

REGULAR MEETING: 9:30 a.m.
1. Call to order and roll call.
The November 18, 2025 Regular Meeting was called to order at 9:30 a.m. by Chairperson Jones. Commissioners Gosar and Hoff present.
2. Pledge of Allegiance.
3. Public Hearing. None.
4. Comments from the public.
Rob Fisher, Road and Bridge Superintendent wanted to thank his crew for assisting with the fire last week in Laramie. Road an Bridge dispatched 3 blades, a dozier and an excavator and also assisted with the power company pulling equipment. Amanda Dougherty informed the Board that Sarah Gonzales was awarded the Administrative Professional of the Year award at their EPIC conference last week. Congratulations to Sarah for her hard work and dedication to the Extension office. Commissioner Hoff thanked all the county departments including but not limited to EMA, Fire Warden, Fairgrounds, Sheriff and Fire District 1 whom assisted in the fire last week.
5. Consideration of changes on the agenda.
6. Disclosures. None.
7. Approval of Consent Agenda.
MOTION by Hoff to APPROVE the Consent Agenda as presented.

CONSENT AGENDA
7a. Minutes of the Regular Meeting of the Board.
Action: that the Board APPROVES the November 4, 2025 MINUTES of the Regular Meeting of the Board.
7b. Agenda of the Laramie Regional Airport Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the November 6, 2025, AGENDA of the Laramie Regional Airport Board.
7c. Minutes, Agenda and Treasurer's Report of the Laramie Rivers Conservation District.
Action: that the Board ACKNOWLEDGES RECEIPT of the September 23, 2025, MINUTES; October 22, 2025, AGENDA, and the TREASURER'S REPORT as of October 25, 2025, for the Laramie Rivers Conservation District.
7d. Minutes and Agenda of the Albany County Historic Preservation Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 13, 2025, MINUTES and the November 10, 2025, AGENDA of the Albany County Historic Preservation Board.
7e. Minutes and Agenda of the Sherman Hill Road Improvement and Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 20, 2025, MINUTES and AGENDA of the Sherman Hill Road Improvement and Service District.
7f. Minutes and Tentative Agenda of the Centennial Water and Sewer District.
Action: that the Board ACKNOWLEDGES RECEIPT of the September 22, 2025 and October 27, 2025 MINUTES and the November 24, 2025, TENTATIVE AGENDA of the Centennial Water and Sewer District.
7g. Albany County Clerk of District Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the OCTOBER 2025 MONTHLY STATEMENT from Stacy Lam, Clerk of District Court.
7h. Albany County Planning Office Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the OCTOBER 2025 MONTHLY STATEMENT from David Gertsch, Planning Director.
7i. Albany County Clerk Monthly Statement.
Action: the Board ACKNOWLEDGES RECEIPT of the OCTOBER 2025 MONTHLY STATEMENT from Kayla White, County Clerk.
7j. Albany County Public Health Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the AUGUST 2025 and SEPTEMBER 2025 MONTHLY STATEMENT from Kim Maturi, Public Health Nurse Manager.
7k. Circuit Court Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the OCTOBER 2025 MONTHLY STATEMENT from Jennifer Beeston, Chief Clerk, Clerk of Circuit Court.
7l. Albany County Detention Center Monthly Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the AUGUST 2025, SEPTEMBER 2025 and OCTOBER 2025 DETENTION CENTER MONTHLY REPORT as submitted by Sheriff Aaron Appelhans.
7m. Annual Report Summary of the Pope Springs Community Special Road District.
Action: that the Board ACKNOWLEDGES RECEIPT of the 2025 ANNUAL REPORT SUMMARY of the Pope Springs Community Special Road District.
7n. \$6,000.00 Bond for Rebecca Garcia, Treasurer, Albany County Public Library Board.
Action: that the Board APPROVES the \$6,000.00 Bond for Rebecca Garcia, Treasurer, Albany County Public Library Board.
7o. ACH Payment 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. Zoning Certificates
Action: that the Board APPROVES the following Zoning Certificates:

| Geo Pin | Last Name | First Name | Zoning Permit # | Street # | Address | Description of Use | Zoning |
|------------------------|----------------------------------|-----------------------------------|-----------------|----------|-------------------|---------------------------------|--------|
| 05-1578-03-2-00-069.00 | Table in the Wilderness | c/o Mr. Daniel Wahlgren | ZC-148-25 | 38 | Old State | Accessory Building | AG |
| 05-1472-25-2-09-008.00 | Schade | Patrick & Corinna | ZC-149-25 | 76 | Spruce Springs | Accessory Building | AG |
| 05-1475-10-1-09-001.00 | Todd Construction & Logging Inc. | c/o Mr. & Mrs. Terry Todd | ZC-150-25 | 1330 | WY HWY 230 | Accessory Building | IND |
| 05-1475-10-1-09-001.00 | Todd Construction & Logging Inc | c/o Mr. & Mrs., Terry Todd | ZC-151-25 | 1330 | WY HWY 230 | Accessory Building | IND |
| 05-1572-06-3-04-006.00 | Barrows | Frank | ZC-152-25 | 6315 | Pilot Peak Road | Accessory Building | RAN |
| 05-1274-14-4-01-030.00 | Paige | Marqus & Barbara | ZC-153-25 | 19 | Winding Pine | Accessory Building | AG |
| 05-1274-14-4-01-030.00 | Paige | Marqus & Barbara | ZC-154-25 | 19 | Winding Pine | Accessory Building | AG |
| 05-1576-27-3-00-020.00 | Krenek | Jon & Wendy Baker | ZC-155-25 | 181 | Lake Hattie Rd | Accessory Building | AG |
| 05-1578-03-1-39-008.00 | Lorentz | Scott | ZC-156-25 | | No Address | Principal Structure | SLR |
| 05-2476-08-1-01-010.00 | Ellis | Eric | ZC-157-25 | 67 | Whirl Away Drive | Accessory Building | AG |
| 05-1574-20-2-00-100.00 | Crane | Kelly | ZC-158-25 | 2 | Gunsmoke Way | Addition to Principal Structure | AG |
| 05-1576-17-4-98-260.00 | Pickles | Tom & Karen | ZC-159-25 | 83 | Whispering Ridge | Principal Structure | AG |
| 05-1573-21-3-14-003.00 | Z Homes & Property, LLC | c/o Mr. Clint J Zitek | ZC-160-25 | 5817 | Arsenal Court | Principal Structure | UR |
| 05-1773-01-1-00-058.00 | Pete Lien & Sons, Inc. | c/o Mr. Rich Marsh | ZC-161-25 | 792 | Jonathon Quarry | Industrial Structure | IND |
| 05-1576-20-1-98-261.00 | Kline | Glen & Krista | ZC-162-25 | 233 | Lakeside Drive | Accessory Building | AG |
| 05-1273-07-3-02-022.00 | Albany County Fire District | c/o JC Construction & Design, LLC | ZC-163-25 | 494 | Boulder Ridge | Addition to Principal Structure | AG |
| 05-2275-35-1-03-006.00 | Bruschnig | Carl F. | ZC-164-25 | | No Address | Accessory Building 1st Building | AG |
| 05-1371-15-1-00-039.00 | Frank | Mike & Heather | ZC-165-25 | 237 | Shimmerhorn | Accessory Building | AG |
| 05-1573-21-1-08-015.00 | Baker | Nick & Erin | ZC-166-25 | 1545 | Cavalry Row | Principal Structure | RAN |
| 05-1278-17-1-00-021.00 | Norris | Bryan & Julie | ZC-167-25 | 45 | Moose Haven | Accessory Building | RAN |
| 05-1574-20-4-00-032.00 | Rozman | Mark | ZC-168-25 | 62 | Osprey Road | Accessory Building | SLR |
| 05-1877-01-1-00-005.00 | Maloku | Diana | ZC-168-25 | 192 | Strouss Hill Road | Tower Co Location | AG |
| 05-1774-23-2-00-050.00 | Owens | Talon & Kadison | ZC-170-25 | 398 | Two Rivers Road | Mobile Home | AG |

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|------------------------|-------|-----------------|-----------|-----|-----------------|--------------------|----|
| 05-1774-23-2-00-050.00 | Owens | Talon & Kadison | ZC-171-25 | 398 | Two Rivers Road | Accessory Building | AG |
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7q. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: County News (2): SAFE Project; Walden Gas Utility; Federated Mutual Insurance Company; Neal Rickner-Airloom; Pete Gosar (2); Travis and Laura Olson; University of Wyoming Extension Office; Wyoming Office of State Lands and Investments; Lori Pallak; Wyoming County Commissioners Association and Kate Allred, EMA Coordinator.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.
REGULAR AGENDA
8. Final Acceptance of the Design and Installation of Solar Arrays on the Courthouse and 501 E Ivinson Project and Direct the Clerk to Advertise for Final Payment to Creative Energies, LLC the balance due on the 41st day following the first advertising. The final cost of the contract was \$178,976.00.
MOTION by Hoff to APPROVE Final Acceptance of the Design and Installation of Solar Arrays on the Courthouse and 501 E Ivinson Project and Direct the Clerk to Advertise for Final Payment to Creative Energies, LLC the balance due on the 41st day following the first advertising. The final cost of the contract was \$178,976.00.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.
9. Grant application to the Bureau of Justice Assistance, 2025 Bulletproof Vest Partnership Grant to support the purchase of bulletproof vests for the Albany County Sheriff's Office.
MOTION by Gosar to APPROVE Grant application to the Bureau of Justice Assistance, 2025 Bulletproof Vest Partnership Grant to support the purchase of bulletproof vests for the Albany County Sheriff's Office.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.
10. Discuss Opioid Settlement Funds.
Bailey Quick, Grants Manager, informed the Board that other counties are starting to move forward with spending the opioid settlement funds. She would recommend that we wait to spend those funds to see where the grant funding for Prevention and Drug Court goes as those funds could be used to supplement the funding for those programs.
11. Discuss the joint Albany County and City of Laramie revised 1% Community Partner Application.
Bailey Quick, Grants Manager has been working with the City to update the 1% Community Partner Application. The updated form will be through a google form but can be sent to applicants in adobe if they do not have a Gmail account. The board thanked Bailey for her work on the application and stated that she can move forward with the application as submitted.
12. First Amendment to Agreement between the Board of County Commissioners of Albany County, Wyoming and Arcon, Incorporated for Pilot Hill Trailhead Parking.
MOTION by Gosar to APPROVE First Amendment to Agreement between the Board of County Commissioners of Albany County, Wyoming and Arcon, Incorporated for Pilot Hill Trailhead Parking.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.
13. A request for an exemption from the large tract subdivision process (Situating in Section 1, Township 14 North, Range 73 West for the 6th P.M.).
MOTION by Hoff to APPROVE a request for an exemption from the large tract subdivision process (Situating in Section 1, Township 14 North, Range 73 West for the 6th P.M.).
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.
14. Amendment One to Cooperative Agreement for Responsibilities between Wyoming Department of Family Services, Child Support Program and Albany County Clerk of District Court.
MOTION by Hoff to APPROVE Amendment One to Cooperative Agreement for Responsibilities between Wyoming Department of Family Services, Child Support Program and Albany County Clerk of District Court.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.
15. Engagement Letter with Hathaway & Kunz for assistance with preparation of the SPET resolution and ballot question.
MOTION by Hoff to APPROVE Engagement Letter with Hathaway & Kunz for assistance with preparation of the Specific Purpose Excise Tax resolution and ballot question.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.
16. Present for Acceptance of the two (2) Retail Liquor License applications and continue with processing the licenses per Wyoming Statute.
MOTION by Gosar to ACCEPT the two (2) Retail Liquor License applications and continue with processing the licenses per Wyoming Statute.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.
17. Albany County Board of Commissioners: Resolution 2025-017 City of Laramie Wyoming: Resolution 2025-91, a Resolution appointing two (2) members to the Environmental Advisory Committee for the City of Laramie, Wyoming.
MOTION by Gosar to CONCUR with the Albany County Board of Commissioners: Resolution 2025-017 City of Laramie Wyoming: Resolution 2025-91, a Resolution appointing two (2) members to the Environmental Advisory Committee for the City of Laramie, Wyoming.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.
18. Agreement between Board of Commissioners of the County of Albany, Wyoming and Little Joe Company, LLC for Janitorial Services at Albany County Supervised Treatment Program Offices.
MOTION by Gosar to APPROVE Agreement between Board of Commissioners of the County of Albany, Wyoming and Little Joe Company, LLC for Janitorial Services at Albany County Supervised Treatment Program Offices.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.
19. Executive Session pursuant to W.S. §16-4-405(a)(ii) and (iii).
20. Go Into Executive Session.
MOTION by Hoff to GO INTO Executive Session pursuant to W.S. §16-4-405(a)(ii) and (iii) at 10:04 a.m.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.
21. Return to Regular Session.
MOTION by Gosar to Return to Regular Session at 10:53 a.m.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.
22. Action, if needed, regarding Executive Session.
MOTION by Gosar to DIRECT the Chair to sign the verified motion for order to show cause.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.
23. Payroll and Vouchers for November 2025.
MOTION by Hoff to APPROVE Payroll and Vouches for November 2025 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: 3rd Millenium Classrooms, \$450.00, training; Ace Hardware, \$80.93, supplies; Aflac, \$431.21, payroll withholding; Albany County Employee Health Benefits Account, \$258,748.24, payroll withholding; Albany County Fair Board, \$15,700.58, 1% allocation; Albany County Treasurer, \$3,634.02, grant administration; Alpine Animal Hospital, \$344.94, veterinary services; AMS, \$494.15, monthly monitoring; Chandler Bournazian, \$4,263.00, fire travel; Mike Bournazian, \$3,315.80, fire travel; C & A Pet & Livestock Supply, LLC, \$115.70, culvert replacement; C & W Truck and Trailer Parts, \$761.97, parts; Carbon Power & Light, \$271.53, utilities; CenturyLink, \$1,332.05, utilities; Colonial Life & Accident Ins. Co., \$82.91, payroll withholding; Delta Dental of Wyoming, \$7,281.95, payroll withholding; Dooley Oil Co., \$889.85, fuel; Downtown Clinic, \$3,748.00, CSBG; Eagle Plumbing & Heating Inc., \$373.58, building maintenance; Family Promise, \$552.41, CSBG; Frenchman Valley Coop, \$1,137.76, fuel; High Plains Janitorial LLC, \$150.00, contract services; Horton Fuels, \$1,431.00, fuel; Ivinson Memorial Hospital, \$13,550.00, Title 25; Jackson Group Peterbilt, \$44.47, parts; JRG Plumbing & Heating, \$80.00, building maintenance; Kalen Marketing Solutions, \$7,000.00, prevention; Kinsco, \$190.00, uniforms; Koa Hills Consulting LLC, \$7,200.00, project management; Language Line Services Inc., \$91.34, interpretation services; Laramie GM Auto, \$269.36, vehicle maintenance; Laramie Investment Company, \$210.00, bond renewal; Laramie Tire & Auto Center, \$3,798.19, vehicle maintenance; Kimberly Maturi, \$178.50, mileage reimbursement; Meadow Gold Dairy, \$382.38, boarding of prisoners; Med-Tech Resource, \$1,780.11, body bags; Micronet Communications Inc., \$600.00, license renewal; Midwest Connect, \$390.00, equipment; Motorola Solutions, \$2,620.00, radio maintenance; Napa Auto Parts, \$169.12, parts; National Test Systems, \$302.25, supplies; New York Life, \$1,642.90, payroll withholding; Patricia Oakley, \$6,124.14, fire travel; Oklahoma Centralized Support Registry, \$414.38, garnishment; Michael Olsen, \$226.52, training; Orchard Trust Co., \$12,023.61, payroll withholding; Overcomer Counseling LLC, \$775.00, professional services; Peak1 Administration, \$1,547.68, payroll withholding; Renaissance Realty, \$1,475.00, rent; Republic Services, \$492.50, utilities; Rocky Mountain Power, \$15,641.98, utilities; Sanofi Pasteur Inc., \$7,583.09, vaccines; SCADU, \$375.00, payroll withholding; Shamrock Foods Company, \$3,265.89, boarding of prisoners; Adam Sheets, \$2.48, supplies; Specialized Pathology Consultants, \$1,360.00, autopsy, Strode Forensics, \$1,110.00, autopsy; The Clinic For Mental Health & Wellness, \$1,340.00, treatment materials; Town of Rock River, \$118.00, utilities; Tyler Technologies, \$2,100.00, ERP contract; U.S. Postal Service, \$10,000.00, postage; Union Pacific Railroad Company, \$587.50, wind project engineering; United Way, \$60.00, payroll withholding; US Bank Equipment Finance, \$600.43, copier lease; Valic, \$750.00, payroll withholding; Volunteer Firemans Retirement Fund, \$1,125.00, pension contributions; Western States Fire Protection, \$235.00, extinguisher; WLEA, \$1,925.50, training; Woodhouse Roden Ames & Brennan LLC, \$151.61, attorney services; WWC Engineering, \$7,517.69, contract services; WY Department of Health, \$70,434.42, nursing contract; WY Tribune Eagle/Laramie Boomerang, \$3,764.80, publishing & advertising; Wyoming Child Support Enforcement, \$340.18, payroll contribution; Wyoming NCPERS Life Insurance, \$1,088.00, payroll withholding; Wyoming Retirement System, \$140,514.12, payroll withholding; Wyoming State Forestry Division, \$169.70, fire equipment; Wyoming Workers Compensation, \$10,828.75, payroll contributions; Xerox, \$2,492.14, copier lease; Ratified & Special Fund Expenditures: First Interstate Bank, \$1,256.00, wellness incentives; First Interstate Bank, \$373.67, inmate food; Keefe Supply Co., \$670.60, inmate food; Inmate Account, \$9,248.36, release of funds; CML Security, \$310,903.00, software & equipment; J's Prairie Rose, \$1,200.00, catering; Bob Barker, \$575.00, inmate supplies; Fremont Motors, \$122,895.00, sheriff vehicles; E-Benefits, \$168.00, COBRA admin fees; Intermountain Slurry Seal Inc., \$122,496.90, chip seal; Cigna, \$301,693.94, claims & administration; HSA, \$18,600, \$4,795.89, payroll withholding & contributions; IRS, \$183,357.11, payroll taxes; TOTAL GENERAL AND SPECIAL REVENUE EXPENDITURES: \$654,650.31, TOTAL RATIFIED & SPECIAL FUND EXPENDITURES: \$1,078,233.47, TOTAL PAYROLL: \$643,203.93, TOTAL EXPENDITURES: \$2,376,087.71.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.
24. Adjourn.
MOTION by Hoff to ADJOURN the November 18, 2025 Regular Meeting at 10:54 a.m.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.
A regular meeting of this Board will be held Tuesday December 16, 2025, 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.
A complete copy of the Minutes is available at the County Clerk's Office.
Publish: December 12, 2025
NO. 699431