

# Board of County Commissioners

## Minutes of the Proceedings

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, March 20, 2018**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

**Present:** Chairman K. N. Buck Holmes, Vice Chairman  
Linda Heath, Commissioner Troy Thompson,  
Commissioner Ron Kailey, and Commissioner  
Amber Ash

### Minutes

1. Consideration of the Minutes of Proceedings for February 20, 2018.

**18 - 079**

**Attachments:** [February 20th minutes.pdf](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Kailey, that this agenda item be approved. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

### Consent Agenda

#### Approval of the Consent Agenda

A motion was made by Commissioner Thompson, seconded by Vice Chairman Heath, to approve the Consent Agenda. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

2. Consideration of a legal services agreement with Tyler Garrett, Hathaway & Kunz, to provide legal representation to indigent parents in cases of conflict in representation between the County's primary contractor, David Serelson, and the parent in question. Services are in accordance with W.S. 14-3-422 (b) and to comply with Laramie County's obligation pursuant to W.S. 14-3-434(b). The County shall pay \$90.00 per hour for legal services.

**18 - 049**

**Attachments:** [Legal Services Agreement-Tyler Garrett](#)

This agenda item was approved.

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3. Consideration of a 24-hour catering permit submitted by Viper Inc., dba The Den, located at 8 US Highway 85, Cheyenne, WY, for a Bike Rally to be held June 23, 2018 [18 - 053](#)

**Attachments:** [catering permit.pdf](#)

This agenda item was approved.

4. Consideration of a Memorandum of Understanding between Wyoming Department of Transportation and Laramie County, Wyoming Rural Road Safety Program, for signing at various locations [18 - 054](#)

**Attachments:** [Rural Road Safety Program MOU with WYDOT](#)

This agenda item was approved.

5. Consideration of warrants for February 2018 in the amount of \$1,903,305.58. [18 - 055](#)

**Attachments:** [warrants.pdf](#)

This agenda item was approved.

6. Consideration of the following fees collected by various County entities for January 2018: County Clerk, \$115,105.86; Laramie County Shooting Sports, \$21,844.88; Laramie County Drug Court, \$460.00; Laramie County DUI Court, \$220.00; Circuit Court, \$63,167.69; Clerk of District Court, \$25,899.21; Sheriff's Dept, \$116,630.53; Planning & Development, \$151,621.27. [18 - 056](#)

**Attachments:** [Fees for January.pdf](#)

This agenda item was approved.

7. Consideration of a contract addendum between Laramie County and Drug Testing Center of Cheyenne to provide drug testing and community supervision services for Drug Court participants in the amount of \$4,000 for a new total contract amount of \$18,400. [18 - 061](#)

**Attachments:** [DTC Addendum Scanned](#)

This agenda item was approved.

8. Consideration of a contract addendum between Laramie County and Cheyenne Community Drug Abuse Treatment Council dba "Pathfinder" to provide additional drug testing for DUI Court [18 - 062](#)
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participants in the amount of \$3,992.80 for a new total contract amount of \$155,442.80.

**Attachments:**    [Pathfinder Addendum](#)

This agenda item was approved.

9. Consideration of a contract addendum between Laramie County and Foundations LLC to provide substance abuse and mental health treatment services and drug testing for Drug Court participants in the amount of \$27,343.78 for a new total contract amount of \$201,343.78. [18 - 063](#)

**Attachments:**    [Foundations Addendum](#)

This agenda item was approved.

10. Consideration of the ratification of a resolution authorizing the submission of a grant application to the Wyoming Department of Transportation for a FY 2019 grant in the amount of \$19,206 with a match of \$4,802 to allow the DUI Court team to attend a National Association of Drug Court Professionals Training in July 2019. [18 - 064](#)

**Attachments:**    [DUI Court Team Training Grant Application.pdf](#)

This agenda item was approved.

11. Consideration of the ratification of a Memorandum of Understanding between the Cheyenne Police Department, Laramie County Sheriff's Department, Office of the District Attorney of the First Judicial District, and Safehouse Services Inc. for the Office on Violence Against Women Fiscal Year 2018 Improving Criminal Justice Response to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Application and Implementation. [18 - 065](#)

**Attachments:**    [Signed copy MOU SFY 2018 -2-23-18.pdf](#)

This agenda item was approved.

12. Consideration of a resolution adopting the National Incident Management System (NIMS) [18 - 066](#)

**Attachments:**    [NIMS Resolution](#)

This agenda item was approved.

13. Consideration of the ratification of an agreement with Castle 1 Day Coatings to provide for removal of existing epoxy layer and caulking all horizontal to vertical expansion joints prior to coating the roof floor of the Laramie County Detention Center. The cost is \$11,330. [18 - 068](#)

**Attachments:**    [Roof Replacement Agreement](#)

This agenda item was approved.

14. Consideration of the appointment of Josh Eames by the Laramie County Commissioners as a magistrate of Circuit Court, First Judicial District, Laramie County, Wyoming. [18 - 069](#)

**Attachments:**    [Circuit Court Magistrate Appointment](#)

This agenda item was approved.

15. Consideration of a resolution authorizing submission of a grant application to the Wyoming Office of Homeland Security for the FFY 2018 State Homeland Security Grant Program (SHSP) on behalf of the Coroner's Department to fund gurneys, storage racks and trays in the amount of \$17,434.54. [18 - 070](#)

**Attachments:**    [Coroner WOHS Application Packet.pdf](#)

This agenda item was approved.

16. Consideration of the ratification of a resolution approving the submission of a FY 2019 and 2020 victim witness grant application to the Wyoming Office of the Attorney General, Division of Victim Services, to provide funding to support the Laramie County Victim Witness Program in an amount not to exceed \$308,842.81, with an estimated county match of \$48,609.67 over the two year period. [18 - 071](#)

**Attachments:**    [Victim Witness Grant Application Packet.pdf](#)

This agenda item was approved.

17. Consideration of the ratification of a resolution to approve the [18 - 072](#)

submittal of a grant application to the Wyoming Association of Sheriffs and Chiefs of Police through the Wyoming Department of Transportation for the FY19 selective traffic overtime enforcement grant in the amount of \$14,447.54.

**Attachments:**    [DUI HVE 2018](#)

This agenda item was approved.

18. Consideration of a resolution authorizing the submission of a grant application to the Wyoming Office of Homeland Security for the FY 2018 State Homeland Security Grant Program (SHSP) for the Sheriff's Department for two projects in the amount of \$415,350. [18 - 073](#)

**Attachments:**    [WOHS 2018 Sheriff](#)

This agenda item was approved.

19. Consideration of a resolution designating Laramie County financial institutions as depositories and authorization to place investments. It is further resolved that Trudy Eisele, Laramie County Treasurer, shall have authority to place investments on behalf of Laramie County. [18 - 074](#)

**Attachments:**    [Resolution Designating Depositories](#)

This agenda item was approved.

20. Consideration of a Legal Services Contract for 2018-2019 between Laramie County and Wallace Stock and/or his designee to provide hearing officer services to Laramie County for administrative hearings as well as legal counsel to the Laramie County Commissioners acting as the Laramie County Board of Equalization. This agreement will commence on the date last executed and remain in full force and effect until June 30, 2019. The County shall pay the Contractor \$175.00 per hour. [18 - 076](#)

**Attachments:**    [Legal Service Contract-Wally Stock](#)

This agenda item was approved.

21. Consideration of the following part-time salaries in the amount of \$27,863.72 for February 2018: Planning, \$860.00; Shooting Sports Center, \$4,737.50; Buildings/Grounds, \$13,994.36; Detention, \$6,605.10; District Court, \$1,035.00; DUI/DRUG Court, \$631.76. [18 - 083](#)

**Attachments:** [2018 03 15 12 16 47.pdf](#)

This agenda item was approved.

## Proclamations

22. Consideration of a resolution proclaiming April as the month of the military child.

[18 - 048](#)

**Attachments:** [Proclamation April Month of Military Child](#)

A motion was made by Vice Chairman Heath, seconded by Commissioner Kailey, that this agenda item be approved. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

## Resolution

23. Consideration of a resolution lowering the speed limit to 40 mph for County Road 136 at mile post 214 to 217. The speed limit signs will be posted at mile post 214.5 northbound and mile post 215.3 southbound.

[18 - 078](#)

**Attachments:** [Resolution Lowing Speed Limit for Road 136](#)

A motion was made by Vice Chairman Heath, seconded by Commissioner Ash, that this agenda item be approved. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

## Grants

24. Consideration of a resolution authorizing the submission of a grant application to the Wyoming Office of Homeland Security for the FFY 2018 State Homeland Security Grant Program (SHSP) for two Laramie County Projects in the amount of \$107,627.31.

[18 - 077](#)

**Attachments:** [County Homeland Security Application.pdf](#)

A motion was made by Commissioner Ash, seconded by Vice Chairman Heath, that this agenda item be approved. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

### **Contract/Agreement/Leases**

- 25.** Consideration of a request from Samson Exploration to consent to participate, or not participate, in costs associated with a particular oil and gas drilling site. [18 - 060](#)

**Attachments:** [Samson Drilling Proposal of Bridal 0214H Well](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Ash, to not participate. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

- 26.** Consideration of a request by Meadowlark Academy for Laramie County to approve an amendment to the indenture in regard to the September 26, 2016, Bond issuance for acquisition and renovation of the Southeastern Juvenile Center, to wit: That \$68,000 from the Reserve Fund be transferred to the Operating Fund in order to provide for payments related to capital improvements required for the pumphouse and that \$6,000 from the Reserve Fund be used to provide for payment of legal fees related to this request. [18 - 080](#)

**Attachments:** [Meadowlark Academy amendedfinal.pdf](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Kailey, that this agenda item be approved as amended that legal fees will be paid up to \$3,500 pending on itemized receipts. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

### **Appointments**

- 27.** Consideration of a resolution appointing Jennifer Simpson to the Laramie County Community Action Board to complete the term left [18 - 075](#)

vacant by the resignation of Kim Maes which will expire on June 30, 2022

**Attachments:**     [Resolution Appointing a member to the Laramie County Community Action Board](#)

A motion was made by Vice Chairman Heath, seconded by Commissioner Ash, that this agenda item be approved. The motion carried by the following vote:

**Aye:**                     Holmes, Heath, Thompson, Kailey, and Ash

**Land Use:Variances/Board App./Plats**

28. PUBLIC HEARING regarding a Subdivision Permit and Plat for North Range Business Park, 10th Filing, a replat of a portion of Lot 1, Block 15, North Range Business Park, 8th Filing, Laramie County, WY.

[18 - 081](#)

**Attachments:**     [North Range Business Park, 10th Filing](#)

Brrad Emmons, Planing, said this application has been submitted for the purpose of separating a lot for a BOPU booster pump station. Based on evidence provided, the staff recommends approval with no conditions. Chairman Holmes opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Holmes closed the hearing.

A motion was made by Vice Chairman Heath, seconded by Commissioner Ash, that this agenda item be approved with no conditions and to adopt the findings of fact a, b and c of the staff report. The motion carried by the following vote:

**Aye:**                     Holmes, Heath, Thompson, and Ash

**Recused:**             Kailey

29. PUBLIC HEARING regarding a request for a Board Approval for "North Range Business Park Booster Pump Station" located in a portion of Lot 1,Block 15, North Range Business Park, 8th Filing, to be known as Lot 1, Block 17, North Range Business Park,10th Filing.

[18 - 082](#)

**Attachments:**     [NRBP Booster Pump Stn Board Approval](#)

Brad Emmons, County Planning, said Aqua Works, DBO, Inc., on behalf of Microsoft has submitted an application for Board Approval for the "North Range Business Park



Booster Pump Stations." Based on evidence provided, the staff recommends approval with no conditions. Chairman Holmes opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Holmes closed the hearing.

A motion was made by Commissioner Ash, seconded by Vice Chairman Heath, that this agenda item be approved with no conditions and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, and Ash

**Recused:** Kailey

The meeting adjourned at 4:12 p.m.

#### CERTIFICATION

I, Debra K. Lee, Clerk of Laramie County, do hereby certify the above to be a true and correct copy of the Minutes of the Proceedings for Tuesday, March 20, 2018.

Approved by : Debra K. Lee, County Clerk

Reviewed by : K. N. Buck Holmes, Chairman

Board of County Commissioners

**This information is available in alternate forms. If reasonable accommodations are required, contact Laramie County Human Resources at (307) 633-4355 or lchr320@laramiecounty.com at least two business days prior to the meeting.**