

Board of County Commissioners

Minutes of the Proceedings - Draft

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, October 3, 2023

3:30 PM

Commissioners Board Room

Roll Call/Call to Order

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

Excused: Vice Chairman Brian Lovett

Minutes

1. Consideration of the Minutes of Proceedings for Sept 19, 2023.

[23 - 449](#)

Attachments: [Draft Minutes Sept 19, 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, Heath, Holmes, Malm

Excused: Lovett

Consent Agenda

Approval of the Consent Agenda

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

Aye: Thompson, Heath, Holmes, Malm

Excused: Lovett

2. Consideration of a contract for services between Laramie County, WY, and the city of Cheyenne, Office of Youth Alternatives, in an amount not to exceed \$86,000 to provide crisis shelter services to remain in effect until June 30, 2024.

[23 - 423](#)

Attachments: [FY24 Contract for Services, Youth Alternatives Crisis Shelter](#)

This agenda item was approved.

3. Consideration of the annual agreement between Laramie County, WY, and the city of Cheyenne, Office of Youth Alternatives, in the amount of

[23 - 451](#)

\$76,000 to provide juvenile probation services to remain in full force and effect until June 30, 2024.

Attachments: [FY24 Agreement, Youth Alternatives, Juvenile Probation Services](#)

This agenda item was approved.

4. Consideration of the annual economic development services agreement between Laramie County, WY, and Cheyenne LEADS in the amount of \$60,000 to remain in full force and effect until June 30, 2024. [23 - 353](#)

Attachments: [FY24 Agreement, Cheyenne LEADS](#)

This agenda item was approved.

5. Consideration of the annual funding agreement between Laramie County, WY, and Cheyenne Downtown Development Authority in the amount of \$5,000 to remain in full force and effect until June 30, 2024. [23 - 361](#)

Attachments: [FY24 Agreement, Cheyenne Downtown Development Authority](#)

This agenda item was approved.

6. Consideration of the annual human services agreement between Laramie County, WY, and Pine Bluffs Senior Center, Inc, in the amount of \$35,000 to remain in full force and effect until June 30, 2024. [23 - 354](#)

Attachments: [FY24 Agreement, Pine Bluffs Senior Center, Inc](#)

This agenda item was approved.

7. Consideration of the annual human services agreement between Laramie County, WY, and United Way of Laramie County in the amount of \$125,000 to remain in full force and effect until June 30, 2024. [23 - 357](#)

Attachments: [FY24 Agreement, United Way of Laramie County](#)

This agenda item was approved.

8. Consideration of the annual human services agreement between Laramie County, WY, and Volunteers of America - Northern Rockies in the amount of \$40,000 to remain in full force and effect until June 30, 2024. [23 - 355](#)

Attachments: [FY24 Agreement, Volunteers of America - Northern Rockies](#)

This agenda item was approved.

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9. Consideration of the annual human services agreement between Laramie County, WY, and Cheyenne Housing Authority in the amount of \$225,000 to remain in full force and effect until June 30, 2024. [23 - 364](#)

Attachments: [FY24 Agreement, Cheyenne Housing Authority](#)

This agenda item was approved.

10. Consideration of the ratification of a three-day catering permit submitted by The Knotty Pine Saloon for an event on Sept 29 through Oct 1, 2023 at 1249 Happy Jack. [23 - 448](#)

Attachments: [24-hour Permit, The Knotty Pine Saloon, Sept 29 - Oct 1, 2023](#)

This agenda item was approved.

11. Consideration of the following fees collected by various county entities for Aug 2023: County Clerk, \$143,544.40; Sheriff, \$164,538.98; Clerk of District Court, \$24,219.00; Shooting Sports, \$15,484.76; Planning & Development, \$91,411.08; Circuit Court, \$46,196.57; DUI Court, \$300.00; Drug Court, \$460.00. [23 - 450](#)

Attachments: [Aug Fees 2023](#)

This agenda item was approved.

12. Consideration of the following part-time salaries in the amount of \$55,311.32 for Sept 2023: Assessor, \$436.68; Planning, \$653.84; Shooting Sports, \$6,814.89; Buildings/Maintenance, \$20,048.73; Sheriff Operations, \$7,365.78; Detention, \$17,908.80; Drug/DUI Courts, \$2,082.60. [23 - 452](#)

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

This agenda item was approved.

13. Consideration of the ratification of an agreement between Laramie County, WY, and J & C Hearing Protection in the amount of \$65 per pair of earplugs for approximately 65 - 70 employees. [23 - 453](#)

Attachments: [Agreement, J & C Hearing Protection](#)

This agenda item was approved.

14. Consideration of an addendum between Laramie County, WY, and Fusion Talent Group in the amount of \$10,500 to provide the All About Science Comedy Show at the Event Center at Archer. [23 - 470](#)

Attachments: [Agreement, Fusion Talent Group Inc, All About Science Comedy Show](#)

This agenda item was approved.

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15. Consideration of an addendum between Laramie County, WY, and Fusion Talent Group in the amount of \$7,000 for a Kids Pedal Tractor Pull Show at the Event Center at Archer. [23 - 472](#)

Attachments: [Addendum, Fusion Talent Group, Kids Pedal Tractor Pull Show](#)

This agenda item was approved.

16. 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 \$9,171.43 to run through Sept 30, 2024. [23 - 456](#)

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

This agenda item was approved.

17. 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 \$13,757.14 to run through Sept 30, 2024. [23 - 457](#)

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

This agenda item was approved.

18. 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 \$75,000 to run through Sept 30, 2024. [23 - 458](#)

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

This agenda item was approved.

19. 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 \$62,571.43 to run through Sept 30, 2024. [23 - 474](#)

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

This agenda item was approved.

20. Consideration of an agreement between Laramie County, WY, and Wyoming Machinery Co in an amount not to exceed \$27,730 to purchase two 3-point mounted gravel reclaimers. [23 - 471](#)

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

This agenda item was approved.

- 21.** Consideration of an administrative services agreement between Laramie County, WY, and Blue Cross Blue Shield of WY. The agreement pertains to an employee welfare benefit plan which is maintained by the county as plan sponsor and plan administrator for the benefit of its participants and beneficiaries. [23 - 464](#)

Attachments: [Administrative Services Agreement, BCBS of WY](#)

This agenda item was approved.

Warrants

Chairman Thompson announced he had a conflict of interest with agenda item #22.

- 22.** Consideration of warrants in the amount of \$2,497,186.46 for Sept 2023. [23 - 454](#)

Attachments: [Sept Warrants 2023](#)

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: Heath, Holmes, Malm

Excused: Lovett

Recused: Thompson

Grants

- 23.** Consideration of an agreement between Laramie County, WY, and Advanced Comfort Solutions in an amount not to exceed \$51,905 for the purchase and installation of HVAC cooling systems for county server rooms. [23 - 455](#)

Attachments: [Agreement, Advanced Comfort Solutions](#)

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

Aye: Thompson, Heath, Holmes, Malm

Excused: Lovett

- 24.** Consideration of an agreement between Laramie County, WY, and Bobcat of the Rockies in an amount not to exceed \$71,699.98 to purchase a compact excavator. [23 - 469](#)

Attachments: [Agreement, Bobcat of the Rockies](#)

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, Heath, Holmes, Malm

Excused: Lovett

25. Consideration of an agreement between Laramie County, WY, and Floyd's Truck Center in an amount not to exceed \$277,911 to purchase a 2025 Freightliner 114SD plus single axle dump tractor with sander and plow.

[23 - 467](#)

Attachments: [Agreement, Floyd's Truck Center, 2025 Freightliner](#)

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, Heath, Holmes, Malm

Excused: Lovett

26. Consideration of an agreement between Laramie County, WY, and Floyd's Truck Center in an amount not to exceed \$324,414 to purchase a 2025 Western Star 49X over the road end dump tractor with sander and plow.

[23 - 468](#)

Attachments: [Agreement, Floyd's Truck Center, 2025 Western Star](#)

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

Aye: Thompson, Heath, Holmes, Malm

Excused: Lovett

27. Consideration of an agreement between Laramie County, WY, and Peterbilt of Wyoming in an amount not to exceed \$128,939 to purchase a traveling axle equipment trailer.

[23 - 473](#)

Attachments: [Agreement, Peterbilt Wyoming](#)

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

Aye: Thompson, Heath, Holmes, Malm

Excused: Lovett

Contract/Agreement/Leases

- 28.** Consideration of a cooperative agreement between WY Dept of Transportation and Laramie County, WY, to set forth the terms and conditions by which the Sheriff will perform road closure gate duties upon request of the WY Highway Patrol. [23 - 463](#)

Attachments: [Cooperative Agreement, WYDOT](#)

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, Heath, Holmes, Malm

Excused: Lovett

- 29.** Consideration of an addendum between Laramie County, WY, and High West Energy to purchase and receive electrical power and energy for the EMA storage facility. [23 - 462](#)

Attachments: [Addendum, High West Energy](#)

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

Aye: Thompson, Heath, Holmes, Malm

Excused: Lovett

Commissioner Malm announced he had a conflict of interest with agenda item #30.

- 30.** Consideration of an agreement between Laramie County, WY, and Voss Family Limited Partnership in the amount of \$8,800,000 for the purpose of purchase and sale of real estate at 2020 Carey Ave. [23 - 466](#)

Attachments: [Agreement, Voss Family Limited Partnership, 2020 Carey Ave](#)

Monique Meese, County Attorney, noted the building across the street from the courthouse has been placed for sale and the county would like to pursue the option of a potential purchase.

Ms. Meese noted the seller, Voss Family Limited Partnership, is no relation to Laramie County Attorney Mark Voss.

Chairman Thompson opened the meeting for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Thompson closed the comment period.

Chairman Thompson explained the next steps would be appraisal and inspections of the property. He said acquisition of the property would serve the future needs of the county.

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, Heath, Holmes

Excused: Lovett

Recused: Malm

Resolutions

31. Consideration of a resolution giving public notice of Laramie County's intent to adopt the 2023 National Electrical Code.

[23 - 459](#)

Attachments: [Resolution, Public Notice to adopt the 2023 Nat'l Electrical Code](#)

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

Aye: Thompson, Heath, Holmes, Malm

Excused: Lovett

32. Consideration of a resolution giving public notice of Laramie County's intent to repeal adoption of the 2021 International Fire Code.

[23 - 460](#)

Attachments: [Resolution, Public Notice to repeal the 2021 Int'l Fire Code](#)

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, Heath, Holmes, Malm

Excused: Lovett

Land Use:Variances/Board App./Plats

- 33. PUBLIC HEARING regarding a subdivision permit and plat for Lots 6 and 7, Block 1, Country Homes Subdivision, Laramie County, WY, to be platted and known as Country Homes Subdivision, 7th Filing. [23 - 461](#)

Attachments: [Country Homes Subdivison, 7th Filing, Subdivison Permit and Plat](#)

Cate Cundall, Planning, said AVI, PC on behalf of Rodney Stein, submitted a subdivision permit and plat application for Country Homes Subdivision, 7th Filing, located at 604 and 608 Cherry St, Cheyenne, WY. The application was submitted to replat Lots 6 and 7, Block 1, Country Homes Subdivision into three residential tracts.

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

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 approve the subdivision permit and plat for Country Homes Subdivision, 7th Filing, with no conditions, and adopt the findings of fact a of the staff report. The motion carried by the following vote:

Aye: Thompson, Heath, Holmes, Malm

Excused: Lovett

- 34. PUBLIC HEARING regarding a vacation and replat of a portion of the S1/2 of Tract 49, Allison Tracts, and Lots 1 and 2, Block 1, O'Brien Subdivision, to be known as Caroline Acres, situated in a portion of Sect 8, T13N, R66W of the 6th PM, Laramie County, WY. [23 - 465](#)

Attachments: [Vacation, DiSenso](#)

Justin Arnold, Planning, requested this item be postponed until the Oct 17, 2023 meeting.

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 Heath, to postpone this item until the Oct 17, 2023 Board of County Commissioners' meeting. The motion carried by the following vote:

Aye: Thompson, Heath, Holmes, Malm

Excused: Lovett

The meeting adjourned at 3:59 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 laramiecountywy.gov.