

# Board of County Commissioners

## Minutes of the Proceedings - Draft

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, April 5, 2022**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

**Present:** Chairman Troy Thompson, Vice Chairman Brian Lovett, Commissioner Linda Heath, Commissioner K. N. Buck Holmes, Commissioner Gunnar Malm

### Minutes

1. Consideration of the Minutes of Proceedings for March 15, 2022.

[22 - 155](#)

**Attachments:** [Draft Minutes March 15, 2022](#)

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

### Consent Agenda

#### Approval of the Consent Agenda

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

2. Consideration of a contract between Laramie County, WY, and WY Dept of Health in the amount of \$28,063.98 to provide allowable substance use disorder treatment services within the Substance Abuse Block Grant COVID Emergency Funding Grant for the Drug Court program.

[22 - 134](#)

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

This agenda item was approved.

3. Consideration of a contract between Laramie County, WY, and WY Dept of Health in the amount of \$37,418.64 to provide allowable substance use disorder treatment services within the Substance Abuse Block Grant COVID Emergency Funding Grant for the DUI Court program.

[22 - 133](#)

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

This agenda item was approved.

4. Consideration of a memorandum of understanding between Laramie County Emergency Management Agency and the Sheriff's Dept for Sno-Cat use and operating procedures. [22 - 152](#)

**Attachments:** [MOU Sno-Cat Use and Operating Procedures, EMA & Sheriff's Dept](#)

This agenda item was approved.

5. Consideration of a renewal agreement between Laramie County, WY, and ConvergeOne, Inc in an amount not to exceed \$35,009.64 to provide VTWatch Monitoring Services for 911. [22 - 140](#)

**Attachments:** [Agreement, ConvergeOne, Inc, 911 Services](#)

This agenda item was approved.

6. Consideration of a resolution authorizing the acceptance of a grant award from the Dept of Justice for a FY21 Bulletproof Vest award in the amount of \$11,276.35 with a 50% match to run through Aug 31, 2023. [22 - 127](#)

**Attachments:** [Grant Award, US DOJ, Bullet Proof Vest Grant](#)

This agenda item was approved.

7. Consideration of a resolution authorizing the submission of the FY23-24 Laramie County Prevention Grant application to the Cheyenne Regional Medical Center in the amount of \$12,000 to request funding for the Coroner's Office for suicide prevention resources. [22 - 139](#)

**Attachments:** [FY23-24 LC Prevention Grant Application, CRMC, Coroner's Office](#)

This agenda item was approved.

8. Consideration of a resolution authorizing the submission of the FY23-24 Laramie County Prevention Grant application to the Cheyenne Regional Medical Center in the amount of \$50,500 to request funding for the Sheriff's Dept for community policing overtime, equipment and outreach efforts. [22 - 137](#)

**Attachments:** [FY23-24 LC Prevention Grant Application, CRMC, Sheriff's Dept](#)

This agenda item was approved.

9. Consideration of an agreement between Laramie County, WY, and Halladay Motors, Inc in an amount not to exceed \$53,500 to purchase a 2022 Yukon XL 4WD vehicle for the Coroner's Office. [22 - 136](#)

**Attachments:** [Agreement, Halladay Motors, Inc, 2022 Yukon](#)

This agenda item was approved.

10. Consideration of an addendum between Laramie County, WY, and Donor Alliance, Inc for organ and tissue donation protocols. [22 - 128](#)

**Attachments:** [Addendum, Donor Alliance, Inc](#)

This agenda item was approved.

11. Consideration of an addendum between Laramie County, WY, and Badger Daylighting Corp to provide Public Works with hydrovac services as described in attachment A. [22 - 143](#)

**Attachments:** [Addendum, Badger Daylighting Corp](#)

This agenda item was approved.

12. Consideration of the ratification of an addendum between Laramie County, WY, and Brightly Software, Inc to provide software and associated professional services as fully described in the statement of work for the Planning Dept. [22 - 153](#)

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

This agenda item was approved.

13. Consideration of an agreement between Laramie County, WY, and Runbeck Election Services, Inc to provide ballot printing services as fully described in Exhibit A. [22 - 142](#)

**Attachments:** [Agreement, Runbeck Election Services, Inc](#)

This agenda item was approved.

14. Consideration of a two-day catering permit submitted by DeLancey Enterprises, LLC for an event June 8 and 9, 2022 at the Archer Complex. [22 - 162](#)

**Attachments:** [24-hour Permit, DeLancey Enterprises, LLC, June 8 and 9, 2022](#)

This agenda item was approved.

15. Consideration of a six-day catering permit submitted by DeLancey Enterprises, LLC for an event on June 10, 24, July 8, 15, Aug 12 and 26, 2022 at the Archer Complex. [22 - 163](#)

**Attachments:** [24-hour Permit, DeLancey Enterprises, LLC, June 10, 24, July 8, 15, Aug 12 and 26, 2022](#)

This agenda item was approved.

16. Consideration of the following fees collected by various County entities for Feb 2022: County Clerk, \$123,942.97; Sheriff, \$260,778.24; Clerk of District Court, \$17,381.43; Shooting Sports, \$16,676.29; Planning & Development, \$67,076.07; Circuit Court, \$46,802.00; DUI Court, \$290.00; Drug Court, \$480.00. [22 - 164](#)

**Attachments:** [Feb Fees 2022](#)

This agenda item was approved.

17. Consideration of the following part-time salaries in the amount of \$41,921.15 for March 2022: Planning, \$470.00; Shooting Sports, \$6,797.19; Events Dept, \$1,225.50; Buildings/Maintenance, \$14,979.35; Sheriff Operations, \$4,246.42; Detention, \$10,706.12; District Court, \$2,827.50; Drug/DUI Courts, \$669.07. [22 - 165](#)

**Attachments:** [March Part-time Salaries 2022](#)

This agenda item was approved.

18. Consideration of warrants in the amount of \$2,272,489.99 for March 2022. [22 - 166](#)

**Attachments:** [March Warrants 2022](#)

This agenda item was approved.

## Report & Public Petitions

19. Presentation of the FY21 audit of Laramie County. [22 - 168](#)

**Attachments:** [Laramie County FY21 Financial & Compliance Report](#)

Paul Niedermuller, principal auditor, CliftonLarsonAllen, LLP, reported the results of the Laramie County audit, ending June 30, 2021. Mr. Niedermuller prefaced his remarks by applauding the great work of the finance team and noted it was a challenging year on financial statements because of the impact of COVID-19 and associated grants. He said they issued a clean opinion on all aspects and this was a very positive result for the County.

Mr. Niedermuller stated that all categories of County funds have a positive fund balance and this is very rare for a governmental entity. He further noted that the County

has adequate reserves based on its spending rate. Commissioners acknowledged the work of the finance office and director Stanley Walker and the work of Sandra Newland, grants manager.

The report was received and filed.

## Proclamations

- 20.** Consideration of a resolution proclaiming April 2022 as the month of the military child. [22 - 135](#)

**Attachments:** [Resolution Proclaiming April 2022 Month of the Military Child](#)

Dawn Sanchez, U.W. Extension 4-H Program, Cindy Vroman-Pugh and Ashley Garcia, Wyoming National Guard Child and Youth Program, presented the resolution.

The Board of County Commissioners thanked our military families for their service and support to our country.

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

- 21.** Consideration of a resolution proclaiming April 5, 2022 as National Service Recognition Day. [22 - 146](#)

**Attachments:** [Resolution Proclaiming National Service Recognition Day](#)

Carole Boughton, Laramie County Community College, presented the resolution.

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

- 22.** Consideration of a resolution proclaiming the week of April 10-16, 2022 as National Public Telecommunicators Week. [22 - 144](#)

**Attachments:** [Resolution Proclaiming National Public Telecommunicators Week](#)

Amber Young, Laramie County Combined Communication Center, presented the resolution. The Board acknowledged and thanked the telecommunicators for the work they do.

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

## Resolutions

23. Consideration of a resolution to approve the consolidation of the August 2022 meetings of the Board of County Commissioners. [22 - 141](#)

**Attachments:** [Resolution Consolidating August 2022 Commission Meetings](#)

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

24. Consideration of a resolution approving Wyoming Horse Racing, LLC to conduct pari-mutuel wagering on live horse racing, historic horse racing, simulcast events and rodeo events at 1601 Central Ave, Cheyenne, Laramie County, WY. [22 - 167](#)

**Attachments:** [Resolution, Wyoming Horse Racing, LLC, Pari-Mutuel Wagering](#)  
[Additional Information, Wyoming Horse Racing, LLC, Pari-Mutuel Wagering](#)

County Attorney Mark Voss and Paul Ryder, Wyoming Horse Racing, LLC, presented the item. Mr. Voss explained the resolution would authorize the location for pari-mutuel wagering in Laramie County.

Commissioner Holmes asked if state law prevented more than one pari-mutuel organization from operating in the county. Mr. Voss confirmed there is no prohibition.

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

## Grants

25. Consideration of an agreement between Laramie County, WY, and Motorola Solutions, Inc in an amount not to exceed \$192,648 to provide (50) portable radios to the Sheriff's Dept. [22 - 156](#)

**Attachments:** [Agreement, Motorola Solutions, Inc](#)

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

- 26.** PUBLIC HEARING announcing the WY Dept of Family Services FFY23 Temporary Assistance for Needy Families Community Partnership Initiative grant application. Grant applications are due to the Laramie County Commissioners on Wed, April 13, 2022 by 11:00 am. (Non-action item).

[22 - 138](#)

**Attachments:** [FFY23 TANF Public Hearing Notice](#)

Sandra Newland, Grants, explained the purpose of the public hearing.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Misty Savage, CLIMB Wyoming, and Deana, CLIMB graduate, spoke about the CLIMB program. Hearing no further PUBLIC COMMENT, Chairman Thompson closed the hearing.

This notice was received and filed.

### License/Permits

- 27.** PUBLIC HEARING regarding a seasonal fireworks permit submitted by Breanna Elliott, dba Jurassic Fireworks, located at 201 I-25 Service Rd Bldg A.

[22 - 148](#)

**Attachments:** [Permit, Jurassic Fireworks - 201 I-25 Service Rd Bldg A](#)

Matt Butler, County Fire Warden, advised the Board that the required inspections were performed and everything was in order.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Thompson closed the hearing.

Dion Custis, representing the applicant, was present. Commissioner Malm spoke about complaints he had heard last year. Commissioner Malm asked the applicant to consider how the business interacts with the public and with other firework businesses. Mr. Custis said he would relay the message to the applicant. He stated there are ongoing disputes between fireworks owners in the area and the disputes go both ways.

There was a discussion about the two buildings on the property. Mr. Butler said the application before the Board is for building A and if fireworks were to be sold out of building B, an additional permit would be required.

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, that this agenda item be approved.

A motion was made by Commissioner Holmes, seconded by Commissioner Heath, to add a condition to the permit, for the permit to be pulled if there are more than two legitimate Sheriff calls for disturbance or interfering with the other vendors.

Commissioner Malm said the proposed condition would be subjective as to what constitutes a legitimate Sheriff call. Commissioner Holmes asked County Attorney Mark Voss if the proposed condition could be enforced. Mr. Voss expressed his concerns about its enforceability, and recommended that the amendment be voted down.

The amendment failed by the following vote:

**Nay:** Thompson, Lovett, Heath, Holmes, Malm

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

**Aye:** Lovett, Heath, Holmes, Malm

**Nay:** Thompson

28. PUBLIC HEARING regarding a yearly fireworks permit submitted by Phantom Fireworks Showrooms, LLC located at 227 I-25 Service Rd East.

[22 - 149](#)

**Attachments:** [Permit, Phantom Fireworks - 227 I-25 Service Rd East](#)

Items #28 and #29 were combined into one public hearing with two separate motions. Matt Butler, County Fire Warden, advised the Board that the required inspections were performed and everything was in order.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Thompson closed the hearing.

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

29. PUBLIC HEARING regarding a yearly fireworks permit submitted by Phantom Fireworks Showrooms, LLC located at 239 I-25 Service Rd East.

[22 - 150](#)

**Attachments:** [Permit, Phantom Fireworks - 239 I-25 Service Rd East](#)

A motion was made by Vice Chairman Lovett, seconded by Commissioner



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Malm, that this agenda item be approved. The motion carried by the following vote:

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

30. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Jim Landis, dba USA Fireworks located at 102 W College Dr.

[22 - 151](#)

**Attachments:** [Permit, USA Fireworks - 102 W College Dr](#)

Matt Butler, County Fire Warden, advised the Board that the required inspections were performed and everything was in order.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Thompson closed the hearing.

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

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

### Appointments

31. Consideration of a resolution appointing Tom Hood to the Laramie County Adult Community Corrections Board completing the four-year term left vacant by Rob Peete term expiring Dec 31, 2022.

[22 - 145](#)

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

A motion was made by Commissioner Heath, seconded by Commissioner Holmes, to appoint Tom Hood. The motion carried by the following vote:

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

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

32. PUBLIC HEARING regarding a Zone Change from A2 - Agricultural to A1 - Agricultural and Rural Residential for a portion of the W1/2 SE1/4 SW1/4 Sect 9, T14N, R65W, of the 6th PM, Laramie County, WY.

[22 - 147](#)

**Attachments:** [Hefferman Zone Change](#)

Marissa Pomerleau, Planning, said Hellen Hefferman of Cheyenne, WY, submitted a Zone Change application for her property located at 11704 E Four Mile Rd. The application is to change the zone district from A2 to A1 to allow for a minimum tract size of 10 acres.

Ms. Pomerleau said based on evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Thompson closed the hearing.

A motion was made by Commissioner Malm, seconded by Commissioner Holmes, to approve the Zone Change from A2 – Agricultural to A1 - Agricultural and Rural Residential for a portion of the W1/2 SE1/4 SW1/4 Sect 9, T14N, R65W, of the 6th PM, Laramie County, WY, and adopt the findings of facts a and b of the staff report as shown on the attached Exhibit 'A' – Zone Change Map. The motion carried by the following vote:

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

The following item was added to the agenda during the meeting as further business.

### Further Business

- 33.** Consideration of a lease agreement between Laramie County, WY, and The Event at Archer for premises located at 11215 Thunder Rd, to remain in full force and effect until Jan 1, 2025. [22 - 173](#)

**Attachments:** [Lease Agreement, The Event at Archer](#)

County Attorney Mark Voss recommended approval of the lease agreement subject to final approval of the lessee's insurance policy by the County Attorney's office and WARM, the County's liability insurance company.

A motion was made by Vice Chairman Lovett, seconded by Commissioner Holmes, that this agenda item be approved contingent on the approval of the insurance documents by County Attorney Mark Voss within 24 hours.

The motion carried by the following vote:

**Aye:** Thompson, Lovett, Heath, Holmes, Malm

**The meeting adjourned at 4:43 pm.**

### 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.