

# Board of County Commissioners

## Minutes of the Proceedings

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, April 3, 2018**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

**Present:** Chairman K. N. Buck Holmes, Vice Chairman  
Linda Heath, Commissioner Ron Kailey, and  
Commissioner Amber Ash  
**Excused:** Commissioner Troy Thompson

### Minutes

1. Consideration of the Minutes of Proceedings for March 20, 2018.

**[18 - 101](#)**

**Attachments:** [minutes.pdf](#)

A motion was made by Commissioner Kailey, seconded by Vice Chairman Heath, that the Minutes be approved. The motion carried by the following vote:

**Aye:** Holmes, Heath, Kailey, and Ash

**Excused:** Thompson

### Consent Agenda

#### Approval of the Consent Agenda

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

**Aye:** Holmes, Heath, Kailey, and Ash

**Excused:** Thompson

2. Consideration of an agreement between Laramie County and Valley Construction of Cheyenne for restoration and remodeling services for Archer Complex 1 and Archer House 2 as described in the work description Attachment A and B.

**[18 - 084](#)**

**Attachments:** [Valley Construction Restoration & Remodeling Agreement](#)

This agenda item was approved.

3. Consideration of the annual public investment disclosure by public officers or public servants who invest in government funds pursuant to W.S. 6-5-118 for calendar year 2018. The offices of the Laramie County Commissioners, Laramie County Treasurer, Laramie County Clerk, Laramie County Clerk of District Court and Laramie County Sheriff must comply annually with the disclosure requirement.

[18 - 085](#)

**Attachments:** [Public Investment Disclosure Forms](#)

This agenda item was approved.

4. Consideration of the ratification of a resolution authorizing the submission of a grant application to the Wyoming Office of Homeland Security for the FFY 2018 State Homeland Security Grant Program (SHSP) to request funding for the EMA department in the amount of \$397,500.

[18 - 087](#)

**Attachments:** [EMA SHSP Grant Application.pdf](#)

This agenda item was approved.

5. Consideration of an agreement with Big Horn Roofing, Inc. to provide for the removal of TPO roof and the installation of high density ISO rigid insulation over an entire roof area at the Laramie County Detention Center as set forth in Attachment A. The expenses are not to exceed \$12,375.00

[18 - 088](#)

**Attachments:** [Big Horn Roof Replacement Agreement](#)

This agenda item was approved.

6. Consideration of an agreement with S & S Builders, LLC. to provide concrete work for Laramie County as included but not limited to Attachment A.

[18 - 089](#)

**Attachments:** [S & S Builders Agreement](#)

This agenda item was approved.

7. Consideration of an addendum with Meridian Fire and Security, LLC for the purpose of testing and inspection of the Fire and Alarm Detection Systems at the Laramie County Sheriffs Complex located at

[18 - 090](#)

1910 Pioneer Avenue, Cheyenne , WY. The County shall pay the contractor \$2,993 to perform maintenance and inspection services as described in the Scope of Work set out in the agreement.

**Attachments:**    [Meridian Fire Addendum \(Adult\)](#)

This agenda item was approved.

8. Consideration of an addendum for the purpose of services to test and inspect the fire alarm detention systems at the Laramie County Juvenile Detention Center located at 13794 Prairie Center Circle, Cheyenne WY. The County shall pay the contractor \$1,316.00 to perform the service and inspection services, as described in the Scope of Work.

[18 - 091](#)

**Attachments:**    [Meridian Fire \(Juvenile\)](#)

This agenda item was approved.

9. Consideration of amendment No.12 to a contract between Laramie County and CBM Managed Services to provide food services to the Adult Detention Center. The rates will be the following: inmate meals, \$2.12, kosher meals, \$5.50, medical snacks, \$1.10, additional milk \$.43. The County and the Contractor wish to extend the agreement from July 1, 2018 thru June 30, 2019.

[18 - 092](#)

**Attachments:**    [CBM Food Service \(Adult\), 12th Amendment](#)

This agenda item was approved.

10. Consideration of Amendment No. 6 to extend the service contract for the management of food service operations at the Laramie County Juvenile Service Center for the following prices: 6-10 Inmates, \$9.75; 11-15 Inmates, \$7.62; 16- 20 Inmates, \$5.68; 21-25 Inmates, \$4.66. effective July 1, 2018 thru June 30, 2019.

[18 - 093](#)

**Attachments:**    [Ammendment No. 6 \(Juvenile\) CBM Managed Services](#)

This agenda item was approved.

11. Ratification of a resolution authorizing the submission of a grant application to Game Time for a grant in the amount of \$10,000 towards youth fitness equipment for the Laramie County Fair at Archer.

[18 - 094](#)

**Attachments:**    [Game Time Grant Application.pdf](#)

This agenda item was approved.

12. Consideration of the following fees collected by various County entities for February 2018: County Clerk, \$104,213.46; Shooting Sports, \$17,471.58; Clerk of District Court, \$12,099.50; Sheriff, \$83,130.81; Planning & Development, \$748,558.28; Circuit Court, \$58,890.50; Drug Court, \$570.00; DUI Court, \$1,120.00. [18 - 100](#)

**Attachments:**    [fees.pdf](#)

This agenda item was approved.

13. Consideration of warrants in the amount of \$3,340,028.18 for March 2018. [18 - 102](#)

**Attachments:**    [excel warrants.pdf](#)

This agenda item was approved.

14. Consideration of the following part-time salaries in the amount of \$44,365.85 for March 2018: Planning, \$1,030.00; Shooting Sports, \$6,655.00; Buildings/Grounds, \$19,796.61; Sheriff Operations, \$786.75; Detention, \$7,310.08; District Court, \$7,695.00; Drug Court, \$1,092.41. [18 - 103](#)

**Attachments:**    [part time salaries.pdf](#)

This agenda item was approved.

## Proclamations

15. Consideration of a resolution proclaiming April 3, 2018 as National Service Recognition Day. [18 - 086](#)

**Attachments:**    [National Service Recognition Day Proclamation](#)

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

**Aye:** Holmes, Heath, Kailey, and Ash

**Excused:** Thompson

### Public Hearings/Rules & Reg's

16. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Jim Landis, d/b/a USA Fireworks located at 102 West College Drive.

[18 - 095](#)

**Attachments:** [Fireworks Application](#)

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

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

**Aye:** Holmes, Heath, Kailey, and Ash

**Excused:** Thompson

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

17. PUBLIC HEARING regarding a Board Approval for Verizon Wireless WY4 Happy Jack, situated on the King Ranch Property in a portion of the SW1/4, NE1/4, Section 34, T.14N., R.69W., of the 6th P.M., Laramie County, WY.

[18 - 096](#)

**Attachments:** [Verizon Wireless WY4 Happy Jack Board Approval](#)

Bryan Nicholas, County Planning, said the purpose of the application is to prepare for construction of a wireless telecommunication facility, including a 195' tower with outdoor equipment cabinets and a generator inside a fenced 40' by 60' leased area. Irene Cook, Verizon Wireless, said this will help provide more service in western Laramie County. Mark Eisele, King Ranch, said this will also provide service to LCFD#8. Mr. Nicholas said based on evidence provided, staff recommends approval. Chairman Holmes opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Holmes closed the hearing.

A motion was made by Commissioner Ash, seconded by Vice Chairman Heath, that this agenda item be approved with no conditions and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

**Aye:** Holmes, Heath, Kailey, and Ash

**Excused:** Thompson

18. PUBLIC HEARING regarding a PUD Amendment (Zone Change) for Winkler PUD Amendment, Laramie County, WY; located adjacent to the south across Tate Rd.

[18 - 097](#)

**Attachments:** [Winkler PUD Amendment Zone Change](#)

Brad Emmons, Planning, said the application was submitted for the purpose of allowing outside storage on a greater portion of the property south of Tate Road. Mike Basom, attorney for Robert Winkler, said the area is buffered and no complaints have been received from the public. Chairman Holmes opened the hearing for PUBLIC COMMENT.

A motion was made by Commissioner Ash, seconded by Commissioner Kailey, that this agenda item be approved with no conditions and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

**Aye:** Holmes, Heath, Kailey, and Ash

**Excused:** Thompson

19. PUBLIC HEARING regarding a Zone Change for Tract 3, Mountain View Homes Subdivision, Laramie County, WY, from LR - Low Density Residential to the Mountain View Homes PUD, and an amendment to the PUD.

[18 - 098](#)

**Attachments:** [Mountain View Homes Zone Change and PUD Amendment](#)

Nancy Trimble, County Planning, AVI, PC, on behalf of SW Self Storage LLC, has submitted a zone change application for Tract 3, Mountain View Homes Subdivision, located north of West College Drive on Southwest Drive. Bryan Nicholas, AVI, said the properties are owned by the same company and there are no plans for development at this time. Ms. Trimble said based on evidence provided, staff recommends approval. Chairman Holmes opened the hearing for PUBLIC COMMENT. Glenn Connor, Mary Garcia, and Doris Garcia spoke in opposition due to concerns with traffic, increased crime, safety of children, and the railroad crossing. Hearing no further PUBLIC COMMENT, Chairman Holmes closed the hearing.

A motion was made by Commissioner Ash, seconded by Vice Chairman Heath, that this agenda item be approved with no conditions and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

**Aye:** Holmes, Heath, and Ash

**Nay:** Kailey

**Excused:** Thompson

- 20.** PUBLIC HEARING regarding a Subdivision Permit and Plat for Mountain View Homes Subdivision, 2nd Filing, a replat of Tract 3 and 4, Mountain View Homes Subdivision, Laramie County, WY.

[18 - 099](#)

**Attachments:** [Mountain View Homes Subdivision, 2nd Filing](#)

Nancy Trimble, County Planning, said the application has been submitted to combine two tracts into one lot of approximately 3.8 acres. See Item 19 for PUBLIC COMMENT. Ms. Trimble said based on evidence provided, staff recommends approval.

A motion was made by Commissioner Ash, seconded by Vice Chairman Heath, that this agenda item be approved with no conditions and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

**Aye:** Holmes, Heath, and Ash

**Nay:** Kailey

**Excused:** Thompson

The meeting adjourned at 4:52 p.m.

#### CERTIFICATION

I, Debra K. Lee, Clerk of Laramie County, do hereby certify the above to be a true and correct copy of the Minutes of the Proceedings for Tuesday, April 3, 2018.

Approved by : Debra K. Lee, County Clerk

Reviewed by : K. N. Buck Holmes, Chairman

Board of County Commissioners

#### 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.