

Board of County Commissioners

Minutes of the Proceedings - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, February 2, 2021

3:30 PM

Commissioners Board Room

Roll Call/Call to Order

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

Minutes

1. Consideration of the Minutes of Proceedings for Jan. 19, 2021.

[21 - 062](#)

Attachments: [Draft Minutes Jan. 19, 2021](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Consent Agenda

Approval of the Consent Agenda

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

2. Consideration of the annual public investment disclosure by public officers or public servants who invest government funds pursuant to W. S. 6-5-118 for calendar year 2021. The offices of the Laramie County Commissioners, County Clerk, County Treasurer, Clerk of District Court, and the County Sheriff must comply annually with the disclosure requirement.

[21 - 055](#)

Attachments: [Public Investment Disclosure Forms 2021](#)

This agenda item was approved.

3. Consideration of the following fees collected by various County entities for Dec. 2020: County Clerk, \$160,761.50; Sheriff, \$87,303.43; Clerk of District Court, \$14,865.00; Shooting Sports,

[21 - 061](#)

\$18,085.05; Planning & Development, \$81,958.58; Circuit Court, \$34,825.00; DUI Court, \$1,965.00; Drug Court, \$495.00.

Attachments: [Dec. Fees 2020](#)

This agenda item was approved.

4. Consideration of the following part-time salaries in the amount of \$35,334.19 for Jan. 2021: Planning, \$830.00; Shooting Sports, \$4,984.39; Events Dept., \$2,992.75; Buildings/Maintenance, \$15,776.80; Sheriff Operations, \$1,800.00; Detention, \$8,096.12; Drug/DUI Courts, \$854.13. [21 - 067](#)

Attachments: [Jan. Part-time Salaries 2021](#)

This agenda item was approved.

5. Consideration of warrants in the amount of \$1,821,198.33 for Jan. 2021. [21 - 068](#)

Attachments: [Jan. Warrants 2021](#)

This agenda item was approved.

Grants

6. Consideration of amendment one to the State Homeland Security Program Grant award agreement between Laramie County, WY, and the WY Office of Homeland Security. Proposed amendment revises project description to include CodeRed Services. [21 - 057](#)

Attachments: [Amendment One, WY Homeland Security, SHSP Grant](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

7. Consideration of a resolution authorizing submission of a Mineral Royalty Grant application to the State Loan and Investment Board in the amount of \$87,500 with a 50% match for a hydraulic elevator located at the Detention Center. [21 - 064](#)

Attachments: [Grant Applicaton, SLIB, MRG Application, Detention Elevator](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Contract/Agreement/Leases

8. Consideration of an addendum between Laramie County, WY, and ConvergeOne, Inc., to renew the Intrado Maintenance Agreement, in the amount of \$39,655.38, to provide 911 managed services including but not limited to monitoring, remote technical support and software protection as specifically described in attachment A. [21 - 066](#)

Attachments: [Addendum, CovergeOne, Inc., 911 Managed Services Attachment A, CovergeOne, Inc., 911 Managed Services](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

9. Consideration of an amendment to the food service partnership agreement between Laramie County, WY, and Summit Food Management Services, to provide meals at the Detention Center. All of the meal prices are the same as those that were on the amendment from the June 16, 2020 meeting (200616-3) except for the Kosher & Halal meal which increased by \$1/meal. This amendment is effective from Sept. 1, 2020, through Aug. 31, 2021. [21 - 053](#)

Attachments: [Amendment, Summit Food Management Services, Adult](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

10. Consideration of an agreement for extended warranty work between Laramie County, WY, and AP Mountain States, LLC, dba Adolfsen & Peterson Construction, to perform work at the Juvenile Services Building as described in exhibit A. [21 - 058](#)

Attachments: [Agreement, AP Construction, Juvenile Servs. Bldg.](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

11. Consideration of the ratification of a utility easement between Laramie County, WY, and Black Hills Wyoming Gas, LLC, dba Black Hills Energy, for regulator station, drop-over building, and gas lines.

[21 - 054](#)

Attachments: [Easement, Black Hills Wyo. Gas, LLC](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Appointments

12. Consideration of a resolution appointing Chad Fogg to the Eastern Laramie County Solid Waste Disposal District to complete the term left vacant by the resignation of Travis Purdum, expiring June 30, 2022.

[21 - 056](#)

Attachments: [Eastern Laramie Co. Solid Waste Disposal District Appointment, Chad Fogg](#)

A motion was made by Commissioner Heath, seconded by Vice Chairman Holmes, to appoint Chad Fogg. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

Land Use:Variances/Board App./Plats

13. PUBLIC HEARING regarding a Zone Change from LR - Low Density Residential to PUD - Planned Unit Development for "All-Around PUD" located on Tract 5, Mountain View Homes Subdivision, Laramie County, WY.

[21 - 060](#)

Attachments: [All-Around PUD, Zone Change](#)

Marissa Pomerleau, Planning, said Steil Surveying Services, LLC, on behalf of Wes Moody of 489 Barlow Canyon Rd., Lovell, WY, submitted a Zone Change application for Tract 5, Mountain View Homes, located at 1310 Southwest Dr. The purpose of the application is to change the zone district from LR to PUD.

Ms. Pomerleau said based on the evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b.

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

A motion was made by Commissioner Heath, seconded by Commissioner Thompson, to approve a Zone Change from LR – Low Density Residential to PUD – Planned Unit Development for the “All-Around PUD” located on

Tract 5, Mountain View Homes Subdivision, Laramie County, WY, and adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

- 14.** PUBLIC HEARING and consideration of the postponement request regarding a Subdivision Permit & Plat for Meadowlark Airpark, located at Govt. Lots 1, 2, 3, and 4 less a portion, and all of the NW1/4 SE1/4 less a portion, Sect. 6, T.14N., R.64W., of the 6th P.M., Laramie County, WY.

[21 - 063](#)

Attachments: [Meadowlark Airpark, Subdivision Permit & Plat](#)

Marissa Pomerleau, Planning, said a public hearing on the application was held on Jan. 14, 2021 by the Laramie County Planning Commission. Public comment was received regarding a possible runway and airport located within the subdivision, traffic, and access roads. The Planning Commission voted 5 - 0 to recommend approval of the application to the Board with the following conditions: 1) A complete Traffic Study for the subdivision shall be submitted, reviewed and approved prior to the Feb. 2, 2021 Board of County Commissioners Public Hearing. 2) Evidence of submittal of the Chapter 23 study to DEQ shall be provided with proof of DEQ approval prior to plat recordation. 3) All agency comments regarding clerical corrections to the plat shall be addressed prior to plat recordation. Ms. Pomerleau said conditions 1 and 2 have not yet been met; the Planning Office requests a postponement of the application to the Feb. 16, 2021 Board of County Commissioners meeting.

Cotton Jones, Jones Land Surveying Co., Inc., and agent for the applicant, requested the agenda item move forward and not be postponed. He said conditions 1 and 3 have been satisfied. Mr. Jones said he has contacted a geologist for the Chapter 23 study and requested approval of the agenda item with the condition that the Chapter 23 study be completed prior to Board of County Commissioners' signing the plat.

Brad Emmons, Planning, said the traffic study has been received and is under review by the County Engineer. He noted the County requires proof that the Chapter 23 study request has been submitted.

Chairman Malm opened the hearing for PUBLIC COMMENT. Tom Jacobson, #1 Properties and agent for the applicant, stated that in his professional opinion, he recommended approval of the permit and plat and requested the item not be postponed. George Halyak, Patrice Gapen, John Earnshaw, residents, spoke against approval until issues could be addressed. The issues cited were the traffic study, traffic problems, drainage problems, safety issues, and the name of the subdivision.

There was a discussion about the ownership of the runway in the area. Residents currently maintain the runway through private funds. Dave Bumann, Public Works

Director, confirmed the County does not allow airplanes to use or cross public roads and Aviator Court is not a County road. County Attorney Mark Voss noted the County and adjacent landowners granted an easement dedicated to the public for the runway. Hearing no further PUBLIC COMMENT, Chairman Malm closed the hearing.

A motion was made by Vice Chairman Holmes, seconded by Commissioner Heath, to postpone the application for the Subdivision Permit and Plat for Meadowlark Airpark to the February 16, 2021 Board of County Commissioners meeting. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

The meeting adjourned at 4:23 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, Feb. 2, 2021.

Approved by : Debra K. Lee, County Clerk

Reviewed by : Gunnar Malm, 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 at least two business days prior to the meeting.