

COUNTY COMMISSIONERS' MINUTES

MARCH 1, 2022

LARAMIE, WYOMING

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

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

The March 1, 2022, Regular Meeting was called to order at 9:30 a.m. by Chairperson Gosar. Commissioners Richardson and Ibarra present.

2. **Pledge of Allegiance.**

3. **Public Hearing.**

Secure Rural Schools and Community Self-Determination Act of 2000, Title III – County Projects

MOTION by Ibarra to CLOSE the Public Hearing at 9:32 a.m.

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

Mecca Conditional Use Application CU-01-22

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.

Watson Zoning Change Application LUC-10-21

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.

Summit View Estates Subdivision Application Final Plat SD-10-21

MOTION by Richardson to CLOSE the Public Hearing at 9:35 a.m.

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

4. **Comments from the public.**

Brady Carroll, Grants Specialist informed the Board that the amount that was approved at the February 15<sup>th</sup> meeting regarding premium pay for the Soup Kitchen is less than what was approved. The approved amount was \$7,943.26 and the actual amount that will be paid out from ARPA funds will be \$7,847.51.

Various comments were heard in regard to removing the mask mandate in the Albany County Courthouse and all County Buildings.

MOTION by Ibarra to CLOSE the Public Comment at 9:43 a.m.

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

5. **Disclosures. None.**

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

Jennifer Curran, Deputy County Attorney added to the Executive Session W.S. 16-4-404 (a)(ii). Jackie R. Gonzales, County Clerk asked to remove item number 24: Electronic Recording Trusted Submitter Agreement Between the Board of Commissioners of the County of Albany, Wyoming by and through the Albany County Clerk and Indecomm Holdings, LLC to offer the recording of real property documents by electronic means providing for the receiving and transmitting of documents electronically in substitution for conventional paper documents and to assure that transactions are not legally invalid or unenforceable, as a result of the use of available electronic technologies, to the mutual benefit of the parties of the transactions. Chairperson Gosar added item number 8a: Discuss the mask mandate in the County Courthouse and all County Buildings.

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 MINUTES of the February 15, 2022, Regular Meeting of the Board.

7b. Minutes, Agenda and Budget vs. Actuals and Advertising/Grants Transaction Report of the Albany County Tourism Board.

Action: that the Board ACKNOWLEDGES RECEIPT of the January 18, 2022, MINUTES; February 15, 2022, AGENDA; BUDGET vs ACTUALS FY 2021-2022 – FY 22 P&L July 2021 - June 2022 and



the ADVERTISING/GRANTS TRANSACTION REPORT for January 2022 of the Albany County Tourism Board.

- 7c. **Minutes and Agenda of the Nine Mile Water and Sewer District.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the January 12, 2022, AGENDA and the January 12, 2022, MINUTES of the Nine Mile Water and Sewer District.
- 7d. **Minutes, Agenda, Budget vs. Actual; 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 January 25, 2022, SPECIAL MEETING MINUTES; February 22, 2022, AGENDA; BUDGET vs. ACTUAL July through January 2022; BALANCE SHEET as of January 31, 2022; CHECK REGISTER as of January 31, 2022, and CREDIT CARD LOG for January 2022 of the Albany County Public Library Board of Directors.
- 7e. **Albany County Sheriff's Office Monthly Statement.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the January 2022 MONTHLY STATEMENT from Aaron Appelhans, Sheriff.
- 7f. **Albany County Public Health Monthly Statement.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the January 2022 MONTHLY STATEMENT from Kimberly Maturi, Public Health Nurse Manager.
- 7g. **Albany County Treasurer Monthly Statement.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the December 2021 MONTHLY STATEMENT from Tracy Fletcher, County Treasurer.
- 7h. **Annual Report, Minutes and Treasurer's Report of the Laramie Rivers Conservation District.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the 2020-2021 ANNUAL REPORT; January 20, 2022, MINUTES; and the TREASURER'S REPORT BALANCE SHEET as of February 15, 2022, of the Laramie Rivers Conservation District.
- 7i. **Industrial Siting Permit Application of Rock Creek Wind LLC, OAH Docket No. 21-163-020, Docket No. DEQ/ISC 21-07 Albany County, Wyoming Prehearing Statement in the Office of Administrative Hearings Upon Referral from the Wyoming Department of Environmental Quality Industrial Siting Division State of Wyoming.**  
Action: that the Board ACKNOWLEDGES RECEIPT of Industrial Siting Permit Application of Rock Creek Wind LLC, OAH Docket No. 21-163-020, Docket No. DEQ/ISC 21-07 Albany County, Wyoming Prehearing Statement in the Office of Administrative Hearings Upon Referral from the Wyoming Department of Environmental Quality Industrial Siting Division State of Wyoming.
- 7j. **Roger Canyon, LLC, Petitioner, vs. Board of County Commissioners of Albany County, Respondent, Civil Action No. 35539, Petitioner's Reply Brief in the District Court Second Judicial District.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the Roger Canyon, LLC, Petitioner, vs. Board of County Commissioners of Albany County, Respondent, Civil Action No. 35539, Petitioner's Reply Brief in the District Court Second Judicial District.
- 7k. **\$50,000.00 Bond for Nathan C. Martin, Treasurer, Albany County School District #1.**  
Action: that the Board APPROVES the \$50,000.00 BOND for Nathan C. Martin, Treasurer, Albany County School District #1.
- 7l. **\$6,000.00 Bond for Daniel Brain, Treasurer, Valley View Road Improvement & Service District.**  
Action: that the Board APPROVES the \$6,000.00 BOND for Daniel Brain, Treasurer, Valley View Road Improvement & Service District.
- 7m. **Albany County General Fund Revenue Report.**  
Action: that the Board ACKNOWLEDGES RECEIPT of the December 2021 GENERAL FUND REVENUE REPORT as submitted by the Albany County Treasurer's Office.
- 7n. **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 February 2022.
- 7o. **ACH payments to Cigna regarding health insurance claims and Administrative Fees.**  
Action: that the Board RATIFIES payments to Cigna regarding health insurance claims and Administrative Fees.
- 7p. **Acknowledge Receipt of Correspondence.**  
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Sarah Gorin; State of Wyoming Department of Revenue; Sue Ibarra (4); The Wyoming Connection; CountyNews; Gary Wilken; Kim Puls; Cigna (3); WARM; Dan Brain (3); Laramie Chamber Business Alliance (3); Albany County Weed & Pest; Pete Gosar; Rob Fisher; Wyoming County Commissioners Association (8); Celeste Havener; Stacy Lam; Ted Cramer; Laramie Interfaith; Jennifer Curran; State Engineers Office; and Medicine Bow-Routt National Forests.

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



## **REGULAR AGENDA**

- 8a. Discussion regarding the Mask Mandate in the Albany County Courthouse and all County Buildings.

Dr. Allais, County Health Officer informed the Board that our numbers have decreased enough that they no longer support a mask mandate at the County Buildings.

MOTION by Richardson to REMOVE the Mask Mandate in the Albany County Courthouse and all County Buildings.

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

- 8b. Allocation of American Rescue Act (CFDA #21.027) fund in the amount not to exceed \$10,000.00 for interview room A/V Equipment for the Albany County Sheriff's Office.

MOTION by Ibarra to APPROVE Allocation of American Rescue Act (CFDA #21.027) fund in the amount not to exceed \$10,000.00 for interview room A/V Equipment for the Albany County Sheriff's Office.

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

9. Memorandum of Understanding (MOU) between Homeland Security Investigations (HSI) and Local, County, or State Law Enforcement Agency for the Reimbursement of Joint Operations Expenses from the Treasury Forfeiture Fund.

MOTION by Richardson to APPROVE Memorandum of Understanding (MOU) between Homeland Security Investigations (HSI) and Local, County, or State Law Enforcement Agency for the Reimbursement of Joint Operations Expenses from the Treasury Forfeiture Fund.

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

10. Cooperative Law Enforcement Annual Operating Plan & Financial Plan between the Albany County Sheriff's Office and the USDA, Forest Service Medicine Bow-Routt National Forests and Thunder Basin National Grassland CY 2022.

MOTION by Ibarra to APPROVE Cooperative Law Enforcement Annual Operating Plan & Financial Plan between the Albany County Sheriff's Office and the USDA, Forest Service Medicine Bow-Routt National Forests and Thunder Basin National Grassland CY 2022.

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

11. Request for Proposal for a Mobile Generator/Light Tower for EMA to be purchased with SHSP Grant Funds and Direct the Clerk to Advertise.

MOTION by Richardson to APPROVE Request for Proposal for a Mobile Generator/Light Tower for EMA to be purchased with SHSP Grant Funds and DIRECT the Clerk to Advertise.

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

12. Application to the Wyoming Office of Homeland Security for Reallocation of 2017 State Homeland Grant Program for the purpose of securing additional funds.

MOTION by Richardson to APPROVE Application to the Wyoming Office of Homeland Security for Reallocation of 2017 State Homeland Grant Program for the purpose of securing additional funds.

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

13. The Wyoming Division of Victim Services Grant Application for SFY 2023 & 2024 in the amount of \$842,698.18 for the purpose of providing services to victims of crime in Albany County.

MOTION by Ibarra to APPROVE the Wyoming Division of Victim Services Grant Application for SFY 2023 & 2024 in the amount of \$842,698.18 for the purpose of providing services to victims of crime in Albany County.

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

14. Albany County ARPA Nonprofit Grant Application Guidelines, Application Form, and Budget Template worksheet for the Allocation of American Rescue Plan Funds (CFDA#21.027) to Nonprofit Organizations.

MOTION by Richardson to APPROVE Albany County ARPA Nonprofit Grant Application Guidelines, Application Form, and Budget Template worksheet for the Allocation of American Rescue Plan Funds (CFDA#21.027) to Nonprofit Organizations.

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

15. The Mecca Conditional Use Application CU-01-22.

MOTION by Ricardson to APPROVE The Mecca Conditional Use Application CU-01-22.

MOTION by Richardson to AMEND the MOTION to APPROVE The Mecca Conditional Use Application CU-01-22 to include adopting and incorporating the Staff Analysis, Findings of Fact and Conclusions of Law as listed in the Staff Report.

**Staff Analysis:**

The Applicant has provided a complete application and has addressed the potential impacts this use may cause. This is the Aquifer Protection Overlay Zone, but the buildings are existing, and no changes are expected.

**Findings of Fact:**

The Findings Necessary for Approval and Applicant Responses referenced in this report are adopted as findings reflecting that the Applicant has adequately addressed the specified impacts 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 Zoning Resolution.

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

16. The Watson Zoning Change Application LUC-10-21.

MOTION by Ibarra to APPROVE the Watson Zoning Change Application LUC-10-21 adopting and incorporating the Staff Analysis, Findings of Fact, and Conclusions of Law as stated in the Staff Report.

**Staff Analysis:**

The Applicant has addressed the potential impacts this zoning change may cause and has provided a complete application. This property is currently zoned rural residential and a change to commercial should not have any effects on surrounding properties, as it has existed for years. The applicant is currently going through the boundary line adjustment process and now would like to make the whole parcel commercial instead of it being half rural residential.

**Findings of Fact:**



The Findings Necessary for Approval and Applicant Responses referenced in this report are adopted as findings reflecting that the Applicant has adequately addressed the specified impacts 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 Zoning Resolution.

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

17. The Summit View Estates Final Plat Application SD-10-21 and Subdivision Permit.

MOTION by Richardson to APPROVE The Summit View Estates Final Plat Application SD-10-21 and Subdivision Permit based upon and incorporating the Findings of Fact and Conclusions of Law as listed in the Staff Report.

**Findings of Fact:**

The information provided in this staff report shall be incorporated as Findings of Fact.

**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.

18. Request for an exemption from the large tract subdivision process (Section 23, Township 14 North, Range 76 West).

MOTION by Richardson to APPROVE the request for an exemption from the large tract subdivision process (Section 23, Township 14 North, Range 76 West).

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

19. A request for an exemption from the large tract subdivision process (Hamaker - Section 34, Township 17 North, Range 73 West).

MOTION by Richardson to APPROVE a request for an exemption from the large tract subdivision process (Hamaker - Section 34, Township 17 North, Range 73 West).

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

20. Quote from CDW-G for the purchase of a large format plotter and scanner and 3-year service warranty through the Wyoming NASPO Agreement in an amount not to exceed \$23,374.28 to be paid from 1% Uncommitted Funds.

MOTION by Ibarra to APPROVE Quote from CDW-G for the purchase of a large format plotter and scanner and 3-year service warranty through the Wyoming NASPO Agreement in an amount not to exceed \$23,374.28 to be paid from 1% Uncommitted Funds.

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

21. First Amendment to the Agreement between the Board of Commissioners of the County of Albany, Wyoming and Greater Wyoming Big Brothers Big Sisters for Juvenile Prevention and Diversion Services for the purpose of removing the Participation Fee provision.

MOTION by Richardson to APPROVE First Amendment to the Agreement between the Board of Commissioners of the County of Albany, Wyoming and Greater Wyoming Big Brothers Big Sisters for Juvenile Prevention and Diversion Services for the purpose of removing the Participation Fee provision.



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

22. Reappoint Rob Fisher and Heber Richardson to the Urban Systems Advisory Council (USAC) for a term to expire in July 2023.

MOTION by Ibarra to REAPPOINT Rob Fisher and Heber Richardson to Urban Systems Advisory Council (USAC) for a term to expire in July 2023.

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

23. Award Title III funds in the amount of \$10,511.78 to Chad Dinges, Albany County Fire Warden to be used for ongoing and future fuel mitigation projects and \$10,511.78 to Aaron Appelhans, Albany County Sheriff for the repair and/or replacement of equipment utilized in search and rescue operations on Federal lands.

MOTION by Richardson to AWARD Title III funds in the amount of \$10,511.78 to Chad Dinges, Albany County Fire Warden to be used for ongoing and future fuel mitigation projects and \$10,511.78 to Aaron Appelhans, Albany County Sheriff for the repair and/or replacement of equipment utilized in search and rescue operations on Federal lands.

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

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

25. Request budget directive from the Board of County Commissioners for Fiscal Year 2022-2023 Albany County Budget.

The Board has requested that everyone keep a flat budget and anything that will be requested above and beyond will need to be submitted with an explanation.

26. Vouchers for February 2022.

MOTION by Ibarra to APPROVE Vouchers for February 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:** Albany County Public Health, \$509.50, scholarship; Albany County Treasurer, \$6,183.00, trial & administrative fees; Black Hills Energy, \$8,519.25, utilities; Cathedral Home for Children, \$5,799.99, TANF/CPI & diversion; Charter Communications, \$129.98, internet; City of Laramie, \$3,154.12, utilities; CPS Inc., \$2,168.25, utilities & monthly monitoring; Eagle Plumbing & Heating Inc., \$98.00, building maintenance; Fastenal, \$12.16, equipment maintenance; Feeding Laramie Valley, \$102,568.00, ARPA funds; First Responder Grants, LLC, \$225.00, subscriptions; Fremont Electric Inc., \$77.00, building maintenance; Johnna French, \$119.02, mileage reimbursement; Frenchman Valley CoOp, \$1,490.29, fuel; Olivia Gallegos, \$100.00, investigation supplies; Grant Writing USA, \$455.00, continuing education; Heggie Logging, \$2,129.80, fire equipment; Ivinson Memorial Hospital, \$10,840.00, emergency detentions; Jo-Ed Produce, \$752.50, boarding of prisoners; Johnny Johnston, \$875.00, contract services; Laramie Connections Center, \$4,323.75, ARPA premium; Laramie Fire Extinguisher Services, \$90.75, yearly service test & building



maintenance; Laramie Reproductive Health, \$7,928.18, ARPA premium; Laramie Soup Kitchen, \$77,471.51, equipment upgrades & ARPA premium; Meadow Gold Dairy, \$382.25, boarding of prisoners; NAPA Auto Parts, \$4.19, parts; Amanda Osborne, \$2,000.00, expert witness; Pole Mountain Pharmacy, \$138.38, Detention Center prescriptions; Rocky Mountain Fire Systems, \$1,315.00, monitoring; Rocky Mountain Power, \$7,129.95, utilities; SAFE Project, \$5,000.00, 1% allocation; Stantec Consulting Services, \$1,661.25, CAPP update project; State of Wyoming, \$24.27, registration; The Open School, \$12,287.47, ARPA premium; True Value, \$53.50, equipment maintenance; US Bank Equipment Finance, \$6,295.14, copier lease; US Food Service, \$3,481.27, boarding of prisoners; Verizon, \$2,353.78, telephones; Voltech Electric, Inc., \$488.47, building maintenance; Western State Fire Protection, \$897.00, contract services; Western Waterworks Inc., \$77.00, licensing; Wheatland Rural Electric, \$184.02, utilities; Wyoming Machinery, \$378.23, equipment repair; Wyoming Public Health Laboratory, \$171.00, testing; Wyoming State Forestry Division, \$682.56, overpayment; Y2 Consultants, \$7,038.75, management plan contract; **First Interstate Bank:** \$496.76, registration & supplies; \$252.36, office supplies & building maintenance; \$405.96, office supplies & mileage; \$244.38, background checks & office supplies; \$478.32, travel & office supplies; \$153.99, supplies; \$3,701.75, office supplies; \$166.02, vehicle maintenance; \$52.02, travel & mileage; \$1,397.42, participant support; \$6,254.59, registration, travel & office supplies; \$646.05, office supplies & continuing education; \$373.49, postage & continuing education; \$636.69, training; \$81.20, fuel; \$152.40, meals; \$1,908.18, office supplies & registration; \$30.00, extradition; \$810.65, equipment & supplies; \$1,730.85, office supplies & infrastructure; \$93.96, office equipment; \$826.72, training & travel; \$314.98, supplies; \$49.20, meals; \$36.38, supplies; \$479.22, training & continuing education; \$3,516.60, travel & office supplies; \$57.74, supplies & postage; **TOTAL EXPENDITURES: \$313,411.41.**

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

27. Executive Session pursuant to W.S. §16-4-405(a)(iii) and (ii).

28. GO INTO Executive Session.

MOTION by Richardson to GO INTO Executive Session at 10:52 a.m.

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

29. RETURN to Regular Session.

MOTION by Richardson to RETURN to Regular Session at 12:55 p.m.

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

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

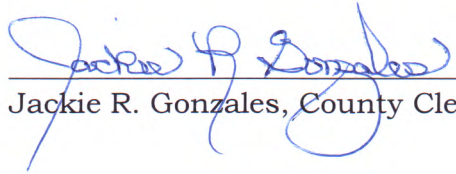
31. Adjourn.

The March 1, 2022, Regular Meeting was ADJOURNED at 12:55 p.m. by Chairperson Gosar.

BOARD OF COUNTY COMMISSIONERS

/s/ Pete Gosar, Chairperson

ATTEST:

  
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Jackie R. Gonzales, County Clerk