

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



---

**Tuesday, October 19, 2021**

**3:30 PM**

**Commissioners Board Room**

---

### Roll Call/Call to Order

**Present:** Chairman Gunnar Malm, Vice Chairman K. N. Buck Holmes, Commissioner Linda Heath, Commissioner Brian Lovett, Commissioner Troy Thompson

### Minutes

1. Consideration of the Minutes of Proceedings for Oct 5, 2021.

[21 - 488](#)

**Attachments:** [Draft Minutes Oct 5, 2021](#)

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

**Aye:** Malm, Holmes, Heath, Lovett, Thompson

### Consent Agenda

#### Approval of the Consent Agenda

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

**Aye:** Malm, Holmes, Heath, Lovett, Thompson

2. Consideration of a legal services agreement between Laramie County, WY, and Brian Quinn to provide legal representation to indigent parents in accordance with WS 14-3-422(b) and to comply with County's obligation pursuant to WS 14-3-434(b) at a rate of \$90/hour.

[21 - 478](#)

**Attachments:** [Legal Services Agreement, Brian Quinn](#)

This agenda item was approved.

3. Consideration of a catering permit submitted by S&W Properties, dba Vino's Wine and Spirits for a wedding reception on Nov 13, 2021 at the Archer Complex.

[21 - 483](#)

**Attachments:** [24-hour Permit, Vino's Wine and Spirits, Nov 13, 2021](#)

This agenda item was approved.

4. Consideration of a grant award agreement between Laramie County, WY, and the WY Office of Homeland Security for a State Homeland Security Program grant to purchase a canine, training, travel and eligible miscellaneous canine and handler needs in the amount of \$17,000 to run through Aug 31, 2023. [21 - 484](#)

**Attachments:** [FY21 SHSP Grant Award, Sheriff](#)

This agenda item was approved.

5. Consideration of a grant award agreement between Laramie County, WY, and the WY Office of Homeland Security for a State Homeland Security Program grant to purchase a vehicle body deck and powered gurney in the amount of \$43,410 to run through Aug 31, 2023. [21 - 485](#)

**Attachments:** [FY21 SHSP Grant Award, Coroner](#)

This agenda item was approved.

6. Consideration of a grant award agreement between Laramie County, WY, and the WY Office of Homeland Security for a State Homeland Security Program grant to fund CERT program in the amount of \$10,000 to run through Aug 31, 2023. [21 - 486](#)

**Attachments:** [FY21 SHSP Grant Award, EMA](#)

This agenda item was approved.

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

7. Consideration of a right-of-way easement between Laramie County, WY, and Roaring Fork Midstream LLC, portion of the NW1/4, Sect 26 and a portion of the S1/2, Sect 27, T14N, R65W, of the 6th PM, Laramie County, WY. [21 - 477](#)

**Attachments:** [Right-of-Way Easement, Roaring Fork Midstream, LLC](#)

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

**Aye:** Malm, Holmes, Heath, Lovett, Thompson

### **Appointments**

8. Consideration of a resolution appointing board members to the Deike Estates Special Improvement District. [21 - 487](#)

**Attachments:** [Deike Estates Special Improvement District Appointments](#)

County Attorney Mark Voss explained the process and the reason for the appointments. Since the majority of the positions are vacant, the Board of County Commissioners would need to appoint board members until the next election.

Commissioner Thompson questioned if the potential appointees, Willie and Vicky Kolkman, were related. Mr. Kolkman said they are spouses and Ms. Kolman was previously on the special district board as the secretary. Mr. Voss said the nepotism statute does not apply because the board positions are not compensated.

A motion was made by Commissioner Thompson, seconded by Commissioner Heath, to appoint Douglas Taylor, Willie Kolkman and Vicky Kolman to the Deike Estates Special Improvement District. The motion carried by the following vote:

**Aye:** Malm, Holmes, Heath, Lovett, Thompson

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

9. PUBLIC HEARING regarding a Zone Change from A2 -  
Agricultural to AR - Agricultural Residential and a Subdivision  
Permit & Plat for Cherry Hills North located in a portion of the  
SW1/4 SW1/4 Sect 20, T14N, R65W, of the 6th PM, Laramie  
County, WY.

[21 - 489](#)

**Attachments:** [Cherry Hills North, Zone Change and Subdivision  
Permit & Plat](#)

Marissa Pomerleau, Planning said Steil Surveying Services, LLC, on behalf of Cache Creek Land Company, LLC submitted Zone Change and Subdivision Permit & Plat applications for Cherry Hills North, consisting of one tract located at the northeast corner of the intersection of Reese Rd and US Hwy 30. The applications were submitted to request a zone change from A2 to AR and to subdivide the property into five tracts. Both applications were combined into one staff report for ease of presentation and discussion, with separate motions required.

Commissioner Heath asked about a requirement for elevated foundations for a couple of lots to prevent flooding in homes. Casey Palma, Steil Surveying and agent for the applicant, said there is no flood plain and no requirement to elevate the property as would be required with a flood plain development permit.

Ms. Pomerleau said based on evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b with one condition: All agency comments regarding the Zone Change Map shall be addressed prior to recordation of the Exhibit 'A' Zone Change Map and approval of the subdivision permit and plat application with the adoption of findings of fact a and b with one condition: All agency comments shall be addressed prior to recordation of the plat.

Chairman Malm opened the hearing for PUBLIC Comment. Hearing no PUBLIC

COMMENT, Chairman Malm closed the hearing.

A motion was made by Commissioner Heath, seconded by Vice Chairman Holmes, to approve the Zone Change from A2 to AR for a portion of the SW1/4 SW1/4 Sect 20, T14N, R65W, of the 6th PM, Laramie County, WY, with one condition and adopt the findings of fact a and b for the zone change as shown in the staff report. The motion carried by the following vote:

**Aye:** Malm, Holmes, Heath, Lovett, Thompson

A motion was made by Commissioner Thompson, seconded by Vice Chairman Holmes, to approve the Subdivision Permit and Plat for Cherry Hills North with one condition and adopt the findings of fact a and b for the subdivision permit & plat as shown in the staff report. The motion carried by the following vote:

**Aye:** Malm, Holmes, Heath, Lovett, Thompson

- 10. PUBLIC HEARING** regarding a Subdivision Permit and Plat for Addison Meadows, located in a portion of the S1/2 SE1/4 Sect 33, T13N, R62W, of the 6th PM, Laramie County, WY.

**[21 - 490](#)**

**Attachments:** [Addison Meadows, Subdivision Permit & Plat](#)

Marissa Pomerleau, Planning, said Western R & D, on behalf of Vern Zook of 475 Rd 128A, submitted a Subdivision Permit and Plat application for Addison Meadows, located northwest of the intersection of Rd 151 and Rd 203. The application was submitted in order to subdivide approximately 80 acres into nine residential tracts.

Ms. Pomerleau said based on evidence provided, staff recommends the approval of the subdivision permit and plat application with the adoption of findings of fact a with no conditions.

Chairman Malm opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Malm closed the hearing.

A motion was made by Commissioner Heath, seconded by Vice Chairman Holmes, to approve the Subdivision Permit and Plat for Addison Meadows and adopt the findings of fact a of the staff report.

**Aye:** Malm, Holmes, Heath, Lovett, Thompson

- 11.** Consideration of the "Acceptance of Petition for Establishment, Alteration, and/or Vacation of Co Hwy, pursuant to WS 24-3-101 et seq, and Appointment of Viewer." This petition pertains to the vacation of the public right-of-way know as 1st St, described as beginning at the west line of Burg St running west to the east line of Central Ave, length of said road is approximately 300.10 feet, and all of the alleyway, Block 15, Town of Egbert, beginning at the south line of 1st St and running south to the north line of 2nd Street, length of said alleyway is approximately 350 feet.

**21 - 491**

**Attachments:**     [Resolution for Road Petition & Appt Viewer, 1st St and Alleyway](#)

Brad Emmons, Planning, said this is the beginning of the process to vacate some rights-of-way which are not currently being used.

Chairman Malm opened the meeting for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Malm closed comment period.

A motion was made by Commissioner Thompson, seconded by Vice Chairman Holmes, to accept the petition and appoint Molly Bennett, Public Works Director, as Viewer. The motion carried by the following vote:

**Aye:**                    Malm, Holmes, Heath, Lovett, Thompson

**The meeting adjourned at 4:03 pm.**

## **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, Oct 19, 2021.

Approved by : Debra K. Lee, County Clerk

Reviewed by : Gunnar Malm, Chairman,  
Board of County Commissioners

## **Reasonable Accommodations**

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](mailto:lchr320@laramiecounty.com) at least two business days prior to the meeting.