Board of County Commissioners
Minutes of the Proceedings - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001

Tuesday, March 3, 2020 **3:30 PM** **Commissioners Board Room**

Roll Call/Call to Order

Present: Chairman Gunnar Malm, Commissioner Linda Heath, Commissioner Troy Thompson

Excused: Vice Chairman K. N. Buck Holmes

Minutes

1. Consideration of the Minutes of Proceedings for February 18, 2020. **20 - 068**

Attachments: Draft Minutes February 18, 2020

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

Aye: Malm, Heath, Thompson

Excused: Holmes

Election of a new Chairman and Vice Chairman of the Board of Laramie County Commissioners for the remainder of calendar year 2020.

Commissioner Thompson noted the resignation of Chairman Ash and requested a motion to appoint a new Chairman and Vice Chairman.

A motion was made by Commissioner Thompson, seconded by Commissioner Heath, that Gunnar Malm serve as Chairman and Buck Holmes serve as Vice Chairman. The motion carried by the following vote:

Aye: Malm, Heath, Thompson

Excused: Holmes

Consent Agenda

Chairman Malm removed Item #6 from the consent agenda.

Approval of the Consent Agenda

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

Aye: Malm, Heath, Thompson

Excused: Holmes

2. Consideration of a FY20 annual compensation agreement between Laramie County, WY, and the University of Wyoming. **20 - 058**

Attachments: FY20 University of Wyoming Extension Annual Compensation Agreement

This agenda item was approved.

3. Consideration of a resolution to approve the submission of a FY21 and FY22 Victim Witness grant application to the Wyoming Office of the Attorney General, Division of Victim Services, to provide funding to support the Victim Witness Program in an amount not to exceed $298,013.91, with a match not to exceed $77,175.79 for the two year period. **20 - 061**

Attachments: FY21 and FY22 Victim Witness Grant Application

This agenda item was approved.

4. Consideration of a notice of award to KPrime Technologies for the Courthouse X-ray machine and accessories in response to the request for proposals submitted on January 23, 2020. **20 - 066**

Attachments: Notice of Award KPrime Technologies

This agenda item was approved.

5. Consideration of an agreement between Laramie County, WY, and Springbuk, Inc. to provide services involving disclosure of Protected Health Information (PHI) and to satisfy the privacy and security of transmission of PHI. **20 - 065**

Attachments: Springbuk, Inc. Agreement

This agenda item was approved.

6. Consideration of an addendum to agreement between Laramie County, WY, and The Party People, LLC, to provide entertainment at the Laramie County Events Center. (Removed from Consent Agenda) **20 - 072**

Attachments: The Party People, LLC Addendum to Agreement

Dan Ange, Events Director, explained the purpose of the agreement. Mr. Ange noted the increase in price was due to the interactive games for children during the County Fair.

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

Aye: Malm, Heath, Thompson

Excused: Holmes

7. Consideration of the trade-in of one 2013 GMC Terrain to Tyrell Chevrolet. **20 - 059**

Attachments: Asset Deletion Sheriff - 2013 GMC Terrain #18

This agenda item was approved.

8. Consideration of the following fees collected by various County entities for January 2020: County Clerk, $148,747.65; Sheriff, $99,011.29; Clerk of District Court, $20,790.44; Shooting Sports, $23,961.38; Planning & Development, $90,085.54; Circuit Court, $48,927.00; DUI Court, $550.00; Drug Court, $840.00. **20 - 069**

Attachments: January Fees 2020

This agenda item was approved.

9. Consideration of the following part-time salaries in the amount of $32,877.52 for February 2020: Coroner, $1,220.35; Planning, $770.00; Shooting Sports, $4,543.48; Events Department, $570.00; Buildings/Maintenance, $16,935.93; Detention, $7,443.62; District Court, $540.00; Drug Court, $854.14. **20 - 070**

Attachments: February Part-time Salaries 2020

This agenda item was approved.

10. Consideration of warrants in the amount of $8,556,505.23 for February 2020. **20 - 071**

Attachments: February Warrants 2020

This agenda item was approved.

Report & Public Petitions

11. PUBLIC HEARING regarding a resolution to rename Road J to HR Ranch Road. **20 - 063**

Attachments: Resolution to Rename Road J to HR Ranch Road

David Bumann, Public Works, said the resolution requests renaming County Road J to HR Ranch Road. Renaming the road would formally clear up any confusion or irregularities with addressing or dispatching emergency services to the area.

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

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

Aye: Malm, Heath, Thompson

Excused: Holmes

Contract/Agreement/Leases

12. Consideration of a cooperative agreement between Laramie County, WY, and the Wyoming Dept. of Transportation (WYDOT) to participate in the Surface Transportation Urban program. The designated construction locations, which are more fully described in the agreement and Exhibit A, are the intersection of US 30 and Dell Range Blvd., including frontage roads extending to Christensen Rd., and the reconstruction of Whitney Rd. between US 30 and Dell Range Blvd. (Postponed from February 18, 2020) **20 - 060**

Attachments: WYDOT Cooperative Agreement

David Bumann, Public Works, noted the new Exhibit B clarifies the county match which Laramie County would be required to pay. The county overmatch was removed because Wyoming Department of Transportation originally did not include the FY22 Urban Fund contribution.

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

Aye: Malm, Heath, Thompson

Excused: Holmes

13. Consideration of a right-of-way easement between Laramie County, WY, and High West Energy. **20 - 064**

Attachments: High West Energy Right-of-Way Easement

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

Aye: Malm, Heath, Thompson

Excused: Holmes

License/Permits

14. Consideration of Liquor License fees for July 1, 2020, through June 30, 2021. **20 - 048**

Attachments: Liquor License fees for 2020

Dale Davis, County Clerk's office, presented the proposed fee schedule and requested the Restaurant Liquor License fee outside of the five-mile be increased from $1,050 to $1,500. Mr. Davis also noted the two new categories: the Satellite Winery and Satellite Distiller Permits and the proposed fee is $100 each.

Chairman Malm opened the meeting for PUBLIC COMMENT due to the increase in the proposed fee. Hearing no PUBLIC COMMENT Chairman Malm closed the public comment period.

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

Aye: Malm, Heath, Thompson

Excused: Holmes

Further Business

15. Consideration of a staff report for Concentrated Feeding Operations Odor Footprint tool. (Postponed from February 4, 2020) **20 - 074**

Attachments: Concentrated Feeding Operations Odor Footprint Staff Report

Brad Emmons, Planning, said at the February 2, 2020, County Commissioners' meeting the board held a public hearing on amendments to Section 2-2-111, Concentrated Feeding Operations. After hearing a staff report and public comments on the proposed changes, the Commissioners requested an option of adopting a separation distance regulation using an odor matrix tool. Planning staff reviewed different odor footprint tools and had a video conference with one of the developers of

the tools. Planning staff proposes a regulation based on the Nebraska Odor Footprint Tool. Staff also requested opinions from the developers of the tool on factors not included in the original Nebraska study. A Public Hearing will be heard on April 7, 2020, to gather comment on the options for amending the Concentrated Feeding Operations section of the Laramie County Land Use Regulations. The draft regulations will be posted on the Laramie County Planning and Development website. Hard copies are also available at the Laramie County Clerk's office or the Laramie County Planning and Development Office. The Planning office is requesting public comment by 8:00 a.m. on Friday, March 27, 2020, to be included in the staff report. Any comments received after this date will be provided to the Board separately.

Chairman Malm opened the meeting to PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Malm closed the public comment period.

Commissioner Thompson requested for the staff report to be placed on the March 17, 2020, Board of County Commissioners' meeting to decide which direction the County will head and to hear public comment.

The staff report was received and filed.

The meeting adjourned at 3:57 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, March 3, 2020.
Approved by : Debra K. Lee, County Clerk
Reviewed by : Gunnar Malm, 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.