

# Board of County Commissioners Meeting

## Agenda - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, August 6, 2024**

**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.

*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 16, 2024.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Draft Minutes July 16, 2024](#)

### Consent Agenda

2. Consideration of a contract between Laramie County, WY, and Specialty Counseling and Consulting LLC, in an amount not to exceed \$162,148 to provide substance abuse and mental health treatment services, drug testing and other treatment-related services to Drug Court participants.

Dept: Grants

Agent: Kurt Zunker

Applicant: Specialty Counseling

**Attachments:**     [FY25 Contract, Specialty Counseling and Consulting, LLC, Drug Court](#)

3. Consideration of an agreement between Laramie County, WY, and Specialty Counseling and Consulting, LLC, in an amount not to exceed \$146,034.30 to provide substance abuse and mental health treatment services, drug testing, and other treatment-related services to DUI Court participants.

Dept: Grants

Agent: Kurt Zunker

Applicant: Specialty Counseling

**Attachments:** [FY25 Agreement Specialty Counseling and Consulting, LLC, DUI Court](#)

4. Consideration of an agreement between Laramie County, WY, and Drug Testing Center of Cheyenne in an amount not to exceed \$10,000 to provide drug and alcohol testing and other supporting services to DUI Court participants.

Dept: Grants

Agent: Kurt Zunker

Applicant: Drug Testing Center

**Attachments:** [FY25 Agreement, Drug Testing Center, DUI Court](#)

5. Consideration of an agreement between Laramie County, WY, and Drug Testing Center of Cheyenne in an amount not to exceed \$11,000 to provide drug and alcohol testing and other supporting services to Drug Court participants.

Dept: Grants

Agent: Kurt Zunker

Applicant: Drug Testing Center

**Attachments:** [FY25 Agreement, Drug Testing Center, Drug Court](#)

6. Consideration of a contract between Laramie County, WY, and Foundations, LLC, in the amount of \$10,000 to provide substance abuse and mental health treatment services to Drug Court participants.

Dept: Grants

Agent: Kurt Zunker

Applicant: Foundations, LLC

**Attachments:** [FY25 Contract, Foundations, LLC, Drug Court](#)

7. Consideration of a grant agreement between Laramie County, WY, and Cheyenne Regional Medical Center in the amount of \$10,000 to provide funds for the Coroner's office for suicide prevention efforts to run through June 15, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant: Coroner's Office

**Attachments:** [FY25 and FY26, Prevention Grant Agreement, CRMC](#)

8. Consideration of the ratification of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY23 State of Homeland Security Grant Program, for election security in the amount of \$35,410.

Dept: Grants

Agent: Sandra Bay

Applicant: County Clerk, IT

**Attachments:** [FFY23 SHSP Grant Application, Election Security](#)

9. Consideration of a subgrantee agreement between Laramie County, WY, and Cheyenne Regional Medical Center for a WY Dept of Health, Public Health Division, Community Prevention grant in an amount not to exceed \$915,892 to run through June 30, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant: CRMC

**Attachments:** [Subgrantee Agreement, CRMC, Prevention](#)

10. Consideration of two FY25 annual compensation agreements between Laramie County, WY, and the University of Wyoming.

Dept: Extension Service

Agent: Kellie Chichester

Applicant: University of Wyoming

**Attachments:** [FY25 Annual Compensation Agreements, UW Extension](#)

- 11. Consideration of the deletion from the Sheriff's fixed asset inventory of a 2002 Ford van to be sold at public auction.

Dept: Sheriff

Agent: Chance Walkama

Applicant:

**Attachments:** [Asset Deletion, Sheriff, 2002 Ford](#)

- 12. Consideration of a license agreement between Laramie County, WY, and Randall Reilly, LLC, dba Fusable.

Dept: County Clerk

Agent: Debra Lee

Applicant: Randall Reilly

**Attachments:** [Agreement, Randall Reilly, LLC, API License](#)

- 13. Consideration of the ratification of six one-day catering permits submitted by The Knotty Pine Saloon for events on Aug 3, 5, 6, 8 through 10, 2024, at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: The Knotty Pine Saloon

**Attachments:** [24-hour Permit, The Knotty Pine Saloon, August 3, 5, 6, 8-10, 2024](#)

- 14. Consideration of the ratification of a catering permit submitted by DeLancey Enterprises, LLC, dba Hell on Wheels Package Liquors, for an event on Aug 4, 2024, at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: DeLancey Enterprises, LLC

**Attachments:** [24-hour Permit, Hell on Wheels Package Liquor, Aug 4, 2024](#)

15. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, dba Hell on Wheels Package Liquors, for an event on Aug 24, 2024, at the Riata Ranch Event Center, 826 Arena Lane.

Dept: County Clerk

Agent: Debra Lee

Applicant: DeLancey Enterprises, LLC

**Attachments:** [24-hour Permit, Hell on Wheels Package Liquor, Aug 24, 2024](#)

16. Consideration of a manufacturer's off-premise permit submitted by WMC/PBD LLC, dba Pine Bluffs Distilling, for an event on Aug 11, 2024, at the High Plains Arboretum.

Dept: County Clerk

Agent: Debra Lee

Applicant: Pine Bluffs Distilling

**Attachments:** [24-hour Permit, Pine Bluffs Distilling, Aug 11, 2024](#)

17. Consideration of the following fees collected by various county entities for June 2024: County Clerk, \$108,443.74; Sheriff, \$222,878.56; Clerk of District Court, \$20,032.50; Shooting Sports, \$15,047.21; Planning & Development; \$110,713.70; Circuit Court, \$62,373.54; DUI Court, \$545.00; Drug Court \$770.00

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:** [June Fees 2024](#)

18. Consideration of the following part-time salaries in the amount of \$70,668.01 for July 2024: Planning, \$1,144.23; Shooting Sports, \$9,364.16; Building/Maintenance, \$24,881.03; Sheriff Operations, \$7,201.06; Detention, \$21,506.35; Drug/DUI Courts, \$2,863.83; District Court, \$3,707.35.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:** [July Part-time Salaries 2024](#)

**Warrants**

19. Consideration of warrants in the amount of \$11,812,063.05 for July 2024.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [July Warrants 2024](#)

**Grants**

20. Consideration of a FY25 contract between WY Office of the Attorney General, Division of Victim Services, and Laramie County, WY, for the Sheriff's office Victim Services Program in the amount of \$138,923 to run through June 30, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

**Attachments:**     [Contract, FY25 Victim Witness](#)

21. Consideration of a contract between WY Judicial Branch and Laramie County, WY, in an amount not to exceed \$497,533 to fund the DUI Court program.

Dept: Grants

Agent: Kurt Zunker

Applicant:

**Attachments:**     [FY25 and FY26 Contract, WY Judicial Branch, DUI Court](#)

22. Consideration of a contract between WY Judicial Branch and Laramie County, WY, in the amount of \$343,858.44 to fund the Drug Court program.

Dept: Grants

Agent: Kurt Zunker

Applicant:

**Attachments:**     [FY25 and FY26, WY Judicial Branch, Drug Court](#)

23. Consideration of an agreement between Laramie County, WY, and PreCise MRM a wholly owned subsidiary of Force America in an amount not to exceed \$145,020 to provide a vehicle GPS tracking system along with installation and service to run through Aug 31, 2027.

Dept: Grants

Agent: Sandra Bay

Applicant: PreCise MRM

**Attachments:** [Agreement, PreCise MRM](#)

### Contract/Agreement/Leases

24. Consideration of a memorandum of understanding between Laramie County, WY, and WY Dept of Health setting forth the terms and conditions by which the Sheriff's office shall utilize jail-based psychiatric services paid for by the WY Dept of Health.

Dept: Sheriff

Agent: Chance Walkama

Applicant: WY Dept of Health

**Attachments:** [MOU, WY Dept of Health](#)

25. Consideration of a memorandum of understanding between Laramie County, WY, and FE Warren Air Force Base (FEW AFB) to outline cooperation between the 90th Security Forces Squadron, FEW AFB and Sheriff's office.

Dept: Sheriff

Agent: Chance Walkama

Applicant: FE Warren AFB

**Attachments:** [MOU, FEW AFB](#)

26. Consideration of an addendum between Laramie County, WY, and Ameri-Tech HVAC Services, Inc, in the amounts \$95,800 and \$26,640 to provide HVAC services for the Sheriff's office and Juvenile Services Center.

Dept: Sheriff

Agent: Chance Walkama

Applicant: Ameri-Tech HVAC Services

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

- 27. Consideration of an addendum between Laramie County, WY, and Buddi US, LLC, to provide ankle monitoring equipment and services to the Sheriff's office.

Dept: Sheriff

Agent: Chance Walkama

Applicant: Buddi US, LLC

**Attachments:** [Addendum, BUDDI US, LLC](#)

- 28. Consideration of an addendum and acceptance of sales quotation between Laramie County, WY, and Tyler Technologies, Inc, in a one-time amount of \$10,340 and annual recurring fees in the amount of \$1,740 to create and/or modify terms associated with the IDM Document Alert for iDoc Market as indicated in attachment A.

Dept: County Clerk

Agent: Debra Lee

Applicant: Tyler Technologies, Inc

**Attachments:** [Addendum, Tyler Technologies, Inc](#)

### Appointments

- 29. Consideration of a resolution appointing a member to the Eastern Laramie County Solid Waste Disposal District for a three-year term, expiring Aug 31, 2027.

Dept: Commissioners

Agent: Commissioners

Applicant:

**Attachments:** [Eastern Laramie Co Solid Waste Disposal Dist Appointment](#)

- 30. Consideration of a resolution appointing a member to the Laramie County Adult Community Corrections Board to complete a four-year term left vacant by Shaina Smith, expiring Dec 31, 2026.

Dept: Commissioners

Agent: Commissioners

Applicant:

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



**Public Hearings/Rules & Reg's**

- 31. PUBLIC HEARING for the formation of the proposed Woods Landing Estates Road Maintenance Improvement and Service District. (no motion required)

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Notice of Public Hearing, Proposed Woods Landing Estates Road Maintenance Improvement and Service District](#)

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

- 32. Consideration of a resolution granting an exception for development of small wastewater systems pursuant to the "201 Agreement" for a portion of Sunnyside Addition, 4th Filing, Tracts 137-140, Laramie County, WY, also known as 4614 E Pershing Blvd.

Dept: Planning & Development

Agent: Justin Arnold

Applicant: James & Lydia O'Connor

**Attachments:**     [Resolution Granting 201 Exception, O'Connor](#)

- 33. PUBLIC HEARING regarding a subdivision permit and plat for Lot 1, Block 1, Hope Subdivision, and Lot 1, Block 1, Hope Subdivision, 5th Filing, situated in the SE1/4, Sect 17, T13N, R66W of the 6th PM, Laramie County, WY, to be platted and known as "Hope Subdivision, 8th Filing".

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: J Larimore & S Castillo

**Attachments:**     [Hope Subdivision, 8th Filing](#)

34. PUBLIC HEARING regarding a solar energy site plan and solar energy permit for the Cowboy Solar I & II Project, situated in Sects 30, 29, 28, 27, 26, and 35 of T13N, R65W, as well as Sects 26 and 25, T13N, R66W, and Sect 2 of T12N, R65W of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Christian Dick

Applicant: Enbridge, Inc

**Attachments:**     [Cowboy Solar I & II Project Solar Energy Site Plan and Permit](#)  
[Cowboy Solar I & II Project Solar Energy Site Plan and Permit, without maps](#)

**Reasonable Accommodations**

This information is available in alternate forms. If reasonable accommodations are required, contact Laramie County Human Resources at (307) 633-4355 or [humanresources@laramiecountywy.gov](mailto:humanresources@laramiecountywy.gov) 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).