

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, July 18, 2023

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 June 20, 2023.

[23 - 301](#)

Attachments: [Draft Minutes June 20, 2023](#)

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

Aye: Thompson, Lovett, Heath, Holmes, Malm

2. Consideration of the Budget Hearing Minutes of Proceedings for June 29, 2023.

[23 - 318](#)

Attachments: [Draft of the Budget Hearing June 29, 2023 Minutes](#)

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 Vice Chairman Lovett, seconded by Commissioner Holmes, to approve the Consent Agenda. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

3. Consideration of an agreement between Laramie County, WY, and The Cheyenne Cup to allow for the placement and operation of a food and beverage service in the atrium. The agreement shall remain in full force and effect until June 30, 2025.

[23 - 314](#)

Attachments: [Agreement, The Cheyenne Cup](#)

This agenda item was approved.

4. Consideration of an addendum and service agreement between Laramie County, WY, and Motorola Solutions, Inc, in the amount of \$48,933. Term of agreement is from July 1, 2023 through June 30, 2024. [23 - 344](#)

Attachments: [Addendum and Service Agreement, Motorola Solutions, Inc, Combined Communications](#)

This agenda item was approved.

5. Consideration of the ratification of a resolution authorizing submission of a grant application to the Dept of Justice for a FY23 Bullet Proof Vest Grant in the amount of \$10,682.50 with a 50% match to purchase up to 20 vests. [23 - 303](#)

Attachments: [Grant Application, Dept of Justice, Bullet Proof Vest Grant](#)

This agenda item was approved.

6. Consideration of the ratification of an agreement between Laramie County, WY, and Reiman Corp in an amount not to exceed \$190,729.50 to provide construction services for the Clear Creek Park basketball and pickleball court project. [23 - 309](#)

Attachments: [Agreement, Reiman Corp](#)

This agenda item was approved.

7. Consideration of the ratification of an agreement between Laramie County, WY, and Road Doctors, LLC, in an amount not to exceed \$89,900 to purchase a Magnum asphalt spray patcher for Public Works. [23 - 320](#)

Attachments: [Agreement, Road Doctors, LLC](#)

This agenda item was approved.

8. Consideration of an agreement between Laramie County, WY, and Commercial Flooring, Inc, in an amount not to exceed \$11,145 to provide flooring for Emergency Management. [23 - 313](#)

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

This agenda item was approved.

9. Consideration of an agreement between Laramie County, WY, and Indoff, Inc, in an amount not to exceed \$29,875.81 to provide furniture for Emergency Management. [23 - 336](#)

Attachments: [Agreement, Indoff, Inc](#)

This agenda item was approved.

10. Consideration of an agreement between Laramie County, WY, and KGA-Chey, LLC in an amount not to exceed \$32,978 to purchase a 2023 Ford Escape AWD for Public Works. [23 - 310](#)

Attachments: [Agreement, KGA-Chey, LLC](#)

This agenda item was approved.

11. Consideration of a US Dept of the Treasury Coronavirus State and Local Fiscal Recovery Fund subaward contract between Laramie County, WY, and the Tourism Promotion Joint Powers Board (Visit Cheyenne) in an amount of \$50,000 to run through Dec 31, 2024. [23 - 338](#)

Attachments: [SLFRF Subgrantee Contract, the Tourism Promotion Joint Powers Board](#)

This agenda item was approved.

12. Consideration of the ratification of a contract between Laramie County, WY, and Rocky Mountain Derby Promotions in the amount of \$18,500 to provide the demolition derby at the Archer Complex. [23 - 311](#)

Attachments: [Contract, Rocky Mountain Derby Promotions](#)

This agenda item was approved.

13. Consideration of an agreement between Laramie County, WY, and Artsy Events, LLC, dba Wowzers, in the amount of \$5,865 to provide airbrush art services at the Laramie County Fair. [23 - 329](#)

Attachments: [Agreement, Artsy Events, LLC](#)

This agenda item was approved.

14. Consideration of an agreement between Laramie County, WY, and CEW Enterprises, Inc, in an amount not to exceed \$38,032.80 for renting bleachers at the Laramie County Fair as described in attachment A. [23 - 330](#)

Attachments: [Agreement, CEW Enterprises, Inc](#)

This agenda item was approved.

15. Consideration of an addendum between Laramie County, WY, and Colorado Event Productions in the amount of \$12,431 to provide two Oculus setups for virtual reality games at the Laramie County Fair. [23 - 331](#)

Attachments: [Addendum, Colorado Event Productions](#)

This agenda item was approved.

16. Consideration of an addendum between Laramie County, WY, and Harmony Artists, Inc, in the amount of \$6,500 to provide Twinkle Time & Friends at the Laramie County Fair. [23 - 332](#)

Attachments: [Addendum, Harmony Artists, Inc](#)

This agenda item was approved.

17. Consideration of an addendum between Laramie County, WY, and The Party People, LLC, in the amount of \$7,295 to provide entertainment services at the Laramie County Fair as described in attachment A. [23 - 333](#)

Attachments: [Addendum, The Party People, LLC](#)

This agenda item was approved.

18. Consideration of an agreement between Laramie County, WY, and Bobby D Bindert to provide an equipment staging area and electricity on an as-needed basis to heat Public Works equipment. The agreement shall remain in full force and effect until June 30, 2024. [23 - 343](#)

Attachments: [FY24 Agreement, Bobby D Bindert](#)

This agenda item was approved.

19. Consideration of the ratification of a catering permit submitted by Bluebird, Inc, dba Uncle Charlies Grill & Tavern, for an event on July 15, 2023 at the Hereford Ranch. [23 - 315](#)

Attachments: [24-hour Permit, Uncle Charlies Grill & Tavern, July 15, 2023](#)

This agenda item was approved.

20. Consideration of the ratification of a two-day catering permit submitted by Town & Country Supermarket Liquors for an event on June 24 and 25, 2023 at 516 S Greeley Hwy. [23 - 299](#)

Attachments: [24-hour Permit, Town and Country Supermarket Liquors, June 24 and 25, 2023](#)

This agenda item was approved.

21. Consideration of a catering permit submitted by S&W Properties, dba Vino's Wine and Spirits, for an event on Aug 11, 2023 at the Hereford Ranch. [23 - 345](#)

Attachments: [24-hour Permit, Vino's Wine and Spirits, Aug 11, 2023](#)

This agenda item was approved.

-
22. Consideration of a three-day catering permit submitted by The Knotty Pine Saloon for events on Aug 10 through 12, 2023 at the Archer Complex. [23 - 322](#)

Attachments: [24-hour Permit, The Knotty Pine Saloon, August 10 - 12, 2023](#)

This agenda item was approved.

23. Consideration of a four-day catering permit submitted by The Knotty Pine Saloon for events on Aug 5 through 8, 2023 at the Archer Complex. [23 - 321](#)

Attachments: [24-hour Permit, The Knotty Pine Saloon, August 5 - 8, 2023](#)

This agenda item was approved.

24. Consideration of a 10-day catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, for events on July 21 through 30, 2023 at 312 S Greeley Hwy, parking lot and back area. [23 - 307](#)

Attachments: [24-hour Permit, Bullseye Operations, July 21 - 30, 2023](#)

This agenda item was approved.

25. Consideration of a two-day catering permit submitted by DeLancey Enterprises, LLC, dba Hell on Wheels Package Liquors, for events on July 21 and 22, 2023 at the Archer Complex. [23 - 306](#)

Attachments: [24-hour Permit, Hell on Wheels Package Liquor, July 21 and 22, 2023](#)

This agenda item was approved.

26. Consideration of a six-day catering permit submitted by DeLancey Enterprises, LLC, dba Hell on Wheels Package Liquors, for events on July 24 through 29, 2023 at the Archer Complex. [23 - 349](#)

Attachments: [24-hour Permit, Hell on Wheels Package Liquor, July 24 - 29, 2023](#)

This agenda item was approved.

27. Consideration of the deletion from the County Clerk's fixed asset inventory of a Fujitsu scanner for disposal. [23 - 298](#)

Attachments: [Asset Deletion, County Clerk, Fujitsu Scanner](#)

This agenda item was approved.

28. Consideration of the following fees collected by various County entities for May 2023: County Clerk, \$113,470.87; Sheriff, [23 - 346](#)

\$171,999.24; Clerk of District Court, \$19,050.00; Shooting Sports, \$13,263.96; Planning & Development, \$265,509.24; Circuit Court, \$39,754.00; DUI Court, \$380.00; Drug Court, \$690.00.

Attachments: [May Fees 2023](#)

This agenda item was approved.

- 29.** Consideration of the following part-time salaries in the amount of [23 - 347](#)
\$63,840.87 for June 2023: Grants, \$2,657.50; Planning, \$551.85;
Shooting Sports, \$7,546.74; Events Dept, \$1,153.00;
Buildings/Maintenance, \$23,384.35; Sheriff Operations, \$7,803.53;
Detention, \$18,897.37; Drug/DUI Courts, \$1,846.53.

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

This agenda item was approved.

Warrants

- 30.** Consideration of warrants in the amount of \$2,770,544.58 for June 2023. [23 - 348](#)

Attachments: [June Warrants 2023](#)

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

Aye: Lovett, Heath, Holmes, Malm

Recused: Thompson

Report & Public Petitions

- 31.** Consideration of an amendment to the PlanCheyenne Future Land Use Map for land generally located east of Burlington Trail and south of and adjacent to HR Ranch Rd from MU-R (Mixed-use Residential) to MU-E (Mixed-Use Employment). The land considered with this amendment lies solely within city limits. [23 - 304](#)

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

Connor White, Cheyenne City Planning, said the purpose of this agenda item was to obtain comments from Laramie County.

Chairman Thompson opened the meeting for PUBLIC COMMENT. Brad Emmons, AVI and agent for Cheyenne LEADS as the applicant, said it is a project the applicant is doing for a client. Hearing no PUBLIC COMMENT, Chairman Thompson closed the comment period.

The Board did not have any comments on the amendment.

The amendment memo was received and filed.

- 32.** PUBLIC HEARING and consideration of the postponement of the appraisers' report regarding establishment of a 60-foot public right-of-way, also known as Laramie St, situated in the NE1/4 of the SE1/4 of Sect 26, T14N, R66W, of the 6th PM, Laramie County, WY. [23 - 319](#)

Molly Bennett, Public Works, requested this item be postponed until Aug 1, 2023. She said the report has been completed and she will inform the claimants via email or mail.

Chairman Thompson opened the hearing for PUBLIC COMMENT. Michael Clark, resident, said he was opposed to the right-of-way. Chairman Thompson explained comments were only for the postponement of the report. Hearing no further PUBLIC COMMENT, Chairman Lovett closed the hearing.

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to postpone consideration of the appraisers' report regarding to Laramie St until Aug 1, 2023. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

Grants

- 33.** Consideration of an agreement between Laramie County, WY, and Wyoming Machinery Co in an amount not to exceed \$266,660 to purchase a Weiler P385C commercial asphalt paver for Public Works. [23 - 302](#)

Attachments: [Agreement, Wyoming Machinery Co](#)

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

Aye: Thompson, Lovett, Heath, Holmes, Malm

- 34.** Consideration of an agreement between Laramie County, WY, and Ryders Public Safety in an amount not to exceed \$115,025 to purchase and deliver 107 Peacekeeper/ballistic combo vests for the Sheriff's office. [23 - 308](#)

Attachments: [Agreement, Ryders Public Safety](#)

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

Aye: Thompson, Lovett, Heath, Holmes, Malm

Contract/Agreement/Leases

35. Consideration of an agreement between Laramie County, WY, and the City of Cheyenne in an amount not to exceed \$130,800 to authorize the city to furnish the county with animal control services. [23 - 316](#)

Attachments: [Agreement, City of Cheyenne](#)

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

Aye: Thompson, Lovett, Heath, Holmes, Malm

36. Consideration of an agreement between Laramie County, WY, the City of Cheyenne and the Cheyenne Animal Shelter for animal shelter services as specifically described in the agreement. The term of the agreement shall be from July 1, 2023 through June 30, 2026. [23 - 317](#)

Attachments: [Agreement, City of Cheyenne and Cheyenne Animal Shelter](#)

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, Holmes, Malm

Nay: Heath

37. Consideration of an agreement between Laramie County, WY, and KUBL Group for security systems maintenance services at the Detention Center as described in attachment A. [23 - 327](#)

Attachments: [Agreement, KUBL Group, Adult](#)

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

Aye: Thompson, Lovett, Heath, Holmes, Malm

38. Consideration of an agreement between Laramie County, WY, and KUBL Group for security systems maintenance services at the Juvenile Services Center as described in attachment A. [23 - 328](#)

Attachments: [Agreement, KUBL Group, Juvenile](#)

A motion was made by Vice Chairman Lovett, seconded by Commissioner

Malm, that this agenda item be approved. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

Appointments

- 39.** Consideration of a resolution appointing a member to the Cheyenne-Laramie County Economic Development Joint Powers Board for a three-year term, expiring June 30, 2026.

[23 - 337](#)

Attachments: [Cheyenne-Laramie Co Economic Development JPB Appointment](#)

A motion was made by Commissioner Heath, seconded by Vice Chairman Lovett, to appoint Dave Keiter. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

Land Use: Variances/Board App./Plats

- 40.** PUBLIC HEARING regarding a vacation of Tracts 21, 22 and 23, Green Subdivision, 3rd Filing, located in the SW1/4 SW1/4 of Sect 22, T14N, R66W, of the 6th PM, Laramie County, WY.

[23 - 335](#)

Attachments: [Vacation, Green Subdivision, 3rd Filing](#)

Justin Arnold, Planning, said Steil Surveying Services, LLC, on behalf of Robert A Grandpre, submitted a vacation application for Tracts 21, 22 and 23, Green Subdivision, 3rd Filing, located between 3420 Green Ct and 3410 Green Ct. The vacation was submitted to create an administrative plat so the three tracts may be combined into one 0.42-acre tract.

Mr. Arnold said based on evidence provided, staff recommends approval of the vacation and the administrative plat with the adoption of findings of fact a, b and c.

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 Commissioner Holmes, to adopt the findings of fact a, b, and c of the staff report, to approve the vacation of Tracts 21, 22, and 23, Green Subdivision, 3rd Filing, Laramie County, WY, which shall take effect upon recordation of the administrative plat of Green Subdivision, 4th Filing, and to approve the administrative plat of Green Subdivision, 4th Filing. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

-
- 41.** PUBLIC HEARING regarding board approval of the Meadowlark Airpark Bar Barndominium site plan, located in Tract 11, Meadowlark Airpark, Laramie County, WY. [23 - 339](#)

Attachments: [Barndominium Board Approval and Site Plan](#)

Justin Arnold, Planning, said the applicant requested for this item to be postponed until Aug 15, 2023, to present a business plan for hours of operation.

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

A motion was made by Commissioner Holmes, seconded by Commissioner Heath, to postpone this item until Aug 15, 2023. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

- 42.** PUBLIC HEARING regarding a subdivision permit and plat for Blue Roan Ranches, situated in all that portion east of I-25 R/W in the SE1/2SE1/4 of Sect 27, T17N, R67W of the 6th PM, Laramie County, WY. [23 - 340](#)

Attachments: [Blue Roan Ranches, Subdivision Permit and Plat](#)

Bryce Hamilton, Planning, said Steil Surveying Services, LLC, on behalf Leaning Tree Homes, Inc, submitted a subdivision permit and plat application for a parcel of land located on the service road on the east side of I-25 and at the interchange for County Rd 228. The application was submitted to subdivide the 60.25-acre property into ten residential lots of roughly six acres each.

Mr. Hamilton 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 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 adopt findings of fact a and b of the staff report and to approve the subdivision permit and plat for Blue Roan Ranches. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Malm

Abstain: Holmes

- 43.** PUBLIC HEARING regarding a vacation and replat of Tract 5, Block 1, Thunder Basin Estates, situated at 1072 Mallard Ln, Burns, WY. [23 - 341](#)

Attachments: [Vacation, Thunder Basin Estates](#)

Bryce Hamilton, Planning, said Steil Surveying Services, LLC, on behalf of Luis Raul Caballero, submitted a vacation application for Tract 5, Block 1, Thunder Basin Estates, located at 1072 Mallard Ln, Burns, WY. The application was submitted to perform an administrative plat that would subdivide and plat the parcel as two lots known as Thunder Basin Estates, 6th Filing.

Mr. Hamilton said based on evidence provided, staff recommends approval of the vacation and the administrative plat with the adoption of findings of fact a, b and c.

Chairman Thompson opened the hearing for PUBLIC COMMENT. David Lemaster, resident, said he objected to this item. He noted some issues he had with the applicant. Hearing no further PUBLIC COMMENT, Chairman Thompson closed the hearing.

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to adopt the findings of fact a, b, and c of the staff report, to approve the vacation of Tract 5, Block 1, Thunder Basin Estates, Laramie County, WY, which shall become effective upon recordation of the administrative plat of Thunder Basin Estates, 6th Filing, and to approve the administrative plat of Thunder Basin Estates, 6th Filing. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

- 44.** PUBLIC HEARING regarding a vacation and replat of High Prairie Mennonite Church Cemetery, situated at 4083 Rd 207, Carpenter, WY.

23 - 342

Attachments: [Vacation, High Prairie Mennonite Church Cemetery](#)

Bryce Hamilton, Planning, said Steil Surveying Services, LLC, on behalf of High Prairie Mennonite Church, submitted a vacation application for High Prairie Mennonite Church Cemetery at 4083 Rd 207, Carpenter, WY. The application was submitted to perform an administrative plat which would subdivide and plat the parcel as two lots known as High Prairie Mennonite Church, as well as allocating a portion of the parcel to the east to the new plat.

Mr. Hamilton said based on evidence provided, staff recommends approval of the vacation and the administrative plat with the adoption of findings of fact a, b and c.

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

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to adopt the findings of fact a, b, and c of the staff report, to approve the vacation of High Prairie Mennonite Church Cemetery, Laramie County, WY, which shall become effective upon

recordation of the administrative plat of High Prairie Mennonite Church, and to approve the administrative plat of High Prairie Mennonite Church. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

The meeting adjourned at 4:21 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. Per WS §18-3-516(f), access to county information can be obtained at laramiecountyny.gov.