

# Board of County Commissioners Meeting

## Agenda - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, June 6, 2023**

**3:30 PM**

**Commissioners Board Room**

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Visit <https://laramiecounty.legistar.com/Calendar.aspx> to attend the meeting virtually and comment online. During the meeting, comments may be called in at 633-4422.

*Any supporting document associated with an agenda item is the document as initially submitted for the agenda and may not include any subsequent proposed amendments or revisions.*

### Roll Call/Call to Order

### Minutes

1. Consideration of the Minutes of Proceedings for May 16, 2023.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Draft Minutes May 16, 2023](#)

### Consent Agenda

2. Consideration of a notice of award to Reiman Corp for the Laramie County Clear Creek Park basketball and pickleball court project.

Dept: Grants

Agent: Jackson Laybourn

Applicant:

**Attachments:**     [Notice of Award, Reiman Corp](#)

3. Consideration of the ratification of a resolution authorizing the submission of a grant application to the US Dept of Justice, Office of Community Oriented Policing Services, for a FY23 Law Enforcement Agency De-escalation grant in the amount of \$250,000.

Dept: Grants

Agent: Jackson Laybourn

Applicant: Sheriff

**Attachments:** [Grant Application, US DOJ, COPS](#)

4. Consideration of an agreement between Laramie County, WY, and Summit Fire & Security in an amount not to exceed \$1,888 for the purchase and installation of seven sprinkler heads at the Shooting Sports Facility.

Dept: Shooting Sports Complex

Agent: Keith Tast

Applicant: Summit Fire & Security

**Attachments:** [Agreement, Summit Fire & Security](#)

5. Consideration of Amendment Two to the agreement between Laramie County, WY, and the WY Dept of Transportation extending terms for snow removal of portions of S Greeley Hwy and Fox Farm Rd to Feb 4, 2024.

Dept: Public Works

Agent: Molly Bennett

Applicant: WYDOT

**Attachments:** [Amendment Two, WYDOT, Snow Removal](#)

6. Consideration of the deletion from Public Works fixed assets inventory of a Kubota Zero Turn 221, a Kubota Zero Turn 331P and a Trail King Trailer to be sold at public auction.

Dept: Public Works

Agent: Molly Bennett

Applicant:

**Attachments:** [Asset Deletion, Public Works, Kubota Zero Turn 221](#)  
[Asset Deletion, Public Works, Kubota Zero Turn 331P](#)  
[Asset Deletion, Public Works, Trail King Trailer](#)

7. Consideration of an agreement between Laramie County, WY, and Vicky Koch for mowing services at Archer.

Dept: Public Works

Agent: Molly Bennett

Applicant: Vicky Koch

**Attachments:** [Agreement, Vicky Koch](#)

8. Consideration of the ratification of five memorandums of understanding between Laramie County, WY, and Shelby Clark, Cierra DeCamillo, Emma Heny, Adelynn Schilling, and Kaitlynn Watkins to provide a one-year stipend of \$1,500 each as consideration for representing Laramie County as Ambassadors. The ambassadors will carry out the responsibilities outlined in the application for purposes of representing the county with a primary focus on promoting the Laramie County Fair and corresponding activities.

Dept: Events

Agent: Dan Ange

Applicant:

**Attachments:** [MOUs, Laramie County Fair Ambassadors](#)

9. Consideration of the ratification of an addendum between Laramie County, WY, and Brightly Software, Inc, in amounts not to exceed \$10,927.70 in year one, \$4,891.25 in year two, and \$5,184.73 in year three to provide software and associated professional services as fully described in the statement of work for the Events Dept.

Dept: Events

Agent: Dan Ange

Applicant: Brightly Software, Inc

**Attachments:** [Addendum, Brightly Software, Inc](#)

10. Consideration of an addendum between Laramie County, WY, and Tim Moffett in the amount of \$5,145 to provide a comedy show at the Laramie County Fair.

Dept: Events

Agent: Dan Ange

Applicant: Tim Moffett

**Attachments:** [Addendum, Tim Moffett](#)

- 11. Consideration of a resolution designating Laramie County, WY, financial institutions as depositories and authorization to place investments. It is further resolved that Tammy Deisch, Laramie County Treasurer, shall have the authority to place investments on behalf of Laramie County, WY.

Dept: Treasurer

Agent: Tammy Deisch

Applicant:

**Attachments:**     [Resolution, Designation of Depositories](#)

- 12. Consideration of an amendment to the client service agreement and renewal schedule of services and fees between Laramie County, WY, and Novo Benefits, LLC, to provide consulting and management of the self-funded employee benefit plans.

Dept: Human Resources

Agent: Heather Rudy

Applicant: Novo Benefits, LLC

**Attachments:**     [Amendment and Schedule, Novo Benefits, LLC](#)

- 13. Consideration of the deletion from the Sheriff's fixed assets inventory of a 1986 Honda ATV, to be sold at public auction, and 2019 Ford Explorer to be scrapped.

Dept: County Clerk

Agent: Chance Walkama

Applicant:

**Attachments:**     [Asset Deletion, Sheriff, 1986 Honda and 2019 Ford](#)

- 14. Consideration of an amendment between Laramie County, WY, and Informa Business Media, Inc, dba Price Digests, to reflect party name change and terms of agreement.

Dept: County Clerk

Agent: Debra Lee

Applicant: Price Digests

**Attachments:**     [Amendment, Price Digests, API License](#)

- 15. Consideration of the following part-time salaries in the amount of \$43,877.82 for May 2023: Grants, \$1,797.72; Planning, \$672.13; Shooting Sports, \$3,968.48; Events Dept, \$890.00; Buildings/Maintenance, \$14,660.26; Sheriff Operations, \$5,290.16; Detention, \$13,476.97; District Court, \$1,891.08; Drug/DUI Courts, \$1,231.02.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:** [May Part-time Salaries 2023](#)

- 16. Consideration of the following fees collected by various County entities for April 2023: County Clerk, \$106,664.97; Sheriff, \$452,451.40; Clerk of District Court, \$17,438.90; Shooting Sports, \$14,630.22; Planning & Development, \$259,032.84; Circuit Court, \$67,996.00; DUI Court, \$670.00; Drug Court, \$330.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:** [April Fees 2023](#)

- 17. Consideration of four one-day catering permits submitted by DeLancey Enterprises, LLC, dba Hell on Wheels Package Liquors, for an event on July 9, 14, Aug 25 and Sept 8, 2023 at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: DeLancey Enterprises, LLC

**Attachments:** [24-hour Permit, Hell on Wheels Package Liquor, July 9, 14, Aug 25 and Sept 8](#)

**Warrants**

- 18. Consideration of warrants in the amount of \$3,385,968.23 for May 2023.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:** [May Warrants 2023](#)

**Grants**

19. Consideration of an agreement between Laramie County, WY, and Summit Truck Bodies in an amount not to exceed \$125,133 to purchase a 2023 Ford F-350 extended cab 4x4.

Dept: Grants

Agent: Molly Bennett

Applicant: Public Works

**Attachments:** [Agreement, Summit Truck Bodies](#)

20. Consideration of an agreement between Laramie County, WY, and Floyd's Truck Center in an amount not to exceed \$73,502 to purchase a belly dump trailer.

Dept: Grants

Agent: Molly Bennett

Applicant: Public Works

**Attachments:** [Agreement, Floyd's Truck Center, Belly Dump Trailer](#)

21. Consideration of an agreement between Laramie County, WY, and Floyd's Truck Center in an amount not to exceed \$624,100 to purchase four over the road conventional tractors.

Dept: Grants

Agent: Molly Bennett

Applicant: Public Works

**Attachments:** [Agreement, Floyd's Truck Center, Four Over the Road Conventional Tractors](#)

**Contract/Agreement/Leases**

22. Consideration of an agreement between Laramie County, WY, and Advanced Communications Technology, Inc, dba Range, for the use and maintenance of fiber from the courthouse to the Laramie County Library and the Board of Public Utilities.

Dept: Information Technology

Agent: Brad Alexander

Applicant: Advance Communications

**Attachments:** [Agreement, Advance Communications Technology, Inc](#)

**Land Use:Variances/Board App./Plats**

23. PUBLIC HEARING regarding a subdivision permit and plat for Prairie Stone Estates, 2nd Filing, a subdivision located in Tract 2, Prairie Stone Estates, Laramie County, WY.

Dept: Planning & Development

Agent: Shane Hansen

Applicant: C and A Good Holdings

**Attachments:** [Prairie Stone Estates, 2nd Filing, Subdivison Permit and Plat](#)

24. PUBLIC HEARING regarding a subdivision permit and plat for South Fork Ranches, a subdivision located in the N1/2 SW1/4 of Sect 24, T15N, R67W, of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Shane Hansen

Applicant: Karen Nuhn

**Attachments:** [South Fork Ranches, Subdivision Permit and Plat](#)

25. PUBLIC HEARING regarding a vacation and replat of Lot 2, Aspen Hills Subdivision, 1st Filing, situated at 4390 I-80 Service Rd, Burns, WY.

Dept: Planning & Development

Agent: Shane Hansen

Applicant: Aspen Holdings, Inc

**Attachments:** [Vacation, Aspen Hills, 1st Filing](#)

**Report & Public Petitions**

26. PUBLIC HEARING regarding a request for the vacation of the 50-foot public right-of-way, known as 4th St, commencing at Monroe Ave and running south to terminate at Main Ave, Carpenter, Laramie County, WY.

Dept: Public Works

Agent: Molly Bennett

Applicant:

**Attachments:** [Viewer's Report, ROW Vacation, 4th St, Carpenter, RP#508](#)  
[Resolution, ROW Vacation, 4th St, Capenter, WY, RP#508](#)

**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. Per WS §18-3-516(f), access to county information can be obtained at [laramiecountywy.gov](http://laramiecountywy.gov).