

# Board of County Commissioners

## Minutes of the Proceedings - Draft

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, January 7, 2020**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

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

### Agenda Priority Item

1. Election of a new Chairman and Vice Chairman of the Board of Laramie County Commissioners for calendar year 2020.

[20 - 001](#)

A motion was made by Commissioner Holmes, seconded by Commissioner Thompson, that Amber Ash be appointed Chairman of the Commission for calendar year 2020. The motion carried by the following vote:

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

A motion was made by Commissioner Thompson, seconded by Commissioner Holmes, that Gunnar Malm be appointed Vice Chairman. The motion carried by the following vote:

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

### Minutes

2. Consideration of the Minutes of Proceedings for December 17, 2019.

[20 - 010](#)

**Attachments:** [Draft Minutes December 17, 2019](#)

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

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

## Consent Agenda

### Approval of the Consent Agenda

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

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

3. Consideration of an amendment between Laramie County, WY, and Tyler Technologies, Inc., to provide Socrata Public Safety Analytics software and implementation services. [20 - 017](#)

**Attachments:** [Tyler Technologies, Inc., Amendment - Socrata Agreement](#)

This agenda item was approved.

4. Consideration of the ratification of amendment one to the Community Development Block Grant agreement between Laramie County, WY, and the Wyoming Business Council for the WYFHOP Homeownership Assistance Project extending the term to June 30, 2021. [20 - 009](#)

**Attachments:** [CDBG WYFHOP Amendment One](#)

This agenda item was approved.

5. Consideration of the following fees collected by various County entities for November 2019: County Clerk, \$108,842.94; Sheriff, \$127,717.62; Clerk of District Court, \$14,357.00; Shooting Sports, \$15,445.99; Planning & Development, \$140,074.49; Circuit Court, \$48,703.00; DUI Court, \$750.00; Drug Court, \$950.00. [20 - 011](#)

**Attachments:** [November Fees 2019](#)

This agenda item was approved.

6. Consideration of the following part-time salaries in the amount of \$37,018.05 for December 2019: Coroner, \$2,440.70; Planning, \$360.00; Shooting Sports, \$4,583.06; Events Department, \$375.00; Buildings/Maintenance, \$19,214.60; Detention, \$5,448.06; District Court, \$3,742.50; Drug/DUI Court, \$854.13. [20 - 012](#)

**Attachments:** [December Part-time Salaries 2019](#)

This agenda item was approved.

7. Consideration of warrants in the amount of \$2,947,788.91 for December 2019. [20 - 013](#)

**Attachments:** [December Warrants 2019](#)

This agenda item was approved.

**Resolutions**

8. Consideration of a resolution to join the Wyoming County Commissioners Association County Employer Group to provide workers compensation coverage to the employees of Laramie County, WY.

**20 - 014**

**Attachments:**     [Resolution to Join the County Employer Group](#)

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

**Contract/Agreement/Leases**

9. Consideration of a memorandum of understanding and quitclaim deed between Laramie County, WY, and the City of Cheyenne, WY, regarding lots 2, 3, and 4 of Frontier Park. The purpose of the MOU is to memorialize the County's conveyance by quitclaim deed executed simultaneously with the MOU to the City of Lots, 2, 3, and 4 of Frontier Park as specifically described in the MOU and quitclaim deed. (Two motions required)

**20 - 002**

**Attachments:**     [MOU for Frontier Park Lots 2, 3, and 4](#)  
[Quitclaim Deed for Frontier Park Lots 2, 3, and 4](#)  
[MOU for Frontier Park Lots 2, 3, and 4 Amended](#)  
[Quitclaim Deed for Frontier Park Lots 2, 3, and 4](#)  
[Amended](#)

A motion was made by Commissioner Heath, seconded by Commissioner Holmes, to approve the MOU.

Deputy County Attorney Justin Dolan proposed an amendment to the motion to correct the legal description, to read: "lots 2, 3, and 4, Frontier Park Subdivision, City of Cheyenne, Laramie County, WY, as shown on the final plat for Frontier Park, recorded on the 16th day of October 1992, at Cabinet 6, Page 77, in the Real Estate office of the County Clerk of Laramie County, WY, subject to all easements, covenants, and restrictions of record, hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State of Wyoming."

A motion was made by Commissioner Thompson, seconded by Vice Chairman Malm, to approve the amendment as presented. The motion carried by the following vote:

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

A motion was made by Commissioner Heath, seconded by Commissioner Holmes, to approve the MOU as amended. The motion carried by the following vote:

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

A motion was made by Commissioner Thompson, seconded by Commissioner Holmes, to approve the quitclaim deed and include legal description as amended in the MOU. The motion carried by the following vote:

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

### Appointments

10. Consideration of a resolution appointing a member to the Laramie County Adult Community Corrections Board to complete a four-year term, expiring December 31, 2022. [20 - 008](#)

**Attachments:** [Adult Community Corrections Board Appointment](#)

A motion was made by Vice Chairman Malm, seconded by Commissioner Thompson, to appoint Aimee Foster. The motion carried by the following vote:

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

11. Consideration of a resolution appointing Lt. Paul Webster to represent the Sheriff's Dept. to the Laramie County Adult Community Corrections Board to complete a four-year term, expiring on December 31, 2022. [20 - 004](#)

**Attachments:** [Adult Community Corrections Board Appointment](#)

A motion was made by Commissioner Heath, seconded by Commissioner Thompson, to appoint Lt. Paul Webster. The motion carried by the following vote:

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

12. Consideration of a resolution appointing Lt. Eric Kent to represent the Laramie County Sheriff's Dept. to the Laramie County Community Juvenile Services Joint Powers Board to complete a three-year term, expiring on June 30, 2020. [20 - 005](#)

**Attachments:** [Juvenile Services Joint Powers Board Appointment](#)

A motion was made by Commissioner Heath, seconded by Commissioner Thompson, to appoint Lt. Eric Kent. The motion carried by the following

vote:

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

13. Consideration of a resolution appointing Kathy Emmons to represent the Cheyenne-Laramie County Health Dept. to the Laramie County Community Juvenile Services Joint Powers Board to complete a three-year term expiring on June 30, 2020. [20 - 007](#)

**Attachments:** [Juvenile Services Joint Powers Board Appointment](#)

A motion was made by Commissioner Heath, seconded by Commissioner Holmes, to appoint Kathy Emmons. The motion carried by the following vote:

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

14. Consideration of a resolution recommending the appointment of Cody Jerabek as an Assistant Public Defender in Laramie County, WY, as required by W.S. 7-6-103(f). [20 - 006](#)

**Attachments:** [Public Defender Appointment](#)

A motion was made by Vice Chairman Malm, seconded by Commissioner Thompson, to appoint Cody Jerabek. The motion carried by the following vote:

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

### Public Hearings/Rules & Reg's

15. PUBLIC HEARING regarding a Subdivision Permit and Plat for Yellowstone Estates, a portion of the N1/2, Sec. 25, and the S1/2 S1/2, Sec. 24, T. 16N., R. 67W., of the 6th P.M., Laramie County, WY. [20 - 015](#)

**Attachments:** [Yellowstone Estates, Subdivision Permit & Plat](#)  
[Yellowstone Estates, Subdivision Permit & Plat](#)  
[Amended Resolution](#)

Paul Whalen, Planning, said the staff report and resolution condition #2 is amended to read: Developer shall provide a 30,000-gallon fire cistern at a location to be determined prior to recordation of the plat. Cistern shall be maintained by Fire District 2.

Mr. Whalen said AVI PC, on behalf of BBC Investments, LLC, submitted a Subdivision Permit and Plat application for Yellowstone Estates, located south of the intersection of Roads 124 and 224. This application proposes subdividing 351.4 acres from the existing 600-acre property and creating 60 residential-use tracts averaging 5.86 acres each.

Mr. Whalen said based on evidence provided, staff recommends approval with the adoption of findings of fact a and b with two conditions: 1. All agency comments regarding corrections shall be addressed prior to recordation of the plat and 2. Developer shall provide a 30,000-gallon fire cistern at a location to be determined prior to recordation of the plat. Cistern shall be maintained by Fire District 2.

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

A motion was made by Vice Chairman Malm, seconded by Commissioner Thompson, to approve the Subdivision Permit and Plat for Yellowstone Estates with two conditions, and adopt the findings of facts a and b as stated in the staff report.

A motion was made by Vice Chairman Malm, seconded by Commissioner Holmes, to amend the main motion by changing condition #2 to the following wording:

2. Developer shall provide a 30,000-gallon fire cistern at a location to be determined prior to recordation of the plat, contingent upon the agreement that the cistern shall be maintained by Fire District 2.

The motion carried by the following vote:

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

The applicant did acknowledge the acceptance of the amended condition.

A motion was made by Vice Chairman Malm, seconded by Commissioner Thompson, that the main motion to approve the Subdivision Permit and Plat for Yellowstone Estates as amended with two conditions, and adopt the findings of facts a and b as stated in the staff report. The motion carried by the following vote:

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

**The meeting adjourned at 4:03 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.