Board of County Commissioners
Minutes of the Proceedings - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001

Tuesday, April 2, 2019 **3:30 PM** **Commissioners Board Room**

Roll Call/Call to Order

This was received and filed.

Present: Chairman Linda Heath, Commissioner K. N. Buck Holmes, Commissioner Gunnar Malm

Excused: Vice Chairman Amber Ash, Commissioner Troy Thompson

Chairman Heath announced both Commissioners Thompson and Ash were excused.

Minutes

1. Consideration of the Minutes of Proceedings for March 19, 2019. **19 - 104**

Attachments: Draft Minutes 03-19-2019

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

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

Consent Agenda

Approval of the Consent Agenda

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

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

2. Consideration of a petition for a property tax refund for tax year 2016 in the amount of $42,640.81 on applications 16-05 through 16-09 submitted by EOG Resources, Inc. **19 - 098**

Attachments: Petitions for Tax Refund - EOG

This agenda item was approved.

3. Consideration of a resolution certifying that the governing body of Laramie County has agreed upon the Town of Burns project to be submitted to the State Loan and Investment Board for the June 6, 2019, SLIB meeting for countywide consensus block grant funding out of BFY2015/2016 in the amount of $18,739 for their Community Center Roof Top Unit replacement project. **19 - 099**

Attachments: Town of Burns SLIB Application

This agenda item was approved.

4. Consideration of amendment one to the grant award agreement between Laramie County, WY, and Wyoming Office of Homeland Security to the General 17 Grant to revise the scope of work. **19 - 103**

Attachments: General 17 Amendment 1

This agenda item was approved.

5. Consideration of the following fees collected by various County entities for February 2019: County Clerk, $112,872.57; Sheriff, $160,993.18; Clerk of District Court, $14,131.50; Shooting Sports, $15,871.26; Planning & Development, $72,818.77; Circuit Court, $50,274.00; DUI Court, $500.00; Drug Court, $290.00. **19 - 105**

Attachments: FEBRUARY FEES

This agenda item was approved.

6. Consideration of the following part-time salaries in the amount of $47,021.58 for March 2019: Planning, $520.00; Shooting Sports, $6,577.50; Events Center, $2,706.00; Buildings/Maintenance, $22,165.12; Sheriff Operations, $2,269.20; Detention $10,518.44; District Court, $1,095.00; Drug/DUI Court, $1,170.32. **19 - 106**

Attachments: PART TIME SALARIES

This agenda item was approved.

7. Consideration of warrants in the amount of $5,004,851.02 for March 2019. **19 - 107**

Attachments: MARCH WARRANTS

This agenda item was approved.

8. Consideration of a catering permit submitted by Kimberly Wides Stewart, S and W Properties, dba Vino's Wine and Spirits, to cater the Schulz wedding reception at the Archer Complex on June 29, 2019. **19 - 114**

Attachments: Vino's catering permit

This agenda item was approved.

Proclamations

9. Consideration of a resolution proclaiming April 2, 2019, as National Service Recognition Day. **19 - 089**

Attachments: National Service Recognition Day Proclamation

Judi Johnston, Foster Grandparent Program, thanked the Board of County Commissioners for their support for National Service Day, introduced Nita Stephenson, Senior Companion Program, and Wendy Moor, RSVP Program. Ms. Johnston spoke of the various services the programs provide to Laramie County residents. Ms. Johnston read aloud the proclamation.

The Board of County Commissioners thanked the various groups for making the community so great and for the services they provide.

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

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

10. Consideration of a resolution proclaiming April 2019 as the month of the military child. **19 - 113**

Attachments: Month of the Military Child

Kristi Nagy of 4-H spoke of the various youth programs to get them involved in the community and how the community values our youth. Ms Nagy read aloud the proclamation. Commissioner Holmes thanked Ms. Nagy and the other 4-H leaders for all they do for our youth. Chairman Heath noted that she was able to judge the military youth essays and commented on how touching it was to hear their impressions of being a military child.

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

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

Report & Public Petitions

11. The presentation on the progress of the Forward Greater Cheyenne Plan. **19 - 108**

Brian Heithoff and Mike Williams, Forward Greater Cheyenne, gave updates and a PowerPoint handout; the documentation is filed in central files with the County Clerk. Mr. Heithoff noted that Forward Greater Cheyenne was created in late 2017. The purpose is to develop and lead to progress and prosperity for Laramie County and the City of Cheyenne.

Mr. Heithoff acknowledged financial support from the City of Cheyenne, Laramie County, LEADS, the Cheyenne-Laramie County Economic Joint Powers Board, Black Hills Corporation, LCCC, Greater Cheyenne Chamber of Commerce, Laramie County School District No. 1, Downtown Development Authority of Cheyenne, High West Energy, Jonah Bank of Wyoming, Visit Cheyenne, and First American Title.

Commissioner Holmes commended the various organizations for participating in the program. He also thanked Mr. Heithoff and Mr. Williams for their work, for helping with legislation to allow LCCC to start baccalaureate degree programs, and for their assistance in obtaining airline service. Commissioner Malm echoed Commissioner Holmes' comments. Chairman Heath encouraged residents to get involved in the group's initiatives.

This Report was received and filed.

Grants

12. PUBLIC HEARING and announcement regarding potential projects for which funding may be applied under the Temporary Assistance for Needy Families Community Partnership Initiative (TANF) for Program Year 2020 to run October 1, 2019, through September 30, 2020. (non-action item) **19 - 102**

Attachments: Public Notice Announcement FFY2020 TANF

Sandra Newland, Grants, explained the purpose of the public hearing.

Chairman Heath opened the hearing for PUBLIC COMMENT.

Molly Kruger, Misty Savage, both of Climb of Wyoming, and Wendy Fanning and Mike Williams of Boys and Girls Club thanked the Board of County Commissioners for their support and spoke about their programs.

Katie Wirfel, a graduate of Climb of Wyoming, spoke of the program and how it benefited her and improved her future options.

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

13. Consideration of a resolution authorizing submission of a grant application to the Wyoming Office of Homeland Security for FFY 2019 State Homeland Security Grant Program (SHSP) on behalf of the governing body of Laramie County, WY, to request funding for the Coroner's Department in the amount of $55,300 for a portable X-ray unit. **19 - 109**

Attachments: Coroner X-ray Application $55,300

Sandra Newland, Grants, explained the grant application and the equipment that would be acquired by the grant.

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

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

14. Consideration of a resolution authorizing submission of a grant application to the Wyoming Office of Homeland Security Grant Program (SHSP) on behalf of the governing body of Laramie County, WY, to request funding for the Coroner's Department in the amount of $192,705.00 for replacing the HVAC system with a standalone unit. **19 - 110**

Attachments: Coroner HVAC Application $192,705

Sandra Newland, Grants, explained the grant application and the equipment that would be acquired by the grant.

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

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

Contract/Agreement/Leases

15. Consideration of an easement between Laramie County, WY, and High West Energy. **19 - 112**

Attachments: High West Easement

David Bumann, Public Work Director, explained the purpose of the easement.

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

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

License/Permits

16. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Jim Landis, dba USA Fireworks located at 102 West College Drive. **19 - 115**

Attachments: Fireworks Application_USA Fireworks

Jeanine West, Emergency Management Agency Director and Deputy County Fire Warden, explained the inspection was not able to be performed because of weather issues.

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

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

Appointments

17. Consideration of a resolution appointing a member to the Eastern Laramie County Solid Waste Disposal District for a three-year term, expiring March 31, 2022. **19 - 100**

Attachments: Eastern Laramie Co Solid Waste Disposal District Appointment

A motion was made by Commissioner Malm to re-appoint Mike Ragsdale, seconded by Commissioner Holmes, that this agenda item be approved. The motion carried by the following vote:

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

18. Consideration of a resolution appointing a member of the Eastern Laramie County Solid Waste Disposal District for a three-year term, beginning July 1, 2019, expiring June 30, 2022. **19 - 101**

Attachments: Eastern Laramie Co Solid Waste Disposal District Appointment

A motion was made by Commissioner Malm to re-appoint Travis Purdum, seconded by Commissioner Holmes, that this agenda item be approved. The motion carried by the following vote:

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

Land Use:Variances/Board App./Plats

19. PUBLIC HEARING regarding a Subdivision Permit and Plat for Niobrara Energy Park, 3rd Filing, a replat of Lot 4, Block 4, Niobrara Energy Park, 1st Filing, Laramie County, WY. **19 - 111**

Attachments: Niobrara Energy Park, 3rd Filing

Nancy Trimble, Planning, said a site plan for proposed development of this property was approved by Laramie County Planning on July 16, 2018. A core and shell building for new shop space is currently under construction on the east end of the property, which will be located on Lot 4 of the new subdivision. Based on the site plan layout, the location of the structure meets the setback requirements of the Light Industrial zone district.

Ryan Gertsch of AVI PC, stood for questions.

Ms. Trimble said based on evidence provided, staff recommends approval of the Subdivision Permit and Plat for Niobrara Energy Park, 3rd Filing, with the adoption of the findings of fact a and b with no conditions.

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

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to approve the Subdivision Permit and Plat for Niobrara Energy Park, 3rd Filing and to adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

Aye: Heath, Holmes, Malm

Excused: Ash, Thompson

The meeting adjourned at 4:41 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 2, 2019.
Approved by : Debra K. Lee, County Clerk
Reviewed by : Linda Heath, 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 at least two business days prior to the meeting.