zoning Resolution, Chapter 1, Section 13 and Chapter V, Section 7 have been met.

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

9. Wylie Conditional Use Application CU-02-20 to allow a second dwelling on property zoned Rural Residential.

MOTION by Richardson to APPROVE the Wylie Conditional Use Application CU-02-20 to allow a second dwelling on property zoned Rural Residential based upon and incorporating the Findings of Facts and Conclusions of Law as stated in the Staff Report.

Findings of Fact:

- The applicant has provided notice as required in the Albany County Zoning Resolution.
- The property is currently zoned Rural Residential.
- Land uses surrounding this property are Rural Residential to the east and Agricultural on all other sides.
- The applicant has met the requirement for a Conditional Use.

Conclusions of Law:

- The provisions of the Albany County Zoning Resolution, Chapter I, Section 13 and Chapter V, Section 7 have been met.

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

10. The Forks Lumber Company Zoning Change Application LUC-01-20.

MOTION by Richardson to APPROVE the Forks Lumber Company Zoning Change Application, LUC-01-20 based upon and incorporating the Findings of Facts and Conclusions of Law based upon and incorporating the Findings of Fact and Conclusions of Law as stated in the Staff Report.

Findings of Fact:

- The applicant has provided notice as required in the Albany County Zoning Resolution.
- The property is currently zoned Rural Residential.
- Land uses surrounding this property are Rural Residential on all other sides.
- The applicant has met the requirement for a Zone Change.

Conclusions of Law:

- The provisions of the Albany County Zoning Resolution, Chapter I, Section 13 and Chapter V, Section 5 have been met.

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

11. The Forks Lumber Company Conditional Use Application CU-03-20 to allow a small rough saw lumber mill on property zoned Residential (pending change to Industrial).

MOTION by Richardson to APPROVE the Forks Lumber Company Conditional Use Application CU-03-20 to allow a small rough saw lumber mill on property zoned Residential

(pending change to Industrial) based upon and incorporating the Findings of Fact and Conclusions of Law as stated in the Staff Report.

Findings of Fact:

- The applicant has provided notice as required in the Albany County Zoning Resolution.
- The property is currently zoned Rural Residential, and this portion is awaiting a zoning change to Industrial.
- Land uses surrounding this property are Agricultural to the west and Rural Residential on all other sides.
- If a Land Use Change is granted, the applicant has met the requirement for a Conditional Use.

Conclusions of Law:

- The provisions of the Albany County Zoning Resolution, Chapter I, Section 13 and Chapter V, Section 7 have been met.

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

12. The CT Industrial Park Preliminary and Final Plat and Subdivision Permit Application SD-01-20.

MOTION by Richardson to APPROVE the CT Industrial Park Preliminary and Final Plat and Subdivision Permit Application SD-01-20 based upon and incorporating the Findings of Fact and Conclusions of Law as stated in the Staff Report.

Findings of Fact:

- The Summary of Subdivision Permit Requirements listed in this Staff Report shall be incorporated as Findings of Fact.

Summary of Subdivision Permit Requirement

Water: Lots will be provided domestic water from individual wells. There is an existing well on proposed Lot 1. Future development on Lot 2 & 3 would require new wells.

Sewer: Proposed Lot 1 is currently served by an existing septic system. Future development on Lot 2 & 3 will require new approved septic systems based on proposed use.

Storm Drainage: A storm drainage study was included in the application packet and sufficiently addressed drainage in the subdivision.

Utility Easements: Electrical power is existing in the area. Rocky Mountain Power currently provides service to the existing shop/warehouse on proposed Lot 1. Future development on Lot 2 & 3 would require new electrical service.

Roads: The proposed subdivision will be accessed from US287 from an existing approved drive. No new streets are proposed for the subdivision; proposed Lots 2 and 3 will be accessed by a 50-foot access and utility easement. WYDOT noted that monuments along the highway should be described as to what they are and who set them. WYDOT also stated that the landowner would need to apply for an access permit once development takes place to review access use for this development. Road maintenance will be addressed by a covenant included on the deed.

Fire Protection: The developer intends to provide fire protection as directed by the County.

Notice: Notice has been provided in accordance with Albany County Platting and Subdivision Regulations (ACPSR) Chapter IV, Section 9.

- Notice has been provided as required.
- The average lot size is 3.37 acres, which is appropriate for both Commercial Zoning and the surrounding area.
- This replat will not cause any foreseeable hardship on property owners in the subdivision or adjacent to it.
- Utilities will not be negatively impacted.
- Financial assurance must be provided for the improvements to the road at 125% of the cost.
- Each lot will be required to participate in road maintenance which will be enforced by covenant on each deed.

Conclusions of Law:

- The requirements of the Albany County Platting and Subdivision Regulation, Chapter I-VIII and Appendix A for the Preliminary and Final Plat have been met.

Roll call showed Richardson and Jones. Aye. Gosar, Naye. MOTION CARRIED.

13. Present for CONSIDERATION, Vista Grande Estates, 2nd Filing, A Replat of Lot 4 Block 2 of Vita Grande Estates Final Plat and Subdivision Permit Application SD-02-20. (David C. Gertsch, Planning Director) – **REMOVED**
14. Utility License for City of Laramie on County Road #17, Roger Canyon Road, located in the South East ¼ of Section 21, Township 16 North, Range 73 West.

MOTION by Gosar to APPROVE the Utility License for City of Laramie on County Road #17, Roger Canyon Road, located in the South East ¼ of Section 21, Township 16 North, Range 73 West.

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

15. 2020 Wildland Fire Management Annual Operating Plan for the purpose of addressing issues affecting cooperation, interagency working relationships and protocols, financial arrangements, and joint activities across the State of Wyoming.

MOTION by Gosar to APPROVE the 2020 Wildland Fire Management Annual Operating Plan for the purpose of addressing issues affecting cooperation, interagency working relationships and protocols, financial arrangements, and joint activities across the State of Wyoming.

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

16. Acknowledge distribution of the US Forest funds based on the “Secure Rural Schools and Community Self Determination Act of 2000” for the fiscal year 2018-2019 in the amount of \$315,977.10 and Direct the Clerk to advertise Title III funds in the amount of \$24,041.74 for proposed, authorized County projects.

MOTION by Gosar to ACKNOWLEDGE DISTRIBUTION of the US Forest funds based on the “Secure Rural Schools and Community Self Determination Act of 2000” for the fiscal year 2018-2019 in the amount of \$315,977.10 and DIRECT the Clerk to advertise Title III funds in the amount of \$24,041.74 for proposed, authorized County projects.

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

17. Application to the Wyoming County Commissioners Association (WCCA) to fund a County Natural Resource Plan for Albany County in the amount of \$50,000.00.

MOTION by Gosar to APPROVE the Application to the Wyoming County Commissioners Association (WCCA) to fund a County Natural Resource Plan for Albany County in the amount of \$50,000.00.

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

18. Grant Application to the Wyoming Department of Family Services for the TANF-CPI Grant in the amount of \$116,562.00 starting October 1, 2020 through September 30, 2021.

MOTION by Gosar to APPROVE the Grant Application to the Wyoming Department of Family Services for the TANF-CPI Grant in the amount of \$116,562.00 starting October 1, 2020 through September 30, 2021.

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

20. Letter of Support for the Laramie Regional Airport to apply for Funding from Rocky Mountain Power's Blue-Sky Community Program.

MOTION by Richardson to APPROVE a Letter of Support for the Laramie Regional Airport to apply for Funding from Rocky Mountain Power's Blue-Sky Community Program.

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

21. Resignation of Leif Erickson from the Laramie Regional Airport Board and Direct the Clerk to advertise the vacancy.

MOTION by Gosar to ACKNOWLEDGE RECEIPT of the Letter of Resignation from Leif Erickson from the Laramie Regional Airport Board and DIRECT the Clerk to advertise the vacancy.

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

22. Payroll and Vouchers for April 2020.

MOTION by Richardson to APPROVE Payroll and Vouchers for April 2020 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, \$1,329.94, office rent; AccurateNow, \$119.90, background checks; Advanced Cylinders, \$1,098.88, repairs; Aflac, \$677.42, payroll contribution; Albany County Employee Health Benefits, \$158,904.62, payroll contribution; Albany County Fire District #1, \$1,401.72, volunteer assistance; Angel Armor, \$10,130.25, vests; Black Hills Energy, \$625.10, utilities; Bureau of Land Management, \$1,000.00, Casper dispatch support; Carbon Power & Light, \$125.91, utilities; Care United Medical Center, \$18,333.33, nursing services; Cathedral Home for Children, \$446.62, TANF/CPI; Century Link, \$2,323.15, \$620.05, telephones; Clerk of the District Court, \$1,100.67, payroll contribution; CLIMB Wyoming, \$7,610.79, TANF/CPI; Colonial Life & Accident, \$88.91, payroll contribution; Corthell & King, \$1,088.60, Court Appointed Attorney; CPS Inc., \$300.00, monthly monitoring; CSBG Board, \$626.92, CSBG; Delta Dental, \$2,712.52, payroll contribution; Downtown Clinic, \$3,900.15, CSBG; Eagle Plumbing & Heating,

\$115.00, repairs; Falcon Distributers, \$973.68, supplies; Fremont Chevrolet-Buick-GMC, \$96,054.00, vehicles; Olivia Gallegos, \$200.00, investigations; Greater WY BBBS, \$2,259.00, CJSB; Health Communications Inc., \$499.00, workshop; Horton Fuels, \$247.50, diesel fuel; Hucke Law Office, \$280.00, Court Appointed Attorney; Jo-Ed Produce, \$652.00, boarding of prisoners; Laramie Fire Extinguisher Services, \$150.00, inspections; Laramie GM Auto, \$1,033.94, maintenance; Laramie Interfaith-Good Samaritan, \$2,239.43, CSBG; Lewan & Associates, \$3,636.88, copier lease & laptops; Life Investors, \$332.00, payroll contribution; Andrea McGlocklin, \$175.00, interpretation; Meadow Gold Dairy, \$240.26, boarding of prisoners; Leonard Medoff, \$300.00, evaluations; Modern Printing, \$574.00, office supplies; Napa Auto Parts, \$76.29, parts; National Test Systems, \$17,373.66, test kits; New York Life, \$408.56, payroll contribution; NMS Labs, \$556.00, toxicology; Orchard Trust, \$7,905.84, payroll contribution; Peak1 Administration, \$1,166.70, payroll contribution; Paul Phillips, \$67.28, mileage; Richmike Enterprises, \$700.00, rent; Rocky Mountain Power, \$9,950.12, utilities; Rostad Law, \$9,338.01, Court Appointed Attorney; Schilling & Winn, \$3,285.55, Court Appointed Attorney; SE Group, \$3,392.50, Land Use Plan; Smartsheet, \$1,011.00, user licenses; Specialized Pathology Consultants, \$1,250.00, autopsies; Star Awards & Signs, \$65.25, stamps; Stitches Acute Care Center, \$40.00, drug tests; Suburban Propane, \$1,134.00, utilities; The Clinic for Mental Health, \$18,505.22, CST services; The Home Depot, \$101.68, supplies; Transunion Risk, \$50.00, investigations; United Way, \$382.00, payroll contribution; US Bank Equipment Finance, \$600.43, copier lease; US Food Service, \$2,866.88, boarding of prisoners; VALIC, \$1,215.00, payroll contribution; Volunteer Fireman's Retirement, \$630.00, pension contribution; WageWorks, \$100.00, monthly charges; Walk-N-Roll, \$583.73, supplies; Tim Walker, \$551.28, LPFZ lights; Foster White, \$250.00, inspections; Wilken Enterprises, \$4,500.00, janitorial contract; Wyoming Child Support Enforcement, \$1,658.39, payroll contribution; Wyoming Disposal Systems, \$66.00, utilities; Wyoming Machinery, \$639.60, supplies; Wyoming NCPERS, \$1,040.00, payroll contribution; Wyoming Retirement System, \$103,168.48, payroll contribution; Wyoming Workers Compensation, \$6,107.89, payroll contribution; **First Interstate Bank:** \$17.96, sani wipes; \$21.28, postage & supplies; **Ratified & Special Fund Expenditures:** Blue Cross Blue Shield, \$19,867.56, \$8,306.26, \$8,246.42, claims; HSA, \$14,600.00, payroll contribution; David Kilpatrick, \$60.80, surface impact; Lantelligence, \$23,270.12, Shoretel/Mitel services; Laramie Newspapers, \$84.00, advertising; Medliminal, \$404.00, April Coverage; Post & Associates, \$1,950.00, EAP Service Contract; Simon Contractors, \$7,742.37, road expenses; State Lands & Investments, \$91.20, surface impact; **TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES: \$525,303.72 TOTAL RATIFIED & SPECIAL FUND EXPENDITURES: \$84,622.73 TOTAL PAYROLL: \$463,377.86 TOTAL EXPENDITURES: \$1,073,304.31.**

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

23. Adjourn.

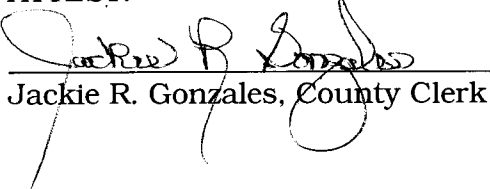
MOTION by Gosar to ADJOURN the Regular Meeting of April 21, 2020 at 11:58 a.m.

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

BOARD OF COUNTY COMMISSIONERS

/s/ Terri Jones, Chairperson

ATTEST:


Jackie R. Gonzales, County Clerk