

Board of County Commissioners

Minutes of the Proceedings - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, September 21, 2021

3:30 PM

Commissioners Board Room

Roll Call/Call to Order

Present: Chairman Gunnar Malm, Vice Chairman K. N. Buck Holmes, Commissioner Linda Heath, Commissioner Brian Lovett, Commissioner Troy Thompson

Minutes

1. Consideration of the Minutes of Proceedings for Sept 7, 2021.

[21 - 440](#)

Attachments: [Draft Minutes Sept 7, 2021](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Consent Agenda

Approval of the Consent Agenda

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

2. Consideration of a lease agreement between Laramie County, WY, and Messenger, LLC in the amount of \$2,625 per month to lease a garage facility at 2507 E 7th St commencing Oct 1, 2021 through Sept 30, 2022.

[21 - 422](#)

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

This agenda item was approved.

3. Consideration of an agreement between Laramie County, WY, and RAM Trucking, Inc to transport, destroy and dispose of vehicles set for destruction for the Sheriff's Dept.

[21 - 424](#)

Attachments: [Agreement, RAM Trucking, Inc](#)

This agenda item was approved.

4. Consideration of an agreement between Laramie County, WY, and Betterworks Systems, Inc in the amount of \$10,944 to provide an engage subscription for the Human Resources Dept. [21 - 425](#)

Attachments: [Agreement, Betterworks Systems, Inc](#)

This agenda item was approved.

5. Consideration of the deletion from Planning's fixed asset inventory of a 2016 Ford Escape traded to Halladay Motors. [21 - 444](#)

Attachments: [Asset Deletion, Planning, 2016 Ford Escape](#)

This agenda item was approved.

6. Consideration of the ratification of an addendum to an agreement between Laramie County, WY, and Cheyenne Animal Shelter, Inc in the amount of \$39,166.66 to provide funding for animal control and shelter services. The term of this addendum is June 30, 2021 through Aug 31, 2021. [21 - 421](#)

Attachments: [Addendum, Cheyenne Animal Shelter, Inc](#)

This agenda item was approved.

7. Consideration of the ratification of an agreement between Laramie County, WY, and AVI Professional Corp in amounts not to exceed \$67,832 and \$6,664 for ALTA and subdivision charges to provide ALTA and survey services of the Archer Complex. [21 - 429](#)

Attachments: [Agreement, AVI Professional Corp](#)

This agenda item was approved.

8. Consideration of the ratification of a contract between Laramie County, WY, and WY Dept of Family Services in the amount of \$119,500 for a Temporary Assistance for Needy Families Community Partnership Initiative grant award to run through Sept 30, 2022. [21 - 439](#)

Attachments: [FFY22 TANF Contract, WY Dept of Family Services](#)

This agenda item was approved.

9. Consideration of a contract for services between Laramie County, WY, and the City of Cheyenne, Office of Youth Alternatives in the amount of \$69,000 to provide crisis shelter services to remain in effect until June 30, 2022. [21 - 423](#)

Attachments: [FY22 Contract for Services, Youth Alternatives, Crisis Shelter](#)

This agenda item was approved.

10. Consideration of an addendum to maintenance agreement and onsite support contract between Laramie County, WY, and DocuTek, Inc in the amount of \$1,500 to provide maintenance for a Minolta scanner located at County Clerk's Records Center. The term of the contract is from Aug 22, 2021 through Aug 22, 2022. [21 - 430](#)

Attachments: [Addendum and Contract, DocuTek, Inc](#)

This agenda item was approved.

11. Consideration of the annual human services agreement between Laramie County, WY, and Cheyenne Housing Authority in the amount of \$75,000 to remain in full force and effect until June 30, 2022. [21 - 428](#)

Attachments: [FY22 Agreement, Cheyenne Housing Authority](#)

This agenda item was approved.

12. Consideration of the ratification of a catering permit submitted by Provisions Wine & Spirits for the Cars and Cigar Show event on Sept 11, 2021 at 10013 Wayne Rd. [21 - 431](#)

Attachments: [24-Hour Permit, Provisions Wine & Spirits, Sept 11, 2021](#)

This agenda item was approved.

13. Consideration of a two-day catering permit submitted by Bullseye Operations, LLC dba Outlaw Saloon for concerts on Oct 1 and 2, 2021 at 312 S Greeley Hwy, back lot of bar. [21 - 437](#)

Attachments: [24-hour Permit, Outlaw Saloon, Oct 1 and 2, 2021](#)

This agenda item was approved.

14. Consideration of a catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon for a concert on Oct 9, 2021 at 312 S Greeley Hwy, back lot of bar. [21 - 438](#)

Attachments: [24-hour Permit, Outlaw Saloon, Oct 9, 2021](#)

This agenda item was approved.

15. Consideration of a catering permit submitted by The Knotty Pine Saloon for a birthday party on Oct 8, 2021 at the Archer Complex. [21 - 445](#)

Attachments: [24-hour Permit, The Knotty Pine Saloon, Oct 8, 2021](#)

This agenda item was approved.

Land Use: Variances/Board App./Plats

16. PUBLIC HEARING regarding a Subdivision Permit & Plat for Schlumpf Estates, located in a portion of the NE1/4 NE1/4 Sect 5, T14N, R68W, of the 6th PM, Laramie County, WY.

[21 - 441](#)

Attachments: [Schlumpf Estates Subdivision Permit & Plat](#)

Marissa Pomerleau, Planning, said Jones Land Surveying Inc, on behalf of Zachrey Schlumpf, submitted a Subdivision Permit and Plat application for Schlumpf Estates, located on Government Lot 1, Sect 5, T14N, R68W, Laramie County, WY. The application was submitted to subdivide the property into three residential use lots.

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

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

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

17. PUBLIC HEARING regarding a Zone Change from A2 - Agricultural to AR - Agricultural Residential for all of Sect 35, less 10.01 acres, T15N, R67W, and a portion of the NW1/4 Sect 36, T15N, R67W, and a Subdivision Permit and Plat for Bell Pasture Subdivision, 2nd Filing, Laramie County, WY.

[21 - 442](#)

Attachments: [Bell Pasture Subdivision, 2nd Filing, Zone Change and Subdivision Permit & Plat](#)
[Bell Pasture Subdivision, 2nd Filing - Meeting Handouts](#)

Marissa Pomerleau, Planning, said AVI, PC, on behalf of Lodgepole Ranch, LLC and Warren Livestock, LLC, submitted Zone Change and Subdivision Permit & Plat applications for the properties, located northwest of the intersection of Horsecreek Rd and I-25 Service Rd. The applications were submitted to request a zone change from A2 to AR and to subdivide the properties into 127 residential tracts. The applications were combined into one staff report for ease of presentation and discussion with separate motions required for each.

Bruce Perryman, AVI PC and agent for the applicant, introduced Ben Jordan, Professional Geologist, Mike Gostovich, Professional Engineer of W2 Traffic Engineering, LLC, and Doug Samuelson, applicant. Mr. Perryman gave an overview

of the project and spoke about the need for housing in Laramie County. Mr. Perryman said the project meets Laramie County Planning Rules and Regulations. Mr. Perryman distributed handouts to show the various monitoring wells in the county. He gave statistics of two monitoring wells close to the project showing how the groundwater aquifer has remained constant. Mr. Perryman spoke about the traffic in the area.

Ms. Pomerleau said based on evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b and approval of the subdivision permit and plat application with the adoption of findings of fact a and b with two conditions: 1) All remaining clerical errors on the plat shall be addressed prior to recordation and 2) A complete drainage study shall be submitted, reviewed and approved prior to recordation of the plat.

Commissioner Thompson asked for a summary of the traffic study. Mr. Gostovich went through the findings of the report. He estimated the subdivision would create approximately 1,000 trips a day over a 24-hour period. During the AM and PM peak hours, there would be approximately 100 trips generated and spread out over the five access points. Mr. Gostovich noted some access points would have delays in the future due to other developments and WYDOT would need to address the issue. Commissioner Heath inquired about the fire station in the area and if there would be problems for their vehicles. Mr. Gostovich stated he did not feel it would be an issue but there could be a stoplight in the future.

Chairman Malm opened the hearing for PUBLIC COMMENT. Steve True, Georgia George, D Terrance Booth, Kyle Wendtland, Lynn Hutchings, Linda Stratton, Edith Garrett, Steve Peterson, Bud Schepp, Chris Bosselman, Terry Emmett, Bob Downey, Arron Wilkerson, and Brandon Swain, residents, spoke on the project. Comments included preservation of natural resources of the county, too small lot sizes, effect of horses and livestock on small lot sizes, need for a minimum 10-acre parcel size, groundwater, an outdated AMEC memo, requirement for the developer to establish a deep well for a centralized water system, a trust fund to redrill existing wells, health and welfare, roaming cats and dogs, impact on local and commercial traffic, enough schools and infrastructure, and the need for a sewer district.

Mr. Perryman stated the applicant has conformed to established standards and provided the necessary studies. He said well monitors show the groundwater is sustainable at current levels. Mr. Jordan spoke about the groundwater study and distributed a packet of information.

The Board recessed at 5:18 pm and reconvened at 5:24 pm.

Mr. Perryman said covenants will include a maximum of two horses per lot. He stated the fire station location provided for positive access to Yellowstone Rd, Whitney Rd, US Hwy 85 and the interstate. Mr. Perryman talked about drought cycles. He noted if the lot size were to go to 10 acres then 57 lots would need to be removed. Mr. Perryman said the developer should be able to develop the land as wished. He noted

80% of the lot sizes are 6 to 8 acres. Mr. Perryman reiterated the County has standards on how the land is to be developed and the developer has met or exceeded those standards. Mr. Perryman addressed the centralized water system. He said to have that you would need over 300 lots, and a centralized water system could be looked at for future development. On the subject of the proposed trust fund for the current wells, Mr. Perryman noted that mechanical systems wear out and not the status of the groundwater aquifer.

Commissioner Lovett asked if there were any covenants for landscaping. Mr. Perryman said covenants have not been fully drafted but believed they would replicate those prepared for Little Bear Estates.

Mr. True spoke about management of growth and protecting natural resources. Mr. Wendtland said the trust fund is not for repair of mechanical wells but to overdrill the wells to access additional water. Mr. Wendtland referred to a conversation he had with the State Engineer's office about the review of the AMEC model. Mr. Wendtland said the model is out-of-date and invalid but has not been updated due to budget and staff shortages.

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

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, approve the Zone Change from A2 to AR for all Sect 35, less 10.01 acres, T15N, R67W, and a portion of the NW1/4 Sect 36, T15N, R67W of the 6th P.M., Laramie County, WY and adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

Aye: Malm, Holmes, Lovett, Thompson

Nay: Heath

Board members encouraged residents to review County Land Use Regulations and recommend any changes to the Board during the 45-day public comment period. The Board thanked the residents for their testimony and how respectful everyone was.

A motion was made by Commissioner Thompson, seconded by Commissioner Lovett, to approve the Subdivision Permit and Plat for Bell Pasture Subdivision, 2nd Filing with two conditions and adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

The meeting adjourned at 6:00 pm.

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, Sept 21, 2021.

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.