

# Board of County Commissioners

## Minutes of the Proceedings - Draft

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, March 15, 2022**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

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

### Minutes

1. Consideration of the Minutes of Proceedings for March 1, 2022.

[22 - 114](#)

**Attachments:** [Draft Minutes March 1, 2022](#)

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

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

### Consent Agenda

#### Approval of the Consent Agenda

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

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

2. Consideration of a catering permit submitted by The Knotty Pine Saloon for an event on Apr 16, 2022 at the Archer Complex.

[22 - 103](#)

**Attachments:** [24-Hour Permit, The Knotty Pine Saloon, Apr 16, 2022](#)

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 May 21, 2022 at the Hereford Ranch.

[22 - 104](#)

**Attachments:** [24-hour Permit, Vino's Wine and Spirits, May 21, 2022](#)

This agenda item was approved.

4. Consideration of a catering permit submitted by S&W Properties, dba Vino's Wine and Spirits for a wedding reception on June 18, 2022 at

[22 - 105](#)

the Hereford Ranch.

**Attachments:** [24-hour Permit, Vino's Wine and Spirits, June 18, 2022](#)

This agenda item was approved.

5. Consideration of a resolution appointing Margaret M White and David A Marcum to the Laramie County Canvassing Board. [22 - 100](#)

**Attachments:** [Resolution Appointing Laramie County Canvassing Board Members](#)

This agenda item was approved.

6. Consideration of an agreement between Laramie County, WY, and Cheyenne Regional Medical Center in an amount not to exceed \$35,000 to fund an opioid reduction initiative and alternative to opioid (ALTO) training for physicians and emergency medical staff, using ARPA funds. [22 - 118](#)

**Attachments:** [Agreement, CRMC, Opioid Training, ARPA](#)

This agenda item was approved.

7. Consideration of an agreement between Laramie County, WY, and Tanco Engineering in the proposal amount of \$10,400 to provide inspection services to the Archer Complex water tower located at or near 11453 Thunder Ridge Rd, more specifically described in Attachment A. [22 - 109](#)

**Attachments:** [Agreement, Tanco Engineering](#)

This agenda item was approved.

8. Consideration of an agreement between Laramie County, WY, and UPMC Benefit Management Services, Inc, dba Workpartners, to provide for an employee benefits enrollment and administration system. [22 - 119](#)

**Attachments:** Agreement, Workpartners

This agenda item was approved.

9. Consideration of an agreement to renew online services with LexisNexis for the Sheriff's Dept to provide software for the inmate law library from April 1, 2022, through March 31, 2025. The annual cost per year is \$536. (Correction: The cost is monthly.) [22 - 099](#)

**Attachments:** [Agreement, LexisNexis, Inmate Law Library](#)

This agenda item was approved.

**Report & Public Petitions**

10. Consideration of the acceptance of the reconnaissance report, removal of the bridge over Union Pacific Railroad, CR 210-2 (Pershing Blvd). [22 - 124](#)

**Attachments:** [Reconnaissance Report, WYDOT, UPRR Bridge](#)

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

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

**Resolutions**

11. Consideration of a resolution amending the Cheyenne area long-range transportation plan map of Connect 2045, the latest transportation plan update of PlanCheyenne. [22 - 116](#)

**Attachments:** [Resolution, Connect 2045 - Master Transportation Plan Amendments](#)

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

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

**Grants**

12. Consideration of an agreement between Laramie County, WY, and Absolute Solutions, Inc, in an amount not to exceed \$125,866.80 to purchase mobile and portable radios and accessories. [22 - 101](#)

**Attachments:** [Agreement, Absolute Solutions, Inc](#)

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

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

13. Consideration of an agreement between Laramie County, WY, and the Cheyenne-Laramie County Health Dept to provide radios under the Coronavirus State and Local Fiscal Recovery Funds grant program. [22 - 102](#)

**Attachments:** [Agreement, Cheyenne-Laramie Co Health Dept](#)

A motion was made by Commissioner Malm, seconded by Vice Chairman

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Lovett, that this agenda item be approved. The motion carried by the following vote:

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

14. PUBLIC HEARING and consideration of a resolution authorizing the acceptance and approval of the South Child's Draw Basin Master Plan submitted by GLM Design Group, LLC.

[22 - 117](#)

**Attachments:** [Resolution and Approval Letter, Child's Draw Basin Master Plan](#)

Sandra Newland, Grants, explained this agenda item is to announce the acknowledgment and acceptance of the master drainage plan. After being reviewed by the Commission and Public Works, she said the plan would be posted on the County's website for the public to review and hard copies will be available at Public Works.

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

Commissioner Malm requested that Ms. Newland work with the Public Information Officer to issue a press release when the report is available for public review.

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

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

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

15. Consideration of an agreement between Laramie County, WY, and Cheyenne Regional Air Service Focus Team (CRAFT) in c/o LEADS. The purpose of the agreement is for the County to pay a portion of the Minimum Revenue Guaranteed funds to CRAFT for payments to SkyWest Airlines to provide scheduled flight service between Cheyenne and Denver. The County shall pay CRAFT up to \$240,000.

[22 - 115](#)

**Attachments:** [Agreement, CRAFT, MRG](#)

Wendy Volk, president, Cheyenne Regional Air Service Focus Team, explained the request for the county's portion of the minimum revenue guarantee (MRG) is to support SkyWest air service from Cheyenne. Ms. Volk said the booking numbers are trending up.

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

A motion was made by Commissioner Holmes, seconded by Vice

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Chairman Lovett, that this agenda item be approved. The motion carried by the following vote:

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

- 16.** Consideration of a memorandum of understanding between Laramie County, WY, and the County Library to transfer funds approved by the voters in the 2021 6th Penny Election. The funds to be transferred are described in Proposition 7: \$203,022.63 to Laramie County for Laramie County Library boiler replacement. [22 - 126](#)

**Attachments:** [MOU, Laramie County Library](#)

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

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

### Appointments

- 17.** Consideration of a resolution appointing a member to the Eastern Laramie County Solid Waste Disposal District for a three-year term, expiring March 31, 2025. [22 - 120](#)

**Attachments:** [Eastern Laramie Co Solid Waste Disposal District Appointment](#)

A motion was made by Commissioner Heath, seconded by Commissioner Holmes, to reappoint Tom Mohren. The motion carried by the following vote:

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

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

- 18.** PUBLIC HEARING regarding a Zone Change from A1 - Agricultural & Rural Residential to AR - Agricultural Residential and a Subdivision Permit and Plat for North Haven, Tract 2, Murray Hill Estates, 7th Filing, Laramie County, WY. [22 - 121](#)

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

Marissa Pomerleau, Planning, said AVI, PC, on behalf of 1105 Ashford LLC, submitted Preliminary Development Plan and Subdivision Permit and Plat applications for property located south of Horse Creek Rd along Bishop Blvd. The applications were submitted to request a zone change from A1- Agricultural and Rural Residential to AR- Agricultural Residential and subdivide the property into 12 residential tracts. Both applications were combined into one staff report for ease of

presentation and discussion, requiring separate motions.

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 no conditions and approval of the subdivision permit and plat with the adoption of findings of fact a and b with two conditions: 1) All clerical errors on the preliminary development plan including incorrect or missing information, access, spelling errors and graphic errors shall be addressed prior to recordation of the plat and 2) All clerical errors on the plat including incorrect or missing information and graphic errors shall be addressed prior to recordation of the plat.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Brandon Swain, developer, expressed his gratitude. Hearing no further PUBLIC COMMENT, Chairman Thompson closed the hearing.

A motion was made by Commissioner Malm, seconded by Commissioner Holmes, to approve the Zone Change from A1 to AR for Tract 2, Murray Hill Estates, 7th Filing, Laramie County, WY with no conditions and adopt the findings of fact a and b of the staff report, as shown on the attached 'Exhibit A' – Zone Change Map. The motion carried by the following vote:

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

A motion was made by Commissioner Malm, seconded by Commissioner Holmes, to approve the Subdivision Permit and Plat for North Haven with two conditions and adopt the findings of facts a and b, as shown in the staff report. The motion carried by the following vote:

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

19. PUBLIC HEARING regarding a Zone Change from A2 - Agricultural to AR - Agricultural Residential and a Subdivision Permit & Plat for Lucky Star Ranch Subdivision, for a portion of the S1/2 Sect 32, T15N, R66W, of the 6th PM, Laramie County, WY.

[22 - 122](#)

**Attachments:** [Lucky Star Ranch Subdivision, Zone Change & Subdivision Permit & Plat](#)

Marissa Pomerleau, Planning, said AVI, PC, on behalf of Green Acres, LLC, submitted Zone Change, Preliminary Development Plan and Subdivision Permit & Plat applications for properties located along Iron Mountain Rd and Powderhouse Rd. The applications were submitted to request a zone change from A2 - Agricultural to AR - Agricultural Residential and subdivide the two properties into 39 residential tracts. Both applications were combined into one staff report for ease of presentation

and discussion, requiring separate motions.

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 no conditions and approval of the subdivision permit and plat with the adoption of findings of fact a and b with two conditions: 1) All clerical errors on the preliminary development plan including incorrect or missing information, access, spelling errors and graphic errors shall be addressed prior to recordation of the plat and 2) The remaining two comments regarding adding one note and removing another shall be addressed prior to recordation of the plat.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Ed Murray, developer, and Bruce Perryman, agent, talked about the subdivision, water recharge in the area, the intent to pave roads and create convents to restrict certain livestock. They said the majority of access to the subdivision will be off arterial roads, and stated that all Laramie County regulations have been met. Residents Brian Kahler, Norm Lutter, Jeff Rose, and Tammy Wilcox expressed concerns about the proposed development. The concerns expressed were about water, lot sizes, increased traffic and road maintenance, access points off Iron Mountain and Powerhouse, traffic at the Yellowstone intersection, need for infrastructure, possibility of livestock on property, and screening. Wendy Volk, realtor, said she supports the project and noted the high demand for lots of this size. Hearing no further PUBLIC COMMENT, Chairman Thompson closed the hearing.

A motion was made by Vice Chairman Lovett, seconded by Commissioner Malm, to approve the Zone Change from A2 to AR for a portion of the S1/2 Sect 32, T15N, R66W, of the 6th PM, Laramie County, WY with no conditions and adopt the findings of fact a and b, as shown on the attached 'Exhibit A' – Zone Change Map. The motion carried by the following vote:

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

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to approve the Subdivision Permit and Plat for Lucky Star Ranch Subdivision with two conditions and adopt the findings of facts a and b, as shown in the staff report. The motion carried by the following vote:

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

- 20.** Consideration of a resolution for the review and approval of Rico's RV and Boat Storage PUD Regulations, located on Lot 1, Block 4, Murray Hill Estates, Laramie County, WY.

[22 - 125](#)

**Attachments:**    [Resolution, Rico's RV and Boat Storage PUD Regulations](#)

Marissa Pomerleau, Planning, said Beef Bucks, LLC, submitted a site plan application for Lot 1, Bock 4, Murray Hill Estates. The application was submitted to request approval to establish an RV, boat, and trailer outdoor storage facility. She said on July 20, 2021 the Board of County Commissioners voted to approve a zone change from CB - Community Business to PUD - Planned Unit Development for the property. She noted 'Exhibit B' - PUD regulations were omitted from the zone change resolution. The changes to add 'Exhibit B' to the zone change resolution were brought before the Board on January 4, 2022. The Board voted to postpone approval of the revised resolution to include the PUD regulations until presentation of the site plan. Ms. Pomerleau said the proposed motion to approve the revisions to the zone change resolution is included in the staff report. Agenda Items #20 and #21 were combined into one report.

Ms. Pomerleau said based on evidence provided, staff recommends approval of the PUD regulations with the adoption of findings of fact a and b and approval of the site plan with two conditions: 1) A complete drainage study must be submitted, reviewed and approved prior to start of construction and 2) All agency comments regarding parking layout, drainage, access, and clerical errors on the maps shall be addressed prior to start of construction.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Tom Mason, Cheyenne MPO, voiced concerns about the proximity of access to Hynds Blvd and the need to move it further to the east. Stan Rognon, and Larry Fodor, residents, expressed concerns about problems with access off Hynds Blvd and Chief Dr, the need for trees for screening to retain the neighborhood feel and keep the area residential, and limiting hours of operation. Chairman Thompson questioned if there was a traffic study. Ms. Pomerleau and Molly Bennett, Public Works, explained a waiver to the traffic study was granted in this situation. Ms. Bennett noted the distance required for access off Hynds Blvd could not be met because there is not enough distance per WYDOT Regulations from other access points. Hearing no further PUBLIC COMMENT, Chairman Thompson closed the hearing.

Jenny Carron and Jeff Teasley, co-owners and applicants, provided an updated site plan to the Board which moved the entrance to Chief Dr, 84 feet further to the east from the right-of-way on Hynds Blvd, because of the potential for a vehicle to back up or a queue to form on Hynds Blvd. Mr. Teasley said he was agreeable to reduced hours of operation but requested extended hours be permitted on weekends and certain holidays. Mr. Teasley spoke about xeriscaping the property.

The Board discussed the need for signage directing patrons to exit to the left towards Hynds Blvd, the need for reduced hours, and for landscaping on the north portion of the property. Commissioner Heath expressed her concerns about having trees on the north side of the property because of snow.



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A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to approve the "Rico's RV and Boat Storage PUD", for Lot 1, Block 4, Murray Hill Estates, Laramie County, WY, as shown on the attached 'Exhibit A' – Zone Change Map and 'Exhibit B' – PUD Regulations.

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to amend the original PUD to modify the hours of operations from 24x7 to 6:00 am - 9:00 pm the Friday before Memorial Day to the Tuesday after Labor Day and 8:00 am to 8:00 pm on all other days. The motion failed by the following vote:

**Aye:** Lovett, Malm

**Nay:** Thompson, Heath, Holmes

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to amend the original PUD to modify the hours of operations from 24x7 to 6:00 am - 10:00 pm the Friday before Memorial Day to Monday, Labor Day, and 8:00 am to 8:00 pm on all other days. The motion carried by the following vote:

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

**Nay:** Malm

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to amend the original PUD to strike the language that reflects the access off of Hynds Blvd. The motion carried by the following vote:

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

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, that this agenda item be approved as amended. The motion carried by the following vote:

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

- 21.** PUBLIC HEARING regarding a site plan for 307 Toy Storage located on Lot 1, Block 4, Murray Hill Estates, Laramie County, WY.

[22 - 123](#)

**Attachments:** [307 Toy Storage Site Plan](#)  
[307 Toy Storage Site Plan - Revised](#)

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to approve the Site Plan for 307 Toy Storage located on Lot 1,

Block 4, Murray Hill Estates with two conditions and adopt the findings of fact a and b of the staff report as shown on the attached 'Exhibit A' – Site Plan Map.

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to amend the site plan by directing the applicant to include additional acceptable vegetation on the north side that accommodates sightlines but addresses concerns regarding the fence screening and line of sight. The motion carried by the following vote:

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

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to amend the site plan to include no less than two signs, one at the exit of the property directing all traffic back to Hynds Blvd and one just past the entrance stipulating "No Through Traffic." The motion carried by the following vote:

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

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, that this agenda item be approved as amended. The motion carried by the following vote:

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

**The meeting adjourned at 6:18 pm.**

### **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.