

Board of County Commissioners

Minutes of the Proceedings - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, August 3, 2021

3:30 PM

Commissioners Board Room

(Note: Due to technical difficulties, audio recording is not available for this meeting.)

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 July 20, 2021.

[21 - 365](#)

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

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

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

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.

[21 - 338](#)

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

This agenda item was approved.

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.

[21 - 337](#)

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

This agenda item was approved.

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. [21 - 354](#)

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

This agenda item was approved.

5. Consideration of an agreement between Laramie County, WY, and Price Digests a division of Informa Business Media, Inc for an API License. [21 - 353](#)

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

This agenda item was approved.

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. [21 - 344](#)

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

This agenda item was approved.

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. [21 - 345](#)

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

This agenda item was approved.

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. [21 - 348](#)

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

This agenda item was approved.

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. [21 - 358](#)

Attachments: [Agreement, Stanley Steemer](#)

This agenda item was approved.

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- 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. [21 - 350](#)
- Attachments:** [Contract, WY SoS](#)
- This agenda item was approved.
- 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. [21 - 351](#)
- Attachments:** [Grant Application, WY Dept of Health, PDO](#)
- This agenda item was approved.
- 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). [21 - 352](#)
- Attachments:** [Grant Application, Dept of Justice, Byrne JAG](#)
- This agenda item was approved.
- 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. [21 - 342](#)
- Attachments:** [Addendum, Ameri-Tech HVAC Services, Inc](#)
- This agenda item was approved.
- 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. [21 - 343](#)
- Attachments:** [Asset Deletion, Sheriff, 2013 Ford Taurus and 2014 Ford F-250](#)
- This agenda item was approved.
- 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 [21 - 359](#)
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Drug Court program in the amount of \$28,063.98.

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

This agenda item was approved.

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. [21 - 360](#)

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

This agenda item was approved.

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. [21 - 361](#)

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

This agenda item was approved.

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. [21 - 364](#)

Attachments: [FY22 Agreement, Pathfinder](#)

This agenda item was approved.

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. [21 - 346](#)

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

This agenda item was approved.

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. [21 - 355](#)

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

This agenda item was approved.

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. [21 - 362](#)

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

This agenda item was approved.

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. [21 - 357](#)

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

This agenda item was approved.

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. [21 - 356](#)

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

This agenda item was approved.

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. [21 - 366](#)

Attachments: [June Fees 2021](#)

This agenda item was approved.

25. Consideration of the following part-time salaries in the amount of [21 - 367](#)

\$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.

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

This agenda item was approved.

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

[21 - 368](#)

Attachments: [July Warrants 2021](#)

This agenda item was approved.

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.

[21 - 371](#)

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

County Attorney Mark Voss gave an overview of the process to establish the proposed street.

Molly Bennett, Public Works Director, or designee, was appointed as the Viewer. A motion was made by Commissioner Heath, seconded by Commissioner Thompson, that this agenda item be approved. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

Resolutions

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

[21 - 317](#)

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

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

following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

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. [21 - 339](#)

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

A motion was made by Commissioner Thompson, seconded by Commissioner Heath, to appoint Julie Torres. The motion carried by the following vote:

Aye: Malm, Holmes, Heath, Lovett, Thompson

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. [21 - 369](#)

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

County Attorney Mark Voss explained the purpose of the resolution was to establish an alternate condition to ensure paving of the road.

Chairman Malm opened the meeting for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Malm closed public comment.

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

The meeting adjourned at 3:42 p.m.

CERTIFICATION

I, Debra K. Lee, Clerk of Laramie County, do hereby certify the above to be a true and correct copy of the Minutes of the Proceedings for Tuesday, Aug 3, 2021.

Approved by : Debra K. Lee, County Clerk

Reviewed by : Gunnar Malm, Chairman,
Board of County Commissioners

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.