

Board of County Commissioners

Minutes of the Proceedings

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, February 6, 2018

3:30 PM

Commissioners Board Room

Roll Call/Call to Order

Present: Vice Chairman Linda Heath, Commissioner Troy Thompson, Commissioner Ron Kailey, and Commissioner Amber Ash

Excused: Chairman K. N. Buck Holmes

Minutes

1. Consideration of the Minutes of Proceedings for January 16, 2018.

[18 - 033](#)

Attachments: [Minutes of Proceedings.pdf](#)

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

Aye: Heath, Thompson, Kailey, and Ash

Excused: Holmes

Consent Agenda

Approval of the Consent Agenda

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

Aye: Heath, Thompson, Kailey, and Ash

Excused: Holmes

2. Consideration of a MOU and addendum between Laramie County and eRecording Partners Network for electronic recordings in the Recording Department.

[18 - 029](#)

Attachments: [electronic recording.pdf](#)

3. Consideration of warrants in the amount of \$1,712,679.22 for January 2018.

[18 - 030](#)

Attachments: [warrants january 2018.pdf](#)

This agenda item was approved.

4. Consideration of the following fees collected by various County entities for December 2017: Sheriff, \$93,978.87; Clerk of District Court, \$16,579.40; Planning & Development, \$46,810.29; Circuit Court, \$61,744.00; DUI Court, \$695.00; Drug Court, \$580.00; Shooting Sports Complex, \$20,192.11; County Clerk, \$112,618.88.

[18 - 031](#)

Attachments: [fees.pdf](#)

This agenda item was approved.

5. Consideration of the following part-time salaries in amount of \$26,728.59 for January 2018: Planning, \$440.00; Shooting Sports Center, \$4,422.50; Building/Grounds, \$13,967.77; Sheriff Operations, \$503.52; Detention, \$6,605.10; Drug Court, \$789.70.

[18 - 028](#)

Attachments: [part time salaries.pdf](#)

This agenda item was approved.

6. Consideration of an annual compensation agreement between the University of Wyoming and the Laramie County Commissioners for the purpose of assisting and encouraging the development of the 4-H youth programming. This is effective 12/15/2017 and shall remain in full force and effect until June 30, 2018. One payment of \$1,588 is due January 2018 and two payments of \$9,099 are due in March and June.

[18 - 034](#)

Attachments: [Ext. Annual Compensation Agreement](#)

This agenda item was approved.

7. Consideration of an addendum to the atrium food and beverage services agreement (170307-03) between Laramie County and Jessica Phillippe, LLC., d/b/a My Le Cafe.

[18 - 022](#)

Attachments: [My Le Cafe Addendum](#)

This agenda item was approved.

8. Consideration of a resolution regarding the appointment of James M. Causey as an Assistant Public Defender in Laramie County, Wyoming.

[18 - 024](#)

Attachments: [Resolution appointing James M. Causey as Assistant Public Defender.](#)

This agenda item was approved.

9. Consideration of a catering permit submitted by Sanford's Grub and Pub to cater a private party at the Archer Complex on February 10, 2018.

[18 - 032](#)

Attachments: [catering permit.pdf](#)

This agenda item was approved.

Resolution

10. Consideration of a resolution approving the consolidation of the March meetings of the Laramie County Commissioners.

[18 - 025](#)

Attachments: [Resolution approving the consolidation of the March meetings of the Laramie County Commissioners](#)

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

Aye: Heath, Thompson, Kailey, and Ash

Excused: Holmes

Grants

11. Consideration of a resolution to approve a Mineral Royalty Grant Application (MRG) to the Wyoming State Lands and Investments Board to fund the Laramie County Detention Center HVAC System in the amount of \$720,503.44 with matching funds of \$240,167.81.

[18 - 021](#)

Attachments: [MRG Application Detention Center HVAC](#)

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: Heath, Thompson, Kailey, and Ash

Excused: Holmes

Contract/Agreement/Leases

12. Consideration of an agreement and addendum between Laramie County and Arca Search Corp. for the purpose of digitizing images and optimizing documents' viewing searches within the Compass Research System. The estimated project price is \$108,787 and the annual fee is \$6,609.

[18 - 023](#)

Attachments: [Arca Search Agreement](#)

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

Aye: Heath, Thompson, Kailey, and Ash

Excused: Holmes

Land Use:Variances/Board App./Plats

13. PUBLIC HEARING regarding a Subdivision Permit and Plat for Cheyenne Hills Church, 2nd Filing, a replat of a portion of Lot 1, Block 1, Cheyenne Hills Church Subdivision and a portion of the N1/2, NE1/4, Section 25, T.14N., R.66W., Laramie County, WY.

[18 - 026](#)

Attachments: [Cheyenne Hills Church Subdivision 2nd Filing](#)

Nancy Trimble, County Planning, presented a Subdivision Permit and Plat for Cheyenne Hills Church, 2nd Filing, a replat of a portion of Lot 1, Block 1, Cheyenne Hills Church Subdivision and a portion of the N1/2, NE1/4, Section 25, T.14N., R.66W., Laramie County, WY. The application has been submitted for the purpose of combining two parcels owned by Cheyenne Hills Church into one lot of approximately 30 acres. Brad Emmons, AVI, PC, said the property owner wants to build a youth

events barn. Ms. Trimble said based on evidence, staff recommends approval with adoption of findings of fact a and b of the staff report. Vice Chairman Heath opened the hearing for PUBLIC COMMENT. Seth Loyd, City Planning, said the City approved the application on January 22, 2018. Hearing no further PUBLIC COMMENT, Vice Chairman Heath closed the hearing.

A motion was made by Commissioner Kailey, seconded by Commissioner Ash, that this agenda item be approved with no conditions and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

Aye: Heath, Thompson, Kailey, and Ash

Excused: Holmes

14. PUBLIC HEARING regarding a Subdivision Permit and Plat for Treadway Subdivision, a replat of Tracts 1-4, Ultrea Subdivision, Laramie County, WY.

[18 - 027](#)

Attachments: [Treadway Subdivision](#)

Bryan Nicholas, County Planning, presented a Subdivision Permit and Plat for Treadway Subdivision, a replat of Tracts 1-4, Ultrea Subdivision, Laramie County, WY. The proposed subdivision would reconfigure the property to more closely align lot boundaries with existing uses. Casey Palma, Steil Surveying, said if approved, the lots would be reduced from four to three. Mr. Nicholas said based on evidence, staff recommends approval with adoption of findings of fact a & b of the staff report. Vice Chairman Heath opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Vice Chairman Heath closed the hearing.

A motion was made by Commissioner Thompson, seconded by Commissioner Kailey, that this agenda item be approved with no conditions and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

Aye: Heath, Thompson, Kailey, and Ash

Excused: Holmes

The meeting adjourned at 3:47 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, February 6, 2018.

Approved by : Debra K. Lee, County Clerk

Reviewed by : Linda Heath, Vice 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.