

# Board of County Commissioners

## Minutes of the Proceedings - Draft

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, February 5, 2019**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

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

### Minutes

1. Consideration of the Minutes Proceedings for January 22, 2019.

[19 - 043](#)

**Attachments:** [Draft Minutes 01-22-2019](#)

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

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

### Consent Agenda

#### Approval of the Consent Agenda

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

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

2. Consideration of the appointment of Brianne Phillips as a Magistrate of the Circuit Court for the First Judicial District, Laramie County, State of Wyoming in accordance with W.S. 5-9-210(b).

[19 - 036](#)

**Attachments:** [Phillips Magistrate Appointment](#)

This agenda item was approved.

3. Consideration of the annual public investment disclosure by public officers or public servants who invest in government funds pursuant to W.S. 6-5-118 for calendar year 2019. The offices of the Laramie County Commissioners, Laramie County Treasurer, Laramie County Clerk, Laramie County Clerk of District Court and Laramie County Sheriff must comply annually with the disclosure requirement.

[19 - 037](#)

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

This agenda item was approved.

4. Consideration of resolution recommending the appointment of Erika Smith as an Assistant Public Defender in Laramie County, Wyoming as required by Wyoming State Statute 7-6-103(f)

[19 - 038](#)

**Attachments:**    [Resolution appointment Erika Smith Asst Pub Defender](#)

This agenda item was approved.

5. Consideration of an addendum to extended service agreement between Laramie County and Shred-It USA, LLC. for the purpose of providing document destruction services for the Clerk of District Court at the rates as described in Attachment A.

[19 - 039](#)

**Attachments:**    [Shred-It Addendum to Extended Service Agreement](#)

This agenda item was approved.

6. Consideration of an agreement between Laramie County and Wiederspahn-Radomsky Chapel of the Chimes Funeral Home. The purpose of the agreement is to provide disposition of indigent decedents within Laramie County through cremation or burial at a set rate of \$ 1,500 per cremation or burial at the request of the Laramie County Coroner on a rotation basis.

[19 - 040](#)

**Attachments:**    [Wiederspahn-Radomsky Indigent Decedent Agreement](#)

This agenda item was approved.

7. Consideration of an agreement between Laramie County and Schrader, Aragon and Jacoby Funeral Home. The purpose of the agreement is to provide disposition of indigent decedents within Laramie County through cremation or burial at a set rate of \$1,500 per cremation or burial at the request of the Laramie County Coroner on a rotation basis. [19 - 041](#)

**Attachments:** [Schrader Indigent Decedent Agreement](#)

This agenda item was approved.

8. Consideration of an agreement between Laramie County and Mister B's Heating and Cooling for the purpose of providing planned maintenance for the walk-in body cooler and decomp cooler for the Laramie County Coroner's office as described in Attachment A. [19 - 042](#)

**Attachments:** [Mister B's Service Agreement](#)

This agenda item was approved.

9. Consideration of the final acceptance certification for CMAQ project CM17101. [19 - 044](#)

**Attachments:** [Final Acceptance Certificate CMAQ Project CM17101](#)

This agenda item was approved.

10. Consideration of an agreement between Laramie County and Laramie County Fire District #6 for the purpose of providing communications equipment to the fire district. [19 - 045](#)

**Attachments:** [LCFD #6 Communication Equipment Agreement](#)

This agenda item was approved.

11. Consideration of warrants in the amount of \$4,820,339.95 for January 2019. [19 - 048](#)

**Attachments:** [JANUARY WARRANTS](#)

This agenda item was approved.

12. Consideration of the following part-time salaries in the amount of \$29,071.63 for January 2019: Planning, \$300.00; Shooting Sports, \$4,097.50; Events Center, \$1,925.00; Buildings/Maintenance, \$14,736.40; Sheriff Operations, \$796.41; Detention \$6,815.94; Drug Court, \$400.38. [19 - 049](#)

**Attachments:**    [PART TIME SALARIES](#)

This agenda item was approved.

- 13.** Consideration of the following fees collected by various County entities for December 2018: County Clerk, \$104,539.91; Sheriff, \$99,385.50; Clerk of District Court, \$11,944.20; Shooting Sports, \$28,911.92; Planning & Development, \$60,669.04; Circuit Court, \$31,330.63; DUI Court, \$720.00; Drug Court, \$430.00. [19 - 050](#)

**Attachments:**    [DECEMBER FEES.pdf](#)

This agenda item was approved.

**Report & Public Petitions**

- 14.** Update on air service at the Cheyenne Regional Airport [19 - 046](#)

**Attachments:**    [CYS Second FLight Presentation](#)

Wendy Volk, Cheyenne Regional Air Focus Team, presented an update on air service at Cheyenne Regional Airport. Market performance has exceeded expectations in the first three months of operation with one daily flight. Additional flights will be scheduled May 4, 2019 through September 3, 2019 to cover the peak summer travel season with no additional cost above the annual Minimum Revenue Guarantee contract.

This Report was received and filed.

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

- 15.** PUBLIC HEARING regarding a Subdivision Permit and Plat for Destin Heights, located in a portion of Section 24, T. 14 N., R. 66 W., of the 6th P.M., Laramie County, WY. [19 - 047](#)

**Attachments:**    [Destin Heights Subdivision](#)

Brad Emmons, Planning and Development Director, presented a Subdivision Permit & Plat application for Steil Surveying, on behalf of MAX Partners, LLC, c/o Steve Prescott. The application was submitted in order to subdivide approximately 100 acres into 19 single-family residential tracts averaging 5.25 acres. The subject property is unplatted and is surrounded by rural residential and agricultural properties of varying acreage of predominately 5-acre tracts. Casey Palma, Steil Surveying, agent for the applicant, stated that City planners and MPO thought it was important to acknowledge the previously platted road reservation and requested a dedicated public connection be provided. Mr. Palma noted that a reasonable compromise was worked out with the landowners. Based on evidence provided, staff recommended approval with adoption of findings of fact a & b and the following four conditions:

Road construction standards shall be submitted and approved by the County Engineer and Public Works; a private road maintenance agreement shall be approved by County Public Works and the County Engineer prior to plat recordation; proof of DEQ approval in the form of a "Non-Adverse Recommendation" shall be provided prior to plat recordation; and work out Lupine Trail connection with government agencies and modify plat to meet agreement. Chairman Heath opened the hearing for PUBLIC COMMENT. Donald A. Beckle said the subdivision should be reevaluated because his property requires at least 6.2 acres to do any development and if the applicant is allowed to go to 5.2 acres, then precedent should be set for the total area. Mr. Emmons said if Mr. Beckle came to the planning office and had his property rezoned to AR, he would be allowed to have 5.25 acres as well. Seth Lloyd, City of Cheyenne Planning, made clarification points about the City's review of county plats within one mile of city limits. Hearing no further PUBLIC COMMENT, Chairman Heath closed the hearing.

A motion was made by Commissioner Holmes, seconded by Vice Chairman Ash, that this agenda item be approved with four conditions and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

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

The meeting adjourned at 4:20 p.m.

### **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.