

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, July 7, 2020

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 June 16, 2020.

[20 - 307](#)

Attachments: [Draft Minutes June 16, 2020](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

2. Consideration of the Budget Hearing Minutes of Proceedings for June 23, 2020.

[20 - 308](#)

Attachments: [Draft of the Budget Hearing June 23, 2020 Minutes](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Consent Agenda

Commissioner Heath requested Item #8 be pulled from the Consent Agenda.

Approval of the Consent Agenda

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

3. Consideration of a contract between Laramie County, WY, and the WY Dept. of Health to fund operations of the Drug Court program in

[20 - 296](#)

the amount of \$183,133.59.

Attachments: [FY21 Contract, DOH, Drug Court](#)

This agenda item was approved.

4. Consideration of a contract between Laramie County, WY, and the WY Dept. of Health to fund the operations of the DUI Court program in the amount \$269,881.08. [20 - 298](#)

Attachments: [FY21 Contract, DOH, DUI Court](#)

This agenda item was approved.

5. Consideration of a renewal of an engineering services agreement between, Laramie County, WY, and BenchMark Engineers, PC, for FY21 and 22. [20 - 297](#)

Attachments: [FY21 and 22 Services Agreement, BenchMark Engineering, PC](#)

This agenda item was approved.

6. Consideration of a catering permit submitted by The Knotty Pine Saloon for a wedding reception located at the Archer Complex on July 11, 2020. [20 - 303](#)

Attachments: [Catering Permit, The Knotty Pine Saloon, July 11, 2020](#)

This agenda item was approved.

7. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, to cater a wedding reception at Berry Ranch, 2490 Torrington Rd., on August 22, 2020. [20 - 292](#)

Attachments: [Catering Permit, DeLancey Enterprises, LLC, Aug. 22, 2020](#)

This agenda item was approved.

8. Consideration of a malt beverage permit submitted by Dave and Cindy DeLancey to host a non-profit organization reception, located at 1806 Torrington Rd., on July 21, 2020. (Removed from Consent Agenda) [20 - 304](#)

Attachments: [Malt Beverage Permit, Dave and Cindy DeLancey, July 21, 2020](#)

County Clerk Debra Lee informed the Board the applicant requested the item be removed because the event has been cancelled.

This item was withdrawn.

9. Consideration of the following fees collected by various County entities for May 2020: County Clerk, \$114,026.69; Sheriff, \$140,639.94; Clerk of District Court, \$15,099.00; Shooting Sports, \$14,704.97; Planning & Development, \$81,355.80; Circuit Court, \$71,583.00; DUI Court, \$670.00; Drug Court, \$1,380.00. [20 - 309](#)

Attachments: [May Fees 2020](#)

This agenda item was approved.

10. Consideration of the following part-time salaries in the amount of \$36,602.08 for June 2020: Coroner, \$2,440.70; Planning, \$500.00; Shooting Sports, \$4,663.13; Events Department, \$1,770.50; Buildings/Maintenance, \$16,724.98; Sheriff Operations, \$1,552.50; Detention, \$8,096.13; Drug/DUI Courts, \$854.14. [20 - 310](#)

Attachments: [June Part-time Salaries 2020](#)

This agenda item was approved.

11. Consideration of warrants in the amount of \$3,867,633.57 for June 2020. [20 - 311](#)

Attachments: [June Warrants 2020](#)

This agenda item was approved.

Report & Public Petitions

12. PUBLIC HEARING and consideration of the postponement request regarding a road dedication petition for Laramie St., approximately 1,425 feet more or less, beginning in the NE1/4 SE1/4, Sec. 26, T.14N., R.66W., of the 6th P.M., Laramie County, WY. (Postponed from May 19, 2020) [20 - 306](#)

Attachments: [Laramie St. Dedication Petition Postponement Request](#)

Brad Emmons, Planning, said the applicant requested to postpone the hearing for 30-days.

A motion was made by Commissioner Thompson, seconded by Vice Chairman Holmes, to postpone the public hearing regarding the Laramie Street Dedication Petition to the September 1, 2020, Board of County Commissioners meeting. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

Grants

13. Consideration of a grant agreement between Laramie County, WY, and the WY Dept. of Health, Public Health Division, for a FY21 and 22 grant award to prevent the use, misuse, or abuse of tobacco, alcohol, or controlled substances, and activities designed to prevent suicide in the amount of \$900,492. [20 - 302](#)

Attachments: [FY 21 and 22 Prevention Grant Agreement, WDH](#)

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, Holmes, Heath, Lovett, Thompson

14. Consideration of a resolution certifying a Coronavirus Relief Program grant application be submitted to the State Loan and Investments Board, in the amount of \$75,000, to request funds to cover necessary expenditures incurred by Laramie County due to the public health emergency. [20 - 305](#)

Attachments: [SLIB Coronavirus Relief Grant Program Application](#)

Sandra Newland, Grants, requested the resolution be withdrawn. Ms. Newland said she is exploring further components to the County's COVID response in order to prepare a more thorough application.

This item was withdrawn.

Contract/Agreement/Leases

15. Consideration of a lease agreement between Laramie County, WY, Cheyenne-Laramie County Health Dept., and Crossroads Healthcare Clinic. The lease agreement shall commence on July 1, 2020, and remain in full force and effect until June 30, 2022. [20 - 294](#)

Attachments: [Lease Agreement, Crossroads Healthcare Clinic](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

16. Consideration of a notice of award and agreement between Laramie County, WY, and JTL Group Inc., dba Knife River, for the Chip Seal 2020 project in the amount of \$555,104. [20 - 295](#)

Attachments: [Chip Seal 2020 Project, JTL Group, Inc. dba Knife River](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

- 17.** Consideration of the ratification of an agreement between Laramie County, WY, and Carpet One Commercial Flooring for the supply and installation of carpet tiles at the Detention Center as described in attachment A. [20 - 280](#)

Attachments: [Carpet One Commercial Flooring Agreement, Sheriff's Dept.](#)

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

Aye: Malm, Holmes, Heath, Lovett, Thompson

Appointments

- 18.** Consideration of a resolution appointing Capt. Don Hollingshead to the Laramie County Adult Community Corrections Board, completing the four-year term left vacant by Lt. Paul Webster, term expiring on December 31, 2022. [20 - 293](#)

Attachments: [Adult Community Corrections Board Appointment](#)

A motion was made by Commissioner Heath, seconded by Vice Chairman Holmes, to appoint Capt. Don Hollingshead. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

The meeting adjourned at 3:43 p.m.

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.