

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, October 1, 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 September 17, 2019.

[19 - 410](#)

**Attachments:** [Draft Minutes September 17, 2019](#)

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

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

2. Consideration of an agreement between Laramie County, WY, and Legal Aid of Wyoming, Inc., to provide legal representation to individuals detained under the involuntary hospitalization process. The agreement shall remain in full force and effect until June 30, 2020. The County shall pay the Contractor \$100 per hour to provide legal services as described in the agreement.

[19 - 398](#)

**Attachments:** [Legal Aid of Wyoming, Inc. Legal Services Agreement](#)

This agenda item was approved.

3. Consideration of a resolution authorizing the acceptance of a grant award from the Wyoming Association of Sheriffs and Chiefs of Police for a 2020 EUDL in the amount of \$544 to run through September 30, 2020. [19 - 400](#)

**Attachments:** [2020 EUDL Grant Award Contract](#)

This agenda item was approved.

4. Consideration of a subgrantee agreement between Laramie County, WY, and the Wyoming Family Home Ownership Program, dba My Front Door, for a FY20 Temporary Assistance to Needy Families grant in the amount of \$10,000 to run October 1, 2019, through September 30, 2020. [19 - 401](#)

**Attachments:** [My Front Door Subgrantee Agreement \\$10,000](#)

This agenda item was approved.

5. Consideration of a resolution authorizing the ratified submission of a grant application to the Wyoming State Forestry Division to fund Laramie County Fire Districts through the Fire Warden for the purchase of swift water rescue equipment in the amount of \$5,000. [19 - 404](#)

**Attachments:** [SFA Grant Application \\$5,000](#)

This agenda item was approved.

6. Consideration of a lease agreement between Cheyenne-Laramie County Emergency Management Agency and Messenger, LLC, in the amount of \$2,625 per month to lease a garage facility at 2507 E. 7th St., commencing October 1, 2019, through September 30, 2020. [19 - 402](#)

**Attachments:** [Messenger LLC Lease Agreement](#)

This agenda item was approved.

7. Consideration of an addendum and contract between Laramie County, WY, and Metals Treatment Technologies, LLC, for the OSHA Audit Defender Program for the Shooting Sports Complex in the amount of \$4,500. [19 - 408](#)

**Attachments:** [Metals Treatment Technologies, LLC Addendum and Contract](#)

This agenda item was approved.

8. Consideration of the following fees collected by various County entities for August 2019: County Clerk, \$155,736.30; Sheriff, \$132,572.52; Clerk of District Court, \$20,742.33; Shooting Sports, \$16,253.23; Planning & Development, \$78,974.73; Circuit Court, \$55,823.50; DUI Court, \$650.00; Drug Court, \$740.00. [19 - 411](#)

**Attachments:** [August Fees 2019](#)

This agenda item was approved.

9. Consideration of the following part-time salaries in the amount of \$32,985.64 for September 2019: Coroner, \$2,440.70; Planning, \$480.00; Shooting Sports, \$4,039.58; Events Department, \$2,351.50; Buildings/Maintenance, \$15,777.86; Sheriff Operations, \$785.50; Detention, \$4,917.61; District Court, \$1,338.75; Drug/DUI Court, \$854.14. [19 - 412](#)

**Attachments:** [September Part-time Salaries 2019](#)

This agenda item was approved.

10. Consideration of warrants in the amount of \$3,421,485.78 for September 2019. [19 - 413](#)

**Attachments:** [September Warrants 2019](#)

This agenda item was approved.

## Resolutions

11. Consideration of a resolution granting an exception to the "201 Agreement" for development of a septic system to be served by an on-site small wastewater system, located at 7615 E. Pershing Blvd., generally within T. 14, R. 66, Sec. 25, Laramie County, WY (south of Pershing Blvd. west of the intersection with Christensen Road). [19 - 382](#)

**Attachments:** [Resolution Granting 201 Exception - Pershing Blvd.](#)  
[Resolution Granting 201 Exception - Pershing Blvd.](#)  
[Amended](#)

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

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

12. Consideration of a resolution initiating review renaming Road J to HR Ranch Road and appointment of Dave Bumann as viewer.

[19 - 403](#)

**Attachments:** [Resolution to Review Renaming of Road J](#)

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

13. Consideration of a resolution authorizing submission of a grant application for the South Cheyenne Water and Sewer District for two sewer collector rehabilitation projects: Southern Interceptor \$297,000 and Terry Road Sewer Collector \$360,000.

[19 - 414](#)

**Attachments:** [Resolution South Cheyenne Water & Sewer District Grant](#)

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

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

#### **Contract/Agreement/Leases**

14. Consideration of an annual service protection plan between Laramie County, WY, and VideoTronix, Inc., in the amount of \$36,300 for a term from October 1, 2019, through September 30, 2020.

[19 - 397](#)

**Attachments:** [VTI Annual Service Protection Plan](#)

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

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

15. Consideration of a service agreement between Laramie County, WY, and Gilbarco, Inc., dba Gasboy, to provide telephone support, software corrections, and upgrades for the Public Works Dept. for a term from September 30, 2019, through June 14, 2021.

[19 - 415](#)

**Attachments:** [Gasboy Service Agreement](#)

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

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

- 16.** Consideration of an addendum and professional architectural agreement for design services between Laramie County, WY, and Winters Griffith Architects for the Cheyenne/Laramie County Emergency Management Agency, not to exceed \$7,000. [19 - 399](#)

**Attachments:** [Winters Griffith Architects Addendum to Professional Architectural Design Services Agreement](#)

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

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

- 17.** Consideration of an addendum to agreement between Laramie County, WY, and Ameri-Tech HVAC Services, Inc., for the purpose of furnishing and installing a rooftop mounted air-conditioning unit in the laundry area at the Laramie County Sheriff's Dept., in the amount of \$56,880. [19 - 409](#)

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

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

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

- 18.** Consideration of a change order to the contract between Laramie County, WY, and FCI Constructors of Wyoming, LLC, for the Laramie County Detention Center Phase II Expansion project in the amount of \$125,557. [19 - 416](#)

**Attachments:** [FCI Change Order #008](#)

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

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

- 19.** PUBLIC HEARING regarding a Subdivision Permit and Plat for the Di Senso Subdivision, a portion of land in the SE1/4, Section 19, T. 14 N., R. 62 W., of the 6th P.M., Laramie County, WY. (Item continued from September 17, 2019, meeting) [19 - 405](#)

**Attachments:**     [Di Senso Subdivision](#)

Bryan Nicholas, Planning, said Dan Cooley of Griz Creek Engineering, LLC, on behalf of Gurnam Singh, submitted a Subdivision Permit and Plat application for the Di Senso Subdivision, located at 4850 I-80 Service Road, Burns, WY 82053. The application is for the purpose of subdividing the property into two lots, with the intent of preserving the existing commercial use on Lot 1 and placing a single-family residence on Lot 2.

Mr. Nicholas said based on evidence provided, staff recommends approval with the adoption of findings of fact a with one condition: A revised Plat shall be submitted to the Planning Staff for review prior to recordation of the Plat.

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

A motion was made by Vice Chairman Ash, seconded by Commissioner Malm, to approve the Subdivision Permit and Plat for the Di Senso Subdivision with condition 1 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 HCS Homestead, a portion of the W1/2 E1/2 NW1/4, Section 14, T. 13N., R. 63W., of the 6th P.M., Laramie County, WY. [19 - 406](#)

**Attachments:**     [HCS Homestead Subdivision](#)

Bryan Nicholas, Planning, said Western R&D, on behalf of Harold and Cynthia Stroot, submitted a Subdivision Permit and Plat application for HCS Homestead, located at 4631 Road 207, Carpenter, WY, also known as Tract 2 of the Cheyenne Shadows Record of Survey. The application is for the purpose of subdividing the property into two 20-acre residential lots.

Mr. Nicholas said based on evidence provided, staff recommends approval with the adoption of findings of fact a with one condition: All remaining agency comments shall be addressed prior to recordation of the Plat.

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

A motion was made by Commissioner Holmes, seconded by Vice Chairman Ash, to approve the Subdivision Permit and Plat for the "HCS Homestead" Subdivision with condition 1 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 Board Approval for an Accessory Living Quarters, located on the East 2' of Tract 15, and Tract 16, Richardson Tracts, Laramie County, WY, to be known as "Ermarth Accessory Living Quarters".

[19 - 407](#)

**Attachments:** [Ermarth Accessory Living Quarters Board Approval](#)

Bryan Nicholas, Planning, said Fritz and Maeke Ermarth, submitted an application seeking approval for an Accessory Living Quarters in the MR-Medium Density Zone District for a full-time resident employee.

Mr. Nicholas said based on evidence provided, staff recommends approval with the adoption of findings of fact a and b.

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

A motion was made by Commissioner Malm, seconded by Commissioner Thompson, to grant Board Approval for the "Ermarth Accessory Living Quarters" and adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

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

**The meeting adjourned at 4:08 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, October 1, 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.