

## COUNTY COMMISSIONERS' MINUTES

NOVEMBER 1, 2022

LARAMIE, WYOMING

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

1. **Call to order and roll call.**  
The November 1, 2022, Regular Meeting was called to order at 9:30 a.m. by Chairperson Gosar. Commissioner Ibarra and Richardson present.
2. **Pledge of Allegiance.**
3. **Public Hearing.**  
Romeo's Ridge Subdivision Preliminary and Final Plat Application SD-11-22  
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.
4. **Comments from the public.**  
David Gertsch, Planning Director introduced his new employee to the Planning Office, Lisa Erickson.  
MOTION by Richardson to CLOSE the Public Comment at 9:33 a.m.  
Roll call showed Richardson, Ibarra, and Gosar. Aye. MOTION CARRIED.
5. **Disclosures.**  
Chairperson Gosar recused from voting on item number 18.
6. **Consideration of changes on the agenda.**  
Jennifer Curran, Deputy County Attorney asked to remove item number 8. **TAKE** from the **TABLE** the Commercial Lease Agreement between the Board of Commissioners of the County of Albany, Wyoming and Western Water Consultants, Inc., for the lease of the second floor of 3821 Beech Street and item number 9. Present for **APPROVAL**, the Commercial Lease Agreement between the Board of Commissioners of the County of Albany, Wyoming and Western Water Consultants, Inc., for the lease of the second floor of 3821 Beech Street.
7. **Approval of Consent Agenda.**  
MOTION by Ibarra to APPROVE the Consent Agenda as presented.

### **CONSENT AGENDA**

- 7a. Minutes of the Special and Regular Meetings of the Board.  
Action: that the Board APPROVES the MINUTES of the October 13, 2022, Special Meeting and the October 18, 2022, Regular Meeting of the Board.
- 7b. Minutes and Agenda of the Albany County Tourism Board.  
Action: that the Board ACKNOWLEDGES RECEIPT of the September 19, 2022, MINUTES and the October 24, 2022, AGENDA of the Albany County Tourism Board.
- 7c. Minutes and Agenda of the Albany County Fire District #1.  
Action: that the Board ACKNOWLEDGES RECEIPT of the September 21, 2022, MINUTES and the October 19, 2022, AGENDA of the Albany County Fire District #1.
- 7d. Work Session Agenda of the Albany County Planning and Zoning Commission.  
Action: that the Board ACKNOWLEDGES RECEIPT of the October 25, 2022, WORK SESSION AGENDA of the Albany County Planning and Zoning Commission.
- 7e. Minutes, Agenda, Budget vs. Actual, Balance Sheet, Check Register and Credit Card Register for the Albany County Public Library Board of Directors.  
Action: that the Board ACKNOWLEDGES RECEIPT of the September 27, 2022, MINUTES; October 25, 2022, AGENDA; BUDGET vs ACTUAL July through September 2022; BALANCE SHEET as of September 30, 2022; CHECK REGISTER as of September 30, 2022, and CREDIT CARD REGISTER as of September 30, 2022, for the Albany County Public Library Board of Directors.
- 7f. Albany County Sheriff's Office Monthly Report.  
Action: that the Board ACKNOWLEDGES RECEIPT of the September 2022 MONTHLY REPORT from Aaron Appelhans, Sheriff.
- 7g. Albany County Treasurer Monthly Statement.  
Action: that the Board ACKNOWLEDGES RECEIPT of the September 2022 MONTHLY STATEMENT from Tracy Fletcher, County Treasurer.
- 7h. Albany County Detention Center Monthly Report.  
Action: that the Board ACKNOWLEDGES RECEIPT of the August and September 2022 DETENTION CENTER MONTHLY REPORT as submitted by Lieutenant Nicole Trampe.
- 7i. Reconciliation Detail Report for the Wold Improvement & Service District.  
Action: that the Board ACKNOWLEDGES RECEIPT of the RECONCILIATION DETAIL REPORT for the period ending 09/30/2022 for the Wold Improvement & Service District.

- 7j. Albany County General Fund Revenue Report.  
Action: that the Board ACKNOWLEDGES RECEIPT of the September 2022 GENERAL FUND REVENUE REPORT as submitted by the Albany County Treasurer's Office.
- 7k. McKinney Construction LLC, Plaintiff vs. City of Laramie, a municipal corporation and Janine Jordan, the City Manager for the City of Laramie, Wyoming, in her official capacity; and Board of County Commissioners of Albany County, Wyoming Defendants, Order on Defendant Board of County Commissioners of Albany County, Wyoming's Motion to Dismiss and Defendant Albany County, Wyoming's Answer in the State of Wyoming, County of Albany, in the District Court Second Judicial District Civil Action No. 35739.  
Action: that the Board ACKNOWLEDGES RECEIPT of the McKinney Construction LLC, Plaintiff vs. City of Laramie, a municipal corporation and Janine Jordan, the City Manager for the City of Laramie, Wyoming, in her official capacity; and Board of County Commissioners of Albany County, Wyoming Defendants, Order on Defendant Board of County Commissioners of Albany County, Wyoming's Motion to Dismiss and Defendant Albany County, Wyoming's Answer in the State of Wyoming, County of Albany, in the District Court Second Judicial District Civil Action No. 35739.
- 7l. Letter from Sustainable Industries, LLC regarding Civil Action No. 35848.  
Action: that the Board ACKNOWLEDGES RECEIPT of the Letter from Sustainable Industries, LLC regarding Civil Action No. 35848.
- 7m. Acknowledge Receipt of Correspondence.  
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Tammy Clyde; Wyoming Department of Transportation; AIG; Construction Equipment; Medicine Bow Routt National Forest; Pete Gosar (3); HUB International Mountain States Limited; Laramie Chamber Business Alliance (2); Thomas E. Dunlap; Woodhouse Roden Ames & Brennan, LLC; Wyoming Department of Agriculture; FCW; Roads & Bridges; CountyNews and David Dorian.

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

#### **REGULAR AGENDA**

8. **TAKE** from the **TABLE** the Commercial Lease Agreement between the Board of Commissioners of the County of Albany, Wyoming and Western Water Consultants, Inc., for the lease of the second floor of 3821 Beech Street. (Jennifer Curran, Deputy County Attorney) - **REMOVED**
9. Present for **APPROVAL**, the Commercial Lease Agreement between the Board of Commissioners of the County of Albany, Wyoming and Western Water Consultants, Inc., for the lease of the second floor of 3821 Beech Street. (Jennifer Curran, Deputy County Attorney) - **REMOVED**
10. Allocation of American Rescue Act (CFDA #21.027) funds for the use of Albany County IT for the purchase of firewalls in the amount not to exceed \$76,506.85.

MOTION by Ibarra to APPROVE the Allocation of American Rescue Act (CFDA #21.027) funds for the use of Albany County IT for the purchase of firewalls in the amount not to exceed \$76,506.85.

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

11. Quote from Advanced Network Management (ANM) for the purchase of firewalls via the Wyoming NASPO contract in the amount not to exceed \$76,506.85.

MOTION by Richardson to APPROVE Quote from Advanced Network Management (ANM) for the purchase of firewalls via the Wyoming NASPO contract in the amount not to exceed \$76,506.85.

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

12. Recension of Lease Agreement between Albany County, and Xerox for the usage of 14 MFP printers for 5 Years via Wyoming NASPO Contract not to exceed the Monthly Expense of \$1,841.14.

MOTION by Ibarra to APPROVE Recension of Lease Agreement between Albany County, and Xerox for the usage of 14 MFP printers for 5 ears via Wyoming NASPO Contract not to exceed the Monthly Expense of \$1,841.14.

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

13. Lease Agreement between Albany County, and Xerox for the usage of 14 MFP printers for 5 years not to exceed the monthly expense of \$1,841.14.

MOTION by to Richardson to APPROVE Lease Agreement between Albany County, and Xerox for the usage of 14 MFP printers for 5 years not to exceed the monthly expense of \$1,841.14.

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

14. Romeo's Ridge Subdivision Preliminary and Final Plat Application SD-11-22 and a Subdivision Permit.

MOTION by Richardson to APPROVE Romeo's Ridge Subdivision Preliminary and Final Plat Application SD-11-22 and a Subdivision Permit adopting and incorporating the Staff Analysis, Findings of Fact and Conclusions of Law as each are stated in the Staff Report.

**Findings of Fact:**

The Findings Necessary for Approval, Applicant Responses, and Staff Analysis of Inclusion of the required information as referenced in this report are affirmatively adopted as Findings that the applicant has provided the Board with adequate information that the requested and required findings, documentation, notice, and notations have been satisfied by the Applicant and the same are incorporated herein.

**Conclusions of Law:**

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

**Staff Analysis:**

This subdivision is being proposed in an already developed area. The addition of one lot in this area should not create any substantial impacts to the area. The preliminary and final plat complies with the standards of the Albany County Platting and Subdivision Regulations.

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

15. Allocation of American Rescue Act (CFDA #21.027) funds for the use of Albany County Fire District #1 Employee Assistance Program in the amount not to exceed \$180,000.00.

MOTION by Richardson to APPROVE Allocation of American Rescue Act (CFDA #21.027) funds for the use of Albany County Fire District #1 Employee Assistance Program in the amount not to exceed \$180,000.00.

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

16. Albany County Recreation Board Application and Process to begin Fiscal Year 2023-2024 application cycle.

MOTION by Ibarra to APPROVE Albany County Recreation Board Application and Process to begin Fiscal Year 2023-2024 application cycle.

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

17. Budget change request of American Rescue Act Funds from Laramie Reproductive Health.

Discussion was held allowing any future budget changes regarding American Rescue Act Funds be made to the Grants Department.

MOTION by Ibarra to APPROVE Budget change request of American Rescue Act Funds from Laramie Reproductive Health.

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

18. Community Service Block Grant (CSBG) Albany County Federal Fiscal Year (FFY) 2023 Sub-Recipient Agreements for Contract CFDA #93.569, for the following agencies: Laramie Interfaith in the amount of \$40,000.000; SAFE Project in the amount of \$22,000.00; Laramie Reproductive Health in the amount of \$27,970.00; Downtown Clinic in the amount of \$58,000.00; Family Promise of Albany County in the amount of \$20,000.00 and Direct the Vice-Chairperson to sign.

MOTION by Richardson to APPROVE Community Service Block Grant (CSBG) Albany County Federal Fiscal Year (FFY) 2023 Sub-Recipient Agreements for Contract CFDA #93.569, for the following agencies: Laramie Interfaith in the amount of \$40,000.000; SAFE Project in the amount of \$22,000.00; Laramie Reproductive Health in the amount of \$27,970.00; Downtown Clinic in the amount of \$58,000.00; Family Promise of Albany County in the amount of \$20,000.00 and DIRECT the Vice-Chairperson to sign.

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

19. Discuss Request for Proposal from Twin Pines Ranch to gravel 3.7 miles (Platte County line to Cottonwood/Harris Park Junction) located in Albany County.

Rob Fisher, Road and Bridge Superintendent informed the Board that he was contacted by Twin Pines Ranch regarding resurfacing of Harris Park Road at the expense of the landowner. Hans, representative of Twin Pines Ranch informed the Board that they would like to improve approximately 3-5 miles of Harris Park Road with Base 1 which is mixed in with the base layer and makes it as strong as concrete. Doing this process, requires less maintenance of the road into the future.

The Board advised Rob Fisher, Road and Bridge Superintendent to work with Twin Pines Ranch to come up with a plan on upgrading the road.

20. Accept bid from Ken Garff Ford for the purchase and delivery of three (3) full-size, four door, 4-wheel drive or all-wheel drive sport utility vehicle with upgraded suspension/pursuit or police package specifications and Trade-In one (1) 2007 Ford E-150, one (1) 2014 Chevrolet Tahoe, and one (1) 2015 Chevrolet Tahoe.

MOTION by Ibarra to ACCEPT bid from Ken Garff Ford for the purchase and delivery of three (3) full-size, four door, 4-wheel drive or all-wheel drive sport utility vehicle with upgraded suspension/pursuit or police package specifications and TRADE-IN one (1) 2007 Ford E-150, one (1) 2014 Chevrolet Tahoe, and one (1) 2015 Chevrolet Tahoe.

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

21. Award contract to Ken Garff Ford for the purchase and delivery of three (3) full-size, four door, 4-wheel drive or all-wheel drive sport utility vehicle with upgraded suspension/pursuit or police package specifications and Trade-In one (1) 2007 Ford E-150, one (1) 2014 Chevrolet Tahoe, and one (1) 2015 Chevrolet Tahoe in the amount of \$119,246.00.

MOTION by Ibarra to AWARD contract to Ken Garff Ford for the purchase and delivery of three (3) full-size, four door, 4-wheel drive or all-wheel drive sport utility vehicle with upgraded suspension/pursuit or police package specifications and TRADE-IN one (1) 2007

Ford E-150, one (1) 2014 Chevrolet Tahoe, and one (1) 2015 Chevrolet Tahoe in the amount of \$119,246.00.

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

22. FY 2022 Albany County Close Out Letter to the National Highway Safety Administration (NHTSA) High Visibility Grant for the Sheriff.

MOTION by Richardson to APPROVE FY 2022 Albany County Close Out Letter to the National Highway Safety Administration (NHTSA) High Visibility Grant for the Sheriff.

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

23. Letter of Support of the Call to Next Steps developed by the Joint Laramie Climate Action Coalition.

MOTION by Ibarra to APPROVE Letter of Support of the Call to Next Steps developed by the Joint Laramie Climate Action Coalition.

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

24. Vouchers for October 2022.

MOTION by Ibarra to APPROVE Vouchers for October 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:** 212 Degrees Restoration Inc., \$375.00, building maintenance; Ace Hardware, \$17.98, maintenance equipment; Albany County Fire District #1, \$20,249.31, fire zones; Albany County Treasurer, \$1,279.92, 4<sup>th</sup> quarter payment; AMS, \$82.46, monthly monitoring; Angel Armor, \$412.23, bullet proof vests; Zach Billin, \$187.50, mileage reimbursement; Black Hills Energy, \$4,186.05, utilities; Mike Bournazian, \$8,054.21, fire travel; Sarah Boyd, \$2,036.04, fire travel; Robin Brooks, \$4,347.88, fire travel; CDW Government Inc., \$1,500.00, equipment; Charter Communications, \$419.61, utilities; City of Laramie, \$9,207.62, utilities; Robert Clark Jr., \$319.75, fire travel; CorrHealth LLC, \$458.00, nursing services; CPS Inc., \$210.00, monthly monitoring; Drube Supply, \$41.73, engine maintenance; E-470 Public Highway Authority, \$9.20, fire travel; Federal Signal, \$5,420.06, contract services; File & ServeXpress LLC, \$20.00, filing fee; Frenchman Valley CoOp, \$1,879.20, propane; Olivia Gallegos, \$100.00, testing; Horton Fuels, \$1,625.58, fire zone; Ivinson Memorial Hospital, \$14,905.00, Title 25; Jo-Ed Produce, \$112.00, boarding of prisoners; Kinsco, \$310.49, uniforms; Laramie GM Auto, \$431.21, vehicle maintenance; Lewan & Associates, Inc., \$268.00, equipment; Logan Simpson, \$23,706.25, Joint Growth Area Plan; LONG Building Technologies, \$165.00, building maintenance; Julie Lyons, \$4,361.85, fire travel; Kimberly Maturi, \$45.00, mileage reimbursement; Meadow Gold Dairy, \$173.13, boarding of prisoners; Leonard B. Medoff, \$700.00, contract services; Napa Auto Parts, \$30.92, parts; NMS Labs, \$446.00, testing; Michael Olsen, \$2,071.93, fire travel; Pole Mountain Pharmacy, \$149.72, detention center prescriptions; Quadiant Leasing USA Inc., \$6,318.35, postage; Redwood Toxicology Laboratory, \$32.28, drug testing; Rocky Mountain Power, \$195.45, utilities; Safety One Training International, \$8,055.00, training; Schilling & Winn PC, \$50.40, attorney services; Secretary of State, \$60.00, notary; Susan Shipp, \$600.00, training; Stantec Consulting Services Inc., \$5,355.62, CAPP update; Jason Svare, \$254.66, travel & training; The Master's Touch LLC, \$1,289.27, postage & printing; Town of Rock River, \$87.07, utilities; Union Telephone Co., \$44.17, utilities; US Food Service, \$3,316.35, boarding of prisoners; Verizon, \$2,321.96, telephones; Volunteers of America Northern Rockies, \$4,000.00, gatekeeping services; Wainscott Consulting LLC, \$40.00, grant writing

services; Wheatland Automotive, \$609.11, engine maintenance; Wheatland Rural Electric, \$258.88, utilities; Wyoming Automotive, \$349.90, parts; Wyoming Behavioral Institute, \$754.00, Title 25; Wyoming Department of Agriculture, \$100.00, license renewal; Wyoming Machinery, \$5,219.01, engine repairs; Wyoming State Fire Advisory Board, \$500.00, fees; Tracy M. Young, \$6,151.84, training; **First Interstate Bank:** \$1,091.02, meals & supplies; \$1,092.48, supplies; \$902.95, supplies, travel & training; \$249.89, supplies; \$2,024.23, travel & training; \$104.32, supplies & fuel; \$336.13, supplies, training & employee recognition; \$355.87, supplies; \$225.91, fuel; \$975.20, Drug Court program; \$2,259.22, prevention; \$112.40, supplies; \$507.96, supplies & postage; \$1,562.81, fuel; \$904.86, boarding if prisoners; \$21.36, meals; \$59.73, supplies; \$10,059.24, training, equipment & uniforms; \$8,004.59, drug court program & supplies; \$3,337.65, equipment; \$63.89, travel & training; \$153.45, supplies & meals; \$418.47, fuel; \$945.58, supplies; \$474.07, supplies & travel; \$823.89, equipment & meals; \$1,512.02, meals & supplies; \$2,648.55, supplies & dues; \$62.28, meals; **TOTAL EXPENDITURES: \$197,569.17.**

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

25. Adjourn.

The November 1, 2022, Regular Meeting was ADJOURNED by Chairperson Gosar at 10:32 a.m.

BOARD OF COUNTY COMMISSIONERS

/s/ Pete Gosar, Chairperson

ATTEST:

  
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Jackie R. Gonzales, County Clerk