

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, July 21, 2020

3:30 PM

Commissioners Board Room

Roll Call/Call to Order

Present: Chairman Gunnar Malm, Vice Chairman K. N. Buck Holmes, Commissioner Linda Heath, Commissioner Brian Lovett, Commissioner Troy Thompson

Minutes

1. Consideration of the Minutes of Proceedings for July 7, 2020.

[20 - 338](#)

Attachments: [Draft Minutes July 7, 2020](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Consent Agenda

Approval of the Consent Agenda

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

2. Consideration of the ratification of a catering permit submitted by DeLancey Enterprises, LLC, for a weekly open rodeo at the Archer Complex on July 17, 2020.

[20 - 320](#)

Attachments: [Catering Permit, DeLancey Enterprises, LLC, July 17, 2020](#)

This agenda item was approved.

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3. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, for a weekly open rodeo at the Archer Complex on July 24, 2020. [20 - 321](#)

Attachments: [Catering Permit, DeLancey Enterprises, LLC, July 24, 2020](#)

This agenda item was approved.

4. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, for a weekly open rodeo at the Archer Complex on August 28, 2020. [20 - 340](#)

Attachments: [Catering Permit, DeLancey Enterprises, LLC, August 28, 2020](#)

This agenda item was approved.

5. Consideration of a malt beverage permit submitted by DeLancey Enterprises, LLC, to host a fundraiser for a non-profit organization on August 3, 2020, at 1806 Torrington Rd. . [20 - 322](#)

Attachments: [Malt Beverage Permit, DeLancey Enterprises, LLC, August 3, 2020](#)

This agenda item was approved.

6. Consideration of a catering permit submitted by S&W Properties, dba Vino's Wine and Spirits, to cater the FFA Sale at the Archer Complex on August 7, 2020. [20 - 333](#)

Attachments: [Catering Permit, Vino's Wine and Spirits, August 7, 2020](#)

This agenda item was approved.

7. Consideration of an addendum to maintenance agreement and onsite support contract between Laramie County, WY, and DocuTek, Inc., to provide maintenance for a Minolta scanner located at the Records Center. The term of the contract is from August 15, 2020, through August 15, 2021 in the amount of \$1,125. [20 - 317](#)

Attachments: [Addendum and Contract, DocuTek, Inc.](#)

This agenda item was approved.

8. Consideration of the deletion from the County Clerk's fixed asset inventory of a 2011 Ford, trade-in to Cowboy Dodge. [20 - 332](#)

Attachments: [Asset Deletion, County Clerk, 2011 Ford](#)

This agenda item was approved.

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9. Consideration of a memorandum of understanding between Laramie County, WY, the City of Cheyenne, and the City of Cheyenne Transit Program to provide public transportation service to areas of Laramie County in the amount of \$83,816. MOU shall remain in full force and effect until June 30, 2021.

[20 - 336](#)

Attachments: [MOU, Cheyenne Transit Program](#)

This agenda item was approved.

Resolutions

10. Consideration of a resolution amending resolutions 190521-11 and 190702-14 designating a public records person.

[20 - 318](#)

Attachments: [Resolution Amending Resolutions Designation of a Public Records Person](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

11. Consideration of a resolution imposing a partial burn ban for Laramie County.

[20 - 331](#)

Attachments: [Resolution Imposing Partial Burn Ban](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Grants

12. Consideration of a FY21 contract between Laramie County, WY, and Office of the Attorney General, Division of Victim Services, for the Laramie County Sheriff's Dept. Victim Witness Program in the amount of \$122,341 with a cash match not to exceed \$35,850.94, beginning July 1, 2020, and expiring June 30, 2021.

[20 - 319](#)

Attachments: [FY21 Contract, Division of Victim Services](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

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13. Consideration of a resolution authorizing the submission of a Coronavirus Relief Program grant application be submitted to the State Loan and Investment Board, in the amount of \$11,057,428, to request funds to cover necessary expenditures associated with COVID-19 mitigation and response efforts. [20 - 337](#)

Attachments: [SLIB Coronavirus Relief Grant Program Application](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Contract/Agreement/Leases

14. Consideration of a contract between Laramie County Events Dept. and High West Communication, Inc., dba High West Wiring, to provide on-call electrical services. [20 - 339](#)

Attachments: [On-Call Electrical Services Contract, High West Communication, Inc.](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

15. Consideration of a notice to proceed and agreement between Laramie County, WY, and Simon Contractors for the Railroad Rd. full-depth reclamation and overlay project. [20 - 330](#)

Attachments: [Notice to Proceed and Agreement, Simon Contractors, Railroad Rd. Reclamation & Overlay Project](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

16. Consideration of an agreement between Laramie County, WY, and CorrHealth to provide healthcare services for inmates at the County Detention and Juvenile Centers. [20 - 341](#)

Attachments: [Agreement Comprehensive Inmate Healthcare Services, CorrHealth, Adult and Juvenile](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Heath, that this agenda item be approved. The motion

carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

Appointments

17. Consideration of a resolution appointing a member to the Cheyenne/Laramie County Economic Development Joint Powers Board for a three-year term, expiring June 30, 2023.

[20 - 325](#)

Attachments: [Cheyenne/Laramie County Economic Development JPB](#)

A motion was made by Commissioner Heath, seconded by Commissioner Thompson, to appoint Sharon Fain. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

Land Use: Variances/Board App./Plats

18. PUBLIC HEARING regarding a Subdivision Permit and Plat for Little Bear Estates, located in a portion of the W1/2, Sec. 25, T.15N., R.67W., of the 6th P.M., Laramie County, WY.

[20 - 326](#)

Attachments: [Little Bear Estates Subdivision Permit and Plat](#)

Paul Whalen, Planning, said AVI PC, on behalf of West Slope Development Co., submitted a Subdivision Permit and Plat application for Little Bear Estates, located northwest of the Klipstein Rd. and I-25 Service Rd. intersection. The application requests subdividing the site into 49 single-family residential lots.

Mr. Whalen said based on evidence provided, staff recommends approval of the subdivision permit and plat application with the adoption of findings of fact a and b with two conditions and one recommendation. Conditions: 1. All agency comments regarding corrections to the plat shall be resolved prior to recordation of the final plat, 2. DEQ Approval in the form of a "Non-Adverse Recommendation" letter is required prior to recordation of the final plat, and Recommendation: 3. The 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 the cistern shall be maintained by Fire District 2.

Commissioner Thompson questioned the recommendation for the cistern. Bruce Perryman, AVI PC and agent for the applicant, said the developer was opposed to the cistern, and it was unfair to include that recommendation.

Chairman Malm opened the hearing for PUBLIC COMMENT. Residents Kyle Wendtland, Rick and Linda Stratton, Georgia and Tim George, Bud Schepp, Betsy Lanier, Terry Emmett, and John Iversen spoke during the public hearing. The

concerns expressed were traffic, water, nesting birds, and the size of the proposed lots. Mike Gostovich, W2 Traffic, provided details about the traffic study. Mr. Perryman addressed the various concerns expressed by residents. Mr. Whalen confirmed the application was in order and there were no outstanding issues.

Commissioner Thompson asked planning staff if the traffic study report was different from past reports. Mr. Whalen was unaware of any difference and noted the County Engineer had accepted the report.

Hearing no further PUBLIC COMMENT, Chairman Malm closed the hearing.

The Board of County Commissioners discussed the cistern recommendation and decided to remove it. The Board acknowledged the residents' concerns but noted the County has adopted rules and regulations and the developer has met all the requirements.

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, to approve the Subdivision Permit and Plat for Little Bear Estates with conditions 1 & 2, and adopt the findings of facts a and b as stated in the staff report. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

- 19.** PUBLIC HEARING regarding a Subdivision Permit and Plat for Paw Print Subdivision, located in a portion of Sec. 13, T.15N., R.67W., of the 6th P.M., less a strip of land 300' in width in the W1/2 conveyed to State Hwy. Commission, and except a tract in the E1/2, Laramie County, WY.

[20 - 328](#)

Attachments: [Paw Print Subdivision Permit and Plat](#)

Paul Whalen, Planning, said AVI PC, on behalf of West Slope Development Co., submitted a Subdivision Permit and Plat application for Paw Print, a proposed 49-acre subdivision located northwest of the I-25 Service Rd. and Rd. 218 intersection. The application would create nine single-family residential tracts averaging 5.44-acres in an unzoned area of the County.

Mr. Whalen said based on evidence provided, staff recommends approval of the subdivision permit and plat application with the adoption of findings of fact a and b with two conditions: 1. All agency comments regarding corrections to the plat shall be resolved prior to recordation of the final plat and 2. Proof of DEQ approval in the form of a "Non-Adverse Recommendation" shall be required prior to final plat recordation.

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

A motion was made by Vice Chairman Holmes, seconded by Commissioner Lovett, to approve the Subdivision Permit and Plat for Paw

Print with two conditions, and adopt the findings of fact a and b as stated in the staff report. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

- 20.** PUBLIC HEARING and consideration of the postponement request regarding a Subdivision Permit & Plat for Green Subdivision, 3rd Filing, located on Lots 4 and 5, Green Subdivision, and a Zone Change request from MU - Mixed Use to MR - Medium Density Residential for Tract 23, Green Subdivision, 3rd Filing, Laramie County, WY.

20 - 329

Attachments: [Green Subdivision, 3rd Filing, Subdivison Permit & Plat and Zone Change Postponement Request](#)

Marissa Pomerleau, Planning, said the Planning Commission voted on June 25, 2020, to recommend approval of the Zone Change and to postpone the Subdivision Permit & Plat for 30 days. The postponement was approved to allow more time for information on the Board of Public Utilities' approval of an Outside User's Agreement for the proposed tracts. As a result of the Planning Commission postponement, the applicant and Planning Dept. request that the Board of County Commissioners postpone both the Zone Change and Subdivision Permit & Plat until September 1, 2020.

A motion was made by Commissioner Thompson, seconded by Commissioner Heath, to postpone the Zone Change request from MU – Mixed Use to MR – Medium Density Residential for Tract 23, Green Subdivision, 3rd Filing, to the September 1, 2020, Board of County Commissioners meeting. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

A motion was made by Commissioner Thompson, seconded by Vice Chairman Holmes, to postpone the Subdivision Permit and Plat for Green Subdivision, 3rd Filing to the September 1, 2020 Board of County Commissioners meeting. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

The meeting adjourned at 5:26 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 at least two business days prior to the meeting.