

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, November 19, 2019**

**3:30 PM**

**Commissioners Board Room**

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### 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 November 5, 2019.

[19 - 475](#)

**Attachments:** [Draft Minutes November 5, 2019](#)

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

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

2. Consideration of a resolution to authorize the acceptance of a grant award contract from the Wyoming Association of Sheriffs and Chiefs of Police for a FY20 Alcohol Inspection grant in the amount of \$1,700 to run through May 28, 2020.

[19 - 465](#)

**Attachments:** [FY20 Alcohol Inspection Grant Award](#)

This Consent Agenda Item was approved.

3. Consideration of a resolution to authorize the acceptance of a grant award contract from the Wyoming Association of Sheriffs and Chiefs of Police for a FY20 Tobacco Inspection grant in the amount of \$1,700 to run through June 10, 2020. [19 - 466](#)

**Attachments:** [FY20 Tobacco Inspection Grant Award](#)

This agenda item was approved.

4. Consideration of amendment #2 to the loan agreement between Laramie County, WY, and the Wyoming Business Council for the Wyoming Malting Business Committed Project. [19 - 470](#)

**Attachments:** [Amendment #2 Wyoming Malting Loan](#)

This agenda item was approved.

5. Consideration of the official schedule of Laramie County, WY, holidays for 2020. [19 - 467](#)

**Attachments:** [2020 Holiday Schedule](#)

This agenda item was approved.

6. Consideration of five separate equipment/electricity contracts between Laramie County, WY, and Gloria Merrill, Robert Anderson, Dan Cathcart, Brandon Scott, and Laramie County Fire District #8 to provide electricity on an as-needed basis to heat Laramie County Public Works equipment. These agreements shall remain in full force and effect until June 30, 2020. [19 - 474](#)

**Attachments:** [Public Works Equipment/Electricity Contracts](#)

This agenda item was approved.

## Resolutions

7. Consideration of a resolution to approve the consolidation of the August 2020 meetings of the Laramie County Commission. [19 - 455](#)

**Attachments:** [Resolution Consolidating August 2020 Commission Meetings](#)

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

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8. Consideration of a resolution to approve the consolidation of the November 2020 meetings of the Laramie County Commission. [19 - 456](#)

**Attachments:** [Resolution Consolidating November 2020 Commission Meetings](#)

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

9. Consideration of a resolution to give consent for the Cheyenne Housing Authority to make second loans for the purchase of housing within Laramie County, WY. [19 - 463](#)

**Attachments:** [Resolution for Cheyenne Housing Authority to make Second Loans](#)

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

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

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

10. Consideration of an agreement between Laramie County, WY, and Cheyenne Regional Air Service Focus Team (CRAFT) in c/o LEADS. [19 - 464](#)  
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 for providing scheduled flight services between Cheyenne and Dallas-Fort Worth, Texas. The County shall pay CRAFT up to \$623,501.52.

**Attachments:** [CRAFT Revenue Payment Agreement](#)

Wendy Volk, president Cheyenne Regional Air Service Focus Team, explained the request for the county's portion of the minimum revenue guarantee (MRG) to support SkyWest air service from Cheyenne. She noted the airport recently celebrated its one year anniversary, and the airline had a record-breaking year of restored air service. She stated Cheyenne was ranked the fastest growing small airport in the country in 2019.

Ms. Volk noted that the second year MRG contract is reduced from the initial request of \$650,000. In response to Commissioner Thompson's questions if the request would be made annually, Ms. Volk said there could be 4-5 year total MRG, but her goal is to reduce the amount over time.

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

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

11. Consideration of an agreement between Laramie County, WY, and Rebecca Oblander to provide workplace CPR and First Aid and related training services to County employees.

[19 - 473](#)

**Attachments:** [Services Agreement with Rebecca Oblander](#)

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

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

### License/Permits

12. PUBLIC HEARING regarding a yearly fireworks permit submitted by Richard Krehbiel, dba Wholesale Fireworks, Inc., located at 3229 W. College Dr.

[19 - 471](#)

**Attachments:** [Wholesale Fireworks, Inc. - 3229 W. College Dr.](#)

Matt Butler, County Fire Warden, advised the Board that he and Environmental Health performed the required inspections and everything was in order.

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

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

13. PUBLIC HEARING and consideration of two resolutions to authorize the submission of a grant and loan application to the Wyoming Business Council on behalf of the governing body of Laramie County, WY, for Project Ivy in the amount of \$6,000,000.

[19 - 472](#)

**Attachments:** [Project Ivy Grant & Loan Application](#)

Sandra Newland, Grants Manager, reviewed the resolutions and grant application which provide for a \$3 million grant and a \$3 million loan. She stated Project Ivy is expected to produce 35 jobs with projected expansion to 82 jobs in the next three years.

Anja Bendel, Director of Business Development, Cheyenne LEADS, explained the grant application. Ms. Bendel explained the company's potential for business growth.

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

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

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

### **Further Business**

- 14.** Consideration of a lease agreement between Laramie County, WY, and Laramie County Fire District #1 to lease property located at the Laramie County Archer Complex for use as a fire station.

[19 - 477](#)

**Attachments:** [LCFD#1 Lease Agreement - Archer Complex](#)

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

**The meeting adjourned at 3:53 p.m.**

### **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, November 19, 2019.

Approved by : Debra K. Lee, County Clerk

Reviewed by : Linda Heath, 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.