

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, February 1, 2022

3:30 PM

Commissioners Board Room

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 Jan 18, 2022.

[22 - 043](#)

Attachments: [Draft Minutes Jan 18, 2022](#)

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

Aye: Thompson, Lovett, Heath, Holmes, Malm

2. Consideration of a legal services agreement between Laramie County, WY, and Harris, Harris & Quinn PC to provide legal services to indigent parents in accordance with WS 14-3-422(b) and comply with County's obligation pursuant to WS 14-3-434(b) at a rate of \$90 per hour.

[22 - 048](#)

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

This agenda item was approved.

3. Consideration of a legal services contract between Laramie County, WY, and Wallace Stock and/or his designee to provide hearing officer services for administrative hearings, legal counsel to the Laramie County Board of Equalization, and to serve as hearing officer for the 2022 CBOE appeal hearings at a rate of \$200/hour.

[22 - 045](#)

Attachments: [Legal Services Contract, CBOE, Wallace Stock](#)

This agenda item was approved.

4. Consideration of a resolution authorizing the acceptance of an award in the amount of \$6,000 from the Alzheimer's Foundation of America for the Sheriff's Dept Project Lifesaver program. [22 - 042](#)

Attachments: [Grant Award, Alzheimer's Foundation Project Lifesaver](#)

This agenda item was approved.

5. Consideration of an addendum between Laramie County, WY, and Inland Potable Services, Inc to provide diving services for potable water tank cleaning and inspection as described in attachment A. [22 - 032](#)

Attachments: [Addendum, Inland Potable Services, Inc](#)

This agenda item was approved.

6. Consideration of an addendum to agreement between Laramie County, WY, and ProFirst Training and Consulting, LLC to provide background investigative services for the Sheriff's Dept. [22 - 050](#)

Attachments: [Addendum, ProFirst Training and Consulting, LLC](#)

This agenda item was approved.

7. Consideration of an addendum to master agency agreement between Laramie County, WY, and Alcohol Monitoring Systems, Inc to modify the agreement, adjust pricing based upon services used, add new alcohol monitoring equipment, and other SCRAM-related services. [22 - 044](#)

Attachments: [Addendum , Alcohol Monitoring Systems, Inc](#)

This agenda item was approved.

8. Consideration of an appraisal service contract between Laramie County, WY, and Thomas Y Pickett & Company, Inc. [22 - 046](#)

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

This agenda item was approved.

9. Consideration of the annual public investment disclosure by public officers or public servants who invest government funds pursuant to WS 6-5-118 for calendar year 2022. [22 - 033](#)

Attachments: [Public Investment Disclosure Forms 2022](#)

This agenda item was approved.

10. Consideration of the deletion from Planning's fixed asset inventory of a 2016 Ford Escape traded to Tyrell Honda. [22 - 034](#)

Attachments: [Asset Deletion, Planning, 2016 Ford Escape](#)

This agenda item was approved.

11. Consideration of the following fees collected by various County entities for Dec 2021: County Clerk, \$144,502.02; Sheriff, \$49,202.98; Clerk of District Court, \$19,377.00; Shooting Sports, \$17,750.86; Planning & Development, \$89,715.61; Circuit Court, \$42,523.32; DUI Court, \$200.00; Drug Court, \$280.00. [22 - 052](#)

Attachments: [Dec Fees 2021](#)

This agenda item was approved.

12. Consideration of the following part-time salaries in the amount of \$41,171.35 for Jan 2022: Planning, \$420.00; Shooting Sports, \$7,144.05; Events Dept, \$1,266.00; Buildings/Maintenance, \$14,417.38; Grants, \$1,823.84; Sheriff Operations, \$4,696.42; Detention, \$10,706.12; Drug/DUI Courts, \$697.54. [22 - 053](#)

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

This agenda item was approved.

13. Consideration of warrants in the amount of \$1,693,412.96 for Jan 2022. [22 - 054](#)

Attachments: [Jan Warrants 2022](#)

This agenda item was approved.

Report & Public Petitions

14. Consideration of an amendment to the PlanCheyenne Future Land Use Map for various properties generally located west of Campbell Ave, north of Nationway, and south of and adjacent to E Lincolnway from CB (Community Business) to MU-C (Mixed-Use Commercial). The land considered with this amendment lies solely within city limits. [22 - 035](#)

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

Mark Christensen, Cheyenne City Planning, said the purpose of this agenda item was to obtain comments from Laramie County. The Board did not have any comments on the amendment.

The amendment memo was received and filed.

Grants

15. Public Notice of the Laramie County American Recovery Act Program, Coronavirus State and Local Fiscal Recovery Funds - nonprofit grant application. The application period closes on March 31, 2022. [22 - 047](#)

Attachments: [Public Notice, Nonprofit ARPA Application](#)

Sandra Newland, Grants, explained the purpose of the public notice. The Board thanked Ms. Newland for the work she has done.

The public notice and application were received and filed.

Contract/Agreement/Leases

16. Consideration of a memorandum of understanding between Laramie County, WY, on behalf of the Laramie County Combined Communications Center and American Medical Response Ambulance Service, Inc for the provision of emergency medical dispatch services, ambulance dispatch services and dispatch software. [22 - 049](#)

Attachments: [MOU, LCCCC and AMR](#)

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

Land Use:Variances/Board App./Plats

17. PUBLIC HEARING regarding the vacation of a note on the Bison Crossing, 8th Filing plat. [22 - 051](#)

Attachments: [Bison Crossing, 8th Filing Note Vacation, Staff Report](#)

Marissa Pomerleau, Planning, said Ronnie Lopez on behalf of Bison Crossing, 8th Filing Road Maintenance Association, submitted an application to vacate Note 6 on the plat. Upon approval of the vacation, the Public Works Dept would maintain the roads within the Bison Crossing, 8th Filing subdivision.

Ms. Pomerleau said based on the information provided, staff recommends the Laramie County Board of Commissioners postpone this item until such time as the Public Works Dept determines if it can take on maintenance of the roads in question.

Molly Bennett, Public Works, said a few logistical items need to be worked through before the department can make a determination on the matter.

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, to postpone this item until Public Works Dept determines if it can take on maintenance of the roads within Bison Crossing, 8th Filing. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

The meeting adjourned at 3:50 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 at least two business days prior to the meeting.