

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, December 3, 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 November 19, 2019.

[19 - 481](#)

**Attachments:** [Draft Minutes November 19, 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 Commissioner Thompson, 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 FY20 annual compensation agreement between Laramie County, WY, and the University of Wyoming.

[19 - 476](#)

**Attachments:** [FY20 University of Wyoming Extension Annual Compensation Agreement](#)

This agenda item was approved.

3. Consideration of an agreement between Laramie County, WY, and Foundations Testing and Monitoring, LLC, to provide drug and alcohol testing services for participants in the Veterans Treatment Court program in the amount not to exceed \$14,400. The agreement shall remain in full force and effect until June 30, 2020.

[19 - 478](#)

**Attachments:** [Foundation Testing and Monitoring, LLC - Veterans Treatment Court Program](#)

This agenda item was approved.

4. Consideration of the following fees collected by various County entities for October 2019: County Clerk, \$152,255.52; Sheriff, \$98,374.14; Clerk of District Court, \$21,613.00; Shooting Sports, \$17,595.61; Planning & Development, \$68,282.81; Circuit Court, \$88,341.00; DUI Court, \$1,065.00; Drug Court, \$940.00. [19 - 482](#)

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

This agenda item was approved.

5. Consideration of the following part-time salaries in the amount of \$32,686.31 for November 2019: Coroner, \$2,440.70; Planning, \$650.00; Shooting Sports, \$4,448.66; Events Department, \$375.00; Buildings/Maintenance, \$16,762.94; Detention, \$5,486.12; District Court, \$1,668.75; Drug/DUI Court, \$854.14. [19 - 483](#)

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

This agenda item was approved.

6. Consideration of warrants in the amount of \$3,434,278.93 for November 2019. [19 - 484](#)

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

This agenda item was approved.

## Resolutions

7. Consideration of a resolution by Laramie County, WY, to authorize the execution and delivery of a master equipment lease/purchase agreement and separate schedules for the acquisition, funding, and leasing of certain equipment for Cheyenne Regional Medical Center. [19 - 494](#)

**Attachments:** [Resolution Master Equipment Lease Purchase - CRMC](#)

Barbara Bonds of Freudenthal & Bonds, PC, said the request is for a 10-year lease for equipment and other items. Ms. Bonds noted that both Laramie County and the Hospital Board will be listed as the lessee. The lease will have a maximum principal amount of \$25 million; there will be two schedules, each schedule will be \$12.5 million. First schedule has an interest rate locked in at 1.99%. The closing will be December 18, 2019.

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

**Grants**

8. Consideration of a notice of award to MTX Medical Solutions, Inc., as the successful bidder for the Laramie County Coroner's Office RFP for a digital portable X-ray machine and accessories in the amount of \$55,300. [19 - 480](#)

**Attachments:** [Notice of Award MTX Medical Solutions, Inc.](#)

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

**Contract/Agreement/Leases**

9. Consideration of an agreement between Laramie County, WY, and Lisa A. Hobart, LLC, to provide appraisal services for the Laramie County Assessor's Office as described in attachment A. [19 - 479](#)

**Attachments:** [Appraisal Services Agreement - Lisa A. Hobart, LLC](#)

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

**Public Hearings/Rules & Reg's**

10. Consideration of a resolution to give public notice of Laramie County's intent to amend the 2019 Laramie County Land Use Regulations, Section 2-2-111, concentrated feeding operation. [19 - 493](#)

**Attachments:** [Resolution to Amend 2019 LCLUR Concentrated Feeding Operation](#)  
[Proposed Amendments Concentrated Feeding Operation](#)

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**

**11. PUBLIC HEARING** regarding a Zone Change from A2-Agricultural to AR-Agricultural Residential and a Subdivision Permit and Plat for Diamondback Ridge, located in a portion of the SW1/4, Sec. 3, T. 14 N., R. 66 W., of the 6th P.M., Laramie County, WY. (Two Motions required)

[19 - 485](#)

**Attachments:** [Diamondback Ridge, Zone Change and Subdivision Permit and Plat](#)

Commissioner Malm recused himself from this item due to a conflict of interest and left the dais.

Marissa Pomerleau, Planning, said Steil Surveying Services, LLC, on behalf of BKRJ, LLC c/o John Watkins, submitted Zone Change and Subdivision Permit and Plat applications for Diamondback Ridge, located at 3420 E. Riding Club Rd. The applications request a zone change from A2 - Agricultural to AR - Agricultural Residential and re-platting the property into four residential-use lots. Both applications were combined into one staff report for ease of presentation and discussion, with separate motions required on the two actions.

Ms. Pomerleau said based on evidence provided, staff recommends approval for the zone change with the adoption of findings of fact a and b with one condition: All agency comments regarding corrections to the Zone Change - Exhibit A map shall be addressed prior to recordation. Staff recommends approval of the subdivision and plat with adoption of findings of fact a with two conditions: 1. All agency comments regarding corrections to the plat shall be addressed prior to recordation and 2. All agency comments regarding rights-of-way and access easements shall be addressed prior to recordation.

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

A motion was made by Commissioner Thompson, seconded by Commissioner Holmes, to approve the Zone Change from A2 to AR for a portion of the SW1/4, Section 3, T. 14 N., R. 66 W., 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:** Heath, Ash, Holmes, Thompson

**Recused:** Malm

A motion was made by Commissioner Holmes, seconded by Commissioner Thompson, to approve the Subdivision Permit and Plat for

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Diamondback Ridge with two conditions, and adopt the findings of fact a for the subdivision permit and plat, as shown in the staff report. The motion carried by the following vote:

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

**Recused:** Malm

- 12. PUBLIC HEARING** regarding a Subdivision Permit and Plat for a re-plat of Tract 1, Seven Cousins Subdivision, and Lot 1, Block 1, Seven Cousins, 2nd Filing, Laramie County, WY, to be platted and known as "Seven Cousins, 3rd Filing".

[19 - 487](#)

**Attachments:** [Seven Cousins, 3rd Filing, Subdivision Permit and Plat](#)

Michael Surface, Planning, said Timothy L. and Theresa A. Hupp Trust, as property owner, desires to create three lots from previously platted property. The 12.37-acre tract is located on the west side of College Dr. between E. Allison Rd. and Fox Farm Rd. Steil Surveying Service, LLC, is the agent.

Mr. Surface said based on evidence provided, staff recommends approval with the adoption of 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 public hearing.

A motion was made by Commissioner Holmes, seconded by Vice Chairman Ash, to approve the Subdivision Permit and Plat for Seven Cousins, 3rd Filing 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

- 13. PUBLIC HEARING** regarding a Subdivision Permit and Plat for Allison Tracts, 4th Filing, the south 331.22' of Tract 22, Allison Tracts, 1st Filing, Laramie County, WY.

[19 - 488](#)

**Attachments:** [Allison Tracts, 4th Filing, Subdivision Permit and Plat](#)

Marissa Pomerleau, Planning, said Steil Surveying Services, LLC, on behalf of Jennifer Hess, submitted a Subdivision Permit and Plat application for Allison Tracts, 4th Filing, located southeast of the intersection of E. Jefferson Rd. and S. Greeley Hwy. at 607 Avenue B-5. The application proposes subdividing the property into two residential-use lots.

Ms. Pomerleau said based on evidence provided, staff recommends approval with the adoption of findings of fact a and b with two conditions: 1. All agency comments regarding corrections to the plat shall be addressed prior to recordation and 2. All agency comments regarding the plat's proposed access shall be addressed prior to

recording.

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 Holmes, to approve the subdivision Permit and Plat for Allison Tracts, 4th Filing, with two conditions, and adopt the findings of facts a and b of the staff report. The motion carried by the following vote:

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

- 14. PUBLIC HEARING** regarding a Zone Change and Subdivision Permit and Plat for Weber Subdivision, located in a portion of the SE1/4 SE1/4, Sec. 6, T. 14N., R. 66W., of the 6th P.M., Laramie County, WY. (Two Motions required)

[19 - 489](#)

**Attachments:** [Weber Subdivision, Zone Change and Subdivision Permit and Plat](#)

Paul Whalen, Planning, said AVI PC, on behalf of Bruce and Mary Weber, submitted a Zone Change and a Subdivision Permit and Plat application for the Weber Subdivision. The site at 1410 E. Riding Club Rd. is located approximately one mile east of the Yellowstone and E. Riding Club intersection. Two applications request a zone change from A1 to AR for the proposed subdivision, and subdivision of the 14.15-acre site into two tracts consisting of Tract 1 at 5.25 gross acres and Tract 2 at 9.40-gross acres. Both applications were combined into one staff report for ease of presentation and discussion, with separate motions required on the two actions.

Mr. Whalen said based on evidence provided, staff recommends approval for the zone change with the adoption of findings of fact a and b. Staff recommends approval for the subdivision permit and plat with adoption of 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 public hearing.

A motion was made by Commissioner Malm, seconded by Vice Chairman Ash, to approve the Zone Change from A1 – Agricultural and Rural Residential to AR - Agricultural Residential for a portion of the SE1/4 SE1/4, Sec. 6, T.14N., R.66W., of the 6th P.M., Laramie County, WY, and adopt the findings of facts a and b for the zone change, as shown in the staff report. The motion carried by the following vote:

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

A motion was made by Vice Chairman Ash, seconded by Commissioner Thompson, to approve the Subdivision Permit and Plat for Weber

Subdivision with no conditions, and adopt the findings of fact a for the subdivision permit and plat, as shown in the staff report. The motion carried by the following vote:

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

**The meeting adjourned at 4:19 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, December 3, 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.