

COUNTY COMMISSIONERS' MINUTES

DECEMBER 2, 2025

LARAMIE, WYOMING

REGULAR MEETING: 9:30 a.m.

1. Call to order and roll call.
The December 2, 2025 Regular Meeting was called to order at 9:30 a.m. by Chairperson Jones. Commissioners Hoff and Gosar present.

2. Pledge of Allegiance.

3. Public Hearing.
New Life Subdivision Preliminary and Final Plat Application SD-02-25
Hearing no comments, MOTION by Hoff to CLOSE the New Life Subdivision Preliminary and Final Plat Application SD-02-25 Public Hearing at 9:31 a.m.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.

4. Comments from the public.
Hearing no comments, MOTION by Gosar to CLOSE the Public Comment at 9:32 a.m.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.

5. Consideration of changes on the agenda. None.

6. Disclosures.
Commissioner Gosar will abstain from discussion and voting on agenda item number 10.

7. Approval of Consent Agenda.
MOTION by Gosar 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 18, 2025 MINUTES of the Regular Meeting of the Board.

7b. Minutes of the Seven Mile Water and Sewer District.
Action: that the Board ACKNOWLEDGES RECEIPT of the November 7, 2025 MINUTES of the Seven Mile Water and Sewer District.

7c. Reconciliation Detail Report of the Wold Improvement and Service District.
Action: that the Board ACKNOWLEDGES RECEIPT of the RECONCILIATION DETAIL REPORT for the period ending 10/31/2025 for the Wold Improvement & Service District.

7d. Agenda of the Albany County Tourism Board.
Action: that the Board ACKNOWLEDGES RECEIPT of the November 17, 2025 AGENDA of the Albany County Tourism Board.

7e. Agenda of the Albany County Transportation Authority.
Action: that the Board ACKNOWLEDGES RECEIPT of the December 3, 2025 SPECIAL MEETING AGENDA of the Albany County Transportation Authority.

7f. Minutes, Agenda, Balance Sheet, Budget vs. Actual, Check Register and Credit Card Register of the Albany County Public Library Board of Directors.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 28, 2025 MINUTES; and the November 25, 2025 AGENDA; BALANCE SHEET as of October 31, 2025; BUDGET vs ACTUAL from July-October 2025; CHECK REGISTER as of October 2025, and CREDIT CARD REGISTER as of October 2025, of the Albany County Public Library Board of Directors.

7g. Albany County Sheriff Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the OCTOBER 2025 MONTHLY STATEMENT from Aaron Appelhans, Sheriff.

7h. Albany County Treasurer Monthly Statement.
Action: that the Board ACKNOWLEDGES RECEIPT of the OCTOBER 2025 MONTHLY STATEMENT from Tracy Fletcher, County Treasurer.

7i. Albany County General Fund Revenue Report.
Action: that the Board ACKNOWLEDGES RECEIPT of the October 2025 GENERAL FUND REVENUE REPORT as submitted by the Albany County Treasurer's Office.

7j. Acknowledge Receipt of Correspondence.
Action: that the Board ACKNOWLEDGES RECEIPT of CORRESPONDENCE from: Teresa Lund; Crest Insurance Group of Colorado LLC; St. Matthews Episcopal Cathedral; Medicine Bow Routt National Forest and Thunder Basin Grasslands; City of Laramie and Wyoming Department of Transportation.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.

REGULAR AGENDA

8. New Life Subdivision Preliminary and Final Plat Application SD-02-25.
MOTION by Hoff to APPROVE the Variance from Chapter 5, Section 2, B, 4 of the Albany County Platting and Subdivision Resolution.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.

adopting and incorporating the Staff Analysis, Findings of Fact, and Conclusions of Law as stated in the Staff Report.

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

9. Access agreement between Wyoming Department of Health, Public Health Division and Albany County for the FFY26-FFY29 Community Service Block Grant (CSBG) to use EmpowOR software for data entry. (Bailey Quick, Grants Manager)
MOTION by Gosar to APPROVE access agreement between Wyoming Department of Health, Public Health Division and Albany County for the FFY26-FFY29 Community Service Block Grant (CSBG) to use EmpowOR software for data entry.
Roll call showed Gosar, Hoff and Jones. Aye. MOTION CARRIED.

10. Community Service Block Grant (CSBG) Albany County Federal Fiscal Year (FFY) 2026 Sub-Recipient Amendment One for the following agencies: Laramie Interfaith, SAFE Project, Laramie Reproductive Health, Downtown Clinic and Family Promise of Albany County. (Bailey Quick, Grants Manager)
MOTION by Hoff to APPROVE Community Service Block Grant (CSBG) Albany County Federal Fiscal Year (FFY) 2026 Sub-Recipient Amendment One for the following agencies: Laramie Interfaith, SAFE Project, Laramie Reproductive Health, Downtown Clinic and Family Promise of Albany County.
Roll call showed Hoff and Jones. Aye. MOTION CARRIED. Gosar abstained.

11. Vouchers for November 2025.
MOTION by Hoff to APPROVE Vouchers 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: Albany County Family Dentistry, \$541.00, participant evaluation; Albany County Treasurer, \$4,383.72, CSBG/employee recognition/generator retainage; American Council on Criminal Justice Training, \$300.00; SO instructor development; AT&T Mobility, \$556.52, utilities; Black Hills Energy, \$4,348.51, utilities; Chandler Bournazian, \$3,086.00, fire travel; Brown & Hiser, LLC, \$750.00, court appointed attorney; Charter Communication, \$339.75, utilities; City of Laramie, \$2,906.77, utilities; CMI-TECO, \$49.95, fuel; Coal Creek Law, LLP, \$765.00, court appointed attorney; CorrHealth, LLC, \$121,062.31, nursing contract; Cowboy Glass & Mirror, Inc., \$35.00, windshield repair; CPS, Inc, \$150.00, monthly monitoring; Curtis Tools, L.N. Curtis and Sons, \$408.96, fire recovery forestry wear; Distinctive Welding, Inc, \$64,479.00, job materials/installation; Eagle Plumbing & Heating, Inc., \$253.82, detention center maintenance; Ecolab, \$765.73, water filters; Ellenbecker Oil, Inc., \$17,533.86, fuel; Fremont Electric, Inc., \$60,711.65, detention center generator; Olivia Gallegos, \$300.00, investigations; Gary's Plumbing & Heating, Inc., \$80.00, plumbing; Goshen County, \$50.00, petition service; Grand Avenue Urgent Care, \$810.00, drug screening; Greater Wyoming Big Brothers Big Sisters, \$10,611.35, CJSB/TANF-CPI; Indelible Impressions Wyo, Inc., \$4,184.15, appeal transcripts; JD Power-NADA, \$1,010.00, 2026 title book; Kinsco, \$95.00, uniforms; Laramie Radiator Works, \$380.00, radiator flush/repair; Laramie Telephone Exchange, \$97.50, diagnostic courthouse elevator phone; Larimer County Coroner's Office, \$1,600.00, coroner morgue use; Meadow Gold Dairy-Englewood, \$341.40, boarding of prisoners; Joshua Merseal, \$5,106.00, court appointed attorney; Mountain West Technologies, \$149.50, utilities; Napa Auto Parts, \$654.90, parts; Nick's Cowboy Catering, \$3,472.50, holiday party; NMS labs, \$1,111.00, toxicology; Patricia Oakley, \$4,925.79, fire travel; Reece's Refrigeration, LLC, \$219.54, AC repair; Sarah Rietz, \$2,314.94, fire travel; Rocky Mountain Power, \$2,195.37, utilities; RVE Inc., \$1,115.75, professional services; Shamrock Foods Company, \$3,295.05, boarding of prisoners; State of Wyoming, \$113.98, MVR system access; Strode Forensics, \$2,468.00, forensic autopsy; Terracon Consultants, Inc., \$1,445.00, project management; The Lock Shop of Cheyenne, \$2,085.00, cards; The Master's Touch, LLC, \$1,615.70, motor vehicle cards; Town of Rock River, \$118.00, utilities; True Value, \$7.49, epoxy; Desharia Rae Uribe, \$300.00, investigation; VenTek International, \$5,654.50, pilot hill pedestal; Verizon, \$2,166.02, phones; Western States Fire Protection, \$5,600.00, 5 year fire inspection; Western Waterworks, Inc., \$150.00, salt; Wheatland Rural Electric, \$248.16, utilities; WWC Engineering, \$1,620.00, engineering services; Wyoming Machinery, \$874.88, parts/supplies; Wyoming State Forestry Division, \$766.69, parts/supplies; First Interstate Bank: \$41,647.74, training/meals/travel; TOTAL EXPENDITURES: \$394,428.45
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.

12. Adjourn.
MOTION by Hoff to ADJOURN the December 2, 2025 Regular Meeting at 9:41 a.m.
Roll call showed Hoff, Gosar and Jones. Aye. MOTION CARRIED.

A regular meeting of this Board will be held Tuesday January 6, 2026, 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.
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