

**LARAMIE COUNTY CLERK
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM PROCESSING FORM**

1. DATE OF PROPOSED ACTION: April 2, 2013

2. AGENDA ITEM: Appointments Bids/Purchases Claims
 Contracts/agreements/leases Grants Land Use: Variances/Board App/Plats
 Proclamations Public Hearings/Rules & Reg's Reports & Public Petitions
 Resolutions Other

3. DEPARTMENT: County Clerk

APPLICANT:

AGENT: Debbye Lathrop

4. DESCRIPTION: Consideration of the Minutes of Proceedings for March 19, 2013

Amount \$

From

To

5. DOCUMENTATION:

Originals

Clerks Use Only:

Commissioner

Signatures

Humphrey _____

Co Attny _____

Holmes _____

Assist Co Attny _____

Thompson _____

Ash _____

Hausenauer _____

Grants Manager _____

Action _____

Outside Agency _____

Postponed/Tabled _____

**Minutes of the Proceedings
Board of County Commissioners
Prepared by the Office of the Clerk of Laramie County
Laramie County Wyoming**

Tuesday, March 19, 2013

130319 00 The Laramie County Commissioners met in regular session Tuesday, March 19, 2013 at 3:30 p.m. Those in attendance were Commissioner Troy Thompson, Chairman; Commissioner K.N. Buck Holmes, Vice-Chairman; Commissioner Diane Humphrey; Commissioner Amber Ash; Commissioner Moses Hasenauer; Deputy County Attorney Sylvia Hackl; County Clerk Debbye Lathrop; and Deputy County Clerk Rhonda Bush.

Those signing the register were Linda Heath; Don Beard, Laramie County Public Works; Jaya Thompson; Brenna Thompson; Sandra Newland, Laramie County Grants; Joe Dougherty, City Transit; John Leone, Naranjo Civil; Gary M. Hickman, Cheyenne Laramie County Health Department/Environmental Health; Charlene Smith, Pine Bluffs Post; Kevin Burns, Shooting Sports; Michael Sorenson, Laramie County Sheriff's Department; Betsy Putnam, CASA of Laramie Co; Laura Schmidt, CASA of Laramie Co; Molly Kruger, CLIMB Wyoming; James McNeil; James Elias, City of Cheyenne, Public Works; Bruce Perryman, AVI pc; Nancy Olson, MPO; Baylie Evans, Boys & Girls Club; Casey Palma, Steil Surveying; Tansey Sussex, Extension.

- 01** Commissioner Humphrey moved to approve the Minutes of Proceedings for March 5, 2013. Commissioner Ash seconded the motion, which passed unanimously.
- 02** Commissioner Holmes moved to approve the renewal of an agreement between Laramie County and the City of Cheyenne (Municipal Court) for the Laramie County Sheriff's Department to provide court security in the amount of \$3,500 monthly to run July 1, 2013 through June 30, 2014. Commissioner Hasenauer seconded the motion, which passed unanimously. After obtaining all signatures, the agreement is to be filed in central files with the County Clerk.
- 03** Betsy Putman, Court Appointed Special Advocates, read into the record a resolution proclaiming April 2013 as "Hand of Hope" month in recognition of CASA of Laramie County's activities during National Child Abuse Prevention Awareness Month. Commissioner Ash moved to approve the resolution. Commissioner Humphrey seconded the motion, which passed unanimously. The resolution is filed in central files with the County Clerk.
- 04** Commissioner Humphrey moved to postpone indefinitely a resolution authorizing the submission of a grant application to the U.S. Department of Justice for the FY 2013 Justice and Mental Health Collaboration Program in the amount of \$200,000 with a County match of \$40,000. Commissioner Holmes seconded the motion, which passed unanimously.

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- 05** Commissioner Hasenauer moved to approve a resolution authorizing the submission of three Temporary Aid to Needy Families (TANF) Community Program Initiative (CPI) grant applications to the Wyoming Department of Family Services to fund programs undertaken by the Boys and Girls Club, CLIMB, and the Wyoming Family Home Ownership Program in the amount of \$90,000 to run October 1, 2013 through September 30, 2014. Commissioner Holmes seconded the motion, which passed unanimously. The resolution is filed in central files with the County Clerk.
- 06** Commissioner Holmes moved to approve a contract between Laramie County and Elavon to establish a merchant point-of-sale credit card account through which customers of the Laramie County Shooting Sports Complex can use credit cards to purchase goods and services for a three-year initial term then successive two-year renewals until terminated. (fee per transaction plus purchase of VirtualMerchant card reader (\$395.00), monthly access fees (\$14.95), and monthly account fees). Commissioner Humphrey seconded the motion, which passed unanimously. The contract is filed in central files with the County Clerk.
- 07** Cheyenne Transit Manager Joe Dougherty, presented a Memorandum of Understanding between Laramie County and the City of Cheyenne for public transportation services in the unincorporated area of Laramie County immediately adjacent to the City of Cheyenne. Mr. Dougherty indicated the contract is in the same amount as was approved last year, but he would like to have an increase. He would at least like to have the 5% reduction from last year reinstated. Commissioner Holmes suggested there could be an amended amount in the future and asked Mr. Dougherty if he would prefer the contract in the current amount be approved today and not delayed. Commissioner Hasenauer asked if the normal practice is to bring this before the BOCC prior to it going before the City Council. Mr. Dougherty indicated the City Council could request that he come back to the County for an increase. Commissioner Holmes moved to approve a MOU between Laramie County and the City of Cheyenne for the provision of public transportation service to Laramie County Community College, the City/County Health Department, and for an area of Laramie County immediately adjacent to the City of Cheyenne in the amount of \$71,170 to run through June 30, 2014. Commissioner Ash seconded the motion, which passed unanimously. After obtaining all signatures, the MOU is to be filed in central files with the County Clerk.
- 08** Commissioner Humphrey moved to approve the following fees for Laramie County 2013-2014 Liquor Licenses: Retail (inside 5-mile), \$1,500; Retail (outside 5-mile), \$850; Retail Additional Dispensing Room, 2/3's of license fee; Restaurant (inside 5-mile), \$1,050; Restaurant (outside 5-mile) \$1,500; Resort, \$3,000; Club (limited retail), \$400; Retail Malt Beverage, \$350; Bar & Grill, \$1,500; Winery, \$500; Microbrewery, \$500; 24-Hour Malt Beverage, \$50; 24-Hour Catering, \$100; Special Malt Beverage, \$1,500. Commissioner Ash seconded the motion, which passed unanimously.
- 09** Commissioner Ash moved to approve a resolution appointing Michael J. Sorenson, Captain, Laramie County Sheriff's Department, as a member of

the Laramie County Community Juvenile Services Joint Powers Board to serve the remainder of the vacant Sheriff's Department detention division term that expires June 30, 2013, and for the subsequent three-year term commencing July 1, Commissioner Hasenauer seconded the motion, which passed unanimously. After obtaining all signatures, the resolution is to be filed in central files with the County Clerk.

- 10 Commissioner Ash moved to postpone until April 2, 2013 consideration of a notice of award letter to Action Target as the successful bidder for the Indoor Range Automated Target Retrieval System in conformance with the RFP for the Indoor Range Target Retrieval System upgrade in the amount of \$62,300. Commissioner Holmes seconded the motion, which passed unanimously.
- 11 Commissioner Humphrey moved to approve a bid award to Naranjo Civil Constructors in the amount of \$591,273 for the Allison Draw Greenway, Phase III. Commissioner Ash seconded the motion, which passed unanimously. Documentation is filed in central files with the County Clerk.
- 12 Bruce Perryman, AVI, Engineering, and Scott Sutherland, Granite Peak Development presented an aerial photo of the Swan Ranch Rail Park Development to the Board of County Commissioners and gave an update on the project. There are currently 600 to 700 jobs related to the development and the area is less than 10% complete. There has been a positive impact on the local economy.
- 13 Casey Palma, Steil Surveying, agent for the applicant, presented a Subdivision Permit and Plat for Grizzly Cliffs First Filing located within a portion of the East 1/2 of Section 24, T.13N., R.70 West of the 6th P.M., Laramie County, Wyoming. The purpose of the plat is to divide a parcel into four lots of approximately 8.5 acres each. Mr. Palma stated the applicant is aware of the potential problems with locating well and septic systems on the lots and is working with an engineer to determine the feasibility of septic systems. Mr. Palma also recognized that there is concern that someone would purchase a lot that could not accommodate a septic system, and the applicant agrees to a large note on the plat that a septic permit is required prior to getting a building permit. Commissioner Hasenauer asked the agent why the applicant did not consider just two lots. Mr. Palma stated the intent to create four lots instead of two is not a matter of profit. John Shepherd, Planning and Development, presented the staff report and recommended approval with the following condition: 1) a note shall be added to the plat that the owner must have an approved septic permit prior to construction. Chairman Thompson opened the meeting as a PUBLIC HEARING. James Howard MacNeil spoke against the plat as he believes this property is still part of the original Pershing Ranch to which he claims an interest and he will not allow septic systems to be put on the property. Hearing no further comment, the Chairman closed the PUBLIC HEARING. Gary Hickman, City/County Environmental Health, stated he had made the Planning Commission aware of the potential problems of locating a septic system due to the bedrock. He made the recommendation to add the note to the plat and feels this would be a step toward protecting someone from purchasing a

lot for a home site and then not being able to locate a septic system on the lot. He did state that there is a possibility that someone could come up with an option that would be workable and allow his department to issue a septic permit. Commissioner Hasenauer asked about having further conditions that would prevent a realtor from selling a lot without the buyer being aware of the problem. Mr. Hickman stated there is a precedence of a subdivision with a note on the plat for a similar problem. Chairman Thompson restated the question from Commissioner Hasenauer whose belief was that a lot could not even be sold without a septic permit. It was clarified that the note would only prevent building on a lot for which a permit could not be issued, not prevent the sale of a lot without a septic permit. Commissioner Ash moved to approve the Subdivision Permit and Plat for Grizzly Cliffs First Filing with condition number one and adopt findings of fact a and b of the staff report. Commissioner Holmes seconded the motion, which passed by a vote of three in favor and two opposed. Commissioners Ash and Humphrey cast the dissenting votes. The resolution is to be recorded in the Recording Department.

The meeting adjourned at 4:42 p.m.

CERTIFICATION

I, Debra K Lathrop, 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 19, 2013

SEAL

Approved by : _____

Debra K. Lathrop
County Clerk

Reviewed by : _____

Troy Thompson, Chairman
Board of County Commissioners

This information is available in alternate forms. If reasonable accommodations are required, contact Laramie County Human Resources, 310 West 19th Street, Cheyenne, WY 82001, (307)633-4355 within a reasonable time.