

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, June 16, 2020**

**3:30 PM**

**Commissioners Board Room**

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### 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 June 2, 2020.

[20 - 279](#)

**Attachments:** [Draft Minutes June 2, 2020](#)

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

### Consent Agenda

#### Approval of the Consent Agenda

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

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

2. Consideration of an administrative services agreement between Laramie County, WY, and Blue Cross Blue Shield of WY. The agreement pertains to an employee welfare benefit plan which is maintained by Laramie County, as plan sponsor and plan administrator, for the benefit of its participants and beneficiaries.

[20 - 243](#)

**Attachments:** [Administrative Services Agreement, Blue Cross Blue Shield of WY](#)

This agenda item was approved.

3. Consideration of an amendment to the food service contract between Laramie County, WY, and Summit Food Services, LLC, to provide management of food service operations at the Detention Center. The agreement is for one additional year, effective July 1, 2020, through June 30, 2021. [20 - 260](#)

**Attachments:** [Amendment, Summit Food Service, LLC, Adult](#)

This agenda item was approved.

4. Consideration of an amendment to the food service contract between Laramie County, WY, and Summit Food Services, LLC, to provide management of food service operations at the Juvenile Center. The agreement is for one additional year, effective July 1, 2020, through June 30, 2021. [20 - 261](#)

**Attachments:** [Amendment, Summit Food Service, LLC, Juvenile](#)

This agenda item was approved.

5. Consideration of a malt beverage permit submitted by DeLancey Enterprises, LLC, for a rodeo located at 1806 Torrington Rd., on June 28, 2020. [20 - 278](#)

**Attachments:** [Malt Beverage Permit, DeLancey Enterprises, LLC, June 28, 2020](#)

This agenda item was approved.

6. Consideration of a catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, to cater a wedding reception at the Archer Complex on July 4, 2020. [20 - 273](#)

**Attachments:** [Catering Permit, Outlaw Saloon, July 4, 2020](#)

This agenda item was approved.

7. Consideration of a planning services agreement between Laramie County, WY, and AVI Professional Corp., expiring June 30, 2023. [20 - 268](#)

**Attachments:** [Planning Services Agreement, AVI Corp.](#)

This agenda item was approved.

8. Consideration of the deletion from the Public Works' fixed asset inventory, one 2013 and two 2015 Caterpillar motor graders as a trade-in to Wyoming Machinery. [20 - 275](#)

**Attachments:** [Asset Deletions, Public Works, Motor Graders](#)

This agenda item was approved.

**License/Permits**

9. Consideration of an eight-day catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, located at 312 S. Greeley Hwy., for a UFC Kickboxing show July 10 and 11, and concert outdoor shows July 17 and 18, and July 22 through 25, 2020. [20 - 272](#)

**Attachments:** [Catering Permit, Outlaw Saloon, July 10, 11, 17, 18, 22-25](#)

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

**Grants**

10. Consideration of a resolution authorizing the ratified submission of a grant application to the WY Dept. of Health for FY21 and 22 Community Prevention Grant Program Solicitation in the amount of \$900,492 in partnership with Cheyenne Regional Medical Center to address health prevention activities in the community. [20 - 276](#)

**Attachments:** [FY21 and 22 WDH Prevention Grant Application](#)

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

11. Consideration of a resolution authorizing the submission of a grant application to the Bureau of Justice Assistance for a FY20 Paul Coverdell Forensic Science Improvement Grant for the Coroner's Office in the amount of \$121,115 for a standalone mechanical system. [20 - 266](#)

**Attachments:** [FY20 Coverdell Forensic Science Improvement Grant Application](#)

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

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

**Contract/Agreement/Leases**

12. Consideration of a change order to the CMAR contract for Recco, Inc., dba Five-R Co., reducing the Guaranteed Maximum Price by the remaining amount of \$231,609.29 for the construction of the Archer Event Center. [20 - 265](#)

**Attachments:** [Change Order Credit to GMP, Five-R Co.](#)

Ben Hornok, County construction manager, said the change order will modify the contract with Five-R due to substantial savings. Mr. Hornok noted the funds could be used for additional items such as an expansion of the Archer Event Center. Commissioner Holmes thanked Mr. Hornok for finishing the project on time and under budget.

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

13. Consideration of an addendum and service agreement between Laramie County, WY, and Motorola Solutions, Inc., in the amount of \$41,210.64. Term of the agreement is from July 1, 2020, through June 30, 2021. [20 - 259](#)

**Attachments:** [Addendum and Service Agreement, Motorola Solutions](#)

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

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

14. Consideration of an addendum and agreement between Laramie County, WY, and Pictometry International Corp. to provide licensing and access to view oblique imagery. [20 - 277](#)

**Attachments:** [Addendum and Agreement, Pictometry International Corp.](#)

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

**Appointments**

15. Consideration of a resolution appointing David Janes, representing the Cheyenne Police Dept., to the Laramie County Community Juvenile Services Joint Powers Board for a three-year term, expiring June 30, 2023. [20 - 250](#)

**Attachments:** [Community Juvenile Services JPB Appointment, David Janes](#)

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

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

16. Consideration of a resolution appointing Lt. Eric Kent, representing the Laramie County Sheriff's Dept., to the Laramie County Community Juvenile Services Joint Powers Board for a three-year term, expiring on June 30, 2023. [20 - 251](#)

**Attachments:** [Community Juvenile Services JPB Appointment, Lt. Eric Kent](#)

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

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

17. Consideration of a resolution appointing Kimberly Skoutary Johnson, representing the Laramie County District Attorney's Office, to the Laramie County Community Juvenile Services Joint Powers Board for a three-year term, expiring June 30, 2023. [20 - 252](#)

**Attachments:** [Community Juvenile Services JPB Appointment, Kimberly Skoutary Johnson](#)

A motion was made by Commissioner Heath, seconded by Commissioner Thompson, to appoint Kimberly Skoutary Johnson. The motion carried by the following vote:

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

18. Consideration of a resolution appointing Kathy Emmons, representing the Cheyenne-Laramie County Health Dept., to the Laramie County Community Juvenile Services Joint Powers Board for a three-year term, expiring on July 30, 2023. [20 - 253](#)

**Attachments:** [Community Juvenile Services JPB Appointment, Kathy Emmons](#)

A motion was made by Commissioner Heath, seconded by Vice Chairman

Holmes, to appoint Kathy Emmons. The motion carried by the following vote:

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

19. Consideration of a resolution appointing Carla Thurin, representing the Laramie County School Dist. #2, to the Laramie County Community Juvenile Services Joint Powers Board for a three-year term, expiring on June 30, 2023. [20 - 255](#)

**Attachments:** [Community Juvenile Services JPB Appointment, Carla Thurin](#)

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

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

20. Consideration of a resolution appointing Robert Peete to the Laramie County Adult Community Corrections Board, completing the four-year term left vacant by John Phillips' retirement. The term will begin immediately and expires December 31, 2022. [20 - 264](#)

**Attachments:** [Adult Community Corrections Board Appointment, Robert Peete](#)

A motion was made by Commissioner Heath, seconded by Commissioner Thompson, to appoint Robert Peete. The motion carried by the following vote:

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

21. Consideration of a resolution appointing a member to the Laramie County Library Board for a three year-term, expiring June 30, 2023. [20 - 262](#)

**Attachments:** [Library Board Appointment](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, appoint Stacia Berry. The motion carried by the following vote:

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

22. Consideration of a resolution appointing a member to the Laramie County Library Board for a three-year term, expiring June 30, 2023. [20 - 263](#)

**Attachments:** [Library Board Appointment](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, to reappoint Will Dinneen. The motion carried by the following vote:

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

- 23.** Consideration of a resolution appointing a member to the Laramie County Hospital Board of Trustees for a five-year term, expiring June 30, 2025. [20 - 254](#)

**Attachments:** [Hospital Board Appointment](#)

A motion was made by Commissioner Heath, seconded by Vice Chairman Holmes, to reappoint Rick Fortney. The motion carried by the following vote:

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

- 24.** Consideration of a resolution appointing a member to the Laramie County Hospital Board of Trustees for a five-year term, expiring June 30, 2025. [20 - 256](#)

**Attachments:** [Hospital Board Appointment](#)

A motion was made by Commissioner Heath, seconded by Vice Chairman Holmes, reappoint Jonath Jackson. The motion carried by the following vote:

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

- 25.** Consideration of a resolution appointing a member to the Laramie County Planning Commission for a three-year term, expiring June 30, 2023. [20 - 257](#)

**Attachments:** [Planning Commission Appointment](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, to reappoint Jody Clark. The motion carried by the following vote:

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

- 26.** Consideration of a resolution appointing a member to the Laramie County Planning Commission for a three-year term, expiring June 30, 2023. [20 - 258](#)

**Attachments:** [Planning Commission Appointment](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, to appoint John Watkins. The motion carried by the following vote:

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

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

- 27.** PUBLIC HEARING to take comment on the proposed polling place location change using CFD Events Center instead of Kiwanis Community House for the Laramie County 2020 Primary and General Elections. (non-action item) [20 - 274](#)

**Attachments:** [Legal Notice 2020 Proposed Replacement of a Vote Center](#)

The purpose of the hearing was to replace Kiwanis Community House with CFD Events Center allowing for better social distancing due to COVID-19.

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

The public hearing notice was received and filed.

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

- 28.** PUBLIC HEARING regarding a Zone Change from A2 - Agricultural to P - Public for the E1/2 E1/2, Sec. 35, T.14N., R.66W., of the 6th P.M., Laramie County, WY. [20 - 267](#)

**Attachments:** [East Cheyenne Community Park, Zone Change](#)

Marissa Pomerleau, Planning, said the City of Cheyenne submitted a Zone Change application for the E1/2 E1/2, Sec. 35, T.14N., R.66W., located southwest of the intersection of E. Pershing Blvd. and Whitney Rd. The purpose of the application is to change the zone district from A2 - Agricultural to P - Public to allow for the use of a public park. Upon approval of the zone change request, submittal of a Site Plan application will be required for the proposed operation.

Ms. Pomerleau said based on evidence provided, staff recommends approval for the zone change with the adoption of findings of fact a and b with no conditions.

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

A motion was made by Commissioner Thompson, seconded by Commissioner Heath, to approve the Zone Change from A2 - Agricultural to P – Public to the Laramie County Board of Commissioners for a portion of the E1/2 E1/2, Section 35, T.14N., R.66W., of the 6th P.M., Laramie County, WY, with no conditions and adopt the findings of facts a and b of the staff report. The motion carried by the following vote:

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



- 29.** PUBLIC HEARING regarding Board Approval for an Accessory Living Quarters, located at Tunnicliff Park, Tract 2, Laramie County, WY, to be known as "Tunnicliff Accessory Living Quarters". [20 - 269](#)

**Attachments:** [Tunnicliff Accessory Living Quarters Board Approval](#)

Brad Emmons, Planning, said Ken and Dell Tunnicliff submitted an application seeking approval for an Accessory Living Quarters for two family members, to be located on their property at 700 Mitchell Ct., in the MR-Medium Density Zone District.

Mr. Emmons said based on evidence provided, staff recommends approval for the accessory living quarters to be known as "Tunnicliff Accessory Living Quarters" 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 Vice Chairman Holmes, seconded by Commissioner Lovett, to grant Board Approval for the "Tunnicliff Accessory Living Quarters", and adopt the findings of facts a and b of the staff report. The motion carried by the following vote:

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

- 30.** PUBLIC HEARING regarding the Roaring Fork Midstream North Silo Resource System Gas & Crude Oil transmission pipelines. [20 - 270](#)

**Attachments:** [Roaring Fork Midstream North Silo Resource System Gas and Crude Oil Transmission Pipelines](#)

Chairman Malm opened the hearing for PUBLIC COMMENT. Christine Stroud, resident, questioned if the project will cross her property and if she would have access. David Hansen, resident, questioned if the project would cross his property.

Tom Williams, Roaring Fork Midstream, said the company has procured all the necessary rights-of-way for the route of the pipeline. The project will not cross Ms. Stroud's property. Mr. Hansen's property would be a future expansion of the project.

Hearing no further PUBLIC COMMENT, Chairman Malm closed the hearing.

The letter and description of the project was received and filed.

- 31.** PUBLIC HEARING regarding a Subdivision Permit and Plat for Diamond Hill, located in a portion of the NW1/4 NW1/4, Sec. 29, T.14N., R.60W., of the 6th P.M., Laramie County, WY. [20 - 271](#)

**Attachments:** [Diamond Hill Subdivision Permit and Plat](#)

Brad Emmons said Russ Dahlgren, on behalf of Diamond Hill Storage, LLC, submitted a Subdivision Permit and Plat application for Diamond Hill Subdivision.

The application proposes to subdivide the property to make one (1) 11.11-acre tract. The parent tract is 83.49 acres.

Mr. Emmons said based on evidence provided, staff recommends approval for the subdivision permit and plat application with the adoption of findings of fact a.

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

A motion was made by Commissioner Lovett, seconded by Commissioner Thompson, to approve the Subdivision Permit and Plat for Diamond Hill and adopt findings of fact a. The motion carried by the following vote:

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

**The meeting adjourned at 4:34 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, June 16, 2020.

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](mailto:lchr320@laramiecounty.com) at least two business days prior to the meeting.