

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, September 4, 2018

3:30 PM

Commissioners Board Room

Roll Call/Call to Order

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 August 6, 2018 and August 7, 2018.

[18 - 302](#)

Attachments: [AUGUST 6 MINUTES.pdf](#)
[AUGUST 7 MINUTES.pdf](#)

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

Consent Agenda

Approval of the Consent Agenda

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

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

2. Consideration of the Tobacco Inspection Contract between the Wyoming Association of Sheriffs and Chiefs of Police and Laramie County for FY 2019 compliance checks in the amount of \$1,700.

[18 - 293](#)

Attachments: [FY2019 Tobacco Compliance Contract.pdf](#)

This agenda item was approved.

3. Consideration of an agreement between Laramie County and Federal Highway Administration for extraordinary snow removal and

[18 - 294](#)

maintenance work at F.E. Warren AFB.

Attachments: [Extraordinary Snow Removal.2018](#)

This agenda item was approved.

4. Consideration of annual compensation agreements between the University of Wyoming and Laramie County for the purpose of assisting the development of 4-H Youth Development programming. [18 - 295](#)

Attachments: [Extension Office Salary Agreement x 5.2019](#)

This agenda item was approved.

5. Consideration of the ratification of the Byrne JAG 2018 Grant Application to the Department of Justice for \$39,498 along with a contract between Laramie County and the City of Cheyenne for the operations of grant funds if awarded. The City of Cheyenne Police Department is to receive \$27,111 for a message trailer, traffic cones and software towards NIBRS compliance. The Laramie County Sheriff's Department is to receive \$12,387 for three mobile radios and software towards NIBRS compliance. [18 - 296](#)

Attachments: [BYRNE JAG 18 Application Packet.pdf](#)

This agenda item was approved.

6. Consideration of a funding agreement between Laramie County and the City of Cheyenne for Cheyenne Youth Alternatives (Juvenile Probation Services) in the amount of \$54,000 beginning July 1, 2018 and ending June 30, 2019. [18 - 297](#)

Attachments: [JUVENILE PROBATION SERVICES.pdf](#)

This agenda item was approved.

7. Consideration of a contract among Laramie County, City of Cheyenne Youth Alternatives, and Laramie County Community Juvenile Services Joint Powers Board for crisis shelter services in the amount of \$5,750 beginning July 1, 2018 and ending June 30, 2020. [18 - 298](#)

Attachments: [JUVENILE SERVICES JPB YOUTH ALTERNATIVES.pdf](#)

This agenda item was approved.

8. Consideration of the following fees collected by various County entities for July 2018: County Clerk, \$140,644.85; Circuit Court, \$73,416.00; Planning and Development, \$88,964.44; DUI Court, \$878.00; Drug Court, \$194.00; Shooting Sports, \$14,675.28; Clerk of District Court, \$13,358.80; Sheriff's Department, \$170,907.92. [18 - 299](#)

Attachments: [FEES COLLECTED FOR JULY 2018.pdf](#)

This agenda item was approved.

9. Consideration of warrants in the amount of 3,508,821.47 for August 2018. [18 - 300](#)

Attachments: [WARRANTS FOR AUGUST.pdf](#)

This agenda item was approved.

10. Consideration of the following part-time salaries in the amount of \$44,783.54 for August 2018: Planning, \$580.00; Shooting Sports, \$6,300.00; Buildings/Grounds, \$24,133.91; Sheriff Operations, \$2,570.05; Detention, \$10,255.89; Drug Court, \$943.69. [18 - 301](#)

This agenda item was approved.

11. Consideration of agreement with Castle 1 Day Coating to provide roofing services at the Laramie County Detention Center as set forth in Attachment A. [18 - 304](#)

Attachments: [Castle 1 Day Coating Agreement](#)

This agenda item was approved.

12. Consideration of a resolution authorizing the submission of a grant application to the Wyoming Association of Sheriffs and Chiefs of Police for a 2019 Underage Drinking Enforcement (EUDL) grant application in the amount of \$1,079.55. [18 - 305](#)

Attachments: [EUDL resolution and grant application.pdf](#)

This agenda item was approved.

13. Consideration of a grant contract between the Wyoming Department of Family Services and Laramie County for the FY 2019 Temporary Aid to Needy Families (TANF) award in the amount of \$112,000.

[18 - 306](#)

Attachments: [FY2019 TANF Contract.pdf](#)

This agenda item was approved.

14. Consideration of an agreement between Laramie County and Moetivations, Inc. for the purpose of providing quality assurance training to Laramie County Combined Communications. The county shall pay the Contractor \$12,742 as outlined in Exhibit A.

[18 - 314](#)

Attachments: [Moetivations.Quality Assurance Agreement](#)

This agenda item was approved.

Resolution

15. Consideration of a Resolution reappointing the Laramie County Attorney.

[18 - 303](#)

Attachments: [Resolution Reappointing the County Attorney](#)

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: Holmes, Heath, Thompson, Kailey, and Ash

16. Consideration of a resolution consolidating the November meetings of the Laramie County Commissioners.

[18 - 308](#)

Attachments: [Resolution Consolidating November Meeting](#)

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

17. Consideration of a resolution approving a site lease, a lease agreement and other documents relating to the financing of the acquisition and construction of the multi-purpose event center at the Archer Complex.

[18 - 315](#)

Attachments: [FAIR RESOLUTION.pdf](#)
[ANB LEASE AND AGREEMENT.pdf](#)
[SITE LEASE AGREEMENT.pdf](#)

Barbara Bonds presented the resolution regarding the acquisition and construction of the multi-purpose event center at the Archer Complex and stated if approved, the lease will begin September 10, 2018 and will expire December 15, 2024. The principal of the loan is \$6,300,000 and at a fixed rate of 3.18 percent.

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

18. Consideration of an agreement between Laramie County and Al Rose Auctions & Realty LLC/Wears Auctioning Inc. for the purpose of conducting online auction for the sale of items/equipment owned by the County.

[18 - 307](#)

Attachments: [AL ROSE AUCTIONS & REALITY LLC.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: Holmes, Heath, Thompson, Kailey, and Ash

Land Use:Variances/Board App./Plats

19. PUBLIC HEARING regarding a Zone Change from A2 - Agricultural to AR - Agricultural Residential for Destin Heights, located in a portion of Section 24, T.14N., R.66W., of the 6th P.M., Laramie County, WY.

[18 - 309](#)

Attachments: [Destin Heights Zone Change](#)

Seth Frentheway, Associate Planner, presented an application for a zone change for Destin Heights and stated the purpose of the application is to change the zone district to Agricultural Residential to prepare for a subdivision of approximately 105 acres into (20) 5-acre single-family residential tracts. Casey Palma, Steil Surveying, said Tract 21 and a portion of Tract 7, both owned by High West Energy, shall be excluded from the zone change map prior to recordation of the resolution, which will reduce the lots to 19. Chairman 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 Commissioner Ash, that this agenda item be approved and adopt the findings of fact a & b of the staff report. The motion carried by the following vote:

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

- 20.** PUBLIC HEARING regarding a Zone Change from Winchester Hills Planned Unit Development (PUD) to A2 - Agricultural for two parcels in a portion of Section 30, T.13N., R.66W., of the 6th P.M., Laramie County, WY.

[18 - 310](#)

Attachments: [Victor Michael Zone Change](#)

Seth Frentheway, Associate Planner, presented an application for a zone change from Winchester Hills Planned Unit Development for two parcels to establish a single-family residence on the property, which would not be governed by the Winchester Hills Planned Unit Development zone district. Casey Palma, Steil Surveying, said this is a simple application, and the new owners do not intend to subdivide. Chairman 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 Chairman Holmes, that this agenda item be approved and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

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

- 21.** PUBLIC HEARING regarding a Subdivision Permit and Plat for Lone Tree Ridge Estates, located in a portion of the N1/2, N1/2, Section 19, T.13N., R.69W., of the 6th P.M., Laramie County, WY.

[18 - 311](#)

Attachments: [Lone Tree Ridge Estates Subdivision](#)

Bryan Nicholas, Associate Planner, presented a subdivision permit and plat for Lone Tree Ridge Estates. This application has been submitted for the purpose of

subdividing 36 acres into five tracts averaging seven acres for single-family residential development. Casey Palma, Steil Surveying, said property is located in Granite Canyon. Chairman Holmes opened the hearing for PUBLIC COMMENT. Maeke Ermarth, Granite Canyon Environmental Committee, said the neighborhood is in favor of this application. Hearing no further PUBLIC COMMENT, Chairman Holmes closed the hearing.

A motion was made by Commissioner Kailey, seconded by Commissioner Thompson, that this agenda item be approved 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

- 22.** PUBLIC HEARING regarding a Subdivision Permit and Plat for the Stafford-Davis Subdivision, a replat of a portion of Tract 62, Allison Tracts, 2nd Filing, Laramie County, WY.

[18 - 312](#)

Attachments: [Stafford-Davis Subdivision](#)

Seth Frentheway, Associate Planner, presented the subdivision permit and plat for the Stafford-Davis Subdivision. The application has been submitted for the purpose of realigning the property boundary of 512 W. Prosser Road with the existing residential use. Casey Palma, Steil Surveying, said this is just a lot line adjustment. 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 Thompson, that this agenda item be approved and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

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

- 23.** PUBLIC HEARING regarding a Subdivision Permit and Plat for Stearns Subdivision, 2nd Filing, a replat of Stearns Subdivision, Revised Tracts 2 & 3, and Tract 4, Laramie County, WY.

[18 - 313](#)

Attachments: [Stearns Subdivision 2nd Filing](#)

Bryan Nicholas, Associate Planner, presented the application for a subdivision permit and plat for Stearns Subdivision, 2nd Filing. This application has been submitted for the purpose of realigning the three residential tracts with the established uses. Casey Palma, Steil Surveying, said this is just a lot line adjustment. Chairman Holmes opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Holmes closed the hearing.

A motion was made by Commissioner Ash, seconded by Commissioner Thompson, that this agenda item be approved with one condition a) Gray

dashed lines showing the existing property lines shall be removed prior to plat recordation and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

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

The meeting adjourned at 4:30 p.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, September 4, 2018.

Approved by : Debra K. Lee, County Clerk

Reviewed by : K. N. Buck Holmes, 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.