

Board of County Commissioners Meeting

Agenda - Final-revised

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, November 19, 2024

3:30 PM

Commissioners Board Room

Agenda updated Nov 15, 2024 at 10:01 am

To attend the meeting virtually and comment online please visit:
www.laramiecountywy.gov - Commissioner meeting

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 Oct 15, 2024.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes Oct 15, 2024](#)

Consent Agenda

2. Consideration of a memorandum of understanding between Laramie County, WY, and the city of Cheyenne in an amount not to exceed \$93,000 for the Cheyenne Transit Program to provide public transportation service to Laramie County Community College and an area of Laramie County immediately adjacent to the city of Cheyenne. The MOU shall remain in full force and effect until June 30, 2025.

Dept: Commissioners

Agent: Renae Jording

Applicant: Cheyenne Transit Program

Attachments: [MOU, City of Cheyenne Transit Program](#)

3. Consideration of the official 2025 holiday schedule for Laramie County, WY.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [2025 Holiday Schedule](#)

4. Consideration of the ratification of a memorandum of understanding to replace MOU (241015-11 previously approved on Oct 15, 2024) between Laramie County, WY, and Laramie County Community Juvenile Services Joint Powers Board in the amount of \$165,000

Dept: County Attorney

Agent: Mark Voss

Applicant:

Attachments: [MOU, Laramie County Community Juvenile Services Jt Powers Board](#)

5. Consideration of the ratification of an assignment of services agreement to transfer services from EBenefits Solutions, LLC, to Businessolver.com, Inc. Businessolver will assume the agreement (240702-6) and continue to provide all of the services set forth in the agreement of services, upon the terms and conditions of the agreement to Laramie County, WY.

Dept: Human Resources

Agent: Heather Rudy

Applicant: EBenefits Solutions, LLC

Attachments: [Assignment of Services Agreement/Notice of Termination, EBenefits Solutions, LLC](#)

6. Consideration of the ratification of a resolution authorizing submission of a grant application to the Dept of Justice for a FFY24 Edward Byrne Memorial Justice Assistance Grant to be shared between the city of Cheyenne Police Dept and the Sheriff's office in the amount of \$61,863 (City \$46,857 and County \$15,006).

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff & Cheyenne PD

Attachments: [Grant Application, Dept of Justice, FFY24 Byrne JAG](#)

- 7. Consideration of the ratification of a subaward agreement between WY Dept of Transportation and Laramie County, WY, for a FFY25 Highway Safety Program Occupant Protection High Visibility Enforcement Overtime grant in the amount of \$13,909.09 to run through Sept 30, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [FFY25 HSP Subaward Agreement, WYDOT, HVE](#)

- 8. Consideration of the ratification of a subaward agreement between WY Dept of Transportation and Laramie County, WY, for a FFY25 Highway Safety Program Impaired Driving High Visibility Enforcement Overtime, Multi-Jurisdictional Enforcement and Video Cameras in the amount of \$42,321.31 to run through Sept 30, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [FFY25 HSP Subaward Agreement, WYDOT, HVE](#)
[Mult-Jurisdictional Enforcement and Video Cameras](#)

- 9. Consideration of the ratification of a subaward agreement between WY Dept of Transportation and Laramie County, WY, for a FFY25 Highway Safety Program Advanced Impaired Driving Detection Training and Coordination (DRE) grant in the amount of \$419,060.09 to run through Sept 30, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [FY25 HSP Subaward Agreement, WYDOT, DRE](#)

- 10. Consideration of the ratification of a subgrantee agreement between Laramie County, WY, and Boys and Girls Club of Cheyenne for a WY Dept of Family Services TANF grant in the amount of \$60,329.77 to run through Sept 30, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant: Boys & Girls Club

Attachments: [Subgrantee Agreements, TANF Grant, Boys and Girls Club of Cheyenne](#)

- 11. Consideration of four separate agreements between Laramie County, WY, and Corey Dwyer, Erik Elizondo, Caleb Pushcar, and Alexander Stimson, to provide advanced impaired driving detection training throughout the State of Wyoming under the DRE grant.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [Agreements, DRE Instructors](#)

- 12. Consideration of a grant award agreement between WY Office of Homeland Security and Laramie County, WY, for a FY24 State Homeland Security Program grant in the amount of \$8,000 for Risk Management to purchase door sleeves and ramparts to run through Aug 31, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant: Risk Management

Attachments: [FY24 SHSP Grant Award, Risk Management, Active Shooter](#)

13. Consideration of a grant award agreement between WY Office of Homeland Security and Laramie County, WY, for a FY24 State Homeland Security Program grant in the amount of \$12,385 for the Coroner's office to purchase gurneys and covers to run through Aug 31, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant: Coroner

Attachments: [FY24 SHSP Grant Award, Coroner, Gurneys and Covers](#)

14. Consideration of a grant award agreement between WY Office of Homeland Security and Laramie County, WY, for a FY24 State Homeland Security Program grant in the amount of \$19,859 for EMA to purchase communication equipment to run through Aug 31, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant: Emergency Management

Attachments: [FY24 SHSP Grant Award, EMA, Communication Equipment](#)

15. Consideration of a grant award agreement between WY Office of Homeland Security and Laramie County, WY, for a FY24 State Homeland Security Program grant in the amount of \$39,718 for the Sheriff's office to purchase portable radios to run through Aug 31, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [FY24 SHSP Grant Award, Sheriff, Portable Radios](#)

16. Consideration of a grant award agreement between WY Office of Homeland Security and Laramie County, WY, for a FY24 State Homeland Security Program grant in the amount of \$54,000 for the Sheriff's office to purchase two throwbots and SWAT shields to run through Aug 31, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [FY24 SHSP Grant Award, Sheriff, Throwbots and SWAT Shields](#)

17. Consideration of the ratification of an addendum between Laramie County, WY, and TFM22, LLC, to provide irrigation inspection and blowout at 2020 Carey Ave for \$50/hour, not expected to exceed \$1,000, for services as described in attachment A.

Dept: Building Maintenance

Agent: Jerry Pribble

Applicant: TFM22, LLC

Attachments: [Addendum, TFM22, LLC, Irrigation Inspection and Blowout](#)

18. Consideration of the ratification of an addendum between Laramie County, WY, and TFM22, LLC, in the amount of \$3,400 to provide fall cleanup services at 2020 Carey Ave as described in attachment A.

Dept: Building Maintenance

Agent: Jerry Pribble

Applicant: TFM22, LLC

Attachments: [Addendum, TFM22, LLC, Fall Cleanup Services](#)

19. Consideration of the ratification of an addendum between Laramie County, WY, and Western Drywall, Inc, in the amount of \$9,790 for water damage repairs at 2020 Carey Ave as described in attachment A.

Dept: Building Maintenance

Agent: Jerry Pribble

Applicant: Western Drywall, Inc

Attachments: [Addendum, Western Drywall](#)

- 20. Consideration of the ratification of an agreement between Laramie County, WY, and Capitol Roofing, Inc, in the amount of \$6,500 to accept change order #1 to replace roof system at 2020 Carey Ave.

Dept: Building Maintenance

Agent: Jerry Pribble

Applicant: Capitol Roofing, Inc

Attachments: [Agreement, Capitol Roofing, Inc, Change Order #1](#)

- 21. Consideration of the ratification of an agreement between Laramie County, WY, and Capitol Roofing, Inc, in the amount of \$6,800 to accept change order #2 to replace roof system at 2020 Carey Ave.

Dept: Building Maintenance

Agent: Jerry Pribble

Applicant: Capitol Roofing, Inc

Attachments: [Agreement, Capitol Roofing, Inc, Change Order #2](#)

- 22. Consideration of the ratification of an agreement between Laramie County, WY, and Carpet One Commercial Flooring, Inc, in the amount of \$18,960 to install carpet at 2020 Carey Ave as described in attachment A.

Dept: Building Maintenance

Agent: Jerry Pribble

Applicant: Carpet One Commercial Flo

Attachments: [Agreement, Carpet One Commercial Flooring, Inc](#)

- 23. Consideration of an addendum to billing terms, service terms and conditions between Laramie County, WY, and TimeClock Plus, LLC, in the amount of \$3,661.71 to provide an online scheduling option for Combined Communications.

Dept: Combined Communications

Agent: Amber Young

Applicant: TimeClock Plus, LLC

Attachments: [Addendum, TimeClock Plus, LLC](#)

24. Consideration of a memorandum of understanding between Laramie County, WY, and Wyoming National Guard Counterdrug Support Programs (WYCDSP) to establish the framework for management and use of the WYCDSP.

Dept: Sheriff

Agent: Chance Walkama

Applicant: WY National Guard

Attachments: [MOU, WY National Guard](#)

25. Consideration of the deletion from the Sheriff's fixed asset inventory of a 2014 Ford Expedition and 2015 Ford Taurus to be sold at public auction.

Dept: Sheriff

Agent: Chance Walkama

Applicant:

Attachments: [Asset Deletion, Sheriff, 2014 Ford](#)
[Asset Deletion, Sheriff, 2015 Ford](#)

26. Consideration of the ratification of a six-day and a two-day manufacturer's off-premise permits submitted by WMC-PDB, LLC, dba Pine Bluffs Distilling, for an event on Nov 18 through 23 and Nov 29 and 30, 2024, at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: Pine Bluffs Distilling

Attachments: [24-hour Permit, Pine Bluffs Distilling, Nov 18 - 23 and Nov 29 - 30, 2024](#)

27. Consideration of a catering permit submitted by S&W Properties, LLC, dba Vinos Wine And Spirits, for an event on Dec 6, 2024, at LCCC Pathfinder Bldg.

Dept: County Clerk

Agent: Debra Lee

Applicant: Vinos Wine & Spirits

Attachments: [24-hour Permit, Vinos Wine and Spirits, Dec 6, 2024](#)

28. Consideration of the following fees collected by various county entities for Sept 2024: County Clerk, \$118,725.40; Sheriff, \$135,166.48; Clerk of District Court, \$22,671.00; Shooting Sports, \$17,987.55; Planning & Development, \$191,426.54; Circuit Court, \$58,906.00; DUI Court, \$350.00; Drug Court, \$725.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Sept Fees 2024](#)

29. Consideration of the following part-time salaries in the amount of \$51,522.80 for Oct 2024: Planning, \$1,092.21; Shooting Sports, \$6,725.18; Buildings/Maintenance, \$16,921.94; Sheriff Operations, \$4,019.40; Detention, \$18,757.20; District Court, \$471.65; Drug/DUI Courts, \$3,535.22.

Dept: County Clerk

Agent: Debra Lee

Applicant:

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

Warrants

30. Consideration of warrants in the amount of \$8,587,709.10 for Oct 2024.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Oct Warrants 2024](#)

Report & Public Petitions

- 31. Consideration of an amendment to the PlanCheyenne Future Land Use Map for land generally located northeast of the intersection of Morrie Ave and E Lincolnway from Open Space and Parks to Mixed-use Commercial. (For Board of County Commissioners' comment; no action required)

Dept: Commissioners

Agent: Connor White

Applicant: City of Cheyenne

Attachments: [Amendment Memo, PlanCheyenne Future Land Use Map](#)

- 32. Presentation of Wyoming Horse Racing "Horse Palace Swan Ranch Master Plan."

Dept: Commissioners

Agent: Peter Liguori

Applicant: Wyoming Horse Racing

Contract/Agreement/Leases

- 33. Consideration of an agreement between Laramie County, WY, and Secure Technology Value Solutions, Inc, in an amount not to exceed \$191,000 to provide and install an X-ray body scanner at the Sheriff's office.

Dept: Sheriff

Agent: Chance Walkama

Applicant: Secure Technology Value

Attachments: [Agreement, Secure Technology Value Solutions, Inc](#)

Appointments

- 34. Consideration of a resolution appointing Kelsey Prestesater representing Laramie County to the Laramie County Community Juvenile Services Joint Powers Board to complete a three-year term open position, expiring June 30, 2027.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Community Juvenile Services JPB Appointment, Kelsey Prestesater](#)

- 35. Consideration of a resolution appointing a member to the Laramie County Adult Community Corrections Board to complete a four-year term, expiring Dec 31, 2027.

Dept: Commissioners

Agent: Commissioners

Applicant:

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

Land Use:Variances/Board App./Plats

- 36. PUBLIC HEARING regarding a site plan for the Whitt's End Farmstand located in a portion of Sect 30, T14N, R68W of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Whitt's End Farmstand

Applicant: A and S Whitt & K Ball

Attachments: [Whitt's End Farmstand Site Plan](#)

- 37. PUBLIC HEARING regarding a subdivision permit and plat for The Saddle Club, situated in a portion of Sect 34, T14N, R63W of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: Sara Smith

Attachments: [The Saddle Club Subdivision Permit and Plat](#)

38. PUBLIC HEARING regarding a subdivision permit and plat for Prairie Sage Acres, located at the SW1/4 NW1/4 of Sect 14, T14N, R63W, of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: Dustin and Sara Smith

Attachments: [Prairie Sage Acres, Subdivision Permit and Plat](#)

39. PUBLIC HEARING regarding a subdivision permit and plat for Cowboy Kids at Ridley Ranch, 2nd Filing, located in a portion of Sect 11, T15N, R67W, of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: AVI, PC

Applicant: Cowboy Kids Land Co, LLC

Attachments: [Cowboy Kids at Ridley Ranch, 2nd Filing, Subdivision Permit and Plat](#)

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 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.