

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, March 2, 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

Minutes

1. Consideration of the Minutes of Proceedings for Feb. 16, 2021.

[21 - 098](#)

Attachments: [Draft Minutes Feb. 16, 2021](#)

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 Heath, 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 a legal services contract between Laramie County, WY, and Wallace Stock and/or his designee to provide hearing officer services for administrative hearings, legal counsel to the Laramie County Commissioners acting as the Laramie County Board of Equalization, and to serve as hearing officer for the 2021 CBOE appeal hearings at a rate of \$200/hour.

[21 - 091](#)

Attachments: [Legal Services Contract, CBOE, Wallace Stock](#)

This agenda item was approved.

3. Consideration of the deletion from Public Works fixed asset inventory of a 1998 Kenworth and a 2001 Freightliner, trade-ins to Peterbilt.

[21 - 093](#)

Attachments: [Asset Deletion, Public Works, 1998 Kenworth and 2001 Freightliner](#)

This agenda item was approved.

4. Consideration of the following fees collected by various County entities for Jan. 2021: County Clerk, \$141,072.54; Sheriff, \$36,601.67; Clerk of District Court, \$16,740.80; Shooting Sports, \$19,845.73; Planning & Development, \$148,510.98; Circuit Court, \$58,086.00; DUI Court, \$355.00; Drug Court, \$680.00. [21 - 099](#)

Attachments: [Jan. Fees 2021](#)

This agenda item was approved.

5. Consideration of the following part-time salaries in the amount of \$34,140.39 for Feb. 2021: Planning, \$1,170.00; Shooting Sports, \$4,695.41; Events Dept., \$1,655.00; Buildings/Maintenance, \$15,869.72; Sheriff Operations, \$1,800.00; Detention, \$8,096.12; Drug Court, \$854.14. [21 - 100](#)

Attachments: [Feb. Part-time Salaries 2021](#)

This agenda item was approved.

6. Consideration of warrants in the amount of \$4,068,069.00 for Feb. 2021. [21 - 101](#)

Attachments: [Feb. Warrants 2021](#)

This agenda item was approved.

7. Consideration of 37 ratified State Loan and Investment Board Community Charitable Relief Program Award agreements with non-profit organizations within Laramie County. [21 - 097](#)

Attachments: [Agreement, Charitable Relief, Part 1](#)
[Agreement, Charitable Relief, Part 2](#)

This agenda item was approved.

Proclamations

8. Consideration of a resolution proclaiming March 2021 as the 19th Annual March for Meals Month. [21 - 074](#)

Attachments: [Resolution Proclaiming March 2021 as Meals on Wheels Month](#)

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

Grants

9. PUBLIC HEARING and consideration of a resolution authorizing submittal of a grant and loan application to the WY Business Council for a Community Readiness Grant on behalf of Laramie County Community College for a fabrication lab project in the amount not to exceed \$500,000. [21 - 092](#)

Attachments: [Grant and Loan Application, WY Business Council, LCCC Fabrication Lab Project](#)

Dr. Joe Schaffer, President of Laramie County Community College, explained the purpose of the request. Dr. Schaffer noted Wyoming is in a unique position for manufacturing and business recruitment. The fabrication lab is part of a larger initiative to establish a full manufacturing and material center which will help build a manufacturing workforce.

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 Thompson, that this agenda item be approved. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

Contract/Agreement/Leases

10. Consideration of a memorandum of understanding between Laramie County, WY, Sheriff's Dept., and Black Dog Animal Rescue to supply felines for the Inmate Labor Foster Cat Program at the Detention Center. [21 - 089](#)

Attachments: [MOU, Black Dog Animal Rescue](#)

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

11. Consideration of an amendment to the commissary services contract between Laramie County, WY, and Keefe Commissary Network, LLC. [21 - 087](#)

Attachments: [Amendment to Commissary Services Contract, Keefe Commissary Network, LLC](#)

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

12. Consideration of an addendum to the offer between Laramie County, WY, and PeopleReady, Inc., to supply temporary associates to assist the Events Dept.

[21 - 088](#)

Attachments: [Addendum, PeopleReady, Inc.](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

13. Consideration of an addendum to the service agreement between Laramie County, WY, and Stericycle, Inc., on behalf of itself and its subsidiaries to provide shredding services for the IT Dept.

[21 - 090](#)

Attachments: [Addendum to Service Agreement, Stericycle \(Shred-It\)](#)

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

14. Consideration of an agreement between Laramie County, WY, and Price Digests, a division of Informa Business Media, Inc., for an API Trial License.

[21 - 096](#)

Attachments: [Agreement, Price Digests, API Trial License](#)

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

License/Permits

15. Consideration of Liquor License fees for July 1, 2021, through June 30, 2022.

[21 - 059](#)

Attachments: [Liquor License fees for 2021](#)

County Clerk Debra Lee presented the proposed fee schedule. The fees are the same as last year.

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

Land Use: Variances/Board App./Plats

- 16.** PUBLIC HEARING regarding a Zone Change from A2 - Agricultural to AR - Agricultural Residential, and a Subdivision Permit & Plat for Four Mile Meadows Subdivision located in a portion of the N1/2, Sec. 17, T.14N., R.65W., of the 6th P.M., Laramie County, WY.

[21 - 094](#)

Attachments: [Four Mile Meadows Subdivision, Zone Change and Subdivision Permit & Plat](#)

Marissa Pomerleau, Planning, said Chris Knudson, on behalf of MK Investments, LLC, submitted Zone Change and Subdivision Permit & Plat applications for Four Mile Meadows Subdivision, consisting of five tracts located southeast of the intersection of Reese Rd. and E Four Mile Rd. The applications request a zone change from A2 to AR and to replat the tract into five residential-use tracts.

Ms. Pomerleau said based on the evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b with one condition: All clerical corrections to the Zone Change Map shall be addressed prior to the recordation of the Resolution and Exhibit 'A' Zone Change Map. Ms. Pomerleau said based on the evidence provided, staff recommends approval of the subdivision permit and plat application with the adoption of findings of fact a with two conditions: 1) All clerical corrections to the Plat shall be addressed prior to plat recordation. 2) E Four Mile Road shall be dedicated as an 80' right of way on the plat prior to recordation.

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

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, to approve a Zone Change from A2 to AR for a portion of the N1/2, Section 17, T.14N., R.65W., of the 6th P.M., Laramie County, WY with one condition, 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: Malm, Holmes, Heath, Lovett, Thompson

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, to approve the Subdivision Permit and Plat for Four Mile Meadows Subdivision with two conditions, and adopt the findings of fact a for the subdivision permit & plat, as shown in the staff report. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

17. PUBLIC HEARING regarding a Zone Change from A2 - Agricultural to PUD - Planned Unit Development and a Subdivision Permit & Plat for North Range Business Permit & Plat for North Range Business Park, 12th Filing, located on a portion of the S1/2, Sec. 5, T.13N., R.67W., of the 6th P.M., Laramie County, WY.

[21 - 095](#)

Attachments: [North Range Business Park, 12th Filing Zone Change and Subdivision Permit & Plat](#)

Marissa Pomerleau, Planning, said Microsoft Corporation submitted Zone Change and Subdivision Permit & Plat applications for North Range Business Park, 12th Filing, consisting of one tract located northwest of the junction of Roundtop Rd. and I-80. The applications request a zone change from A2 to PUD and subdivision of the property for expansion of the existing data center.

Ms. Pomerleau said based on the evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b with one condition: All clerical corrections to the Zone Change Map shall be addressed prior to recordation of the Zone Change Resolution and Resolution Exhibit 'A' Zone Change map. Ms. Pomerleau said based on the evidence provided, staff recommends approval of the subdivision permit and plat application with the adoption of findings of fact a with one condition: All clerical corrections to the plat shall be addressed prior to recordation of the plat.

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 Heath, to approve the Zone Change from A2 to PUD for a portion of the S1/2, Sec. 5, T.13N., R.67W., of the 6th P.M. with one condition, 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: Malm, Holmes, Heath, Lovett, Thompson

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, to approve the Subdivision Permit and Plat for North Range Business Park, 12th Filing, with one condition, and adopt the findings of fact a for the subdivision permit & plat, as shown in the staff report. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

The meeting adjourned at 4:22 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.