

# Board of County Commissioners

## Minutes of the Proceedings - Draft

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, October 16, 2018**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

**Present:** Chairman K. N. Buck Holmes, Vice Chairman Linda Heath, Commissioner Troy Thompson, Commissioner Ron Kailey, and Commissioner Amber Ash

### Minutes

1. Consideration of the Minutes of Proceedings for October 2, 2018.

[18 - 355](#)

**Attachments:** [Draft Minutes October 2, 2018.pdf](#)

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

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

### Consent Agenda

#### Approval of the Consent Agenda

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

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

2. Consideration of an agreement between Laramie County and the Wyoming Office of Homeland Security for a Stop the Bleed program funded under State Homeland Security Program Grant Funds (SHSP) in the amount of \$33,064 from October 15, 2018 to June 30, 2020.

[18 - 350](#)

**Attachments:** [Stop the Bleed Award Agreement \\$33,064.pdf](#)

This agenda item was approved.

3. Consideration of an agreement between Laramie County and the Wyoming Department of Homeland Security for a State Homeland Security Program Grant (SHSP) for tactical plate carriers for the

[18 - 351](#)

Sheriff's Department in the amount of \$8,925 from October 15, 2018 to June 30, 2020.

**Attachments:**    [WOHS Tactical Plates Award Agreement.pdf](#)

This agenda item was approved.

4. Consideration of an agreement between Laramie County and the Wyoming Office of Homeland Security for a State Homeland Security Program Grant (SHSP) for the Sheriff's Department to purchase communications equipment in the amount of \$99,375. [18 - 352](#)

**Attachments:**    [WOHS Communications Sheriff Award Agreement.pdf](#)

This agenda item was approved.

5. Consideration of a resolution authorizing the acceptance of a grant award from the Wyoming Office of Homeland Security for a FFY 2018 grant in the amount of \$90,000 to provide CodeRed services and interoperable communications equipment for EMA from October 15, 2018 to June 30, 2020. [18 - 353](#)

**Attachments:**    [WOHS-EMA Communications](#)

This agenda item was approved.

6. Consideration of a resolution authorizing the acceptance of a grant award from the Wyoming Office of Homeland Security for a FFY 2018 grant in the amount of \$172,500 to create a redundant fiber path for Laramie County from the Archer complex water tower; the period of the grant to run from October 15, 2018, to June 30, 2020. [18 - 354](#)

**Attachments:**    [WOHS-Water Tower Fiber Award](#)

This agenda item was approved.

7. Consideration of a resolution authorizing the acceptance of a grant award from the Bureau of Justice Assistance Bulletproof Vest Partnership for a 2018 grant in the amount of \$6,442.50 with a 50% match for 12 ballistic vests and five spike vests. [18 - 356](#)

**Attachments:**    [BPV 2018 Award](#)

This agenda item was approved.

8. Consideration of a grant between Laramie County and the Wyoming Office of Homeland Security for fatality management for the Laramie County Coroner's Office in the amount of \$17,434.54 from October 15, 2018, to June 30, 2020.

[18 - 362](#)

**Attachments:** [WOHS Coroner Award Agreement \\$17,434.54.pdf](#)

This agenda item was approved.

9. Consideration of a grant award between Laramie County and the Office of Justice Programs at the U.S. Department of Justice for the Byrne JAG 2018 grant award in the amount of \$39,498 to run through September 30, 2021.

[18 - 363](#)

**Attachments:** [Byrne JAG 2018 Award Packet.pdf](#)

This agenda item was approved.

10. Consideration of the deletion from the Public Works' fixed asset inventory of a welder, oil filter crusher, four John Deere tractors, four mower decks, and one mower/sweeper as a result of an auction held at Public Works.

[18 - 364](#)

**Attachments:** [Asset Deletion 10-2018](#)

This agenda item was approved.

## Resolution

11. Consideration of a resolution to establish a minimum and maximum speed limit for Granite Springs Retreat Subdivision Second Filing.

[18 - 365](#)

**Attachments:** [Resolution Lowering Speed Limit for Granite Springs Retreat Subdivision Second Filing](#)

Dave Bumann, Public Works, said residents came to the county looking to establish speed limits on county right of way roads in the Granite Spring Retreat subdivision. A speed study, conducted in partnership with University of Wyoming Transportation Technology, found roads could be posted at 20mph. The resolution would allow the Homeowners Association to post speed limit signs for law enforcement to enforce.

A motion was made by Commissioner Thompson, seconded by Vice

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

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

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

- 12.** Consideration of an agreement between Laramie County, Wyoming, 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 (MRG) 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 \$600,000.00.

[18 - 370](#)

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

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

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

- 13.** Consideration of a memorandum of understanding between the University of Wyoming and Laramie County for the purpose of formalizing the longstanding relationships between the University and Laramie County through Extension programs based on County needs in Agriculture and Horticulture, Rangelands, Nutrition and Food Safety, 4-H Youth Development and Community Development Education in accordance with the MOU.

[18 - 371](#)

**Attachments:** [UW Extension MOU](#)

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

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

- 14.** Consideration of a right of way easement with High West Energy to supply electric power to the new fair facilities at Archer.

[18 - 366](#)

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**Attachments:**    [Right of Way Easement with High West for Archer Fairgrounds](#)

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

**Aye:**                    Holmes, Heath, Thompson, Kailey, and Ash

15. Consideration of a Prime Contract Change Order for the Laramie County Governmental Complex changing two items. The first item is to replace some worn out water shutoff valves and the second is a credit to take the AV scope out of FCI's contract since Laramie County will now contract with the State to perform this work. [18 - 367](#)

**Attachments:**    [Prime Contract Change Order - FCI](#)

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

**Aye:**                    Holmes, Heath, Thompson, Kailey, and Ash

16. Consideration of change order 0002 for the Archer Event Center. The change order increases the level of professional coverage carried by Priefert for an additional five years after the project completion. The total additional cost is \$33,875.75. Priefert has already been paid \$16,937.88. The remaining balance of \$16,937.87 is to be paid after the change order is signed by all parties. [18 - 368](#)

**Attachments:**    [Change Order 0002 Added Insurance](#)

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

**Aye:**                    Holmes, Heath, Thompson, Kailey, and Ash

**Public Hearings/Rules & Reg's**

17. PUBLIC HEARING regarding Rulemaking Notice for Adoption of the 2018 ICC Building Codes. [18 - 360](#)

**Attachments:** [RULEMAKING 2018 BUILDING CODE ADOPTION](#)

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

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

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

18. PUBLIC HEARING regarding Rulemaking Notice for Adoption of the 2019 Laramie County Land Use Regulations. [18 - 361](#)

**Attachments:** [Rulemaking 2019 LCLUR Adoption](#)

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

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

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

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

19. PUBLIC HEARING regarding a Subdivision Permit and Plat for Blue Sky Estates, located in a portion of the NE1/4 Section 5, T. 13 N., R. 64 W., of the 6th P.M., Laramie County, WY. [18 - 357](#)

**Attachments:** [Blue Sky Estates Subdivision](#)

Seth Frentheway, Associate Planner, said the application has been submitted for purpose of subdividing approximately 74 acres creating five (5) tracts averaging 14.9 acres for single-family residential development. Casey Palma, Steil Surveying, said this subdivision will be within the boundaries of the Riata Ranch HOA. Mr. Frenthway said based on evidence provided, staff recommends approval with the following condition: A ten (10) foot utility easement to be shown along the west side of tracts 1, 2, 3 & 5 and along the north side of tracts 5 & 4 prior to recordation of the final plat. Chairman Holmes opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC

COMMENT, Chairman Holmes closed the hearing.

A motion was made by Commissioner Kailey, seconded by Commissioner Thompson, that this agenda item be approved with one condition and adopt the findings of fact a of the staff report. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

20. PUBLIC HEARING regarding a Subdivision Permit and Plat for Grizzly Cliffs, 2nd Filing, located in Tracts 3 & 4, Grizzly Cliffs, 1st Filing, a portion of the NW1/4 Section 19, T. 13 N., R. 69 W., and in a portion of the E1/2 Section 24, T. 13 N., R. 70 W., of the 6th P.M., Laramie County, WY.

[18 - 358](#)

**Attachments:** [Grizzly Cliffs 2nd Filing Subdivision](#)

Bryan Nicholas, Associate Planner, said this application has been submitted for the purpose to create five single-family residential lots by vacating and re-platting Tracts 3 & 4 of Grizzly Cliffs 1st Filing and using a portion of an adjacent un-platted property. Based on the evidence provided, staff recommends approval with the following condition: A note stating, "any further subdivision of the lands contained within this replat will be subject to a Subdivision Application pursuant to Wyoming Department of Environmental Equality (WYDEQ) Chapter 23 rules, requirements, and regulation," shall be shown on the plat prior to the public hearing before the Board. Chairman Holmes opened the hearing for PUBLIC COMMENT. Applicant Leon Grube said he wanted the name changed from Grizzly Cliffs to a German heritage name meaning Beautiful Valley View. Bryan Nichols, Planning, said staff does not support the name change. Brad Emmons, Planning, said filings of property can be tracked when they are all in the same parcel. Mr. Emmons pointed out land regulations state the continuation of the land should stay with the same name. The applicant disagreed and stated this was not a continuation, but was a new plat using the majority of the land. Mark Voss, County Attorney, stated that based on Title 34, modification or change of name requires vacation and consent of all property owners. He said vacating half of the subdivision would require the consent of all owners and notice of vacation or a hearing before the board on a petition of partial vacation. Mr. Grube said he thought the interpretation of rules was extreme, but he did not want to bother his neighbors. He thanked the board for their time. Hearing no further PUBLIC COMMENT, Chairman Holmes closed the hearing.

A motion was made by Commissioner Ash, seconded by Commissioner Kailey, that this agenda item be approved with one condition and adopt the findings of fact a of the staff report. The motion carried by the following vote:

**Aye:** Holmes, Heath, Thompson, Kailey, and Ash

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- 21.** POSTPONEMENT of the PUBLIC HEARING regarding the Subdivision Permit and Plat for Pronghorn Bluff, 1st Filing, located in Tract 5, Sells Addition, Laramie County, WY.

**[18 - 359](#)**

**Attachments:**    [POSTPONEMENT Pronghorn Bluff 1st Filing Subdivision](#)

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

**Aye:**                    Holmes, Heath, Thompson, Kailey, and Ash

**The meeting adjourned at 4:51p.m.**

**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, October 16, 2018.**

**Approved by : Debra K. Lee, County Clerk**

**Reviewed by : K. N. Buck Holmes, Chairman**

**Board of County Commissioners**

**This information is available in alternate forms. If reasonable accommodations are required, contact Laramie County Human Resources at (307) 633-4355 or [Ich320@laramiecounty.com](mailto:Ich320@laramiecounty.com) at least two business days prior to the meeting.**