

COUNTY COMMISSIONERS' MINUTES

JULY 5, 2023

LARAMIE, WYOMING

REGULAR MEETING: 9:30 a.m.

1. **Call to order and roll call.**
The July 5, 2023 Regular Meeting was called to order at 9:31 a.m. by Chairperson Gosar. Commissioners Jones and Ibarra present.
2. **Pledge of Allegiance.**
3. **Public Hearing.**
Casper Aquifer Protection Plan Update
Hearing no comments, MOTION by Ibarra to CLOSE the Public Hearing at 9:32 a.m.
Roll call showed Ibarra, Jones and Gosar. Aye. MOTION CARRIED.
4. **Comments from the public.**
Hearing no comments, MOTION by Jones to CLOSE the Public Comment at 9:32 a.m.
Roll call showed Jones, Ibarra and Gosar. Aye. MOTION CARRIED.
5. **Disclosures. None.**
6. **Consideration of changes on the agenda.**
Sheriff Appelhans asked to remove item number 18. **AWARD**, Bid for the purchase and delivery of two (2) police SUV's and two (2) police trucks with trade-ins and **AUTHORIZE** the Chair to sign the contract.
7. **Approval of Consent Agenda.**
MOTION by Ibarra to APPROVE the Consent Agenda as presented.

CONSENT AGENDA

- 7a. Minutes of the Regular and Special Meetings of the Board.
Action: that the Board APPROVES the MINUTES of the June 20, 2023, Regular Meeting and June 28, 2023 Special Meeting of the Board.
- 7b. Minutes and Agenda of the Albany County Fire District #1.
Action: that the Board ACKNOWLEDGES RECEIPT of the April 26, 2023 and May 17, 2023 MINUTES and the June 21, 2023 AGENDA of the Albany County Fire District #1.
- 7c. Minutes of the Seven Mile Water and Sewer District.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 13, 2023, MINUTES of the Seven Mile Water and Sewer District.
- 7d. Minutes and Agenda of the Laramie Regional Airport Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 19, 2023 MINUTES and the June 14, 2023 AGENDA of the Laramie Regional Airport Board.
- 7e. Minutes and Agenda of the Nine Mile Water and Sewer District.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 10, 2023 and June 15, 2023 MINUTES and May 10, 2023 AGENDA of the Nine Mile Water and Sewer District.
- 7f. Minutes and Agenda of the Albany County Tourism Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 22, 2023, MINUTES and the June 19, 2023 AGENDA of the Albany County Tourism Board.
- 7g. 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 May 23, 2023, MINUTES; June 8, 2023 and June 12, 2023 SPECIAL MEETING MINUTES; June 27, 2023 AGENDA; BUDGET vs ACTUAL July 2022 through May 2023; BALANCE SHEET as of May 31, 2023; CHECK REGISTER as of May 31, 2023, and CREDIT CARD REGISTER as of May 31, 2023, for the Albany County Public Library Board of Directors.
- 7h. Minutes, Agenda and Treasurers Report of the Albany County Fair Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 8, 2023 and May 22, 2023 MINUTES; June 12, 2023 AGENDA and the TREASURERS REPORT since May 12, 2023, for the Albany County Fair Board.
- 7i. Minutes of the Sherman Hill Road Improvement and Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the June 13, 2023 MINUTES of the Sherman Hill Road Improvement and Service District.
- 7j. Minutes, Agenda and Treasurers Report of the Laramie Rivers Conservation District.
Action: that the Board ACKNOWLEDGES RECEIPT of the May 24, 2023 MINUTES; June 22, 2023 AGENDA and TREASURERS REPORT as of May 25, 2023 of the Laramie Rivers Conservation District.
- 7k. Albany County Public Health Monthly Statement.

- Action: that the Board ACKNOWLEDGES RECEIPT of the May 2023 MONTHLY STATEMENT from Kim Maturi, Public Health Nurse Manager.
- 7l. Reconciliation Detail Report and Minutes for the Wold Improvement & Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the RECONCILIATION DETAIL REPORT for the period ending 5/31/2023 and the June 22, 2023 MINUTES for the Wold Improvement & Service District.
- 7m. Seven Mile Water and Sewer District Final Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2023-2024 for the Seven Mile Water and Sewer District.
- 7n. Wold Improvement and Service District Final Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2023-2024 for the Wold Improvement and Service District.
- 7o. Laramie Regional Airport Joint Powers Board Final Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2023-2024 for the Laramie Regional Airport Joint Powers Board.
- 7p. Toltec Watershed Improvement District Final Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the FINAL BUDGET FOR FISCAL YEAR 2023-2024 for the Toltec Watershed Improvement District.
- 7q. Albany County Fire District 1 Proposed Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2023-2024 for the Albany County Fire District 1.
- 7r. Albany County Tourism Board Proposed Budget for Fiscal Year 2023-2024.
Action: that the Board ACKNOWLEDGES RECEIPT of the PROPOSED BUDGET FOR FISCAL YEAR 2023-2024 for the Albany County Tourism Board.
- 7s. ACH payment to the Internal Revenue Service regarding federal tax payment.
Action: that the Board RATIFIES payment to the Internal Revenue Service regarding federal tax payment for June 2023.
- 7t. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Wyoming County Commissioners Association (4); Bobbi McPherson; Jennifer Curran (2); Sue Ibarra (13); Medicine Bow-Routt National Forests & Thunder Basin National Grasslands (4); Murray Schroeder (2); Pete Gosar (9); Tracy Fletcher; Albert Simpson (2); Klaus Halbsgut; Laramie Chamber Business Alliance (3); Woolington Agency; Wyoming Women's Foundation; Market Moves Energy; Molly Amen; Sofia Saric; Bonnie Kay Bath; Chelsie Mathews; Ellen Fike; Jennifer Russell; Kate Allred; Rachelle Trujillo; The Foundation to Combat Antisemitism; The Wyoming Connection; Wyoming Rural Electric News; Big Brothers Big Sisters Greater Wyoming; Market Moves Infrastructure; Roads & Bridges; Taxing Issues; US Board of Geographic Names; Bern Haggerty; Frances Fryberger; Marian Erdelyi; Mary Bower; Kim Viner and StormWater Solutions.

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

REGULAR AGENDA

8. Introduction of Brandt Lyman, WYDOT Commissioner for Albany County.

Brandt Lyman, WYDOT Commissioner for District 2 informed the Board that he represents Albany, Carbon and Sweetwater Counties. He stated that the purpose of the commission is to govern the activities of the Department of Transportation. The commission is composed of seven members appointed by the governor, with approval of the Senate. He wanted to make sure that the Board had his contact information if anything was needed of him as he represents Albany County.

9. Acceptance of Donation from the Rotary Club in the amount of \$440.00 for activities related to suicide prevention amongst Albany County First Responders.

MOTION by Ibarra to APPROVE the Acceptance of Donation from the Rotary Club in the amount of \$440.00 for activities related to suicide prevention amongst Albany County First Responders.

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

10. The proposed update of the Casper Aquifer Protection Plan.

Commissioner Jones made a statement opposing the updates to the Casper Aquifer Protection Plan.

MOTION by Ibarra to APPROVE the proposed update of the Casper Aquifer Protection Plan.

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

11. The 2023 Urban System Project Priority List and Amendments to the Major Street Plan.

MOTION by Jones to APPROVE the 2023 Urban System Project Priority List and Amendments to the Major Street Plan as follows:

1. The 2023 Urban System Project Priority List as approved by USAC:

Priority	Description	Approximate Length (miles)	Required Urban Systems Funds (Estimated)
1	Corthell Road from Whitman Street to future Bill Nye, from the extension of Corthell Road to the extension of Boulder Drive; Bill Nye from Corthell Road to 15 th Street	0.85	4,200,000 (2016 dollars)
2	Bluebird Lane, between Vista Drive and Grand Avenue	0.37	2,500,000 (2020 dollars, County Estimate)
3	30 th Street, south to where it intersects with Bill Nye	0.84	5,600,000 (2016 dollars)
4	Pierce Street, Snowy Range Road north to Madison Street	0.59	?

2. Amendments to MSP:

- Removed those streets mapped from the intersection of 45th Street and Crow Drive to the east end of Willett Drive and the north end of Boulder Drive.
- Extended Inca Drive to the most northerly proposed collector as shown on the Major Street Plan map.

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

12. The Renewal of the 2023 Mobile Home Park Licenses for Coronado Mobile Home Park, Country Meadow Estates, Flying X Ranch, Kiehm Mobile Home Park, Laramie Mobile Home Park, Peterson Mobile Home Park, Plunatic Place, Sixty Last Mobile Home Park and Troutman Mobile Home Park.

Joe Wilmes, Associate Planner asked to add Blue Sky Mobile Home Park.

MOTION by Ibarra to APPROVE the Renewal of the 2023 Mobile Home Park Licenses for Coronado Mobile Home Park, Country Meadow Estates, Flying X Ranch, Kiehm Mobile Home Park, Laramie Mobile Home Park, Peterson Mobile Home Park, Plunatic Place, Sixty Last Mobile Home Park, Troutman Mobile Home Park and Blue Sky Mobile Home Park.

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

13. Ratify, Grant Application to the Bureau of Justice Assistance, 2023 Bulletproof Vest Partnership grant to support the purchase of bulletproof vests for the Albany County Sheriff's Office.

MOTION by Jones to RATIFY, Grant Application to the Bureau of Justice Assistance, 2023 Bulletproof Vest Partnership grant to support the purchase of bulletproof vests for the Albany County Sheriff's Office.

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

14. Amendment Two to the Commercial Lease Agreement between the Albany County Board of Commissioners and Disruptive Medtech, LLC.

MOTION by Ibarra to APPROVE Amendment Two to the Commercial Lease Agreement between the Albany County Board of Commissioners and Disruptive Medtech, LLC.

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

15. Ratify, amended grant application to Wyoming Energy Authority for their Local Government Retrofit in the amount of \$50,000.00 for replacement of lighting in either the Albany County Courthouse or Detention Center.

MOTION by Jones to RATIFY, amended grant application to Wyoming Energy Authority for their Local Government Retrofit in the amount of \$50,000.00 for replacement of lighting in either the Albany County Courthouse or Detention Center.

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

16. Discuss, trimming of trees on the Courthouse grounds.

Sheriff, Aaron Appelhans informed the board that after the security assessment of the grounds it was recommended that the foliage around the courthouse grounds be trimmed back. It was also suggested that the trees be trimmed up at least 6 feet from the ground.

17. Wyoming Law Enforcement Extraterritorial Assistance Memorandum of Understanding between the University of Wyoming Police Department and Albany County Sheriff's Office.

MOTION by Jones to APPROVE Wyoming Law Enforcement Extraterritorial Assistance Memorandum of Understanding between the University of Wyoming Police Department and Albany County Sheriff's Office.

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

18. **AWARD**, Bid for the purchase and delivery of two (2) police SUV's and two (2) police trucks with trade-ins and **AUTHORIZE** the Chair to sign the contract. (Aaron Appelhans, Sheriff) **REMOVED**

19. Acceptance of the appointment by Governor Gordon of Kate Allred as the Albany County Emergency Management Coordinator.

MOTION by Ibarra to APPROVE Acceptance of the appointment by Governor Gordon of Kate Allred as the Albany County Emergency Management Coordinator.

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

20. Closing of the Public Health Office on July 14, 2023 and August 4, 2023.

MOTION by Jones to APPROVE Closing of the Public Health Office on July 14, 2023 and August 4, 2023.

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

21. Award the Bid to Flaming Tree Solutions, LLC for the Albany County Community Wildfire Protection Plan.

MOTION by Jones to AWARD the Bid to Flaming Tree Solutions, LLC for the Albany County Community Wildfire Protection Plan.

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

22. Application for Catering permit for Wyoming Rib and Chop House for a wedding rehearsal dinner located at the Deerwood Ranch, 599 WY-11, Laramie, WY on July 14, 2023.

MOTION by Ibarra to APPROVE Application for Catering permit for Wyoming Rib and Chop House for a wedding rehearsal dinner located at the Deerwood Ranch, 599 WY-11, Laramie, WY on July 14, 2023.

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

23. Request for Information for an ERP Software Solution and DIRECT the Clerk to Advertise.

MOTION by Jones to APPROVE Request for Information for an ERP Software Solution and DIRECT the Clerk to Advertise.

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

24. Acknowledge receipt, Resignation Letter from Robert Boyd from the Nine Mile Water and Sewer District.

MOTION by Ibarra to ACKNOWLEDGE RECEIPT of the Resignation Letter from Robert Boyd from the Nine Mile Water and Sewer District.

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

25. Re-Appoint, Terri Jones, Rob Fisher and Jory Unverzagt to the Urban Systems Advisory Committee for a 2-year term.

MOTION by Ibarra to RE-APPOINT Terri Jones, Rob Fisher and Jory Unverzagt to the Urban Systems Advisory Committee for a 2-year term.

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

Break from Regular Session at 10:39 a.m.
Back into Regular Session at 10:49 a.m.

26. Vouchers for June 2023.

MOTION by Ibarra to APPROVE Vouchers for June 2023 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:** AccurateNow, \$62.05, background checks; Ace Hardware, \$124.01, supplies; Albany County Fire District #1, \$58,577.16, fire payment; Albany County Treasurer, \$2,191.78, prevention; BambooHR, \$14,665.52, HR software; Patty Bennett, \$380.50, per diem; Black Hills Energy, \$3,383.09, utilities; Mike Bournazian, \$6,476.24, fire travel; Heather Carter, \$380.50, per diem; Carver Florek & James CPAs, \$10,000.00, audit services; CDW Government Inc., \$2,679.32, equipment; Charter Communications, \$129.98, internet; CIT International Inc., \$2,360.00, training; City of Laramie, \$3,668.45, utilities; City of Laramie, \$12.00, landfill

charges; Civil Air Patrol, \$155.00, advertising; Clean Designs LLC, \$591.17, equipment maintenance; CPS Inc., \$210.00, monthly monitoring; Jennifer Curran, \$380.50, per diem; Dell Marketing LP, \$7,104.30, software licensing; Fat Boys Tire & Auto, \$7,021.50, tires; Claire Flaherty, \$380.50, per diem; Ronnie Blanton, \$380.50, per diem; Frenchman Valley Coop, \$102.01, fuel; Frey Municipal Software, \$10,612.18, accounting software; Glaxosmithkline, \$2,117.25, vaccines; Grand Avenue Urgent Care, \$2,140.00, contract services; Greater WY Big Brothers Big Sisters, \$4,416.75, CJSB & TANF/CPI; Jordan Hayes, \$90.51, fuel; Jeremy Huston, \$310.50, per diem; Indelible Impressions Wyo, Inc., \$689.00, transcripts; Jo-Ed Produce, \$279.50, boarding of prisoners; Koa Hills Consulting LLC, \$540.00, consulting services; Vijaya Koduri, \$31,800.00, office rent; Stacy Lam, \$254.80, training; Laramie Tire Factory, \$1,254.99, vehicle maintenance; Local Government Liability Pool, \$70,020.00, membership; Logan Simpson, \$1,447.50, Growth Area Development Plan; LONG Building Technologies, \$11,085.37, building maintenance; McKesson Medical Surgical, \$86.20, supplies; Meadow Gold Dairy, \$370.01, boarding of prisoners; Merck Sharp & Dohme Corp., \$854.85, vaccines; Merseal Law LLC, \$2,880.00, attorney services; Mountain West Technologies, \$603.45, internet; Napa Auto Parts, \$207.78, parts; National Center for Public Lands Counties, \$21,721.76, NACO advocate; James Nelson, \$380.50, per diem; Netwrix Corporation, \$1,274.50, software licensing; Pole Mountain Pharmacy, \$131.38, detention center prescriptions; Sarah Rietz, \$3,128.84, fire travel; Rocky Mountain Fire Systems, \$576.00, building maintenance; Rocky Mountain Industrial Supply, \$55.86, parts; Rocky Mountain Power, \$5,236.34, utilities; Sanofi Pasteur Inc., \$2,529.62, vaccines; Robert Southard, \$380.50, per diem; Staples Advantage, \$209.04, supplies; State of Wyoming, \$23.18, dues; Steamboat Law LLC, \$165.00, attorney services; Summit Fire & Security, \$807.45, building maintenance; The Home Depot, \$429.85, supplies; The Master's Touch LLC, \$2,115.48, postage & printing; Town of Rock River, \$118.00, utilities; True Value, \$289.00, parts; Tyler Technologies, \$54,418.14, document and receipt software; Union Telephone Co., \$47.45, telephones; US Food Service, \$3,758.07, boarding of prisoners; Verizon, \$2,398.42, telephones; Wainscott Consulting LLC, \$360.00, grant writing services; WARM, \$206,847.59, property insurance; Jill Weaver, \$120.52, mileage reimbursement; Wheatland REA, \$245.47, utilities; WLEA, \$5,169.50, training; WWC Engineering, \$2,223.60, contract services; WY Tribune Eagle/Laramie Boomerang, \$497.80, advertising; Wyoming AG News, \$199.00, advertising; Wyoming Automotive, \$18.47, parts; Wyoming County Commissioners' Association, \$22,946.00, dues; Wyoming Machinery, \$72.06, equipment repair; Tracy Young, \$3,750.00, prevention; **First Interstate Bank:** \$141.57, supplies & travel; \$226.50, travel & training; \$10.11, supplies; \$226.50, travel & training; \$49.97, supplies & meals; \$294.00, travel & training; \$47.45, training & meals; \$2,952.09, travel & training; \$69.99, postage; \$148.06, fuel; \$12.25, dues; \$5.00, vehicle maintenance; \$740.91, lodging; \$607.65, equipment; \$945.00, training; \$305.19, supplies; \$35.00, travel & training; \$18.00, embroidery services; \$1,117.20, supplies & research; \$641.16, supplies; **TOTAL EXPENDITURES: \$614,714.71.**

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

27. Adjourn.

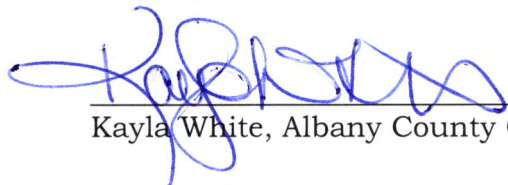
The July 5, 2023, Regular Meeting was ADJOURNED at 10:49 a.m. by Chairperson Gosar.

A regular meeting of this Board will be held Tuesday, August 1, 2023, at 9:30 a.m. in the Albany County Courthouse, Commissioners Room located at 525 Grand Ave., Laramie, WY. The public is invited to attend, or you can listen online at the website listed below. Per Wyo. Stat. §18-3-516(f), access to county information can be obtained at <https://www.co.albany.wy.us/> or by calling the Clerk's Office at (307) 721-2541.

BOARD OF COUNTY COMMISSIONERS

/s/Pete Gosar, Chairperson

ATTEST:



Kayla White, Albany County Clerk