

Board of County Commissioners Meeting

Agenda - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, August 3, 2021

3:30 PM

Commissioners Board Room

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 July 20, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes July 20, 2021](#)

Consent Agenda

2. Consideration of a petition for a tax refund for tax year 2018 for Kaiser-Francis Oil Co on application 18-22 in the amount of \$1,371.71.

Dept: Treasurer

Agent: Trudy Eisele

Applicant: Kaiser-Francis Oil Co

Attachments: [2018 Tax Refund Petition 18-22, Kaiser-Francis Oil Co](#)

3. Consideration of an addendum to lease agreement between Laramie County, WY, and CEW Enterprises, Inc in the amount of \$29,900 for leasing temporary bleachers for the County Fair.

Dept: Events

Agent: Dan Ange

Applicant: CEW Enterprises, Inc

Attachments: [Addendum, CEW Enterprises, Inc](#)

4. Consideration of an addendum between Laramie County, WY, and Heartland Pulling, LLC in the amount of \$12,800 to provide a pulling event at the Laramie County Fair.

Dept: Events

Agent: Dan Ange

Applicant: Heartland Pulling, LLC

Attachments: [Addendum, Heartland Pulling, LLC](#)

5. Consideration of an agreement between Laramie County, WY, and Price Digests a division of Informa Business Media, Inc for an API License.

Dept: Information Technology

Agent: Dominic Davis

Applicant: Price Digests

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

6. Consideration of a memorandum of understanding between Laramie County, WY, and the WY Supreme Court to provide a Virtual Private Network connection to county employees within the District Court Clerk's office.

Dept: Clerk of District Court

Agent: Diane Sanchez

Applicant: WY Supreme Court

Attachments: [MOU, WY Supreme Court](#)

7. Consideration of an agreement between Laramie County, WY, and Legal Aid of WY, Inc to provide legal representation to individuals detained under the involuntary hospitalization process. The agreement shall remain in full force and effect until June 30, 2022. The County shall pay the contractor \$100 per hour to provide legal services.

Dept: County Attorney

Agent: Mark Voss

Applicant: Legal Aid of WY, Inc

Attachments: [Agreement, Legal Aid of WY, Inc](#)

8. Consideration of an addendum to fire doors maintenance service agreement between Laramie County, WY, and Won-Door Corp in the amount of \$697 to provide inspection and maintenance services of fireguard doors in the Laramie County Courthouse.

Dept: Building Maintenance

Agent: Chris Wegner

Applicant: Won-Door Corp

Attachments: [Addendum, Won-Door Corp](#)

9. Consideration of an agreement between Laramie County, WY, and Stanley Steemer in the amount of \$840 to provide carpet cleaning work for the County Maintenance Dept.

Dept: Building Maintenance

Agent: Chris Wegner

Applicant: Stanley Steemer

Attachments: [Agreement, Stanley Steemer](#)

10. Consideration of a contract between Laramie County, WY, and the WY Secretary of State to provide funds in the amount of \$3,600 for two election security cameras; term of the grant is effective through Dec 31, 2021.

Dept: Grants

Agent: Sandra Newland

Applicant: County Clerk

Attachments: [Contract, WY SoS](#)

11. Consideration of the ratification of a resolution authorizing the submission of a grant application to the WY Dept of Health to request funds from the WY Prescription Drug/Opioid Overdose-related Deaths to purchase educational books, medication lock boxes and medication disposal bags for the Coroner's Office not to exceed \$1,400.

Dept: Grants

Agent: Sandra Newland

Applicant: Coroner's Office

Attachments: [Grant Application, WY Dept of Health, PDO](#)

- 12. Consideration of a resolution authorizing the submission of a grant application to the Dept of Justice for a FY21 Edward Byrne Memorial Justice Assistance Grant in the amount of \$61,631. Funds will be used for equipment, overtime and NIBRS compliance by both the City of Cheyenne Police Dept (\$49,554) and the Sheriff's Dept (\$12,077).

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept & Cheyenne

Attachments: [Grant Application, Dept of Justice, Byrne JAG](#)

- 13. Consideration of an addendum to maintenance agreement between Laramie County, WY, and Ameri-Tech HVAC Services, Inc in the amounts of \$47,800 and \$14,800 to provide HVAC services for the Sheriff's Dept and Juvenile Detention Facility from July 1, 2021 through June 30, 2022.

Dept: Sheriff

Agent: Don Hollingshead

Applicant: Ameri-Tech HVAC Services

Attachments: [Addendum, Ameri-Tech HVAC Services, Inc](#)

- 14. Consideration of the deletion from the Sheriff's fixed asset inventory of a 2013 Ford Taurus and a 2014 Ford F-250, trade-in to Spradley-Barr Ford.

Dept: Sheriff

Agent: Kevin James

Applicant:

Attachments: [Asset Deletion, Sheriff, 2013 Ford Taurus and 2014 Ford F-250](#)

- 15. Consideration of a resolution authorizing the submission of a surplus grant application to the WY Dept of Health for the FY22 WY Court Supervised Treatment program to request additional funding for the Drug Court program in the amount of \$28,063.98.

Dept: DUI/Drug Court

Agent: Kurt Zunker

Applicant:

Attachments: [FY22 Grant Application, WY Dept of Health, Drug Court](#)

16. Consideration of a resolution authorizing the submission of a surplus grant application to the WY Dept of Health for the FY22 WY Court Supervised Treatment program to request additional funding for the DUI Court program in the amount of \$37,418.64.

Dept: DUI/Drug Court

Agent: Kurt Zunker

Applicant:

Attachments: [FY22 Grant Application, WY Dept of Health, DUI Court](#)

17. Consideration of the ratification of a contract between Laramie County, WY, and Foundations Counseling and Consulting of WY, LLC in the amount of \$148,926 to provide substance abuse and mental health treatment services, drug testing, and other treatment-related services for Drug Court participants.

Dept: DUI/Drug Court

Agent: Kurt Zunker

Applicant: Foundations, LLC

Attachments: [FY22 Contract, Foundations Counseling and Consulting of WY, LLC](#)

18. Consideration of an agreement between Laramie County, WY, and Cheyenne Community Drug Abuse Treatment Council (dba "Pathfinder") in an amount not to exceed \$127,675 to provide substance abuse and mental health treatment services and other ancillary services for DUI Court participants.

Dept: DUI/Drug Court

Agent: Kurt Zunker

Applicant: Pathfinder

Attachments: [FY22 Agreement, Pathfinder](#)

19. Consideration of four separate equipment/electricity contracts between Laramie County, WY, and Gloria Merrill, Dan Cathcart, Brandon Scott, and Bill Vossler to provide electricity on an as-needed basis to heat Laramie County Public Works equipment. These agreements shall commence July 1, 2018 and remain in full force and effect until June 30, 2019.

Dept: Public Works

Agent: Molly Bennett

Applicant:

Attachments: [FY19 Contract, Gloria Merrill](#)
[FY19 Contract, Dan Cathcart](#)
[FY19 Contract, Brandon Scott](#)
[FY19 Contract, Bill Vossler](#)

20. Consideration of four separate equipment/electricity contracts between Laramie County, WY, and Gloria Merrill, Dan Cathcart, Brandon Scott, and Bill Vossler to provide electricity on an as-needed basis to heat Laramie County Public Works equipment. These agreements shall commence July 1, 2020 and remain in full force and effect until June 30, 2021.

Dept: Public Works

Agent: Molly Bennett

Applicant:

Attachments: [FY21 Contract, Gloria Merrill](#)
[FY21 Contract, Dan Cathcart](#)
[FY21 Contract, Brandon Scott](#)
[FY21 Contract, Bill Vossler](#)

21. Consideration of a 5-year hardware maintenance and software license, maintenance and support services agreement between Laramie County, WY, and Election Systems & Software, LLC in the amount of \$326,250 from Aug 1, 2021 through July 31, 2026.

Dept: County Clerk

Agent: Debra Lee

Applicant: ES&S, LLC

Attachments: [Agreement, Election System & Software, LLC](#)

- 22. Consideration of a malt beverage permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon for a wedding reception, Aug 8, 2021 at 11602 Glencoe Dr.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

Attachments: [24-hour Permit, Outlaw Saloon, Aug 8, 2021](#)

- 23. Consideration of a two-day malt beverage permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon for an outdoor concert and Sparta MMA, Aug 20 and 21, 2021 at 312 S Greeley Hwy back lot of bar.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

Attachments: [24-hour Permit, Outlaw Saloon, Aug 20 and 21, 2021](#)

- 24. Consideration of the following fees collected by various County entities for June 2021: County Clerk, \$164,675.32; Sheriff, \$185,900.87; Clerk of District Court, \$20,535.00; Shooting Sports, \$10,932.65; Planning & Development, \$156,801.07; Circuit Court, \$70,045.00; DUI Court, \$680.00; Drug Court, \$775.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [June Fees 2021](#)

- 25. Consideration of the following part-time salaries in the amount of \$59,008.27 for July 2021: Planning, \$460.00; Shooting Sports, \$8,068.29; Events Dept, \$4,290.75; Buildings/Maintenance, \$22,367.10; Sheriff Operations, \$2,700.00; Detention, \$12,144.18; Combined Communications Center, \$27.99; District Court, \$7,668.75; Drug/DUI Courts, \$1,281.21.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [July Part-time Salaries 2021](#)

26. Consideration of warrants in the amount of \$2,518,434.29 for July 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [July Warrants 2021](#)

Report & Public Petitions

27. Consideration of the "Acceptance of Petition for Establishment, Alteration, and/or Vacation of Co Hwy, pursuant to WS 24-3-101 et seq, and Appointment of Viewer." This petition pertains to the dedication of the public right-of-way known as 2nd St, described as beginning at Adams St running south to Rd 203 in a portion of SW1/4 SW1/4 Sect 31 T13N, R62W, Laramie County, WY, length of said road is approximately 890 feet.

Dept: Planning & Development

Agent: Molly Bennett

Applicant: Residents of Carpenter WY

Attachments: [Resolution for Road Petition & Appt Viewer, Carpenter 2nd St Road Petition](#)

Resolutions

28. Consideration of a resolution to approve the consolidation of the November 2021 meetings of the Laramie County Commission.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Resolution Consolidating November 2021 Commission Meetings](#)

Appointments

- 29. Consideration of a resolution appointing Julie Torres representing the Laramie County School Dist #1 to the Laramie County Community Juvenile Services Joint Powers Board to complete the term left vacant by Dr. Tracey Kinney expiring June 30, 2022.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Community Juvenile Services JPB Appointment, Julie Torres](#)

Land Use:Variances/Board App./Plats

- 30. Consideration of a resolution and included agreement, reconsideration and revision of a condition in regard to the approval of the Subdivision Permit & Plat for Roundtop Ranch Estates located in a portion of the W1/2, Sect 10, T14N, R67W, of the 6th PM, Laramie County, WY.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Resolution, Roundtop Ranch Estates](#)

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.