

MINUTES OF THE BOARD OF SHERIDAN COUNTY COMMISSIONERS

The Board met at 9:00 a.m., Tuesday, April 15, 2014, in regular session in the Commission Board Room, County Courthouse, Sheridan, Wyoming. Chairman Terry Cram called the meeting to order and led the Pledge of Allegiance. Members present were Commissioners Terry Cram, Steve Maier, Mike Nickel, Tom Ringley and Bob Rolston.

CONSENT AGENDA

Commissioner Rolston moved to approve the consent agenda as published and authorize the Chairman to sign documents as required. The motion carried with all voting in favor, following are the consent items:

- a. Minutes from Staff Meeting, March 31, 2014;
- b. Minutes from Regular Session, April 1, 2014;
- c. Minutes from Special Session, April 3, 2014;
- d. Minutes from Staff Meeting, April 7, 2014;
- e. Release of Mortgage from Sheridan County to Brandon J. Hendrickson for Lot 27, Block 5, Woodland Park Subdivision – Phase One, acknowledging payment received of \$21,400.00;
- f. Ratify Application for 24 Hour Catering Permit for Big Horn Smokehouse and Saloon, Open House for Peak Power Sports, April 11, 2014, 2275 Dry Ranch Road;
- g. Ratify Attachment I and II with Volunteers of America Northern Rockies (VOANR)/Office of Juvenile Justice and Delinquency Prevention (OJJDP), 2011 Nonparticipating State Award Subgrant Quarterly Report;
- h. Affirm Amendment 1-2013 to the Plan Document and Summary Plan Description for Sheridan County Health Benefit Plan, Effective July 1, 2013;
- i. Affirm Amendment 2-2013 to the Plan Document and Summary Plan Description for Sheridan County Health Benefit Plan, Effective January 1, 2014;
- j. Wildland Fire Management Annual Operating Plan with WY State Forestry and Sheridan, Campbell and Johnson Counties.

AGENDA

Commissioner Ringley moved to approve the agenda as published. The board voted in favor and the motion carried.

ANNOUNCEMENTS

Chairman Cram mentioned the board's grant match of \$6,000 to the TRVJPB, proposed Kleenburn rule change, Free Landfill Days/Trees for Trash dates, an opening on the Planning and Zoning Commission, the Commission scholarship application deadline, and the courthouse early closure for Good Friday.

PUBLIC COMMENTS

There were no public comments.

CLERK OF DISTRICT COURT SECURITY UPGRADES

Following a staff report from Mike Mackey, Grants Administrator, Commissioner Rolston moved to award and authorize the Chairman to sign associated contract documents to O'Dell Construction Inc. for the Clerk of District Court Security Upgrades in the amount of \$63,700. This project is funded through a Wyoming Office of Homeland Security Grant. The motion carried with all voting in favor.

TANF/CPI GRANT APPLICATIONS

Mr. Mackey explained the annual TANF/CPI grant application process. Kim Schweikert, Sr. Director of Adult and Community Services from Easter Seals Wyoming detailed this year's proposal. Susan Carr, Executive Director for Child Advocacy Services of the Big Horns also addressed the board with their request.

Commissioner Ringley moved to award the Temporary Assistance for Needy Families Community Partnership Initiative (TANF/CPI) Grant to Child Advocacy Services of the Big Horns in the amount of \$30,000 and Easter Seals Wyoming in the amount of \$15,000. All voted in favor and the motion carried.

OFF AIRPORT AUTOMOBILE RENTAL CONCESSIONS AGREEMENT

Following a staff report from John Stopka, Airport Manager, Commissioner Nickel moved to approve and authorize the Chairman to sign an Off Airport Automobile Rental Concessions Operating Agreement with Enterprise RAC Company of Montana/Wyoming, LLC, for a 3 year term. The fee is 10% of the total gross receipts, payable monthly, effective May 1, 2014 – April 30, 2017. The motion passed with all voting in favor.

FEDERAL EXPRESS COROPORATION LEASE

Mr. Stopka explained the proposed lease renewal and Commissioner Rolston moved to approve and

authorize the Chairman to sign a Lease Agreement with Federal Express Corporation for a 3 year term with an option to extend an additional 2 years. The rental rate increases 7.3% bringing it to \$29,316 per year effective May 1, 2014. The motion passed unanimously.

RESOLUTION 14-04-011 AIRPORT RESTRIPIING MATERIALS GRANT

Following a staff report from Mr. Stopka, Commissioner Maier moved to adopt and authorize the Chairman to sign Resolution 14-04-011 approving a grant application to the Wyoming Department of Transportation, Aeronautics Division for the purchase of paint and beads to restripe taxiway B, commercial aprons and associated taxilanes. Project total is \$6,000 with State Aeronautics contributing \$4,800 and the airport funding the remaining \$1,200. All voted in favor carrying the motion.

RESOLUTION 14-04-012 NOI – PUBLIC FACILITIES ZONING AMENDMENT

County Planner, Mark Reid, detailed the Planning and Zoning Commission’s proposed zoning change. Commissioner Ringley moved to adopt and authorize the Chairman to sign Resolution 14-04-012 giving public notice of Sheridan County’s intent to amend the Rules and Regulations Governing Zoning in Sheridan County, deleting “Public Facility” from the table of permitted uses in Section 17 of Zoning Rules. The board voted unanimously in favor, motion carried.

RESOLUTION 14-04-012

RESOLUTION GIVING PUBLIC NOTICE OF SHERIDAN COUNTY’S INTENT TO AMEND THE RULES AND REGULATIONS GOVERNING ZONING IN SHERIDAN COUNTY, WYOMING

WHEREAS, Wyoming Statutes §§ 18-5-101 to 18-5-107; 18-5-201 to 18-5-208 authorize the Board of County Commissioners for Sheridan County (“Board”) to promote the public health, safety, morals and general welfare of the county by regulating and restricting the location and use of buildings and structures, and the use, condition of use or occupancy of lands for residence, recreation, agriculture, industry, commerce, public use and other purposes in the unincorporated area of the county; and

WHEREAS, a “Public Facility”, is not a permitted uses in any zoning district as provided for in the *Rules and Regulations Governing Zoning in Sheridan County, Wyoming*; and

WHEREAS, land use compatibility should be evaluated based on impacts to the community, rather than on whether a use is held privately or publicly; and

WHEREAS, on March 6, 2014, pursuant to Section 27.C. of the *Rules and Regulations Governing Zoning in Sheridan County, Wyoming*, the Planning & Zoning Commission initiated proceedings to amend said *Rules*; and

WHEREAS, the purpose of the proposed amendment is to delete “Public Facility” from the Table of Permitted Uses in Section 17 of said *Rules* as proposed in Exhibit “A”.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF SHERIDAN COUNTY, WYOMING, that the Board hereby gives notice to the public that Sheridan County intends to amend the *Rules and Regulations Governing Zoning in Sheridan County, Wyoming* as noted above. Copies of the proposed amendment may be obtained from the Sheridan County Commissioners’ Office or County Public Works Department, 224 S. Main Street, Sheridan WY.

IT IS FURTHER RESOLVED that the Planning and Zoning Commission shall hold a public hearing on June 5, 2014 at their regularly scheduled meeting at 5:30 p.m. in the Commissioners Board Room, second floor of the County Courthouse, Sheridan WY; and that all interested persons may submit written comments to the Public Works Department, 224 S. Main Street, Sheridan WY 82801, no later than 12 Noon on May 27, 2014.

IT IS FURTHER RESOLVED that the Board of County Commissioners shall hold a public hearing on July 1, 2014 at their regularly scheduled meeting at 9:00 a.m. in the Commissioners Board Room, second floor of the County Courthouse, Sheridan WY; and that all interested persons may submit written comments to the Public Works Department, 224 S. Main Street, Sheridan WY 82801, no later than 12 Noon on June 23, 2014.

ADOPTED this _____ day of April, 2014.

BOARD OF COUNTY COMMISSIONERS

Sheridan County, Wyoming

/s/Terry Cram, Chairman

Attest:

/s/Eda Schunk Thompson, County Clerk

Exhibit “A”

Proposed Amendments to Rules and Regulations Governing Zoning in Sheridan County, Wyoming Concerning Public Facilities

→ (AMEND EXISTING Section 17. Zoning Use Chart.)

USES	A	R-R	U-R	C-3	C-2	C-1	I-2	I-1	A-P
Public Facility									

2014-15 RETAIL LIQUOR LICENSE RENEWALS

Chairman Cram opened a public hearing and received a staff report from Deputy Clerk, Sarah Myers. Ms. Myers listed the following retail liquor license renewals: Arrowhead Lodge Wyoming LLC dba Arrowhead Lodge; Arvada Bar LLC dba Arvada Bar – The dispensing room changed to 28 ft x 35 ft room in the South ½ of building from 18’x40’ room in center of building; Big Horn Smokehouse & Saloon LLC dba Big Horn Smokehouse & Saloon; Big Horn Y LLC dba Big Horn Y; Blair Hotels Inc dba The Ranch at Ucross; B-Y Ranch Associates Inc dba Bear Lodge; Chuckwagon Country Store LLC dba Chuckwagon Store – Non operational license; Crystal Springs Inc dba Parkman Bar; Eaton Brothers Inc dba Eaton’s Ranch; Elk View Inn LLC dba Elk View Inn; Jon Scherry dba Last Chance Bar; Martha Craven Trust, Kellie Anne Craven Successor Trustee dba Leiterville Country Club – Non operational license; Oscarbomba LLC dba Tunnel Inn; Patrick L Green dba My Buddy’s Place; Powder Horn Ranch LLC dba The Powder Horn Golf Club; Richard Lee Smith dba Lodore Spirits; Story Store @ The Old Firehall Inc dba Story Store; Wagon Box Properties LLC dba Wagon Box Inn; and Wyarno LLC dba Wyarno Bar. There were no comments from the public. Commissioner Rolston moved to approve and authorize the Chairman to sign the 2014-15 Retail Liquor License Renewals from the list Sarah just read. All voted in favor, the motion carried.

2014-15 LIMITED RETAIL LIQUOR LICENSE RENEWAL

Mr. Cram opened a public hearing and Ms. Myers presented the license renewal. There were no public comments. Commissioner Rolston moved to approve and authorize the Chairman to sign the 2014-15 Limited Liquor License Renewal for the Big Horn Equestrian Center dba Big Horn Equestrian Center. The motion carried with a unanimous vote.

2014-15 COUNTY MALT BEVERAGE LICENSE RENEWAL

Chairman Cram opened a public hearing; Ms. Myers gave details regarding the malt beverage license. There were no public comments and Commissioner Ringley moved to approve and authorize the Chairman to sign the 2014-15 County Malt Beverage License Renewal for Double Rafter Inc. dba Double Rafter Cattle Drives. The board voted in favor approving the motion.

2014-15 RESTAURANT LIQUOR LICENSE RENEWAL

A public hearing was opened by Mr. Cram the renewal was explained by Ms. Myers. There were no public comments and Commissioner Rolston moved to approve and authorize the Chairman to sign the 2014-15 Restaurant Liquor License Renewal for Cantadas LLC dba Big Horn Mercantile. The motion passed with all voting in favor.

FIREWORKS PERMIT

Commissioner Ringley moved to approve and authorize the Chairman to sign a Permit for Supervised Public Display of Fireworks for Lannie Geist on May 24, 2014 at 158 Upper Prairie Dog Road, Banner. All voted in favor and carried the motion. Commissioner Maier pointed out the applicant is not in a fire district and any costs for EMS or fire calls will be charged to the landowner. He encouraged the owner to petition for inclusion in the Story Fire District.

2014 CHIP SEAL PROJECT

Rod Liesinger, Director of Public Works, detailed the bids and listed the following roads to be partially chip sealed this summer: Mydland Road; Paradise Park Road; Metz Road; Upper Road; Swaim Road; and Knode Road. Commissioner Rolston moved to award and authorize the Chairman to sign associated contract documents for the 2014 Chip Seal Project to Intermountain Slurry Seal Inc. in the amount of \$240,235.00. Funding for this project will be Sheridan County Road Funds; the motion passed unanimously.

ADJOURNMENT

There being no further business to come before the board, Chairman Cram adjourned the meeting at 9:54 a.m..

BOARD OF COUNTY COMMISSIONERS
Sheridan County, Wyoming

Attest:

Terry Cram, Chairman

Eda Schunk Thompson, County Clerk