

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, June 18, 2019**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

**Present:** Chairman Linda Heath, Vice Chairman Amber Ash, Commissioner K. N. Buck Holmes, Commissioner Gunnar Malm, Commissioner Troy Thompson

### Minutes

1. Consideration of the Minutes of Proceedings for June 4, 2019.

[19 - 253](#)

**Attachments:** [DRAFT OF THE 06-04-19 MINUTES](#)

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

**Aye:** Heath, Ash, Holmes, Malm, Thompson

### Consent Agenda

#### Approval of the Consent Agenda

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

**Aye:** Heath, Ash, Holmes, Malm, Thompson

2. Consideration of a contract between the Wyoming Department of Health and Laramie County, WY, to fund the operations of the Laramie County DUI Court program in the amount of \$269,881.08 with a cash match of \$28,500.

[19 - 243](#)

**Attachments:** [DOH-DUI Court FY-20 Contract](#)

This agenda item was approved.

3. Consideration of a contract between the Wyoming Department of Health and Laramie County, WY, to fund the operations of the Laramie County Drug Court program in the amount of \$190,633.59 with a cash match of \$36,500.

[19 - 244](#)

**Attachments:** [DOH-Drug Court FY-20 Contract](#)

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This agenda item was approved.

4. Consideration of the deletion from the Public Works' fixed asset inventory, one Caterpillar Loader as a result of a trade-in to Wyoming Machinery. [19 - 246](#)

**Attachments:** [Asset Deletion Public Works - Caterpillar Loader](#)

This agenda item was approved.

5. Consideration of the deletion from the Emergency Management's fixed asset inventory, one Haulmark trailer, transferred to Laramie County Fire District #8. [19 - 248](#)

**Attachments:** [Asset Deletion Emergency Management - Haulmark Trailer](#)

This agenda item was approved.

6. Consideration of the deletion from the County Attorney's fixed asset inventory, one Xerox copier model 7835, returned to Xerox. [19 - 261](#)

**Attachments:** [Asset Deletion County Attorney - Xerox Copier](#)

This agenda item was approved.

7. Consideration of the ratification of an insurance policy with K&K Insurance for coverage of the Laramie County Fair Ranch Rodeo. [19 - 260](#)

**Attachments:** [K&K Insurance Coverage](#)

This agenda item was approved.

8. Consideration of the adoption of the FY2020 Laramie County Grant Policies and Procedures Handbook to run July 1, 2019, through June 30, 2020. [19 - 259](#)

**Attachments:** [FY2020 Grant Policies and Procedures Handbook](#)

This agenda item was approved.

9. Consideration of a resolution authorizing the ratified submission of a grant application to the Cheyenne Community Public Recreation District in the amount of \$44,357 for funding towards Leadership Park playground equipment. [19 - 258](#)

**Attachments:** [Cheyenne Comm. Public Rec. Dist. Grant Application](#)

This agenda item was approved.

10. Consideration a renewal agreement and addendum between Laramie County, WY, and Novo Benefits, LLC. The purpose is to provide delivery and management of self-funded employee benefits plans. [19 - 250](#)

**Attachments:** [Novo Benefits LLC Agreement](#)

This agenda item was approved.

11. Consideration of an agreement between Laramie County, WY, and Blue Cross Blue Shield of Wyoming regarding production and distribution of summary of benefits and coverage on behalf of plan. [19 - 251](#)

**Attachments:** [Blue Cross Blue Shield of Wyoming Agreement](#)

This agenda item was approved.

12. Consideration of an agreement and addendum between Laramie County, WY, and Ameri-Tech HVAC Services, Inc., for HVAC services for the Laramie County Sheriff's Department and Juvenile Detention Facility. The term of the agreement is from July 1, 2019, to June 30, 2020. [19 - 247](#)

**Attachments:** [Ameri-Tech HVAC Services, Inc. Agreement](#)

This agenda item was approved.

13. Consideration of a nine-day catering permit submitted by Rockin Rodeo Inc., dba Outlaw Saloon, located at 312 S Greeley Highway, for Cheyenne Frontier Days for the period July 19 through 27, 2019. [19 - 252](#)

**Attachments:** [Outlaw Saloon 24-Hour Catering Permit July 19-27, 2019](#)

This agenda item was approved.

14. Consideration of a malt beverage permit submitted by Rodeo Mexicano for a rodeo at the Archer Complex, July 7, 2019. [19 - 262](#)

**Attachments:** [Rodeo Mexicano 24-Hour Malt Beverage Permit July 7, 2019](#)

This agenda item was approved.

**License/Permits**

15. PUBLIC HEARING to consider a liquor license application for 2019-2020 for Intermountain Speedway, Special Malt Beverage Permit. [19 - 249](#)

**Attachments:** [Intermountain Speedway Liquor License Application](#)

County Clerk Debra Lee said the application was in order and it is a new application for an event center license, for which the speedway qualifies as an event center.

Chairman Heath opened the hearing for PUBLIC COMMENT. Perry Kinard, representative of Intermountain Speedway, spoke about the application. Hearing no further PUBLIC COMMENT, Chairman Heath closed the hearing.

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

**Aye:** Heath, Ash, Holmes, Malm, Thompson

## Appointments

16. Consideration of a resolution appointing a member to the Laramie County Library Board to complete the term left vacant by the resignation of Joe Bonds, expiring June 30, 2020. [19 - 240](#)

**Attachments:** [Laramie County Library Board Appointment](#)

Commissioner Thompson thanked Joe Bonds, Khale Lenhart, and Kevin Guille for their service to the County Library Board and noted how crucial board volunteers are for the success of Laramie County. Commissioner Thompson further thanked the Library Board for their thorough process in vetting candidates who would be assets to the Library Board.

A motion was made by Commissioner Thompson, seconded by Vice Chairman Ash, to appoint Will Dinneen. The motion carried by the following vote:

**Aye:** Heath, Ash, Holmes, Malm, Thompson

17. Consideration of a resolution appointing a member to the Laramie County Library Board to a three-year term expiring June 30, 2022. [19 - 241](#)

**Attachments:** [Laramie County Library Board Appointment](#)

A motion was made by Commissioner Thompson, seconded by Vice Chairman Ash, to appoint Rob Dickerson. The motion carried by the following vote:

**Aye:** Heath, Ash, Holmes, Malm, Thompson

18. Consideration of a resolution appointing a member of the Laramie County Library Board to a three-year term expiring June 30, 2022. [19 - 242](#)

**Attachments:** [Laramie County Library Board Appointment](#)

A motion was made by Commissioner Thompson, seconded by Vice Chairman Ash, to appoint Elizabeth Dillow. The motion carried by the following vote:

**Aye:** Heath, Ash, Holmes, Malm, Thompson

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

19. PUBLIC HEARING regarding a Subdivision Permit and Plat for Pronghorn Bluff, 2nd Filing, a replat of Tracts 1 and 3 of Pronghorn Bluff, 1st Filing, Laramie County, WY. [19 - 254](#)

**Attachments:** [Pronghorn Bluff, 2nd Filing](#)

Marissa Pomerleau, Planning, said Tract 1 of the subject properties has a residence and associated structures located in the west portion of the property, which will remain on Tract 1 after the lot line adjustment. The surrounding area consists of rural residential and agricultural properties of varying acreage.

Casey Palma, Steil Surveying and agent for the applicant, spoke of the request and stood for questions.

Ms. Pomerleau said based on evidence provided, staff recommends approval with the adoption of findings of fact a 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 Vice Chairman Ash, seconded by Commissioner Holmes, to approve the Subdivision Permit and Plat for Pronghorn Bluff, 2nd Filing, and adopt the findings of fact a of the staff report. The motion carried by the following vote:

**Aye:** Heath, Ash, Holmes, Malm, Thompson

20. PUBLIC HEARING regarding a Subdivision Permit and Plat for Janice Estates, 1st Filing, a portion of land in the N1/2 NE1/4, Sec. 6, T. 13N., R. 62W., of the 6th P.M., Laramie County, WY. [19 - 255](#)

**Attachments:** [Janice Estates, 1st Filing](#)

Marissa Pomerleau, Planning, said the subject property has an existing residence and associated structures located in the east portion of the property, which will remain in the unplatted portion. The surrounding area consists of rural residential and agricultural properties of varying acreage.

Casey Palma, Steil Surveying and agent for the applicant, spoke of the request and stood for questions.

Ms. Pomerleau said based on evidence provided, staff recommends approval with the adoption of findings of fact a with no conditions.

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

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A motion was made by Commissioner Holmes, seconded by Vice Chairman Ash, to approve the Subdivision Permit and Plat for Janice Estates, 1st Filing and adopt the findings of fact a of the staff report. The motion carried by the following vote:

**Aye:** Heath, Ash, Holmes, Malm, Thompson

- 21.** PUBLIC HEARING regarding a Subdivision Permit and Plat for Willadsen Estates, 2nd Filing, located in a portion of the E1/2 E1/2, Sec. 19, and a portion of the W1/2 W1/2, Sec. 20, T. 13N., R. 69W., of the 6th P.M., Laramie County, WY.

[19 - 256](#)

**Attachments:** [Willadsen Estates, 2nd Filing](#)  
[Willadsen Estates, 2nd Filing - Revised Plat Map](#)

Commissioner Malm announced he had a conflict of interest with the agenda item. Chairman Heath excused Commissioner Malm and he left the meeting.

Marissa Pomerleau, Planning, said the property currently is undeveloped, and is assessed vacant residential. The gross acreages of the proposed tracts range from 7.24 acres to 9.03 acres, meeting the minimum density requirements for groundwater recharge based on the AMEC Memo per Section 2-1-103(c)(i) of the Laramie County Land Use Regulations. The surrounding area consists of rural residential and agricultural properties of varying acreage. The proposed subdivision is bordered to the west by Willadsen Estates, containing thirty-six (36) single-family residential tracts with an average lot size of 9.5 acres (net). To the north are three (3) 35-40 acre single-family residential tracts and to the south and east is the Belvoir Ranch property which is owned by the City of Cheyenne.

Casey Palma, Steil Surveying and agent for the applicant, spoke of the request and stood for questions.

Ms. Pomerleau said based on evidence provided, staff recommends approval with the adoption of findings of fact a 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 Vice Chairman Ash, seconded by Commissioner Thompson, approve the Subdivision Permit and Plat for Willadsen Estates, 2nd Filing and adopt the findings of fact a of the staff report. The motion carried by the following vote:

**Aye:** Heath, Ash, Holmes, Thompson

**Recused:** Malm

**Commissioners' Announcements**

Chairman Heath announced that the Board of County Commissioners will consider the status of the Cheyenne Regional Medical Center's Transitional Care Unit at the July 2, 2019 meeting.

**The meeting adjourned at 3:59 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, June 18, 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](mailto:lchr320@laramiecounty.com) at least two business days prior to the meeting.