

# Board of County Commissioners

## Minutes of the Proceedings - Draft

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, March 5, 2019**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

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

**Excused:** Chairman Linda Heath

Commissioner Ash stated that Chairman Heath is excused and she would be the Acting Chairman. Chairman Ash welcomed and recognized Jerimiah Rieman, Executive Director of the Wyoming County Commissioners Association, and Tyler Geringer, a Boy Scout who is earning his Community Service Merit badge.

Mr. Rieman thanked the Board of County Commissioners and said he is looking forward to working on the priorities of the Wyoming County Commissioners Association.

### Minutes

1. Consideration of the Minutes of Proceedings for February 19, 2019.

[19 - 064](#)

**Attachments:** [Draft Minutes 02-19-2019](#)

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

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

**Excused:** Heath

### Consent Agenda

#### Approval of the Consent Agenda

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

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

**Excused:** Heath

2. Consideration of a legal services agreement between Laramie County and Lisa K. Finkey for the purpose of providing legal representation to indigent parents in accordance with W.S.S. 14-3-422(b) and to comply with Laramie County's obligation pursuant to W.S.S. 14-3-434(b) at the rate of \$90/hour.

[19 - 063](#)

**Attachments:**    [Legal Service Agreement-Finkey](#)

This agenda item was approved.

3. Consideration of the following fees collected by various County entities for January 2019: County Clerk, \$123,870.54; Sheriff, \$131,109.76; Clerk of District Court, \$14,530.86; Shooting Sports, \$19,879.24; Planning & Development, \$44,691.66; Circuit Court, \$60,948.50; for December 2018: DUI Court, \$400.00; Drug Court, \$224.00.

[19 - 065](#)

**Attachments:**    [JANUARY FEES](#)

This agenda item was approved.

4. Consideration of the following part-time salaries in the amount of \$33,228.10 for February 2019: Planning, \$450.00; Shooting Sports, \$4,202.50; Events Center, \$2,147.75; Buildings/Maintenance, \$15,329.66; Sheriff Operations, \$1,450.98; Detention \$7,055.93; District Court, \$1,770.00; Drug/DUI Court, \$821.28.

[19 - 066](#)

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

This agenda item was approved.

5. Consideration of warrants in the amount of \$2,706,788.61 for February 2019.

[19 - 067](#)

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

This agenda item was approved.

6. Consideration of a legal services agreement between Laramie County and Ericka S. Smith for the purpose of providing legal representation to indigent parents in accordance with W.S.S. 14-3-422(b) and to comply with Laramie County's obligation pursuant to W.S.S. 14-3-434(b) at a rate of \$90/hour.

[19 - 068](#)

**Attachments:**    [Legal Service Agreement-Smith](#)

This agenda item was approved.

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7. Consideration of a legal services agreement between Laramie County and Carol Serelson for the purpose of providing legal representation to indigent parents in accordance with W.S.S. 14-3-422(b) and to comply with Laramie County's obligation pursuant to W.S.S. 14-3-434(b) at a rate of \$90/hour.

[19 - 075](#)

**Attachments:** [Legal Services Agreement-Serelson](#)

This agenda item was approved.

8. Consideration of the deletion from the Public Works' fixed asset inventory two 140M2 motor graders, and one 772G motor grader as a result of trade-in to Wyoming Machinery.

[19 - 077](#)

**Attachments:** [Asset deletion Pub Works equipment trade](#)

This agenda item was approved.

9. Consideration of an agreement between Laramie County and Laramie County Fire District #4 for the purpose of providing communications equipment to the fire district.

[19 - 079](#)

**Attachments:** [LCFD #4 Communication Equipment Agreement](#)

This agenda item was approved.

## Resolution

10. Consideration of a resolution to approve a change in covenants for Mountview Park subdivision and appointment of a representative for Mountview Park, all of block 17, Laramie County, Wyoming.

[19 - 082](#)

**Attachments:** [Resolution to Change Covenants](#)

Chairman Ash recused herself from voting on this item as she has property in the subdivision and would be voting on it as a landowner.

Brad Emmons, Planning, explained the request is to change the covenants to remove Block 5, which is the Cole Shopping Center, from the covenants and to appoint Kim Alexander as the representative for the subdivision. Mr. Emmons noted that representatives of Blue Federal Credit Union were present to answer any questions.

The Board of County Commissioners thanked Blue Federal Credit Union for moving their headquarters to Laramie County.

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

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

**Excused:** Heath

### **Contract/Agreement/Leases**

11. Consideration of a restroom coating agreement between Laramie County and Axis Solutions for the purpose of recoating shower stalls at the Detention Center and walls and ceilings at the Juvenile Detention Center as described in greater detail in Attachment A. The County shall pay the Contractor billing rates and expenses not to exceed \$53,700. [19 - 076](#)

**Attachments:** [Axis Restroom Coating Agreement](#)

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:** Ash, Holmes, Malm, and Thompson

**Excused:** Heath

### **License/Permits**

12. Consideration of Liquor License fees for July 1, 2019, through June 30, 2020. [19 - 078](#)

**Attachments:** [Liquor License fees for 2019](#)  
[SF0138 - Malt beverage and catering permits-fees](#)

County Clerk Debra Lee explained the fees remain the same except for the 24-hour Malt Beverage and Catering permits which were decreased from \$100 to \$50 by the Wyoming Legislature, effective July 1, 2019.

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

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

**Excused:** Heath

## Appointments

The Board of County Commissioners combined agenda items 13, 14, 15, 16, and 17.

- 13.** Consideration of a resolution appointing Leigh Anne Manlove to the Laramie County Adult Community Corrections Board of Directors for a four-year term, beginning January 1, 2019, expiring December 31, 2022. [19 - 069](#)

**Attachments:** [Adult Community BOD-Manlove.pdf](#)

A motion was made by Commissioner Malm, seconded by Commissioner Thompson, that agenda items 13 through 17 be approved. The motion carried by the following vote:

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

**Excused:** Heath

- 14.** Consideration of a resolution appointing Linda Goodman to the Laramie County Adult Community Corrections Board of Directors for a four-year term, beginning January 1, 2019, expiring December 31, 2022. [19 - 070](#)

**Attachments:** [Adult Community Corrections BOD-Goodman.pdf](#)

This agenda item was approved.

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

**Excused:** Heath

- 15.** Consideration of a resolution appointing John Phillips to the Laramie County Adult Community Corrections Board of Directors for a four-year term, beginning January 1, 2019, expiring December 31, 2022. [19 - 071](#)

**Attachments:** [Adult Community Corrections BOD-Phillips.pdf](#)

This agenda item was approved.

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

**Excused:** Heath

16. Consideration of a resolution appointing Tony Neider to the Laramie County Adult Community Corrections Board of Directors for a four-year term, beginning January 1, 2019, expiring December 31, 2022.

[19 - 072](#)

**Attachments:** [Adult Community Corrections BOD-Neider.pdf](#)

This agenda item was approved.

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

**Excused:** Heath

17. Consideration of a resolution appointing Michael Sorenson to the Laramie County Adult Community Corrections Board of Directors for a four-year term, beginning January 1, 2019, expiring December 31, 2022.

[19 - 073](#)

**Attachments:** [Adult Community Corrections BOD-Sorenson.pdf](#)

This agenda item was approved.

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

**Excused:** Heath

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

18. PUBLIC HEARING regarding a Subdivision Permit and Plat for Greenwood Subdivision, a replat of Lot 1, Block 1, Busing Addition, Laramie County, WY.

[19 - 080](#)

**Attachments:** [Greenwood Subdivision](#)

Bryan Nicholas, Planning, said an existing single family residence, located in the north central portion of the property, will remain in place and will acquire ownership of Lot 6 of the proposed subdivision. The subject property is located within the South Cheyenne Water and Sewer District, with utility infrastructure in place. A 16' alley was dedicated to the public through the Busing Addition Plat, recorded in 1956. This subdivision is proposing to vacate the portion of the alley adjacent to the west property line, in which the land will be returned to the property owner.

Casey Palma, Steil Surveying, went over the detail of the request and stood for questions. Commissioner Thompson questioned the floodplain and if residents had to purchase flood insurance. Mr. Palma noted the plan has not been updated

because it is a 500-year floodplain with no special permitting or building requirements. Mr. Palma also noted there would be detailed engineering with the construction documents submitted to the County for the permit. Mr. Palma felt the development would be raised to at least a foot above the base flood elevation. Mr. Palma further noted without a formal amendment to the plat, the insurance requirements would remain.

Mr. Nicholas said based on evidence provided, staff recommends approval with the adoption of the findings of fact a and b with no condition. Chairman Ash opened the hearing for PUBLIC COMMENT. Carol Tomich, Marsha Elliot, and Cathlean Bullock, residents of the area, expressed concerns about flooding in the area. Ms. Bullock also expressed her concerns that the proposed development is a multi-family unit and said the area is rural and not urban. Rob Geringer, Garrett Investments LLC, went over the residents' concerns. Mr. Geringer spoke about the 500-year floodplain which isn't regulated. Mr. Geringer also noted the drainage has not been addressed yet, as the plat process is in the initial stage, and drainage concerns would be addressed in the site plan. Hearing no further PUBLIC COMMENT, Chairman Ash closed the hearing.

Commissioner Holmes noted for the record that he is directing staff to look very closely at the site plan to deal with any drainage issues. Commissioner Thompson also expressed his concerns about drainage.

A motion was made by Commissioner Malm, seconded by Commissioner Thompson, to approve the Subdivision Permit and Plat for Greenwood Subdivision, and adopt the findings of facts a and b of the staff report. The motion carried by the following vote:

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

**Excused:** Heath

19. PUBLIC HEARING regarding a Subdivision Permit and Plat for West Cheyenne Substation, a portion of land located in the NW1/4, SE1/4, Section 12, T. 13 N., R. 68 W., of the 6th P.M., Laramie County, WY.

[19 - 081](#)

**Attachments:** [West Cheyenne Substation Subdivision](#)

Bryan Nicholas, Planning, said the proposed tract owned by the King Ranch Company, is located on vacant land with agriculture and livestock being the primary land use, with development being non-existent other than access roads for oil and gas operations.

Casey Palma, Steil Surveying, went over the detail of the request and stood for

questions.

Mr. Nicholas said based on evidence provided, staff recommends approval with the adoption of findings of fact a with the following condition: Clerical corrections on the plat, per County Engineer/Surveyor comments, shall be addressed prior to recordation of the plat. Chairman Ash opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Ash closed the hearing.

A motion was made by Commissioner Thompson, seconded by Commissioner Holmes, to approve the Subdivision Permit and Plat for West Cheyenne Substation with one condition and adopt the findings of fact a of the staff report. The motion carried by the following vote:

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

**Excused:** Heath

**The meeting adjourned at 4:21 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.