

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, October 5, 2021**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

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

### Minutes

1. Consideration of the Minutes of Proceedings for Sept 21, 2021.

[21 - 473](#)

**Attachments:** [Draft Minutes Sept 21, 2021](#)

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

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

### Consent Agenda

#### Approval of the Consent Agenda

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

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

2. Consideration of the ratification of a certificate of no default for fiscal year ending June 30, 2021 from Cheyenne Regional Medical Center for Hospital Revenue Bonds, Series 2021.

[21 - 450](#)

**Attachments:** [Certificate of No Default, CRMC, Hospital Revenue Bonds, Series 2021](#)

This agenda item was approved.

3. Consideration of amendment no. 4 to the inmate telephone services agreement (140520-07) between Laramie County, WY, and Inmate Calling Solutions, LLC dba ICSolutions.

[21 - 453](#)

This agenda item was approved.

4. Consideration of a subgrantee agreement between Laramie County, WY, and CLIMB WY of Cheyenne for a WY Dept of Family Services TANF grant in the amount of \$60,000 to run through Sept 30, 2022. [21 - 452](#)

**Attachments:** [Subgrantee Agreement, TANF Grant, CLIMB WY of Cheyenne](#)

This agenda item was approved.

5. Consideration of a subgrantee agreement between Laramie County, WY, and WY Family Home Ownership Program dba My Front Door for a WY Dept Family Services TANF grant in the amount of \$10,000 to run through Sept 30, 2022. [21 - 455](#)

**Attachments:** [Subgrantee Agreement, TANF Grant, My Front Door](#)

This agenda item was approved.

6. Consideration of a subgrantee agreement between Laramie County, WY, and the Greater WY Big Brothers Big Sisters of Laramie County for a WY Dept of Family Services TANF grant in the amount of \$7,500 to run through Sept 30, 2022. [21 - 456](#)

**Attachments:** [Subgrantee Agreement, TANF Grant, Greater WY Big Brothers Big Sisters](#)

This agenda item was approved.

7. Consideration of a subgrantee agreement between Laramie County, WY, and the Boys and Girls Club of Cheyenne for a WY Dept of Family Services TANF grant in the amount of \$42,000 to run through Sept 30, 2022. [21 - 457](#)

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

This agenda item was approved.

8. Consideration of a grant award agreement between Laramie County, WY, and the WY Office of Homeland Security for an Emergency Management Performance Grant in the amount of \$147,770 to run through Sept 30, 2022 with a 50% match. [21 - 467](#)

**Attachments:** [EMPG Grant Award, WY Homeland Security](#)

This agenda item was approved.

9. Consideration of five FY22 annual compensation agreements between Laramie County, WY, and the University of Wyoming. [21 - 454](#)

**Attachments:** [UW Extension Letter](#)  
[FY22 UW Extension Annual Compensation Agreements, Kristi Nagy](#)  
[FY22 UW Extension Annual Compensation Agreements, Brittany Newlin](#)  
[FY22 UW Extension Annual Compensation Agreements, Dawn Sanchez](#)  
[FY22 UW Extension Annual Compensation Agreements, Joan Schaefer Poach](#)  
[FY22 UW Extension Annual Compensation Agreements, Catherine Wissner](#)

This agenda item was approved.

10. Consideration of an audit services agreement between Laramie County, WY, and CliftonLarsonAllen, LLP in an amount not to exceed \$81,750 to audit financial statements of Laramie County for the fiscal year ending June 30, 2021. [21 - 465](#)

**Attachments:** [FY21 Audit Services Agreement, CLA, LLP](#)

This agenda item was approved.

11. Consideration of a bookkeeping/accounting services agreement between Laramie County, WY, and Childress Accounting and Consulting in an amount not to exceed \$15,150 to provide year-end bookkeeping and accounting services as described in attachment A. [21 - 469](#)

**Attachments:** [FY21 Bookkeeping/Accounting Services Agreement, Childress Accounting and Consulting](#)

This agenda item was approved.

12. Consideration of a nonattest accounting services agreement between Laramie County, WY, and RLR, LLP in an amount not to exceed \$16,500 for nonattest accounting services. The agreement shall commence on the date last executed and remain in full force and effect until June 30, 2022. [21 - 470](#)

**Attachments:** [FY21 Nonattest Accounting Services Agreement, RLR LLP](#)

This agenda item was approved.

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13. Consideration of a consulting services agreement between Laramie County, WY, and CliftonLarsonAllen, LLP for procedures for ARPA revenue recapture calculations. [21 - 471](#)

**Attachments:** [Consulting Services Agreement, CLA LLP, ARPA Revenue Recapture](#)

This agenda item was approved.

14. Consideration of a consulting services agreement between Laramie County, WY, and CliftonLarsonAllen, LLC for consulting services on interpretation of regulations for the request and expenditure of ARPA funds. [21 - 472](#)

**Attachments:** [Consulting Services Agreement, CLA LLP, ARPA Funds Interpret Regulations](#)

This agenda item was approved.

15. Consideration of an addendum and facility rental agreement between Laramie County, WY, and Cheyenne Frontier Days, Inc to provide a vote center facility for the 2021 SPOT Election. [21 - 466](#)

**Attachments:** [Facility Rental Addendum and Agreements, CFD, Inc](#)

This agenda item was approved.

16. Consideration of the following fees collected by various County entities for Aug 2021: County Clerk, \$163,562.31; Sheriff, \$75,897.82; Clerk of District Court, \$24,360.50; Shooting Sports, \$14,549.35; Planning & Development, \$103,066.28; Circuit Court, \$59,542.00; DUI Court, \$1,050.00; Drug Court, \$495.00. [21 - 474](#)

**Attachments:** [Aug Fees 2021](#)

This agenda item was approved.

17. Consideration of the following part-time salaries in the amount of \$36,749.27 for Sept 2021: Planning, \$530.00; Shooting Sports, \$5,913.90; Events Dept, \$969.00; Buildings/Maintenance, \$17,586.11; Sheriff Operations, \$1,800.00; Detention, \$9,096.12; Drug/DUI Courts, \$854.14. [21 - 475](#)

**Attachments:** [Sept Part-time Salaries 2021](#)

This agenda item was approved.

18. Consideration of warrants in the amount of \$2,038,768.17 for Sept 2021. [21 - 476](#)

**Attachments:** [Sept Warrants 2021](#)

This agenda item was approved.

**Grants**

19. Consideration of a resolution authorizing the submission of an application for a Federal Assistance FAA Grant under the American Rescue Plan Act 2021 and distributed through the Airport Rescue Grant Program and to accept the FAA grant when funded. Grant funds will be used for costs related to operations, cleaning, sanitization, janitorial services, combating the spread of pathogens and debt service payments in the amount of \$1,082,289 with no matching funds. [21 - 451](#)

**Attachments:** [FAA Grant Application, ARPA, Airport](#)

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

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

**Resolutions**

20. Consideration of a resolution giving public notice of Laramie County's intent to adopt the 2021 International Code Council Building Codes. [21 - 458](#)

**Attachments:** [Resolution, 2021 International Code Council Building Codes](#)

Dan Peters, Planning, said it is a State requirement to adopt the updated international building codes. Mr. Peters gave a brief overview of the changes. Chairman Malm noted this is the initial process to open the 45-day comment period and have a public hearing at a later date.

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

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

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

21. PUBLIC HEARING regarding a resolution adopting modifications to the Laramie County Building Permit Fee Schedule for commercial solar projects. [21 - 468](#)

**Attachments:** [Resolution, Permit Fee Schedule, Solar Array](#)

Dan Peters, Planning, said the modification to the fee schedule was due to a couple of commercial solar projects coming to Laramie County. Mr. Peters said he received feedback that the proposed fees were reasonable; no written comments were submitted.

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

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

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

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

- 22.** PUBLIC HEARING regarding a Zone Change from AR - Agricultural Residential to LR - Low Density Residential for Tract 6, Tract 5 less a portion, Park Estates and a portion of the NW1/4 SE1/4 Sect 22, T14N, R66W, and a Subdivision Permit & Plat for Park Estates, 4th Filing, Laramie County, WY.

[21 - 459](#)

**Attachments:** [Park Estates, 4th Filing, Zone Change and Subdivision Permit & Plat](#)

Marissa Pomerleau, Planning, said AVI PC, on behalf of TL Provision, LLC, submitted Zone Change and Subdivision Permit & Plat applications for Park Estates, 4th Filing, consisting of two tracts located directly southwest of the intersection of Parkhill Rd, Braehill Rd and Panorama Dr. The applications were submitted to request a zone change from AR to LR for the two tracts, and to replat the tracts to reconfigure the shared property line between the two. Both applications were combined into one staff report for ease of presentation and discussion, with separate motions required on the two actions.

Ms. Pomerleau said based on evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b and the subdivision permit and plat application 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 Commissioner Thompson, seconded by Vice Chairman Holmes, to approve the Zone Change from AR to LR for Tract 6, Tract 5 less a portion, Park Estates and a portion of the NW1/4 SE1/4 Sect 22, T14N, R66W, and adopt the findings of facts a and b for the zone change, as shown in the staff report. The motion carried by the following vote:

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

A motion was made by Commissioner Thompson, seconded by Vice Chairman Holmes, to approve the Subdivision Permit and Plat for Park Estates, 4th Filing, with no conditions and adopt the findings of fact a and

b for the subdivision permit & plat, as shown in the staff report. The motion carried by the following vote:

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

**The meeting adjourned at 3:50 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, Oct 5, 2021.

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 [lchr320@laramiecounty.com](mailto:lchr320@laramiecounty.com) at least two business days prior to the meeting.