

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, October 15, 2019

3:30 PM

Commissioners Board Room

Roll Call/Call to Order

Present: Chairman Linda Heath, Vice Chairman Amber Ash, Commissioner K. N. Buck Holmes, Commissioner Gunnar Malm, Commissioner Troy Thompson

Minutes

1. Consideration of the Minutes of Proceedings for October 1, 2019.

[19 - 418](#)

Attachments: [Draft Minutes October 1, 2019](#)

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

Aye: Heath, Ash, Holmes, Malm, Thompson

Consent Agenda

Approval of the Consent Agenda

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

Aye: Heath, Ash, Holmes, Malm, Thompson

2. Consideration of a grant award agreement between Laramie County, WY, and the Department of Justice for a FY19 Edward Byrne Memorial Justice Assistance Grant award in the amount of \$45,419 to run through September 30, 2022.

[19 - 417](#)

Attachments: [FY19 Byrne JAG Award Packet](#)

This agenda item was approved.

3. Consideration of a grant award agreement between Laramie County, WY, and the State of Wyoming, Office of State Lands and Investments Forestry Division for a State Fire Assistance Grant in the amount of \$5,000 to run through September 30, 2020.

[19 - 419](#)

Attachments: [SFA Agreement \\$5,000](#)

This agenda item was approved.

4. Consideration of a grant award agreement between Laramie County, WY, and the WYDOT Highway Safety Program for a FY20 Selective Traffic Enforcement Grant in the amount of \$12,179.04 to run through September 30, 2020. [19 - 430](#)

Attachments: [FY20 DUIHVE Grant Award \\$12,179.04](#)

This agenda item was approved.

5. Consideration of a grant award agreement between Laramie County, WY, and the Wyoming Office of Homeland Security for a State Homeland Security Program Grant for the EMA Dept. to use towards CodeRED services in the amount of \$12,500 to run October 15, 2019, through August 31, 2022. [19 - 432](#)

Attachments: [Wyoming Office of Homeland Security Grant Award \\$12,500](#)

This agenda item was approved.

6. Consideration of a grant award agreement between Laramie County, WY, and the Wyoming Office of Homeland Security for a State Homeland Security Program Grant to purchase a portable X-ray unit and accessories for the Coroner's Dept. in the amount of \$55,300 to run October 15, 2019, through June 30, 2021. [19 - 433](#)

Attachments: [Wyoming Office of Homeland Security Grant Award \\$55,300](#)

This agenda item was approved.

7. Consideration of a grant award agreement between Laramie County, WY, and the Wyoming Office of Homeland Security for a State Homeland Security Program grant for the Sheriff's Dept. for the purchase and installation of a metal detector in the amount of \$72,400 to run October 15, 2019, through June 30, 2021. [19 - 434](#)

Attachments: [Wyoming Office of Homeland Security Grant Award \\$72,400](#)

This agenda item was approved.

8. Consideration of a revised non-recourse promissory note between Laramie County, WY, and the Wyoming Business Council for the Wyoming Malting Project. This revision reflects a six-month grace period for lease payments to address the defective roof and adds six months to the total loan term. [19 - 422](#)

Attachments: [Wyo. Business Council Non-Recourse Promissory Note Wyo. Malting Project](#)

This agenda item was approved.

9. Consideration of a subgrantee agreement between Laramie County, WY, and Greater Wyoming Big Brothers Big Sisters of Cheyenne, for a FY20 Temporary Assistance to Needy Families grant in the amount of \$8,000 to run October 1, 2019, through September 30, 2020. [19 - 420](#)

Attachments: [BBBS Subgrantee Agreement \\$8,000](#)

This agenda item was approved.

10. Consideration of an addendum between Laramie County, WY, and Capitol Counseling, LLC, for the purpose of modifying agreement (161018-02). Section III of the original agreement shall remain the same with the addition of \$50/hour for mental health services at the Laramie County Detention Center upon request and/or as needed for no more than 20 hours per week. [19 - 421](#)

Attachments: [Capitol Counseling, LLC, Mental Health Services Addendum](#)

This agenda item was approved.

11. Consideration of an agreement between Laramie County, WY, and participating agencies of the Wyoming Inter-County Mutual Aid. [19 - 429](#)

Attachments: [Wyoming Inter-County Mutual Aid Agreement](#)

This agenda item was approved.

12. Consideration of amendment no. 3 to the inmate telephone services agreement (140520-07) between Laramie County, WY, and Inmate Calling Solutions, LLC, dba ICSolutions. [19 - 435](#)

Attachments: Inmate Calling Solutions, LLC, Amendment No. 3

This agenda item was approved.

13. Consideration of the ratification of an agreement between Laramie County, WY, and IMEG Corp., to provide commissioning agent services for the Laramie County Detention Center Expansion project in the amount of \$39,900. [19 - 425](#)

Attachments: [IMEG Commissioning Agent Services Agreement Jail Expansion 2019 Final](#)

This agenda item was approved.

14. Consideration of the ratification of an agreement between Laramie County, WY, and IMEG Corp., to provide commissioning agent [19 - 426](#)

services for the Laramie County Government Center remodel in the amount of \$35,150.

Attachments: [IMEG Commissioning Agent Services Agreement Courthouse 2019 Final](#)

This agenda item was approved.

15. Consideration of the ratification of an agreement between Laramie County, WY, and IMEG Corp., to provide commissioning agent services for the Laramie County Detention Center HVAC Modification project in the amount of \$37,050. [19 - 427](#)

Attachments: [IMEG Commissioning Agent Services Agreement JAIL HVAC 2019 Final](#)

This agenda item was approved.

Contract/Agreement/Leases

16. Consideration of a storm drain utility easement agreement between Laramie County, WY, and the City of Cheyenne. [19 - 423](#)

Attachments: [Storm Drain Utility Easement Agreement Storm Drain Utility Easement Exhibit A](#)

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

Aye: Heath, Ash, Holmes, Malm, Thompson

17. Consideration of a memorandum of understanding for tactical emergency medical support between American Medical Response and the Cheyenne Police/Laramie County Sheriff Joint Special Weapons and Tactics Team. [19 - 431](#)

Attachments: [AMR and Cheyenne Police/Laramie County SWAT MOU for Tactical EMS](#)

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: Heath, Ash, Holmes, Malm, Thompson

18. Consideration of an agreement between Laramie County, WY, and Doug Sowokinos for the purpose of providing the County AS400 analysis and programming services. [19 - 428](#)

Attachments: [Doug Sowokinos AS400 Agreement](#)

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

Aye: Heath, Ash, Holmes, Malm, Thompson

19. Consideration of commercial card and rewards agreements between Laramie County, WY, and Bank of the West.

19 - 424

Attachments: [Bank of the West Commercial Card Agreement](#)
[Bank of the West Rewards Agreement](#)

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

Aye: Heath, Ash, Holmes, Malm, Thompson

Public Hearings/Rules & Reg's

20. Consideration of a resolution giving public notice of Laramie County's intent to amend the 2019 Laramie County Land Use Regulations.

19 - 439

Attachments: [Notice of Intent to Amend 2019 Laramie County Land Use Regulations](#)
[Proposed Amendments to the 2019 Laramie County Land Use Regulations](#)

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

Aye: Heath, Ash, Holmes, Malm, Thompson

Land Use:Variances/Board App./Plats

21. PUBLIC HEARING regarding a Subdivision Permit & Plat for Saddleback Acres, 2nd Filing, a replat of Lot 1, Saddleback Acres, Laramie County, WY.

19 - 436

Attachments: [Saddleback Acres, 2nd Filing Subdivision Permit & Plat](#)

Bryan Nicholas, Planning, said Western Research and Development, on behalf of Steve and Karla McGlothlin of 13180 E. Four Mile Road, submitted a Subdivision Permit and Plat application for Saddleback Acres, 2nd Filing, located northwest of E. Four Mile Road and Road 215. The application is for the purpose of replatting Lot 1, Saddleback Acres into two residential lots.

Mr. Nicholas said based on evidence provided, staff recommends approval with the adoption of findings of fact a with one condition: The revised Plat shall address the

remaining comments of the Laramie County Real Estate and County Engineer Offices prior to recordation.

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

A motion was made by Commissioner Holmes, seconded by Vice Chairman Ash, to approve the Subdivision Permit and Plat for Saddleback Acres, 2nd Filing with condition 1, and adopt the findings of fact a of the staff report. The motion carried by the following vote:

Aye: Heath, Ash, Holmes, Malm, Thompson

22. PUBLIC HEARING regarding a Subdivision Permit & Plat for Sky Valley Estates, 1st Filing, located in the SE1/4 NW1/4, Sec. 31,T. 15N., R. 64W., of the 6th P.M., Laramie County, WY.

[19 - 437](#)

Attachments: [Sky Valley Estates, 1st Filing Subdivision Permit & Plat](#)

Bryan Nicholas, Planning, said Catherine K. Loetscher, on behalf of Donald R. & Catherine K. Loetscher Family Living Trust, submitted a Subdivision Permit and Plat application for Sky Valley Estates, 1st Filing, located off County Road 136, approximately one-half mile north of Aviator Court. The application proposes subdividing an approximate 40-acre parcel into five tracts.

Mr. Nicholas said based on evidence provided, staff recommends approval with the adoption of findings of fact a with two conditions: 1. The Applicant shall record the "100' X 40' ingress/egress easement for Sky Valley Road" as noted on the Plat with Book and Page listed, and provide a copy to the Laramie County Planning and Development Office prior to recordation; and 2. The Applicant is required to submit a revised Plat addressing the remaining County Agency Comments prior to recordation.

Chairman Heath opened the hearing for PUBLIC COMMENT. Residents of the area--Darrell Riley, Patrice Gopen, Frank Gertenkorn, George Halyak, Paul Gopen, and Ray Hawver--expressed concerns about increased traffic, safety and condition of the roads in the area, the airport, homeowners' covenants, size of the proposed lots, water supply, accessible electricity, and uniform development in the area. Hearing no further PUBLIC COMMENT, Chairman Heath closed the public hearing.

Members of the Board of County Commissioners spoke of the reasons why they were going to approve the agenda item. Commissioners noted the County cannot enforce homeowners' covenants and such issues would be a civil matter. Board members said the current agenda item meets county rules and regulations.

A motion was made by Commissioner Malm, seconded by Vice Chairman Ash, to approve the Subdivision Permit and Plat for Sky Valley Estates, 1st Filing with conditions 1 and 2, and adopt the findings of fact a of the staff report. The motion carried by the following vote:

Aye: Heath, Ash, Holmes, Malm, Thompson

- 23.** PUBLIC HEARING regarding a Board Approval of an outdoor storage facility, located on Tract 82, Allison Tracts, 2nd Filing, Laramie County, WY, to be known as "South Cheyenne Outdoor Storage".

19 - 438

Attachments: [South Cheyenne Outdoor Storage Board Approval](#)

Marissa Pomerleau, Planning, said Lyle Johnson of 1105 Pearl Court, submitted an application to develop an outdoor storage facility located at 418 E. College Drive.

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

Chairman Heath opened the hearing for PUBLIC COMMENT. Bruce Riter questioned where the access to the property would be located and how it would impact traffic for future development in the area. Brad Emmons, Planning, explained final access would need be approved by the Wyoming Department of Transportation because it is a state road and the department has its own rules and regulations. Mr. Emmons said Mr. Riter would be notified during the site plan process to give comments. Diane Gibson expressed concerns about traffic passing and garbage being thrown on her property. Bryan Nicholas, Planning, noted that screening is required behind the setback line for outdoor storage per County Rules and Regulations, and the issue would be addressed during the site plan process. He encouraged Ms. Gibson to provide input during the comment period on the site plan. Hearing no further PUBLIC COMMENT, Chairman Heath closed the public hearing.

A motion was made by Vice Chairman Ash, seconded by Commissioner Thompson, to grant Board Approval for the use of an outdoor storage facility, located on Tract 82, Allison Tracts, 2nd Filing, Laramie County, WY, to be known as "South Cheyenne Outdoor Storage", and adopt the findings of facts a and b of the staff report. The motion carried by the following vote:

Aye: Heath, Ash, Holmes, Malm, Thompson

The meeting adjourned at 4:46 p.m.

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 at least two business days prior to the meeting.