

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, February 21, 2023

3:30 PM

Commissioners Board Room

Roll Call/Call to Order

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

Excused: Commissioner Gunnar Malm

Minutes

1. Consideration of the Minutes of Proceedings for Feb 7, 2023.

[23 - 70](#)

Attachments: [Draft Minutes Feb 7, 2023](#)

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

Excused: Malm

Consent Agenda

Approval of the Consent Agenda

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

Aye: Thompson, Lovett, Heath, Holmes

Excused: Malm

2. Consideration of an addendum between Laramie County, WY, and ConvergeOne, Inc to provide equipment, installation, service and maintenance of 911 systems including but not limited to monitoring, remote technical support and software protection as specifically described in attachments A and B.

[23 - 53](#)

Attachments: [Addendum, ConvergeOne, Inc, 911 Services](#)

This agenda item was approved.

3. Consideration of the annual public investment disclosure by public officers or public servants who invest government funds pursuant to

[23 - 63](#)

WS 6-5-118 for calendar year 2023.

Attachments: [Public Investment Disclosure Forms 2023](#)

This agenda item was approved.

4. Consideration of an agreement between Laramie County, WY, and JAX Mercantile in the amount of \$78,750 to provide rubber flooring mats for the Laramie County Events Dept. [23 - 64](#)

Attachments: [Agreement, JAX Mercantile](#)

This agenda item was approved.

5. Consideration of an agreement between Laramie County, WY, and Wyoming Machinery Co in the amount of \$86,500 for the purchase of a used 2018 Manitou forklift for the Public Works Dept. [23 - 69](#)

Attachments: [Agreement, Wyoming Machinery Co](#)

This agenda item was approved.

Proclamations

6. Consideration of a resolution proclaiming Feb 21, 2023 as Stride Learning Center Day. [23 - 48](#)

Attachments: [Resolution Proclaiming Feb 21, 2023 as Stride Learning Center Day](#)

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

Excused: Malm

7. Consideration of a resolution proclaiming Feb 21, 2023 as Laramie County FFA Day. [23 - 71](#)

Attachments: [Resolution Proclaiming Feb 21, 2023 as Laramie County FFA Day](#)

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

Aye: Thompson, Lovett, Heath, Holmes

Excused: Malm

Resolutions

8. Consideration of a resolution adopting the Cheyenne Transit Program 2023 Transit Development Plan. [23 - 62](#)

Attachments: [Resolution Adopting the Cheyenne Transit Program 2023 Transit Development Plan](#)
[CTP Transit Development Plan 2023 without Appendices](#)
[CTP Transit Development Plan 2023 Appendices](#)
[CTP Transit Development Plan 2023 PowerPoint Presentation](#)

Ginni Stevens, MPO, gave information about the Cheyenne Transit Program 2023 Transit Development Plan. A T Stoddard, LSC Transportation Consultants, Inc, gave a PowerPoint presentation and spoke about the various phases of the plan.

Chairman Thompson opened the meeting for PUBLIC COMMENT. Joe Dougherty and Marion Yoder, residents, spoke about the benefits of the fixed route service that meets the needs of the most people. Hearing no further PUBLIC COMMENT, Chairman Thompson closed the comment period.

The board discussed the need to complete the phases as quickly as possible.

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

Aye: Thompson, Lovett, Heath, Holmes

Excused: Malm

Appointments

9. Consideration of a resolution appointing Sheriff Brian Kozak to the Laramie County Community Juvenile Services Joint Powers Board to complete Danny Glick's term as the designated representative of the Laramie County Sheriff's Dept for a term expiring June 30, 2025. [23 - 65](#)

Attachments: [Community Juvenile Services JPB, Brian Kozak](#)

A motion was made by Commissioner Holmes, seconded by Vice Chairman Lovett, to appoint Brian Kozak. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes

Excused: Malm

Land Use: Variances/Board App./Plats

- 10.** PUBLIC HEARING regarding a subdivision permit and plat for Eastview Tracts, a parcel of land located in the NE1/4 of Sect 24, T13N, R63W of the 6th PM, Laramie County, WY, aka Tract D, amended record of survey for Nusz Ranch. [23 - 66](#)

Attachments: [Eastview Tracts Subdivision and Plat](#)

Cate Cundall, Planning, said Steil Survey Services, LLC, on behalf of M & P Concrete, submitted an application for a subdivision permit and plat for Eastview Tracts located at 552 Rd 148. The application was submitted to subdivide the property into four tracts.

Ms. Cundall said based on evidence provided, staff recommends approval of the subdivision permit and plat with the adoption of findings of fact a.

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

A motion was made by Commissioner Heath, seconded by Commissioner Holmes, to approve the subdivision permit and plat for Eastview Tracts and adopt the findings of fact a of the staff report. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes

Excused: Malm

- 11.** PUBLIC HEARING regarding board approval for an RV park located at Tract 1, JRW Tract, 2nd Filing, Laramie County, WY. [23 - 67](#)

Attachments: [Clark, Board Approval](#)

Justin Arnold, Planning, said Steil Surveying, LLC, on behalf of Bryan Clark submitted a site plan for approval of a 19-space RV Park located on 11.39 acres in the LU - Land Use Zoning District along the south side of Chalk Bluffs Rd. Staff denied the original site plan because Environmental Health Regulations disallow a permanent dry campground. The applicant submitted a second site plan for an RV Park with a community well and septic system. Mr. Arnold noted that the Board of County Commissioners approved the subdivision permit and plat for the property with the condition that the Board approve the proposed site plan.

Shane Hansen, Steil Surveying, LLC and agent for the applicant, addressed issues from a citizen petition. Mr. Hansen said there is currently no well on site, but a commercial well is planned. He corrected statistics about the septic system and said residents' concerns about crime are based on assumptions. Mr. Hansen clarified the project is an RV park, not a campground, and said all regulations and guidelines will be followed.

Mr. Arnold said based on evidence provided, staff recommends approval of the site plan with the adoption of findings of fact a and b with conditions.

Chairman Thompson prefaced the public hearing by noting the RV Park is a use-by-right and said the hearing is about the site plan and conditions.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Jason Fernandez, Dave Ehler, Frank Tryon, Bill Obermeier, Tabeth Baslee, Pat Macy, and Julie Emswiler spoke about their concerns. The concerns were about the water and wastewater, compliance with DEQ regulations, nitrate levels, health concerns, traffic, crime, the need for law enforcement, and the chain of accountability.

Mr. Arnold explained the permitting, review and inspection processes. He said the various steps provide a failsafe to ensure everything meets county standards. A certificate of compliance, allowing the business to proceed with operations, is issued following all inspections.

Bryan Clark, applicant, encouraged neighbors to talk with him about the project. He agreed to consider relocating the office to prevent congestion on the road from RVs checking in. Mr. Hansen addressed residents' concerns and noted the domestic well is on Mr. Clark's personal home property, trash enclosures will be in place and the applicant has no objections to installing privacy screening. Mr. Hansen also pointed out that regulatory agency authority (DEQ, EPA) will only be determined following the start of engineering.

Hearing no further PUBLIC COMMENT, Chairman Thompson closed the hearing. A motion was made by Vice Chairman Lovett, seconded by Commissioner Holmes, to grant board approval for the Clark RV Park located at Tract 1, JRW Tract, 2nd Filing, Laramie County, WY, adopt the findings of fact a and b of the staff report, along with the following three conditions: 1) The owner shall inquire with the WY Dept of Environmental Quality and Laramie County Environmental Health, based upon 20 water connections (19 for RVs and 1 for small office) as to which agency is responsible for receiving an application with a design, and other information required by either agency, to have an application submitted for review by that agency. The public agency responsible will have to approve a permit for the septic facility with the necessary supplemental information or conditions for the Laramie County Planning and Development Dept to issue a certificate of review; 2) The owner shall inquire with the US Dept of Environmental Protection Agency, the WY State Engineer's Office, and Laramie County Environmental Health, based upon 20 water connections (19 for RVs and 1 for small office) as to which agency is responsible for receiving an

application with a design, and other information required by the agency, to have an application submitted to that agency for review. The public agency responsible will have to approve a water source with the necessary supplemental information or conditions for the Laramie County Planning and Development Dept to issue a certificate of review and; 3) All RV units shall have full hookups for water, sewer and electric. No dependent travel units are allowed. Dependent travel units are those with no water utility and sanitary facility. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes

Excused: Malm

The meeting adjourned at 5:54 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 at least two business days prior to the meeting. Per WS §18-3-516(f), access to county information can be obtained at laramiecountywy.gov.