

# Board of County Commissioners

## Minutes of the Proceedings - Draft

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, September 17, 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, Commissioner Troy Thompson

### Minutes

1. Consideration of the Minutes of Proceedings for September 3, 2019.

[19 - 375](#)

**Attachments:** [Draft Minutes September 3, 2019](#)

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

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

### Consent Agenda

#### Approval of the Consent Agenda

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

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

2. Consideration of an addendum and extended service agreement between the Clerk of District Court and Space Concepts in the amount of \$557.66.

[19 - 374](#)

**Attachments:** [Space Concepts Addendum and Agreement](#)

This agenda item was approved.

3. Consideration of a Subgrantee Agreement between Laramie County, WY, and the Boys and Girls Club of Cheyenne for FY20 Temporary Assistance to Needy Families funding in the amount of \$51,000 to run October 1, 2019, through September 30, 2020.

[19 - 378](#)

**Attachments:** [B&G Club Subgrantee Agreement \\$51,000](#)

This agenda item was approved.

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4. Consideration of a Subgrantee Agreement between Laramie County, WY, and CLIMB Wyoming for FY20 Temporary Assistance to Needy Families funding in the amount of \$51,000 to run October 1, 2019, through September 30, 2020. [19 - 379](#)

**Attachments:** [CLIMB Subgrantee Agreement \\$51,000](#)

This agenda item was approved.

5. Consideration of a resolution authorizing the submission of a grant application to Hero Fund USA for lights and sirens on an existing vehicle for the Coroner's Office in the amount of \$6,671.40. [19 - 381](#)

**Attachments:** [Hero Fund USA Grant Application \\$6,671.40](#)

This agenda item was approved.

6. Consideration of a catering permit submitted by The Knotty Pine Saloon for the FFA Banquet/Blue Jean Ball located at the Archer Complex on September 21, 2019. [19 - 385](#)

**Attachments:** [The Knotty Pine Saloon 24-hour Catering Permit September 21, 2019](#)

This agenda item was approved.

7. Consideration of the ratification of a catering permit submitted by Carla Winkler, Scooters Bar, to cater the Dausman wedding reception at the Archer Complex on September 14, 2019. [19 - 394](#)

**Attachments:** [Scooters Bar 24-hour Catering Permit September 14, 2019](#)

This agenda item was approved.

8. Consideration of the deletion from the Sheriff's fixed asset inventory, one 2011 Ford Expedition, two 2011 Ford Crown Victorias, and two 2012 Ford Expeditions as a result of trade-ins to Spradley Barr Ford. [19 - 376](#)

**Attachments:** [Asset Deletion Sheriff's Department 2011 & 2012 Ford Expeditions, and 2011 Ford Crown Victorias](#)

This agenda item was approved.

9. Consideration of the deletion from the Sheriff's fixed asset inventory, one 2011 Chevrolet Tahoe, to be transferred to the I.T. Department. [19 - 377](#)

**Attachments:** [Asset Deletion Sheriff's Department 2011 Chevrolet Tahoe](#)

This agenda item was approved.

**Resolutions**

10. Consideration of the ratification of a resolution to rescind Resolution No. 190903-25 and to approve the split of Tract 2, Sunset Tracts, 2nd Filing, into the subsequent parcels A & B. [19 - 396](#)

**Attachments:** [Tract 2, Sunset Tracts, 2nd Filing, Split of Tract 2 - Parcel A & B](#)

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

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

**Grants**

11. Consideration of a grant agreement between Laramie County, WY, and the Wyoming Office of Homeland Security for a FY19 Emergency Management Performance Grant in the amount of \$140,900 with a 50% match. [19 - 380](#)

**Attachments:** [FY19 EMPG Grant Agreement \\$140,900](#)

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

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

**Contract/Agreement/Leases**

12. Consideration of the declaration of covenants, conditions, and restrictions for a Laramie County-owned building as described in Exhibit A-2, leased by Magpul Industries Corp. in the Cheyenne Business Park. [19 - 383](#)

**Attachments:** [Cheyenne Business Park Covenants - Magpul](#)

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

13. Consideration of an agreement between Laramie County, WY, and BROCC, LLC, to purchase and install retractable modular seating for the Events Department. [19 - 391](#)

**Attachments:** [BROCC LLC Agreement](#)

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

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

14. Consideration of a subscription agreement and addendum between Laramie County, WY, and HyphenMark Inc. to provide training, implementation, and survey services for the Human Resources Department.

[19 - 392](#)

**Attachments:** [Hyphen Subscription Agreement](#)

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

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

## License/Permits

15. PUBLIC HEARING regarding transfer of a retail liquor license to Bullseye Operations, LLC, dba Outlaw Saloon, located at 312 S. Greeley Hwy.

[19 - 395](#)

**Attachments:** [Outlaw Saloon Transfer Liquor License Application](#)  
[Outlaw Saloon Transfer Liquor License Application](#)  
[Updated](#)

Deputy County Clerk Dale Davis said the application was in order and it is a transfer application for a county retail liquor license.

Chairman Heath opened the hearing for PUBLIC COMMENT. Hearing NO PUBLIC COMMENT, Chairman Heath closed the hearing.

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

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

## Appointments

16. Consideration of a resolution appointing a member to the Laramie County Hospital Board of Trustees to complete the term left vacant by the resignation of Bill Larson, expiring June 30, 2020.

[19 - 386](#)

**Attachments:** [Laramie Co. Hospital Board Appointment](#)

Commissioner Thompson thanked Bill Larson for his service to the Hospital Board and noted how crucial board volunteers are for the success of Laramie County.

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

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

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

- 17.** PUBLIC HEARING regarding a Subdivision Permit & Plat for Talbert Corner, a portion of land in the S1/2 SE1/4, T. 17N., R. 63W., of the 6th P.M., Laramie County, WY. (Item continued from September 3, 2019 meeting)

[19 - 387](#)

**Attachments:** [Talbert Corner Subdivision Permit and Plat](#)

Marissa Pomerleau, Planning, said Steil Surveying Services, LLC, on behalf of Joshua Imel, ET UX, submitted a Subdivision Permit and Plat application for Talbert Corner, located northwest of the intersection of County Roads 143 and 228. The application proposes subdividing 7.16 acres from the existing 68.73-acre parcel. Ms. Pomerleau said based on evidence provided, staff recommends approval with the adoption of findings of fact a with one condition: A document shall be recorded limiting the further subdivision of the remainder parcel. Ms. Pomerleau noted the document in question was drafted by Laramie County Attorney and Planning staff along with the applicant.

County Attorney Mark Voss, gave an overview of the request, which included the purpose for the deed restriction.

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

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

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

**Nay:** Ash

- 18.** PUBLIC HEARING regarding a Subdivision Permit & Plat and Zone Change for Country Homes, 6th Filing, located in a portion of the NE1/4 NW1/4, Section 17, T. 13N., R. 66W., of the 6th P.M., Laramie County, WY. (Two motions required)

[19 - 388](#)

**Attachments:** [Country Homes Subdivision, 6th Filing and Zone Change](#)

Dave Bumann, Public Works and Planning, said AVI PC, on behalf of Richard Menkin, has submitted applications for approval of a Preliminary Development Plan, Subdivision Permit & Plat and Zone Change for Country Homes Subdivision, 6th Filing, located southwest of W. College Drive and S. Greeley Hwy, at 1800 S. Greeley

Hwy. The applications propose subdividing 16.85 acres into five lots for commercial and residential uses, and request a zone change from CB - Community Business to HR - High Density Residential for Lot 2, Block 1 of the proposed subdivision.

Mr. Bumann said based on evidence provided for the Subdivision Permit and Plat, staff recommends approval with the adoption of findings of fact a and b with no conditions.

Mr. Bumann said based on evidence provided for the zone change, staff recommends approval with the adoption of findings of fact a and b.

Chairman Heath opened the hearing for PUBLIC COMMENT. Jeanne Hicks, resident of the area, expressed concerns about flooding and growth of weeds. Hearing no further PUBLIC COMMENT, Chairman Heath closed the public hearing.

Bruce Perryman, AVI PC and agent for the owner, explained that the drainage water is channeled to a detention pond. Mr. Bumann further explained any drainage issues would need to be addressed in the site plan.

Commissioner Ash spoke of the need for connectivity for pedestrian/bicycle-type access. Mr. Perryman explained there would be access between the lots.

A motion was made by Commissioner Holmes, seconded by Vice Chairman Ash, to approve the Subdivision Permit and Plat for Country Homes Subdivision, 6th Filing, with no conditions, and adopt the findings of fact a and b for the subdivision permit & plat, as shown in the staff report. The motion carried by the following vote:

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

A motion was made by Commissioner Thompson, seconded by Commissioner Malm, to approve the Zone Change from CB – Community Business to HR – High Density Residential for Country Homes Subdivision, 6th Filing, Lot 2, Block 1, Laramie County, WY, and adopt the findings of fact a and b for the zone change, as shown in the staff report. The motion carried by the following vote:

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

- 19. PUBLIC HEARING** regarding a Subdivision Permit & Plat for TKO Ranch/GGR Subdivision, 1st Filing, located in the W1/2 SE1/4 and a portion of the NE1/4 SE1/4, Section 32, T. 15N., R. 64W., of the 6th P.M., and a portion of Tract 11, J-S Ranch, 2nd Filing, Laramie County, WY.

**[19 - 389](#)**

**Attachments:** [TKO Ranch-GGR Subdivision, 1st Filing](#)  
[TKO Ranch-GGR Subdivision, 1st Filing - Updated](#)

Dave Bumann, Planning, said AVI PC, on behalf of Taft C. Love and Gregory J. Selin, submitted a Subdivision Permit and Plat application for TKO Ranch/GGR

Subdivision, 1st Filing, located northeast of Roads 137 and 215, with existing residences at 3759 Chuck Wagon Road and 3788 Road 215. The application proposes subdividing 109 acres into 19 single-family residential tracts, each averaging 5.74 acres. On July 11, 2019, the Laramie County Planning Commission approved the Preliminary Development Plan with the recommendation that approval from DEQ shall be required prior to plat recordation.

Commissioners Ash and Holmes asked about irrigation rights. Bruce Perryman, AVI PC and agent for the applicant, explained that water rights transferred or abandoned are outside of the platting process. He said an underground water study showed the aquifer is able to support the development. Taft Love, applicant, advised the Board the land is not irrigated.

Mr. Bumann said based on evidence provided, staff recommends approval with the adoption of findings of fact a with one condition: Proof of DEQ approval is required prior to plat recordation. Mr. Bumann noted that Mr. Perryman satisfied the condition by submitting the DEQ approval for the County's records.

Chairman Heath opened the hearing for PUBLIC COMMENT. George Halyak, Jonell Gillaspie, Darrell Riley, Beverly Keil, Robin Arquilla, Laurie Smith, residents of the area, expressed their concerns which included lack of notification, the sign for the notice was placed at a dead-end road, the increased volume of traffic and maintenance on the existing roads. Mr. Perryman said notice was properly given per County regulations and the sign had to be placed on the dead-end street because of regulations requiring it to be placed on county-road right-of-way that accesses the property. Commissioner Thompson questioned the process for determining road usage. Mr. Perryman explained the calculation for road usage and said it was under the threshold for an existing county road. Mr. Bumann confirmed the developer submitted the traffic estimates based on engineering standards and followed current County regulations. Hearing no further PUBLIC COMMENT, Chairman Heath closed the public hearing.

Chairman Heath and Commissioner Holmes spoke about east access to the proposed subdivision, which at 40' may present difficulties for emergency services on a narrow road. Mr. Bumann informed the Board the two access roads into the proposed subdivision meet County regulations. There was a discussion on the need for agencies to provide comments.

Commissioner Thompson asked residents to give input on County regulations to the Planning staff.

A motion was made by Commissioner Malm, seconded by Commissioner Thompson, to approve the Subdivision Permit and Plat for TKO Ranch/GGR Subdivision, 1st Filing, with no conditions, and adopt the findings of fact a of the staff report. The motion carried by the following vote:

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

**Nay:** Holmes

- 20.** PUBLIC HEARING and consideration of the postponement request regarding a Subdivision Permit & Plat for Di Senso Subdivision, a portion of land in the SE1/4, Section 19, T. 14N., R. 62W., of the 6th P.M., Laramie County, WY.

[19 - 390](#)

**Attachments:** [Di Senso Subdivision Postponement](#)

Bryan Nicholas, Planning, said Dan Cooley of Griz Creek Engineering, LLC, on behalf of Gurnam Singh, has submitted a Subdivision Permit and Plat application for the Di Senso Subdivision, located at 4850 I-80 Service Road, Burns. The application purposes subdividing the property into two lots, with the intent of preserving the existing commercial use on Lot 1 and placing a single-family residence on Lot 2. Mr. Nicholas said the applicant is requesting a postponement.

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

A motion was made by Commissioner Malm, seconded by Vice Chairman Ash, to postpone the Subdivision Permit Plat and Plat for Di Senso Subdivision to the Board public hearing on October 1, 2019. The motion carried by the following vote:

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

**The meeting adjourned at 5:37 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.