

COUNTY COMMISSIONERS' MINUTES

MAY 4, 2021

LARAMIE, WYOMING

REGULAR MEETING: 9:30 a.m.

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

The May 4, 2021 Regular Meeting was called to order by Chairperson Gosar at 9:30 a.m. Commissioner Ibarra and Richardson present.

2. **Pledge of Allegiance.**

3. **Public Hearing.**

Medicine Bow River Ranch Conditional Use Application CU-02-21

Hearing no comments, MOTION by Ibarra to CLOSE the Public Hearing at 9:32 a.m. Roll call showed Ibarra, Richardson and Gosar. Aye. MOTION CARRIED.

Peterson Zoning Change Application LUC-03-21

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.

Champ Subdivision Application SD-02-21

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.

Amendments to the Albany County Zoning Resolution, Aquifer Protection Overlay Zone

Various comments were made requesting that this goes back out for comments and be brought back for approval.

Hearing no further comments, MOTION by Richardson to CLOSE the Public Hearing at 9:56 a.m.

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

4. **Comments from the public.**

Peggy Trent, County and Prosecuting Attorney read her Resignation Letter aloud to the Board. Her Resignation is effective today May 4, 2021 at 5:00 p.m.

Pat Gabriel, City Council Member thanked Peggy for her continued support of the City and acknowledges all her accomplishments as an Elected Official.

MOTION by Ibarra to CLOSE the Public Comment at 10:08 a.m.

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

5. **Disclosures.** None

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

Add item number 35a; ACCEPT letter of Resignation from Peggy Trent, County and Prosecuting Attorney and APPROVE Resolution 2021-014, A Resolution Acknowledging Resignation of Albany County and Prosecuting Attorney, Peggy A. Trent and Declaring a Vacancy in the Office of the Albany County and Prosecuting Attorney's Office. Add item number 35b; Present for APPROVAL, Resolution 2021-015, Resolution Establishing the Interview Process by the Albany County Board of Commissioners of Potential Nominees submitted by the Albany County Democrat Central Committee to fill the Vacancy of the Elective Office of Albany County and Prosecuting Attorney. Add item number 35c; Present for APPROVAL, Revised application for the FY22 TANF-CPI Grant in an amount to be determined. Add item number 35d; Present for APPROVAL, Corrective Quitclaim Deed to correct the legal description contained in that certain Quitclaim Deed dated April 6, 2021, recorded on April 14, 2021 in the records of the Albany County Clerk and Ex Officio Register of Deeds as Document No. 2021-2278 from Albany County, Wyoming, Grantor to Diane K. Packett, Grantee on a tract of land in the NE ¼ Section 03, Township 15 North, Range 78 West of the 6th P.M., Albany County, Wyoming.

7. **Approval of Consent Agenda.**

MOTION by Richardson to APPROVE Consent Agenda as presented.

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 Adverting 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.
- 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 Dorsey; 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.

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

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.

MOTION by Ibarra to APPROVE the REQUEST for 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 and be paid from 1% Miscellaneous Uncommitted Funds.

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

9. The Medicine Bow River Ranch Conditional Use Application CU-02-21.

MOTION by Ibarra to APPROVE the Medicine Bow River Ranch Conditional Use Application CU-02-21 based upon and incorporating the following Findings of Fact and Conclusions of Law as listed in the Staff Report.

Findings of Fact:

1. The Findings Necessary for Approval, as listed in this report, are incorporated herein as Findings of Fact.
2. The property is currently zoned Agricultural.
3. A Zoning Certificate Application is required for the proposed office building.
4. The applicant wants to have a gravel pit to supply aggregate for the proposed Lucky Star Wind Farm.
5. The applicant has provided a complete application and has addressed the potential impacts this use may cause.

Conclusions of Law:

The applicant is proceeding in accordance with the requirements of the Albany County Zoning Resolution.

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

10. The Peterson Land Use Change Application LUC-03-21.

MOTION by Richardson to APPROVE the Peterson Land Use Change Application LUC-03-21 based upon and incorporating the following Findings of Fact and Conclusions of Law as listed in the Staff Report.

Findings of Fact:

1. The Findings Necessary for Approval, as listed in this report, are incorporated herein as Findings of Fact.
2. The property is currently zoned Agricultural.
3. The property is in Priority Growth Area 4.
4. The applicant wants to make this lot into a 2-lot subdivision which will require a Rural Residential Zoning.
5. Upon acceptance of this proposal, the Planning and Zoning Commission may hear the Staff Report for the Champ Subdivision Application.
6. The applicant has provided a complete application and has addressed the potential impacts this use may cause.

Conclusions of Law:

The applicant is proceeding in accordance with the requirements of the Albany County Zoning Resolution.

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

11. The Champ Subdivision Preliminary and Final Plat and Subdivision Permit Application SD-02-21.

MOTION by Richardson to APPROVE the Champ Subdivision Preliminary and Final Plat and Subdivision Permit Application SD-02-21 based upon and incorporating the following Findings of Fact and Conclusions of Law as listed in the Staff Report.

Findings of Fact:

- The "Summary of Subdivision Requirements" listed in this Staff Report shall be incorporated as Findings of Fact.
- This application qualifies to be reviewed as a small subdivision in accordance with ACPSR, Chapter IV, Section 6 and has met the standards of this process.
- The Preliminary and Final Plats comply with the standards of the ACPSR.
- The property is zoned Agricultural.
- The property is in Priority Growth Area 4.
- Fire safety requirements have been waived by the Fire Warden (ACPSR, Chapter IV, Section 6, B, 5).

Conclusions of Law:

The applicant is proceeding in accordance with the requirements of the Albany County Platting and Subdivision Regulations.

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

12. Amendments to the Albany County Zoning Resolution, Aquifer Protection Overlay Zone.

Commissioner Ibarra requested that a Work Session be held to work the regulations farther and bring it back with new comments.

Work Session is set for Monday, May 10, 2021 from 8:00 a.m. to 12:30 p.m. to discuss the Amendments to the Albany County Zoning Resolution, Aquifer Protection Overlay Zone.

13. 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.

MOTION by Richardson to APPROVE the 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 for July 6, 2021 at 9:30 a.m.

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

14. Additions to the Employee Handbook to include clarification of benefits and drug testing.

MOTION by Richardson to APPROVE Additions to the Employee Handbook to include clarification of benefits and drug testing. The inclusion is on page 21 under Drug Testing to clarify: Pre-employment drug testing is required of all new employees, and if the employee no-shows for the test it is considered positive, and they are not eligible for hire.

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

15. Additions to the Employee Handbook to include clarification of Employee Classifications.

MOTION by Ibarra to APPROVE Additions to the Employee Handbook to include clarification of Employee Classifications to include employees or positions that are statutorily required in terms of health benefits.

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

16. Additions to the Human Resources Policy and Procedure Manual to include clarification of benefits and drug testing.

MOTION by Richardson to APPROVE Additions to the Human Resources Policy and Procedure Manual to include clarification of benefits and drug testing. Section 5.1 Pre-Employment Testing to include: if the prospective employee no-shows their test, it will be considered a positive test and the prospective employee will not be eligible for hire. In Section 5.4. Post-Accident. D. If the employee fails to test post-accident and/or is unable to get a hold of the testing site to complete the testing; the employee could be subject to random tests following ninety (90) days of the accident.

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

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.

MOTION by Richardson to 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.

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

18. Acknowledge Disclosure Statements of Finances from Tracy Fletcher, Albany County Treasurer and Sunny Madden, Albany County Deputy Treasurer.

MOTION by Ibarra to ACKNOWLEDGE Disclosure Statements of Finances from Tracy Fletcher, Albany County Treasurer and Sunny Madden, Albany County Deputy Treasurer.

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

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.

MOTION by Richardson to AWARD the 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.

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

20. 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.

MOTION by Ibarra to APPROVE 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.

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

21. 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.

MOTION by Ibarra to APPROVE 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.

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

22. 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.

MOTION by Ibarra to APPROVE 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.

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

23. 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.

MOTION by Richardson to APPROVE 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.

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

24. 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.

MOTION by Ibarra to APPROVE 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.

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

25. 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.

MOTION by Ibarra to APPROVE 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.

26. 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.

MOTION by Richardson to APPROVE 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.

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

27. Budget allocations for the Wyoming Department of Agriculture 2021 Wyoming Emergency Management Grant in the amount of \$34,000.00.

MOTION by Richardson to APPROVE Budget allocations for the Wyoming Department of Agriculture 2021 Wyoming Emergency Management Grant in the amount of \$34,000.00 to accept Option C as follows:

Big Laramie:	\$18,033.78
Little Laramie:	\$ 9,574.68

Rock Creek:	\$ 2,371.61
Town of Rock River:	\$ 2,190.82
Public Health:	\$ 437.86
Weed & Pest:	\$ 1,002.84
Grants Office:	\$ 388.40

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

28. 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 July1, 2021.

MOTION by Ibarra to APPROVE 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 July1, 2021.

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

29. 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.

MOTION by Richardson to APPROVE 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.

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

30. Memorandum of Understanding between the LaVA Cooperating Agencies and the USDA, Forest Service Medicine Bow-Routt National Forests and Thunder Basin National Grassland.

Commission Ibarra would like to see on page 1; subsection 2 to correct agency's mission to read agency's mission.

MOTION by Richardson to APPROVE Memorandum of Understanding between the LaVA Cooperating Agencies and the USDA, Forest Service Medicine Bow-Routt National Forests and Thunder Basin National Grassland including the edits above by Commissioner Ibarra.

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

31. Award the 2021-2022 County Commissioners Initial Scholarships.

MOTION by Ibarra to AWARD the 2021-2022 County Commissioners Initial Scholarships to Taylor Gardner, Rachel Broyles, and Madelynn Appelhans.

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

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.

MOTION by Richardson to 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.

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

33. Acknowledge receipt of Letter of Resignation from Amy Terrell, Albany County Court Supervised Treatment Programs Director.

MOTION by Ibarra to ACKNOWLEDGE RECIEPT of Letter of Resignation from Amy Terrell, Albany County Court Supervised Treatment Programs Director.

34. Discuss GIS responsibilities and Approve salary authorization.

MOTION by Richardson to APPROVE the salary authorization of the GIS Specialist in the amount of \$60,000.00 and assure that the GIS Department will be open and accessible to the public.

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

35. Resolution 2021-013, A Resolution to Retain Outside Counsel.

MOTION by Ibarra to APPROVE Resolution 2021-013, A Resolution to Retain Outside Counsel and to be paid from Emergency Funds.

Resolution 2021-013

RESOLUTION TO RETAIN OUTSIDE COUNSEL

WHEREAS, the Albany County & Prosecuting Attorney is requesting authorization to hire outside counsel to assist with a personnel matter for the County.

WHEREAS, funds to pay for outside counsel will need to be paid from the County's general fund.

WHEREAS, Wyo. Stats. § 18-3-302, and §18-3-520, enables the County Commissioners of any County to employ one or more attorneys to appear and prosecute and assist the County and Prosecuting Attorney on behalf of the people of such County in any action or preceding, whether civil or criminal.

WHEREAS, in such case the nature and necessity of employment shall appear in the records of the County Commissioners according to Wyo. Stat. § 18-3-520.

WHEREAS, it appears to the Board of County Commissioners that an outside counsel is needed to assist the Albany County & Prosecuting Attorney to carry out her duties due to a potential conflict of the Albany County & Prosecuting Attorney's Office in handling the above matter.

WHEREAS, Amanda F. Esch of Davis & Cannon, LLP has agreed to assume the responsibilities and duties of outside counsel with the County being responsible for payment of services and expenses by outside counsel in carrying out his duties including but not limited to any expenses for travel to any hearing.

NOW THEREFORE THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING, RESOLVES:

Section 1. That the foregoing recitals are incorporated in and made a part of this resolution by this reference.

Section 2. That Amanda F. Esch of Davis & Cannon, LLP be and is hereby appointed and employed as outside counsel in the above referenced matter to perform the official duties in this matter that would otherwise be performed by the Albany County & Prosecuting Attorney and her deputies and for that time and for this matter, Amanda F. Esch shall have the same powers given by law to the Albany County & Prosecuting Attorney as is so provided by Wyo. Stat. § 18-3-105.

PASSED, APPROVED, AND ADOPTED THIS 4th day of MAY 2021.

THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING

/s/Pete Gosar, Chairperson

ATTEST:

/s/Jackie R. Gonzales, Albany County Clerk

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

35a. Resolution 2021-014, Resolution Acknowledging Resignation of Albany County and Prosecuting Attorney, Peggy A. Trent and Declaring a Vacancy in the Office of the Albany County and Prosecuting Attorney's Office.

MOTION by Richardson to APPROVE Resolution 2021-014, Resolution Acknowledging Resignation of Albany County and Prosecuting Attorney, Peggy A. Trent and Declaring a Vacancy in the Office of the Albany County and Prosecuting Attorney's Office.

Resolution 2021-014

RESOLUTION ACKNOWLEDGING RESIGNATION OF ALBANY COUNTY AND PROSECUTING ATTORNEY, PEGGY A. TRENT AND DECLARING A VACANCY IN THE OFFICE OF THE ALBANY COUNTY AND PROSECUTING ATTORNEY'S OFFICE

WHEREAS, on May 4, 2021, Albany County and Prosecuting Attorney Peggy A. Trent (hereinafter referred to as "Attorney Trent") submitted a formal letter to the Board of County Commissioners for Albany County (hereinafter referred to as "County Board") giving official notice of her resignation as Albany County and Prosecuting Attorney (hereinafter referred to as the "County Attorney") effective 5:00 p.m. on May 4, 2021.

WHEREAS, on May 4, 2021, the County Board in its regular meeting acknowledged Attorney Trent's resignation. A copy of Attorney Trent's resignation letter is attached hereto as Exhibit 1.

WHEREAS, the County Board shall determine a vacancy in an elective office under Wyoming Statute § 22-18-102 and initiate the process to fill the vacancy under the provisions of Wyoming Statute § 22-18-111.

WHEREAS, pursuant to Wyoming Statute § 22-18-101 (a)(ii), a vacancy occurs in an elected office if during the term of that office the incumbent resigns.

WHEREAS, until the vacancy of Albany County and Prosecuting Attorney is filled by the County Board, Chief Deputy Albany County and Prosecuting Attorney, Becky G. Farley, shall oversee the day-to-day operations of the Albany County and Prosecuting Attorney's Office.

NOW THEREFORE THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING, RESOLVES:

Section 1. That the foregoing recitals are incorporated in and made a part of this resolution by this reference.

Section 2. That the County Board acknowledges or accepts the resignation letter from Attorney Trent dated May 4, 2021 reflecting her resignation is effective at 5:00 p.m. on May 4, 2021.

Section 3. That as of May 5, 2021, a vacancy exists in the elected office of Albany County and Prosecuting Attorney for the unexpired term of Attorney Trent.

Section 4. That the County Board initiates the process to fill the vacancy under the provisions of Wyoming Statute § 22-18-111(a)(ii) including the requirement that the Chairperson of the County Board to send a letter to the county central committee of the political party of the incumbent when a vacancy occurs, which is the Albany County Democratic Central Committee. A copy of the letter is marked Exhibit 2 and is attached hereto and incorporated herein.

Section 5. That until the vacancy of Albany County and Prosecuting Attorney is filled by the County Board, Chief Deputy Albany County and Prosecuting Attorney, Becky G. Farley, shall oversee the day-to-day operations of the Albany County and Prosecuting Attorney's Office.

PASSED, APPROVED, AND ADOPTED this 4th day of May 2021.

THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING

/s/Pete Gosar, Chairperson

ATTEST:

/s/Jackie R. Gonzales, Albany County Clerk

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

35b. Resolution 2021-015, Resolution Establishing the Interview Process by the Albany County Board of Commissioners of Potential Nominees submitted by the Albany County Democrat Central Committee to Fill the Vacancy of the Elective Office of Albany County and Prosecuting Attorney.

MOTION by Richardson to APPROVE Resolution 2021-015, Resolution Establishing the Interview Process by the Albany County Board of Commissioners of Potential Nominees Submitted by the Albany County Democrat Central Committee to Fill the Vacancy of the Elective Office of Albany County and Prosecuting Attorney.

Resolution 2021-015

RESOLUTION ESTABLISHING THE INTERVIEW PROCESS BY THE ALBANY COUNTY BOARD OF COMMISSIONERS OF POTENTIAL NOMINEES SUBMITTED BY THE ALBANY COUNTY DEMOCRAT CENTRAL COMMITTEE TO FILL THE VACANCY OF THE ELECTIVE OFFICE OF ALBANY COUNTY AND PROSECUTING ATTORNEY

WHEREAS, on May 4, 2021, Albany County and Prosecuting Attorney Peggy A. Trent submitted her notice of resignation to the Board of County Commissioners for Albany County ("Board") to be effective as of 5:00 p.m. on May 4, 2021.

WHEREAS, on May 4, 2021 in Resolution 2021-014, the Board declared that a vacancy in the elected office of the Albany County and Prosecuting Attorney pursuant to Wyo. Stat. § 22-18-102 as it relates to Wyo. Stat. § 22-18-101(a)(ii) for the unexpired term of Albany County and Prosecuting Attorney Peggy A. Trent.

WHEREAS, the County shall determine a vacancy in an elective office under Wyoming Statute § 22-18-102 and initiate the process to fill the vacancy under the provisions of Wyoming Statute § 22-18-111.

WHEREAS, the County initiated the process to fill the vacancy under the provisions of Wyoming Statute § 22-18-111(a)(ii) by the Chairperson of the Board sending a letter on May 4, 2021 notifying in writing the chairman of the Albany County Central Committee of the Democratic Party which is

the political party that Albany County and Prosecuting Attorney Peggy A. Trent represented at the time of her election as the Albany County and Prosecuting Attorney.

WHEREAS, it is incumbent upon the Chairperson of the Albany County Central Committee of the Democratic Party to call a meeting of the Albany County Central Committee of the Democratic Party no later than fifteen (15) days after receiving notice of this vacancy. At the meeting of the Albany County Central Committee of the Democratic Party, the Committee shall select and transmit to the Board the names of three (3) persons qualified to hold the office. Within five (5) days after receiving these three (3) names, the Board shall meet to fill the vacancy within the time specified.

WHEREAS, in anticipation of receiving from the Albany County Central Committee of the Democratic Party three (3) persons qualified to hold the elective office of Albany County and Prosecuting Attorney, the Board desires to set a process for the interview of the nominees to consider the temporary appointment of one (1) of the three (3) qualified persons to fill the vacancy of the elective office of Albany County and Prosecuting Attorney.

NOW THEREFORE THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING, RESOLVE:

Section 1. That the foregoing recitals are incorporated in and made a part of this resolution by this reference.

Section 2. That the following shall be the process for the Board interviewing nominees for the elective office of the Albany County and Prosecuting Attorney.

- A. Within five (5) days after receiving these three (3) names from the Albany County Central Committee of the Democratic Party, the Board shall schedule a special meeting to fill the vacancy of the elected office of the Albany County and Prosecuting Attorney.
- B. Each nominee shall provide the County Clerk a copy of a resume of the nominee's educational and work background along with a written response to the following questions at least two (2) days prior to the scheduled special meeting of the Board:
 1. Please explain why you are interested in serving as the Albany County and Prosecuting Attorney. Include any experiences, interests, or other qualifications which you feel would be useful?
 2. How long have you been a licensed attorney?
 3. How long have you practiced law in Wyoming?
 4. How long have you lived in Albany County, Wyoming?
 5. Please list two professional references that the Board may contact.
 6. What do you feel are two important issues facing the Albany County and Prosecuting Attorney's Office in the next year and a half? Please explain your answer.
 7. Please feel free to provide any other information you feel would be helpful to the Board in evaluating you for this position.
- C. Each nominee shall be physically present at the scheduled special meeting of the Board to be interviewed by the Board. Each nominee will be interviewed in public without the other nominee present. While a nominee is being interviewed by the Board, other nominees shall be separated and prohibited from hearing the Board's interview of the other nominees. Each nominee will have two (2) minutes to make an opening statement to the County Commissioners. The Board will ask ten (10) questions of each nominee.
- D. The Board will accept potential questions from the public. Questions may be submitted to the County Clerk two (2) days prior to the scheduled special meeting of the Board. Prior to the interview of the nominees, each Board member shall select five (5) additional

questions from the questions provided by the public to be asked of each candidate, which additional questions shall not be disclosed to the public or nominees.

- E. At the conclusion of the interview process, a Board member may motion for a nominee to be appointed as the temporary successor of the elected Albany County and Prosecuting Attorney and unless there is a second, the nominee will not move forward.

PASSED, APPROVED, AND ADOPTED this 4th day of May 2021.

THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING

/s/Pete Gosar, Chairperson

ATTEST:

/s/Jackie R. Gonzales, Albany County Clerk

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

- 35c. Amended TANF/CPI FY2022 Grant Application.

MOTION by Richardson to AUTHORIZE the Chairperson to sign the amended TANF/CPI FY2022 Grant Application.

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

- 35d. Corrective Quitclaim Deed to correct the legal description contained in that certain Quitclaim Deed dated April 6, 2021, recorded on April 14, 2021 in the records of the Albany County Clerk and Ex Officio Register of Deeds as Document No. 2021-2278 from Albany County, Wyoming, Grantor to Diane K. Packett, Grantee on a tract of land in the NE ¼ Section 03, Township 15 North, Range 78 West of the 6th P.M., Albany County, Wyoming.

MOTION by Richardson to APPROVE the Corrective Quitclaim Deed to CORRECT the legal description contained in that certain Quitclaim Deed dated April 6, 2021, recorded on April 14, 2021 in the records of the Albany County Clerk and Ex Officio Register of Deeds as Document No. 2021-2278 from Albany County, Wyoming, Grantor to Diane K. Packett, Grantee on a tract of land in the NE ¼ Section 03, Township 15 North, Range 78 West of the 6th P.M., Albany County, Wyoming.

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

- 35e. Letter to the Democratic Party notifying them of the vacancy in the office of Albany County and Prosecuting Attorney.

MOTION by Ibarra to APPROVE the Letter to the Democratic Party notifying them of the vacancy in the office of Albany County and Prosecuting Attorney and AUTHORIZE the Chair to sign and forward to the party.

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

- 35f. Executive Session pursuant to W.S. §16-4-405(a)(iii)

- 35g. Go into Executive Session.

MOTION by Richardson to GO INTO executive session at 11:35 a.m.

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

35h. Return to Regular Session.

MOTION by Ibarra to RETURN to Regular Session at 12:13 p.m.

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

36. Vouchers for April 2021.

MOTION by Richardson to APPROVE Vouchers for April 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, \$500.00, janitorial contract; A/C Electric Supply, \$85.00, bulbs; Albany Co Historic Preservation Board, \$200.00, donation; Albany County Public Health, \$666.68, health services; Albany County Treasurer, \$14,034.16, jury & admin costs; Jean Allais, \$240.00, board of medicine; Bennett Law Group, \$800.00, defense attorney contracts; Black Hills Energy, \$6,886.11, utilities; Brown & Hiser, \$900.00, court appointed attorney; Travis Burmood, \$521.21, witness fees; Care United Medical Center, \$18,333.33, nursing services; Charter Communications, \$612.61, utilities; City of Laramie, \$2,904.85, \$30.00, utilities & facility rental; Climb Wyoming, \$5,263.09, TANF/CPI; Colleen Coogan, \$19.54, mileage; CPS Inc, \$150.00, monthly monitoring; Fastenal, \$996.87, supplies; Fortman's Paint & Glass, \$955.71, equipment repairs; Jacob Fourman, \$263.80, travel reimbursement; Johnna French, \$80.49, mileage; Frenchman Valley Coop, \$2,738.87, fuel; GASB, \$307.00, annual subscription; Adam Geoffroy, \$215.36, witness fees; Travis Goc, \$530.45, witness fees; Greater WY BBBS, \$909.00, drug court contract; Karolyn Hackbarth, \$16.51, mileage; Harris Govern Ft Collins User, \$150.00, annual dues; Taylor Jarnigan, \$337.30, travel reimbursement; Jo-Ed Produce, \$746.00, boarding of prisoners; Treyton Johnson, \$212.56, witness fees; Joshua Kershner, \$551.92, trial expense; Cameron Knutson, \$30.00, witness fees; Laramie GM, \$4,496.16, vehicle maintenance; Laramie High School, \$1,000.00, project graduation; Laramie Interfaith-Good Samaritan, \$1,701.00, TANF/CPI; Laramie Public Art Coalition, \$3,639.41, RFQ & art selection process; Long Building Technologies, \$4,745.00, courthouse billing; Kevin Lundahl, \$11.00, car wash; Kimberly Maturi, \$82.80, mileage; McKesson Medical Surgical, \$389.91, medical supplies; Meadow Gold Dairy, \$293.91, boarding of prisoners; Mountain West Telephone, \$603.50, ethernet; NAPA Auto, \$98.52, parts; O'Reilly Auto, \$264.72, parts; Peterbilt of Wyoming, \$51.86, glass; Drew Pickering, \$106.27, witness fees; Pole Mountain Pharmacy, \$103.74, medical supplies; Quality IV Care, \$325.00, medical containers; Quill, \$181.97, office supplies; Rocky Mountain Fire Systems, \$925.00, fire system inspections; Rocky Mountain Power, \$1,787.37, utilities; Vitoria Schlager, \$67.85, mileage; Shred-It USA, \$686.71, document destruction; Smartsheet, \$653.69, contract services; Snap-On Tools, \$111.50, supplies; State of Wyoming, \$17.80, registration system; The Master's Touch, \$2,484.87, assessment schedules; The Plumbing Company, \$160.36, repairs; The Supply Cache, \$707.85, fire equipment; Town of Rock River, \$118.00, utilities; Transunion Risk & Alternative, \$75.00, investigation contract; Union Telephone, \$44.75, telephones; US Bank Equipment Finance, \$6,471.67, copier lease; US Food Service, \$2,462.96, boarding of prisoners; USPCA Region 14, \$70.00, canine certifications; Verizon, \$2,044.22, telephones; Wainscott Consulting, \$245.00, grant writing services; Wheatco Sales, \$1,249.79, fire engine repairs; Wheatland REA, \$200.80, utilities; Foster White, \$250.00, annual inspection; WCPAA, \$600.00, attorney dues; Wyoming Disposal Systems, \$132.00, utilities; Wyoming Legal Group, \$331.90, court appointed attorney; Wyoming Machinery, \$387.79, repairs; Wyoming State Forestry, \$859.66, \$125.65, repairs & training; **First Interstate Bank:** \$29.90, postage labels; \$100.00, membership dues; \$977.07, safety clothing; \$219.00, dues; \$428.46, training costs; \$147.05, supplies; \$539.84, training & supplies; \$1,693.84, training & supplies; \$150.00, registrations; \$144.85, registration; \$248.56, supplies & incentives; \$339.01, office supplies; \$158.05, supplies & jury costs; \$43.64, postage; \$371.76, training costs; \$99.00, fuel; \$495.07, supplies; \$51.80, supplies; \$10.98, water; \$54.32, boarding of prisoners; \$628.98, supplies & registration; \$227.06, travel costs; \$11.98, supplies; \$2,155.14, equipment; \$379.77,

parts; \$881.77, equipment; \$3,105.01, travel expense & supplies; \$311.70, office supplies & training; \$165.07, fuel; **TOTAL EXPENDITURES: \$117,281.34.**

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

37. Adjourn.

The May 4, 2021 Regular Meeting was ADJOURNED at 12:15 p.m.

BOARD OF COUNTY COMMISSIONERS
/s/ Pete Gosar, Chairperson

ATTEST:



Jackie R. Gonzales, County Clerk

Work Session

2:00 p.m. Code of Conduct Regulations