

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

Tuesday, February 17, 2004

- 040217 00** The Laramie County Commissioners met in regular session Tuesday, February 17, 2004 at 3:30 p.m. Those in attendance were Commissioner Jack Knudson, Chairman; Commissioner Jeff Ketcham, Vice-Chairman; Commissioner Diane Humphrey; County Attorney Peter Froelicher; County Clerk Debbye Lathrop and Assistant County Clerk Rhonda Reed.

Those signing the register included: Larry T. Perry, Terrestrial Surveying & Mapping Co; Don Beard, Laramie County Public Works; Lisa Pafford, City/County Development; Jim Cochran; David Thompson, EMA; Roy Kroeger, City/County Health Department; Pat Branigan, Laramie County Sheriff's Department; Rich Hillegas; Laramie County Sheriff's Department; Glen Crumpton, Laramie County Sheriff's Department; Kerry Beutler, City/County Development; Emily Smith, Human Resources; Patrick Byrne, Project Manager; Mark Reid, Laramie County Planning; Dory Clark, Laramie County Sheriff's Department; Colleen Johnson, Laramie County Risk Management; Diane Gudenkauf, Kuzma Success Realty; Rex Lewis, Cheyenne LEADS; Kelly Milner, WYOMING TRIBUNE/EAGLE; Bill Ong, Laramie County Sheriff's Department; John Stiel, Steil Surveying.

- 01** Chairman Knudson presented Sergeant Terry Bohlig with a plaque in recognition of 25 years of service with the Laramie County Sheriff's Department.

Commissioner Ketcham moved to approve the Minutes of Proceedings for February 6, 2004. Commissioner Humphrey seconded the motion, which passed unanimously.

- 02** Laramie County Fire Warden Dave Thompson presented a request for funds from the One Percent Optional Sales Tax submitted by various Laramie County Fire Districts and approved by the Laramie County Fire Chief's Association totalling \$166,007 and including the following: Fire District No. 6, \$17,870, tender/tanker; Fire District No. 10, \$17,682, brush truck; Fire District No. 8, \$12,500, pumper/rescue/tanker; Fire District No. 10, \$13,955, structural engine; Fire District No. 3, \$44,000, structural engine; Fire District No. 2, \$60,000, structural engine. Commissioner Ketcham moved to approve the requests. Commissioner Humphrey seconded the motion, which passed unanimously. Documentation is filed in central files with the County Clerk.

- 03** Laramie County Fire Warden Dave Thompson presented a letter of intent to apply for funding from the supplemental grant for Community Emergency Response Teams (CERT). There is \$9,000 available to establish a Laramie County Community Response Team through the Homeland Defense

program. This team would be trained in the following six areas: disaster preparation, fire suppression, basic disaster medical preparedness, light search & rescue, team organization, and protection against terrorist threats. Commissioner Humphrey moved to approve the letter of intent. Commissioner Ketcham seconded the motion, which passed unanimously. Documentation is filed in central files with the County Clerk.

- 04** County Attorney Peter Froelicher presented an extension through April 30, 2004 to County contract 020319-08 among the City of Cheyenne, Laramie County, and American Medical Response (AMR) of Colorado, Inc. Mr. Froelicher stated there is a possibility the contract will be extended through the end of the calendar year, but at this time, the City of Cheyenne is reviewing other alternatives for this service. Commissioner Ketcham moved to approve the contract extension. Commissioner Humphrey seconded the motion, which passed unanimously. After obtaining all signatures, the extension is to be filed in central files with the County Clerk.
- 05** Special Projects Manager Pat Byrne presented a contract between Laramie County and Accurate Construction & Electrical Services in the amount of \$192,200 for construction and remodeling of the Laramie County and City of Cheyenne 911/Dispatch Center located at 2020 Capital Avenue with the total amount of the contract being shared with the City of Cheyenne and those funds have been appropriated. Commissioner Humphrey moved to approve the contract. Commissioner Ketcham seconded the motion, which passed unanimously. The contract is filed in central files with the County Clerk.
- 06** Special Projects Manager Pat Byrne presented a change order in the amount of \$119,317.72 to County contract 031216-08 between Laramie County and Motorola to add equipment and services to accommodate a T1 line for the Combined Communications Center. Mr. Byrne stated this cost would also be shared with the City of Cheyenne. Commissioner Ketcham moved to approve the contract. Commissioner Humphrey seconded the motion, which passed unanimously. The change order is filed in central files with the County Clerk.
- 07** Special Projects Manager Pat Byrne presented a contract between Laramie County and Communication Source Inc. in the amount of \$181,332.76 for the purchase and installation of dispatch consoles and repair/upgrade to existing radio equipment and tower for the Laramie County and City of Cheyenne 911/Dispatch Center with the total cost of the contract being shared with the City of Cheyenne. Commissioner Ketcham moved to approve the contract. Commissioner Humphrey seconded the motion, which passed unanimously. The contract is filed in central files with the County Clerk.
- 08** Victim's Witness Coordinator Dory Clark presented a Memorandum Of Understanding among Safehouse, Safeharbor, Laramie County Court Appointed Special Advocate, and the District Attorney to ensure cooperation and collaboration on behalf of victims of crime in Laramie County. Commissioner Ketcham moved to approve the MOU. Commissioner Humphrey seconded the motion, which passed unanimously. After obtaining all signatures, the MOU is to be filed in central files with the County Clerk.

- 09** County Attorney Peter Froelicher presented a contract between Laramie County and Ernst Appraisal Group, Inc in the amount of \$800 for initial set-up and training, and a monthly fee of \$150 to access the Laramie County computer system. Commissioner Humphrey moved to approve the contract. Commissioner Ketcham seconded the motion, which passed unanimously. The contract is filed in central files with the County Clerk.
- 10** County Attorney Peter Froelicher presented a contract between Laramie County and IBM in the amount of \$420 for the installation of new hardware. Commissioner Ketcham moved to approve the contract. Commissioner Humphrey seconded the motion, which passed unanimously. After obtaining all signatures, the contract is to be filed in central files with the County Clerk.
- 11** Public Works Director Don Beard presented a Wyoming Department of Transportation Acceptance Certificate for projects CMU-1100(15) and CMW-211(5). Commissioner Humphrey moved to approve the Acceptance Certificate. Commissioner Ketcham seconded the motion, which passed unanimously. After obtaining all signatures, the Certificate is to be filed in central files with the County Clerk.
- 12** Public Works Director Don Beard presented an agreement and addendum between Laramie County and Ritchie Brother Auctioneers in the amount of \$172,500 to sell certain equipment currently being used by Laramie County Public Works. Mr. Beard stated this would be to sell motor graders that have been replaced. By selling the used equipment through this process, the County gains \$9,000, which would not have been received had the used equipment been traded-in during the purchase of the new equipment. Commissioner Ketcham moved to approve the agreement and addendum. Commissioner Humphrey seconded the motion, which passed unanimously. The addendum and contract is filed in central files with the County Clerk.
- 13** County Attorney Peter Froelicher presented a Settlement Agreement and Release of Claims among Laramie County, Noel Griffith, Jr. and Associates, Royal Glass, Reiman Corporation, and Kawneer, Inc. Mr. Froelicher stated since occupying the Laramie County Governmental Complex, there have been leakage problems with the windows, roof, and sealant. This agreement would release Noel Griffith, Jr. and Associates from potential claims and damages. Commissioner Ketcham moved to approve the Settlement Agreement. Commissioner Humphrey seconded the motion, which passed unanimously. After obtaining all signatures, the agreement is to be filed in central files with the County Clerk.
- 14** Public Works Director Don Beard presented a Snow Removal Agreement between Laramie County and Wyoming Department of Transportation. The agreement would cover South Greeley Highway between Fox Farm Road and College Drive. Commissioner Humphrey moved to approve the agreement. Commissioner Ketcham seconded the motion, which passed unanimously. The agreement is to be filed in central files with the County Clerk.
- 15** Public Works Director Don Beard presented a Property Sales Agreement between Laramie County and Lisa Dignan in the amount of \$17,600 for a

portion of Lot 2, Block 14, Orchard Valley, 2nd addition for the Allison Draw Phase III project. Mr. Beard stated the Federal Relocation Act has been followed. Commissioner Ketcham moved to approve the agreement. Commissioner Humphrey seconded the motion, which passed unanimously. The agreement is filed in central files with the County Clerk.

- 16** Public Works Director Don Beard presented a Property Sales agreement between Laramie County and Glen R. and Janice Evans in the amount of \$67,800 for a portion of Tract 16, Capitol Tracts 2nd Filing for Allison Draw Phase III project. Commissioner Ketcham moved to approve the agreement. Commissioner Humphrey seconded the motion, which passed unanimously. The agreement is filed in central files with the County Clerk.
- 17** Public Works Director Don Beard presented a Property Sales Agreement between Laramie County and Michael and Tammy Kadrlik in the amount of \$1,750 for property located on a portion of Lot 1, Block 1 in Milatzo Subdivision for the Allison Draw Phase III project. Commissioner Ketcham moved to approve the agreement. Commissioner Humphrey seconded the motion, which passed unanimously. The agreement is filed in central files with the County Clerk.
- 18** Commissioner Humphrey moved to approve a resolution reappointing Stan McNamee to the Laramie County Solid Waste Disposal District for a three-year term to run April 1, 2004 through March 31, 2007. Commissioner Ketcham seconded the motion, which passed unanimously. After obtaining all signatures, the resolution is to be filed in central files with the County Clerk.
- 19** Commissioner Ketcham moved to approve a resolution reappointing Robert R. Rose III to the Laramie County Adult Community Corrections Board for a four-year term ending December 31, 2007. Commissioner Humphrey seconded the motion, which passed unanimously. After obtaining all signatures, the resolution is to be filed in central files with the County Clerk.
- 20** County Attorney Peter Froelicher recommended that the Board strike the PUBLIC HEARING for a Zone Change from District A-2: Agricultural and District AR: Agricultural Residential to District LI: Light Industrial for a portion of Veta Tracts and a portion of Section 4, T.13N., R67W., 6th P.M., from the agenda as this needs to be considered after the proposed change to the Comprehensive Land Use Plan has been considered by the Board. Commissioner Ketcham moved to strike. Commissioner Humphrey seconded the motion, which passed unanimously. Documentation is filed in central files with the County Clerk.
- 21** John Steil, Steil Surveying Services, appearing on behalf of the applicant, presented a Preliminary Plat of Prairie North, a parcel of land situate in a portion of Section 16, T.15N., R.66W., 6th P.M., Laramie County, Wyoming (located east of and adjacent to U.S. Highway 85). Mr. Steil stated this is located in an unzoned portion of Laramie County and passed the Planning Commission on a vote of eight in favor and none in opposition. Lisa Pafford, City/County Development Office, reported the department has four recommendations on the Plat and cited the differences between what was

recommended by the department and what was approved by the Planning Commission. Public Works Director Don Beard recommended placing all conditions related to roads on the Plat. County Planner Mark Reid stated the road concern was that there be a public dedication of the east 1/2 of Register Cliff Drive. Chairman Knudson opened the meeting as a PUBLIC HEARING. Hearing no public comment, Chairman Knudson closed the PUBLIC HEARING. Commissioner Ketcham moved to approve the Preliminary Plat with the following conditions: 1) additions to map indicating type of water supply and sewage disposal to be used and that fire protection will be provided by Laramie County Fire District No. 2; 2) strike; 3) Comply with County Public Works and Planning/Zoning Department's comments concerning drainage and right-of-way issues, as well as County Reviewing Engineer's approval conditions; 4) supply DEQ with necessary information for their review pursuant to W.S. 18-5-306 during final plat process. Commissioner Humphrey seconded the motion, which passed unanimously. Documentation is filed in central files with the County Clerk.

- 22** Larry Perry, Terrestrial Surveying and Mapping, acting as agent for the applicant, presented a County Final Plat and Subdivision Permit of Daniels' Divide Subdivision, a parcel of land situate in a portion of the SW1/4 of Section 19, T.14N., R.62W., 6th P.M., Laramie County, Wyoming (located approximately one-half north of I-80 on State Highway 213). Mr. Perry stated this is a simple lot split. Lisa Pafford, City/County Development Office, stated the department recommends approval with the following two conditions: 1) darken the eastern most plat boundary line; 2) Community Facility Fees to be paid in full prior to signatures being affixed to the final plat map. Chairman Knudson opened the meeting as a PUBLIC HEARING. Hearing no comment, the Chairman closed the PUBLIC HEARING. Commissioner Humphrey moved to approve the County Final Plat with the conditions recommended by the City/County Development Office. Commissioner Ketcham seconded the motion, which passed unanimously. The resolution is filed in central files with the County Clerk.
- 23** Commissioner Ketcham moved to approve the disposal of various items submitted by the Laramie County Sheriff's Department. Commissioner Humphrey seconded the motion, which passed unanimously. Documentation is filed in central files with the County Clerk.

Commissioner Ketcham moved to adjourn the meeting. Commissioner Humphrey seconded the motion. The meeting adjourned at 4:25 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, February 17, 2004

SEAL

Approved by : _____

Debra K. Lathrop
County Clerk

Reviewed by : _____

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.