

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, July 1, 2025**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

**Present:** Chairman Gunnar Malm, Vice Chairman Troy Thompson, Commissioner Linda Heath, Commissioner Don Hollingshead, Commissioner Ty Zwonitzer

### Minutes

1. Consideration of the Minutes of Proceedings for June 17, 2025.

[25 - 298](#)

**Attachments:** [Draft Minutes June 17, 2025](#)

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

**Aye:** Malm, Thompson, Heath, Hollingshead, Zwonitzer

### Consent Agenda

#### Approval of the Consent Agenda

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

**Aye:** Malm, Thompson, Heath, Hollingshead, Zwonitzer

2. Consideration of an addendum between Laramie County, WY, and Power Systems West, Inc, in the amount of \$33,650 to renew services for 2025 as fully described in attachment A.

[25 - 291](#)

**Attachments:** [Addendum, Power Systems West, Inc](#)

This agenda item was approved.

3. Consideration of a lease agreement between Laramie County, WY, Cheyenne-Laramie County Health Dept and Dr Joy Magruder of Big Sky Direct Family Care, PLLC. The lease agreement shall commence June 1, 2025, and shall remain in full force until May 31, 2026. [25 - 282](#)

**Attachments:**    [Lease Agreement, Dr Joy Magruder](#)

This agenda item was approved.

4. Consideration of a legal services agreement between Laramie County, WY, and the Thorpe Law Office, to provide representation to indigent parents in accordance with WS 14-3-422(b) and to comply with county's obligation pursuant to WS 14-3-434(b) at a rate of \$100/hour. [25 - 272](#)

**Attachments:**    [Legal Services Agreement, Thorpe Law Offices](#)

This agenda item was approved.

5. Consideration of a legal services agreement between Laramie County, WY, and the Hope Mead Law, LLC, to provide representation to indigent parents in accordance with WS 14-3-422(b) and to comply with county's obligation pursuant to WS 14-3-434(b) at a rate of \$100/hour. [25 - 273](#)

**Attachments:**    [Legal Service Agreement, Hope Mead Law, LLC](#)

This agenda item was approved.

6. Consideration of a legal services agreement between Laramie County, WY, and Wyld Law, LLC, to provide representation to indigent parents in accordance with WS 14-3-422(b) and to comply with county's obligation pursuant to WS 14-3-434(b) at a rate of \$100/hour. [25 - 292](#)

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

This agenda item was approved.

7. Consideration of a memorandum of understanding between Laramie County, WY, and Cheyenne Regional Medical Center, Volunteers of America, Healthworks, Community Action, WY Dept of Corrections, Cheyenne Police Dept, Laramie County Sheriff's Office, Laramie County District Attorney's Office, Laramie County Drug Court, Laramie County Treatment Court Programs, Office of the State Public Defender, and the city of Cheyenne regarding the Laramie County Law Enforcement Assisted Diversion (LEAD) Program. [25 - 286](#)

**Attachments:**    [MOU, LEAD](#)

This agenda item was approved.

8. Consideration of the ratification of the 2025 Wildland Fire Management Annual Operating Plan. [25 - 284](#)

**Attachments:**    [2025 Wildland Fire Management Annual Operating Plan](#)

This agenda item was approved.

9. Consideration of the following fees collected by various county entities for May 2025: County Clerk, \$130,036.90; Sheriff, \$148,878.38; Clerk of District Court, \$20,568.98; Shooting Sports, \$16,412.67; Planning & Development, \$260,631.97; Circuit Court, \$77,228.00; DUI Court, \$1,079.00; Drug Court, \$180.00. [25 - 299](#)

**Attachments:**    [May Fees 2025](#)

This agenda item was approved.

10. Consideration of the following part-time salaries in the amount of \$56,870.89 for June 2025: Planning, \$765.29; Shooting Sports, \$4,978.42; Buildings/Maintenance, \$19,304.77; Sheriff Operations, \$2,040.36; Detention, \$25,046.19; District Court, \$1,164.20; Drug/DUI Courts, \$3,571.66. [25 - 300](#)

**Attachments:**    [June Part-time Salaries 2025](#)

This agenda item was approved.

## Warrants

Commissioner Thompson announced he had a conflict of interest with agenda item #11.

11. Consideration of warrants in the amount of \$2,026,150.72 for June 2025. [25 - 301](#)

**Attachments:**    [June Warrants 2025](#)

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

**Aye:**                    Malm, Heath, Hollingshead, Zwonitzer

**Recused:**            Thompson

**Grants**

12. Consideration of a subrecipient agreement between Laramie County, WY, and Memorial Hospital of Laramie County dba Cheyenne Regional Medical Center for an opioid settlement award in the amount of \$499,869.33 to run through May 31, 2028. [25 - 287](#)

**Attachments:**    [Subrecipient Agreement, CRMC](#)

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

**Aye:**                    Malm, Thompson, Heath, Hollingshead,  
                                 Zwonitzer

13. Consideration of a FY26 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 \$140,000 with matching funds not to exceed \$50,000 to run through June 30, 2026. [25 - 306](#)

**Attachments:**    [Contract, FY26 Victim Witness](#)

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

**Aye:**                    Malm, Thompson, Heath, Hollingshead,  
                                 Zwonitzer

**Contract/Agreement/Leases**

14. Consideration of a memorandum of understanding between Laramie County District Court, Laramie County Circuit Court, Laramie County, WY, and Laramie County Sheriff's office concerning security procedures for the Laramie County Governmental Complex. [25 - 302](#)

**Attachments:**    [MOU, Governmental Complex, Security Procedures](#)

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

**Aye:**                    Malm, Thompson, Heath, Hollingshead,  
                                 Zwonitzer

15. Consideration of a contract modification between Laramie County, WY, and TC Solutions, LLC, in the amount of \$991,680.64 to allow TC Solutions, LLC, to continue to manage the Archer Sewer Connection Project.

[25 - 303](#)

**Attachments:** [Contract Modification, TC Solutions, LLC](#)

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

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

16. Consideration of an agreement for road maintenance between Laramie County, WY, and Banner County, NE, for maintenance of Laramie County Rd 164 also known as Banner County Rd 1 and also known as State Line Rd on a common boundary.

[25 - 285](#)

**Attachments:** [Agreement for Maintenance of Road, Banner County, NE](#)

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

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

## Resolutions

17. Consideration of a resolution adopting the personnel concealed carry policy.

[25 - 297](#)

**Attachments:** [Resolution, Concealed Carry Personnel Policy](#)  
[Concealed Carry Personnel Policy, Revised](#)

Heather Rudy, HR Director, and Mark Voss, County Attorney, presented the policy. Rudy noted the change is due to passage of a new law (HB172 - Repeal gun free zones and preemption amendments) and to provide guidance to county employees. They requested the policy presented be changed with the following corrections: 1) Private Sector Tenant, add the word "not" before "under direct government control" and 2) Strike the last sentence from the second paragraph: "Nothing in this policy should be interpreted to require or encourage any employee who lawfully possesses a firearm to use it in defense of others."

A motion was made by Commissioner Hollingshead, seconded by Commissioner Heath, that this agenda item be approved as corrected by County Attorney Mark Voss and HR Director Heather Rudy. The motion

carried by the following vote:

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

18. Consideration of a resolution to prohibit open carry for all county buildings and facilities, effective July 1, 2025.

[25 - 305](#)

**Attachments:** [Resolution, Prohibit Open Carry for All County Buildings and Facilities](#)

Mark Voss, County Attorney, presented the proposed policy. He noted the policy is due to legislative changes (HB172 - Repeal gun free zones and preemption amendments) and modifications to WS 6-8-105.

Chairman Malm opened the meeting for PUBLIC COMMENT. Bill Weaver, resident, asked if the resolution, under paragraph 5, would prohibit citizens from carrying guns on county roads. Chairman Malm said that was not the intent or understanding of the board. Mark Voss, County Attorney, said the county does not "own" roads nor does it prohibit open carry on county roads. He added the county does have an easement interest, and he would not like the policy to be misinterpreted.

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

A motion was made by Vice Chairman Thompson, seconded by Commissioner Hollingshead, to amend paragraph 5 to read "including but not limited to buildings and structures and their corresponding curtilage owned and controlled by the county shall be prohibited."

Commissioner Thompson thanked Weaver for the comment.

Brad Lund, senior deputy county attorney, said the definition of property is borrowed from areas of the statutes that provide more specific meanings consistent with the policy approved in the previous item. Lund requested the item be tabled temporarily to fine-tune the language, address the board's concerns, and ensure consistency in the two policies for employees and for government buildings. He noted the policies and resolutions were developed in conjunction with law enforcement and their involvement is critical as they will be ones tasked with enforcement.

Commissioner Thompson agreed to withdraw his amendment and motion.

The motion to amend was withdrawn.

The main motion was withdrawn.

A motion was made by Commissioner Zwonitzer, seconded by Commissioner Heath, that this agenda item be postponed until July 15,

2025. The motion carried by the following vote:

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

19. Consideration of a resolution to authorize and identify representative for execution of documents at the request of HUD and Cheyenne Housing Authority.

[25 - 304](#)

**Attachments:** [Resolution, HUD and CHA Authorized Representative](#)

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

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

20. Consideration of a resolution giving public notice of Laramie County's intent to amend the 2024 International Residential Code, Section R303.5.10 Interior Finish.

[25 - 296](#)

**Attachments:** [Resolution, Amending the 2025 Int'l Residential Code Sect R303.5.10 Interior Finish](#)

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

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

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

Items #21, 22 and 23 were consolidated into one public hearing.

21. PUBLIC HEARING regarding the adoption of the 2025 Laramie County Land Use Regulations.

[25 - 293](#)

**Attachments:** [Adoption of 2025 Laramie County Land Use Regulations](#)

Chairman Malm said items 21, 22 and 23 are going to be postponed but he would open the meeting for public comment.

Justin Arnold, Planning, said the redrafting of land use regulations has been going on for the past two years. Arnold said he would like to review and incorporate additional changes for consideration at the July 15, 2025 meeting.

Chairman Malm opened the meeting for PUBLIC COMMENT.

Greg Golovanoff, Cesar Garcia, Clarence Fisher, Kevin Scott, Frank Waters, Jeannette Kahler, and Patrick Formby were among those providing comments. Comments ranged from concerns about proximity of gaming facilities to schools, churches and residential neighbors, to the number of applications and permits required for home businesses, to the need for affordable housing, and concerns about annexations by the city of Cheyenne.

Most comments came from those concerned about annexation of their property into the city of Cheyenne and requesting the county's assistance. Chairman Malm explained there was no action commissioners could take on annexation, and the proposed land use regulations would not affect annexation. He advised residents to contact their legislators to address their concerns.

Commissioner Thompson said there is a purpose for land use regulations and attempt to strike a balance between freedom of property owners to do what they want with their land and those seeking to protect and preserve their property.

Arnold, said the proposed regulations provide more accommodations for landowners by removing certain requirements and having better enforcement of nuisance ordinances. He said the county has taken painstaking measures to involve the public in the rulemaking process.

Hearing no further PUBLIC COMMENT, Chairman Malm closed the hearing.

A motion was made by Vice Chairman Thompson, seconded by Commissioner Hollingshead, that this agenda item be postponed until July 15, 2025. The motion carried by the following vote:

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

- 22.** PUBLIC HEARING to amend the unincorporated Laramie County zone district map.

**[25 - 294](#)**

**Attachments:** [Adoption of the Unincorporated Laramie County Zone District Map](#)

A motion was made by Vice Chairman Thompson, seconded by Commissioner Hollingshead, that this agenda item be postponed until July 15, 2025. The motion carried by the following vote:

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer



- 23.** PUBLIC HEARING regarding a resolution adopting Laramie County Planning and Development FY25/26 fee schedule.

**[25 - 295](#)**

**Attachments:** [Planning and Development FY25/26 Fee Schedule](#)

A motion was made by Vice Chairman Thompson, seconded by Commissioner Hollingshead, that this agenda item be postponed until July 15, 2025. The motion carried by the following vote:

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

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

- 24.** PUBLIC HEARING regarding a subdivision permit and plat for Star Gardens located in a portion of Sect 25, T14N, R69W, Laramie County, WY.

**[25 - 277](#)**

**Attachments:** [Star Gardens Subdivision Permit and Plat](#)

Justin Arnold, Planning, said Steil Surveying Services, LLC, on behalf of the Hugh Ray Trust, submitted an application for approval of the Star Gardens Subdivision permit and plat. He said the subject parcel is located at the northwest corner of Happy Jack Rd and McDonald Rd. Arnold said the proposed subdivision will create three residential tracts from the 22-acre parcel.

Arnold said based on evidence provided, staff recommends approval of the subdivision permit and plat with the adoption of findings of fact a and b.

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

A motion was made by Vice Chairman Thompson, seconded by Commissioner Zwonitzer, to approve the subdivision permit and plat for Star Gardens Subdivision, located in a portion of Sect 25, T14N, R69W, Laramie County, WY, with no conditions, and adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

- 25.** PUBLIC HEARING regarding a vacation of Tracts 19, 20, 26, Fedorrosa Ranchettes, and administrative plat known as Federrosa Ranchettes, 2nd Filing, Laramie County, WY.

**[25 - 278](#)**

**Attachments:** [Isaacson Vacation and Administrative Plat Federrosa Ranchettes, 2nd Filing](#)

Justin Arnold, Planning, said Steil Surveying Services LLC, on behalf of Cory

Isaacson, submitted an application for an administrative plat for the properties located at 1962 and 1978 Rd 120. He said the application is intended to reconfigure the existing three tracts into three new tracts of land for ease of use around the floodplain. Arnold said the reconfiguration would require vacating Federrosa Ranchettes, Tracts 19, 20, and 26, and replatting as Federrosa Ranchettes, 2nd Filing.

Arnold said based on evidence provided, staff recommends approval of the vacation and the administrative plat with the adoption of findings of fact a and b with no conditions.

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

A motion was made by Vice Chairman Thompson, seconded by Commissioner Hollingshead, to approve the vacation of Tracts 19, 20, 26, Federrosa Ranchettes, and approve the administrative plat Federrosa Ranchettes, 2nd Filing, Laramie County, WY, and adopt the findings of fact a and b of the staff report with no conditions. The motion carried by the following vote:

**Aye:** Malm, Thompson, Heath, Hollingshead,  
Zwonitzer

**The meeting adjourned at 5:06 pm.**

### **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, July 1, 2025.

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 [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).