

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, January 5, 2021

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

Agenda Priority Item

1. Election of a new Chairman and Vice Chairman of the Board of Laramie County Commissioners for calendar year 2021.

[21 - 009](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Minutes

2. Consideration of the Minutes of Proceedings for Dec. 15, 2020.

[21 - 021](#)

Attachments: [Draft Minutes Dec. 15, 2020](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

3. Consideration of the Special Meeting Minutes of Proceedings for Dec. 23, 2020.

[21 - 022](#)

Attachments: [Draft of the Special Meeting Dec. 23, 2020 Minutes](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

4. Consideration of the appointment of Caitlin Harper as a part-time magistrate of the Circuit Court of the First Judicial District, Laramie County, WY, in accordance with W.S. 5-9-210(b). [21 - 018](#)

Attachments: [Appointment of Magistrate to Circuit Court, Caitlin Harper](#)

This agenda item was approved.

5. Consideration of a catering permit submitted by The Knotty Pine Saloon for the Glow in the Dark Dodgeball fundraiser for Laramie County grief support located at the Archer Complex on Jan. 16, 2021. [21 - 005](#)

Attachments: [Catering Permit, The Knotty Pine Saloon, Glow in the Dark Dodgeball](#)

This agenda item was approved.

6. Consideration of the following fees collected by various County entities for Nov. 2020: County Clerk, \$138,921.96; Sheriff, \$47,014.67; Clerk of District Court, \$17,588.50; Shooting Sports, \$16,440.30; Planning & Development, \$347,191.74; Circuit Court, \$43,402.00; DUI Court, \$645.00; Drug Court, \$460.00. [21 - 023](#)

Attachments: [Nov. Fees 2020](#)

This agenda item was approved.

7. Consideration of the following part-time salaries in the amount of \$59,525.81 for Dec. 2020: Coroner, \$4,177.32; Planning, \$800.00; Shooting Sports, \$8,415.40; Events Dept., \$5,187.25; Buildings/Maintenance, \$24,820.45; Sheriff Operations, \$2,700.00; Detention, \$12,144.18; Drug Court, \$1,281.21. [21 - 024](#)

Attachments: [Dec. Part-time Salaries 2020](#)

This agenda item was approved.

8. Consideration of warrants in the amount of \$2,464,299.40 for Dec. 2020. [21 - 025](#)

Attachments: [Dec. Warrants 2020](#)

This agenda item was approved.

Resolutions

9. Consideration of a resolution by the Board of Laramie County Commissioners to provide parameters for approval of the official statement and bond purchase agreement for the issuance of hospital revenue refunding bonds for the refinancing of tax-exempt hospital revenue bonds previously issued in 2012 for improvements to Cheyenne Regional Medical Center. [21 - 010](#)

Attachments: [Resolution, CRMC Hospital Revenue Refunding Bonds](#)
 [Exhibit A, Official Statement](#)
 [Exhibit B, Bond Purchase Agreement](#)

Barbara Bonds, agent for the applicant, and John Henningsgard, Managing Director of Piper Sandler, explained the procedures and benefits of refinancing the 2012 hospital revenue bonds. The estimated cost savings is \$20 million in debt service costs.

Commissioner Malm opened the meeting for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Malm closed public comment.

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

Grants

10. Consideration of the ratification of a reimbursement agreement between Laramie County, WY, and the State Loan and Investment Board for a CARES Act grant in the amount of \$7,380 to reimburse the County for the COMEA Shelter meals from Nov. 2020. [21 - 003](#)

Attachments: [Reimbursement Agreement, CARES Act, SLIB, COMEA Meals](#)

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 the ratification of a reimbursement agreement between Laramie County, WY, and the State Loan and Investment Board for a CARES Act grant in the amount of \$40,000 for a County UVC Robot. [21 - 004](#)

Attachments: [Reimbursement Agreement, CARES Act, SLIB, UVC Robot](#)

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

12. Consideration of an agreement between Laramie County, WY, and GLM Design Group, LLC, to provide planning services for the South Child's Draw Basin Drainage Master Plan in the amount of \$265,000. [21 - 011](#)

Attachments: [Agreement, GLM Design Group, LLC, S. Child's Draw Basin Drainage Master Plan](#)

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

13. Consideration of an agreement between Laramie County, WY, and First Education Federal Credit Union for the placement of an ATM machine in the atrium of the Laramie County Governmental Complex. [21 - 002](#)

Attachments: [ATM Agreement, First Education FCU](#)

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

Appointments

14. Consideration of a resolution appointing a member to the Laramie County Recreation Planning and Advisory Board to a five-year term, expiring Dec. 31, 2026. [21 - 001](#)

Attachments: [Recreation Planning and Advisory Board Appointment](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

15. Consideration of resolutions to appoint members to the Laramie County Weed and Pest Control District Board of Directors for areas 3, 5, and 7.

[21 - 020](#)

Attachments: [Memo, Appointment Resolutions , Weed and Pest Board of Directors, Areas 3, 5, and 7](#)

Dale Davis, County Clerk's office, said there were no nomination petitions submitted for Area 5 and the appointment will be placed on the Jan. 19, 2021 meeting to fill the vacancy.

A motion was made by Commissioner Lovett, seconded by Commissioner Thompson, to appoint W. Bert Macy (Area 3) and Dennis E. Hanson (Area 7). The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

Land Use: Variances/Board App./Plats

16. PUBLIC HEARING regarding a Subdivision Permit and Plat for Lone Star Estates, located in a portion of the NE 1/4, Sect. 29, T.15N., R.66W., of the 6th P.M., Laramie County, WY.

[21 - 015](#)

Attachments: [Lone Star Estates, Subdivision Permit & Plat](#)

Mark Voss, County Attorney, requested the agenda item be continued to create language for a condition on the plat and to address issues related to public access to the subdivision and maintenance of the road, which is not a county road. He said the relationship between the easement granted to Laramie County across State land and access to the subdivision, as well as maintenance of the road, needed to be immortalized in the plat. Mr. Voss also said he wanted to see the grazing lease that affects ingress and egress through the subdivision.

Chris Lovas, AVI engineer and agent for the applicant, requested the board approve the item with an added condition so the project is not delayed. Mr. Lovas said he and the applicant will work with the County Attorney's office to create the correct wording on the plat.

Mr. Voss informed the board the issues involved were complex and had long-term legal consequences and additional time was required to draft conditions on the plat. He said his legal advice was for a two- to four-week delay. After further discussion, Mr. Lovas agreed to a two-week postponement to resolve the issues identified by Mr. Voss.

A motion was made by Commissioner Lovett, seconded by Commissioner Heath, that this agenda item be postponed until Jan. 19, 2021. The motion carried by the following vote:

Aye: Holmes, Heath, Lovett, Thompson

Nay: Malm

Further Business

17. Discussion on maintenance of Powderhouse Road to Ford Road.

Commissioners discussed whether the County should agree now to take responsibility for maintaining the 1300-feet of road between Powderhouse and Ford to be constructed in the Lone Star Estates subdivision.

Commissioner Thompson advocated for a policy decision by the board to agree to maintain the road because it will be a major thoroughfare and collector road in the future. Commissioners Holmes, Heath, and Lovett expressed concerns about setting a precedent. Commissioner Heath noted land use regulations should be clarified.

Chairman Malm requested an informal straw poll. Based on the poll, Commissioners agreed the developer will maintain the road in question until the road is dedicated as a public road. Direction was provided to County Attorney Voss to prepare the language on the plat conditions. Mr. Voss was also asked to outline the process for dedicating the portion of the road as a public road.

The meeting adjourned at 5:21 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 at least two business days prior to the meeting.