

# Board of County Commissioners Meeting

## Agenda - Final-revised

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, May 2, 2023**

**3:30 PM**

**Commissioners Board Room**

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**Agenda updated May 1, 2023 at 3:38 pm to add additional agenda item.**

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 April 18, 2023.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Draft Minutes April 18, 2023](#)

2. Consideration of the Minutes of Proceedings for the special meeting April 24, 2023.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Draft Minutes Special Meeting April 24, 2023](#)

**Consent Agenda**

3. Consideration of an appraisal service contract between Laramie County, WY, and Thomas Y Pickett & Co, Inc.

Dept: Assessor

Agent: Todd Ernst

Applicant: T Y Pickett & Co

**Attachments:**     [Appraisal Service Contract, T Y Pickett Co, Inc](#)

4. Consideration of a legal services agreement between Laramie County, WY, and Lemke & Associates, LLC, to provide legal services to indigent parents in accordance with WS 14-3-422(b) and to comply with the County's obligation pursuant to WS 14-3-434(b) at a rate of \$100 per hour.

Dept: County Attorney

Agent: Mark Voss

Applicant: Lemke & Associates

**Attachments:**     [Legal Services Agreement, Lemke & Associates, LLC](#)

5. Consideration of an amendment to the legal services agreement between Laramie County, WY, and Domonkos & Thorpe, LLC, to provide legal services to indigent parents at a rate of \$100 per hour.

Dept: County Attorney

Agent: Mark Voss

Applicant: Domonkos & Thorpe, LLC

**Attachments:**     [Amendment, Domonkos & Thorpe, LLC](#)

6. Consideration of a legal services agreement between Laramie County, WY, and Harris Harris & Quinn, PC, to provide legal services to indigent parents at a rate of \$100 per hour.

Dept: County Attorney

Agent: Mark Voss

Applicant: Harris Harris & Quinn

**Attachments:**     [Legal Services Agreement, Harris Harris & Quinn, PC](#)

7. Consideration of a legal services agreement between Laramie County, WY, and Steamboat Law, LLC, to provide legal services to indigent parents at a rate of \$100 per hour.

Dept: County Attorney

Agent: Mark Voss

Applicant: Steamboat Law, LLC

**Attachments:**     [Legal Services Agreement, Steamboat Law, LLC](#)

8. Consideration of a legal services agreement between Laramie County, WY, and Woodhouse Roden Ames & Brennan, LLC, to provide legal services to indigent parents at a rate of \$100 per hour.

Dept: County Attorney

Agent: Mark Voss

Applicant: WRA & B, LLC

**Attachments:**     [Legal Services Agreement, WRA & B, LLC](#)

9. Consideration of a legal services agreement between Laramie County, WY, and Donald E Miller to provide legal services to indigent parents at a rate of \$100 per hour.

Dept: County Attorney

Agent: Mark Voss

Applicant: Donald Miller

**Attachments:**     [Legal Services Amendment, Donald Miller](#)

10. Consideration of a legal services agreement between Laramie County, WY, and Wyoming Legal Group, LLC, to provide legal services to indigent parents at a rate of \$100 per hour.

Dept: County Attorney

Agent: Mark Voss

Applicant: Wyoming Legal Group

**Attachments:**     [Legal Services Amendment, Wyoming Legal Group LLC](#)

11. Consideration of an amendment to the legal services agreement between Laramie County, WY, and Steiner, Fournier & Zook, LLC, to provide legal services to indigent parents at a rate of \$100 per hour.

Dept: County Attorney

Agent: Mark Voss

Applicant: Steiner, Fournier & Zook

**Attachments:**     [Amendment, Steiner, Fournier & Zook](#)

12. Consideration of a resolution adopting the Wyoming Region 7 Hazard Mitigation Plan 2023 update for Laramie County, WY.

Dept: Emergency Management

Agent: Jeanine West

Applicant: EMA

**Attachments:**     [Resolution , Adopting Mitigation Plan  
Laramie County, WY Reg 7 HMP](#)

13. Consideration of the ratification of a resolution authorizing acceptance of an award from the American Heart Assoc in the amount of \$2,500 for a Healthy for Life Community Nutrition Grant program for the Extension office to run through Oct 15, 2023.

Dept: Grants

Agent: Sandra Bay

Applicant: Extension Office

**Attachments:**     [Grant Award, American Heart Assoc](#)

14. Consideration of amendment one to the grant agreement between Laramie County, WY, and WY Dept of Health, Public Health Division, to extend the term of the agreement through May 31, 2024.

Dept: Grants

Agent: Sandra Bay

Applicant:

**Attachments:**     [Amendment One, DOH- Public Health Div](#)

15. Consideration of an agreement between Laramie County, WY, City of Cheyenne, Cheyenne Regional Medical Center, and Dr Clair White, University of WY. The purpose of this agreement is for the Behavioral Health Co-Response Project for the use and sharing of protected health information between parties in relation the co-response efforts.

Dept: Grants

Agent: Sandra Bay

Applicant: City of Chey and CRMC

**Attachments:** [Agreement, CRMC, City of Cheyenne and Dr Clair White](#)

16. Consideration of an agreement between Laramie County WY, and Mac Equipment, Inc in the amount of \$62,490.73 to purchase a multi-purpose tractor for Public Works Dept.

Dept: Grants

Agent: Sandra Bay

Applicant: Public Works

**Attachments:** [Agreement, Mac Equipment, Inc](#)

17. Consideration of a US Dept of the Treasury Coronavirus State and Local Fiscal Recovery Fund contract between Laramie County, WY, and K9s 4 Mobility in the amount of \$15,000 to run through Dec 31, 2023.

Dept: Grants

Agent: Sandra Bay

Applicant: K9s 4 Mobility

**Attachments:** [Agreement, US Dept of Treasury, K9s 4 Mobility](#)

18. Consideration of a memorandum of understanding between Laramie County, WY, and Albany County, WY, for extraterritorial law enforcement assistance with the Sheriff's Dept.

Dept: Sheriff

Agent: Brian Kozak

Applicant: Albany County

**Attachments:** [MOU, Albany County](#)

19. Consideration of a memorandum of understanding between Laramie County, WY, and the Laramie Police Dept for extraterritorial law enforcement assistance with the Sheriff's Dept.

Dept: Sheriff

Agent: Brian Kozak

Applicant: Laramie Police Dept

**Attachments:**     [MOU, City of Laramie](#)

20. Consideration of a memorandum of understanding between Laramie County, WY, and Goshen County, WY, and for extraterritorial law enforcement assistance with the Sheriff's Dept.

Dept: Sheriff

Agent: Brian Kozak

Applicant: Goshen County

**Attachments:**     [MOU, Goshen County](#)

21. Consideration of a memorandum of understanding between Laramie County, WY, and Platte County, Wyoming for extraterritorial law enforcement assistance with the Sheriff's Dept.

Dept: Sheriff

Agent: Brian Kozak

Applicant: Platte County

**Attachments:**     [MOU, Platte County](#)

22. Consideration of the following fees collected by various County entities for March 2023: County Clerk, \$119,930.78; Sheriff, \$129,042.40; Clerk of District Court, \$24,044.50; Shooting Sports, \$17,030.74; Planning & Development, \$128,748.79; Circuit Court, \$40,164.00; DUI Court, \$550.00; Drug Court, \$483.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [March Fees 2023](#)

23. Consideration of the following part-time salaries in the amount of \$39,150.52 for April 2023: Grants, \$1,641.40; Planning, \$1,054.18; Shooting Sports, \$3,869.40; Events Dept, \$570.00; Buildings/Maintenance, \$15,784.47; Sheriff Operations, \$5,418.36; Detention, \$9,581.69; Drug/DUI Courts, \$1231.02.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [April Part-time Salaries 2023](#)

## Warrants

24. Consideration of warrants in the amount of \$3,189,259.92 for April 2023.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [April Warrants 2023](#)

## Contract/Agreement/Leases

25. Consideration of an agreement between Laramie County, WY, and GE Software, Inc, to provide Laramie County with EKOS software to monitor gas pump usage as described in attachment A.

Dept: Information Technology

Agent: Dominic Davis

Applicant: GE Software, Inc

**Attachments:**     [Agreement, GE Software, Inc](#)

26. Consideration of the 2023 Wildland Fire Management Annual Operating Plan.

Dept: Emergency Management

Agent: Matt Butler

Applicant:

**Attachments:**     [2023 Wildland Fire Management Operating Plan](#)

27. Consideration of an agreement between Laramie County, WY, and Axon Enterprise, Inc, to provide digital evidence to the Sheriff's Dept as described in attachment A.

Dept: Information Technology

Agent: Dominic Davis

Applicant: Axon Enterprise, Inc

**Attachments:**     [Agreement, Axon Enterprise, Inc](#)

28. Consideration of an agreement between Laramie County, WY, and Top Flight Maintenance to provide mowing, trimming and landscaping maintenance of the County building grounds, parks and common areas as described in attachment A.

Dept: Public Works

Agent: Molly Bennett

Applicant: Top Flight Maintenance

**Attachments:**     [Agreement, Top Flight Maintenance](#)

#### License/Permits

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

Dept: County Clerk

Agent: Debra Lee

Applicant: Phantom Fireworks

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

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

Dept: County Clerk

Agent: Debra Lee

Applicant: Phantom Fireworks

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



31. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Shawna Williams-McDonald, dba Wyoming Fireworks Warehouse, located at 12616 I-80 Service Rd.

Dept: County Clerk

Agent: Debra Lee

Applicant: Wyoming Fireworks

**Attachments:** [Permit, Wyoming Fireworks 12616 I-80 Service Rd](#)

32. PUBLIC HEARING regarding a yearly fireworks permit submitted by Breanna Elliott, dba Artillery World, located at 237 I-25 Service Rd, Bldg A.

Dept: County Clerk

Agent: Debra Lee

Applicant: Artillery World

**Attachments:** [Permit, Artillery World 237 I-25 Service Rd Bldg A](#)

33. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Breanna Elliott, dba Artillery World, located at 237 I-25 Service Rd, Bldg B.

Dept: County Clerk

Agent: Debra Lee

Applicant: Artillery World

**Attachments:** [Permit, Artillery World 237 I-25 Service Rd Bldg B](#)

34. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Breanna Elliott, dba Artillery World, located at 237 I-25 Service Rd, Bldg C.

Dept: County Clerk

Agent: Debra Lee

Applicant: Artillery World

**Attachments:** [Permit, Artillery World 237 I-25 Service Rd Bldg C](#)

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

35. PUBLIC HEARING regarding a resolution adopting Laramie County Public Works fee schedule.

Dept: Public Works

Agent: Molly Bennett

Applicant:

**Attachments:**     [Resolution, Public Works Fee Schedule](#)

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

36. PUBLIC HEARING regarding a High Power Transmission Line by Roundhouse Interconnect, LLC located in Sects 12, 13 T13N, R68W, and Sects 18 and 19, T13N, R67W, of the 6th PM Laramie County, WY. (No motion required)

Dept: Planning & Development

Agent: Abby Korte

Applicant: Roundhouse Interconnect

**Attachments:**     [Public Hearing Roundhouse Interconnect, LLC, Power Transmission Line](#)

37. PUBLIC HEARING regarding a zone change from CB - Community Business to MR - Medium Density Residential for Madeline Subdivision, a portion of Lot 3, Laramie County, WY.

Dept: Planning & Development

Agent: Chris Lovas

Applicant: William Mellecker

**Attachments:**     [Mellecker, Zone Change](#)

38. PUBLIC HEARING regarding a vacation and replat of Tract 16, The Horse Creek Ranch, situated on a portion of Sect 34, T15N, R67W of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Shane Hansen

Applicant: Frank Sanchez

**Attachments:**     [Vacation, Horse Creek Ranch, 3rd filing](#)

**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. Per WS §18-3-516(f), access to county information can be obtained at [laramiecountywy.gov](http://laramiecountywy.gov).