

## MINUTES OF THE BOARD OF SHERIDAN COUNTY COMMISSIONERS

The Board met at 9:00 a.m., February 15, 2008, in a special session at the Sheridan County Courthouse, Sheridan, Wyoming. Members present were Commissioners Robert L. Rolston, Terry Cram; Commissioner Steve Maier was absent. Chairman Rolston called the meeting to order and led everyone in the Pledge of Allegiance.

### AGENDA

The Agenda was approved as published.

### ANNOUNCEMENTS

Commissioner Rolston announced that this special meeting was being held as the next regularly scheduled board meeting was cancelled since the Commissioners will be in Cheyenne attending the Legislative Session.

### PUBLIC COMMENTS

There were no public comments.

### MINUTES

The Board approved the Minutes of February 5, 2008 as written.

### AIRPORT CAPITAL IMPROVEMENT PROJECTS

The Board authorized the Chairman to sign the Master AIA Agreement with Buckingham Architects for design management of 2008 Airport capital improvement projects.

### BIGHORN AIRWAY UTILITY EASEMENTS

The Board authorized the Chairman to sign an easement with Bighorn Airways, Inc. for the installation of telephone/fiber-optic lines under the Airport parking lot.

### COURTHOUSE FIRST FLOOR RENOVATION

The Board authorized the Chairman to sign the bid award to Top Office Products, in the amount of \$115,007.07, for the furniture needed for the first floor renovation of the Courthouse.

The Board approved a contract with O'Dell Construction, Inc., contingent upon review by the Deputy County Attorney, authorizing the Chairman to sign the contract, in the amount of \$408,180.00, for renovation work on the first floor of the Courthouse.

### COURTHOUSE MAPS

The Board acknowledged the agreement that was signed on February 6, 2008 between Sheridan County and Bruce Burns for the loan of 13 additional maps for display in the Courthouse. This agreement supersedes any previous agreements, with the loan period being ten years. The Commissioners also thanked Senator Burns for the Indian Reservation map that he presented to the County.

### SUBDIVISION RESOLUTION AMENDMENT

The Board approved Resolution 08-02-005, authorizing public notice of the County's intent to amend the Sheridan County Subdivision Resolution. County Planner Mark Reid stated that the County wishes to amend Section 3.11-Utility Easements, and Section 2.7-Final Plat. Copies of the proposed amendment will be available to the public at the Commission and Planning Offices and it is posted on the County's website.

## **RESOLUTION 08-02-005 "RESOLUTION GIVING PUBLIC NOTICE OF SHERIDAN COUNTY'S INTENT TO AMEND THE SHERIDAN COUNTY SUBDIVISION RESOLUTION"**

**WHEREAS**, Wyo. Stat. §§ 34-12-101 to 34-12-115; 18-5-101 to 18-5-107; 18-5-201 to 18-5-207; 18-5-301 to 18-5-315 authorize Sheridan County, in promoting the public health, safety, morals and general welfare of the county, to regulate the subdivision of land in unincorporated Sheridan County; and

**WHEREAS**, Sheridan County desires to assure that basic and necessary utilities are provided and properly planned for in new subdivision; and

**WHEREAS**, provisions of the of the current Subdivision Resolution un-necessarily encumber and cloud the title of private property with utility easements far in excess of what is reasonably needed; and

**WHEREAS**, the purpose of the proposed changes is to amend the Sheridan County Subdivision Resolution by: 1) amending Section 3.11 a. by removing the requirement to provide utility easements adjacent to every lot line; requiring that the subdivider deliver a proposed plat to each utility; and that the subdivider obtain a letter from each utility signifying that the easements shown on the proposed plat are complete and satisfactory for utility purposes; 2) amending Section 3.11 d. by striking irrelevant and duplicative language that is found elsewhere in the existing Subdivision Resolution pertaining to minimum access street right-of-way width; and 3) amending Section 2.7 c., paragraph xviii, for the purpose of further clarifying that a statement be included in letters from each utility (submitted as final plat supporting material) that the easements are complete and satisfactory.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF SHERIDAN COUNTY, WYOMING**, that notice is hereby given to the public that Sheridan County intends to amend the Sheridan County Subdivision Resolution for the noted purposes; that copies of the proposed amendment may be obtained from the Sheridan County website, the County Commissioner's Office or County Public Works Department, 224 S. Main Street, Sheridan, Wyoming; that all interested persons may submit written comments to the Sheridan County Commissioners, 224 S. Main Street, Suite B-1, Sheridan, Wyoming 82801, no later than 12:00 p.m. on March 25, 2008; that there shall be a public hearing on these proposed rules and regulations on April 1, 2008 at 9:00 a.m. in the Sheridan County Commissioners board room on the second floor of the County Courthouse, (Burkitt Street entrance) Sheridan, Wyoming; and that this notice shall be published once in the Sheridan Press as soon as practically possible.

#### **Proposed Amendment to Subdivision Resolution**

##### Section 3.11. Utility Easements

- a. ~~Utility easements shall measure ten feet in width on each side of abutting rear lot lines. On subdivision perimeter rear lot lines adjacent to unsubdivided property, utility easements shall measure five feet in width on each side of the interior lot lines. Front lot easements where necessary, shall measure ten feet in width. All other necessary utility easements shall measure at least 20 feet in width.~~ It shall be the responsibility of the subdivider to provide on the Final Plat such easements in such location and width as may be required for utility purposes. Prior to submitting the Final Plat application, the subdivider shall have delivered the proposed plat to each utility company/entity responsible for the planned delivery of electrical, gas, telephone, and if applicable, water and/or sewer service. A letter from each of the interested utilities shall be included as a part of the Final Plat application signifying that the easements shown on the proposed Final Plat are complete and satisfactory for utility purposes.
- b. In the event that the location of utility easements adjacent to rear property lines is unsuitable for use by utility companies due to drainage or other obstructions, the subdivider shall provide like width easements adjacent to the front or side lot lines.
- c. Easements shall be designed to provide efficient installations within the easements.
- d. If the subdivider proposes to utilize adjoining property for sewers, drainage, sewer lines, power lines or other utilities, the subdivider shall provide copies of binding easements of not less than ten feet in width for the proposed facilities from each property owner over whose land such services shall extend ~~and shall provide a minimum access street right-of-way of 60 feet to the subdivision for all public ways.~~

##### **Section 2.7. Final Plat.**

- c. Supporting Material for Final Plat.
  - xviii. A letter from all of the appropriate utility companies stating each will serve the proposed subdivision and that the easements shown on the Final Plat are complete and satisfactory for utility purposes.

**PRESENTED, READ AND ADOPTED** this 15th day of February, 2008.

BOARD OF COUNTY COMMISSIONERS

Sheridan County, Wyoming  
/s/Robert L. Rolston, Chairman

Attest:  
/s/Audrey Koltiska, County Clerk

STATE OF WYOMING     )

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COUNTY OF SHERIDAN   )

On this 15th day of February, 2008, before me personally appeared Robert L. Rolston, being first duly sworn, did say that he is the Chairman of the Board of County Commissioners, for Sheridan County, Wyoming and that this instrument was signed and sealed on behalf of the said County by authority of said Board and he acknowledged said instrument to be the free act and deed of said Board.

WITNESS my hand and official seal.

/s/Carla I. Raymond, Notary Public

My Commission expires April 22, 2011

ROAD VACATIONS

The Board acknowledged receipt of three road vacation requests, which are from Barney Brothers Land Livestock Company to vacate the old Wolf Creek Road alignment; from Travis Reed for a partial vacation of Holmes Avenue between 16<sup>th</sup> and 17<sup>th</sup> streets; and from Travis Reed for partial vacation of the alley in Block 54, between 16<sup>th</sup> and 17<sup>th</sup> streets. The Board appointed County Engineer Bruce Yates as viewer in these matters.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:44 a.m.

BOARD OF COUNTY COMMISSIONERS

Sheridan County, Wyoming

Attest:

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Robert L. Rolston, Chairman

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Audrey Koltiska, County Clerk