

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, June 20, 2023**

**3:30 PM**

**Commissioners Board Room**

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### Roll Call/Call to Order

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

**Excused:** Chairman Troy Thompson

### Minutes

1. Consideration of the Minutes of Proceedings for June 6, 2023.

[23 - 277](#)

**Attachments:** [Draft Minutes June 6, 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

**Excused:** Thompson

### Consent Agenda

#### Approval of the Consent Agenda

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

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

**Excused:** Thompson

2. Consideration of an agreement between Laramie County, WY, and Med-ENG, LLC, in an amount not to exceed \$43,387 to purchase an EOD 10E bomb suit.

[23 - 268](#)

**Attachments:** [Agreement, Med-Eng, LLC](#)

This agenda item was approved.

3. Consideration of the ratification of a resolution authorizing submission of a grant application in the amount of \$50,000 to the Cheyenne Community Public Recreation District for funding an inclusive playground to be located at Archer.

[23 - 272](#)

**Attachments:** [Grant Application, Cheyenne Community Public Recreation District](#)

This agenda item was approved.

4. Consideration of the deletion from the Sheriff's fixed assets inventory of a 2016 Ford Taurus to be scrapped. [23 - 273](#)

**Attachments:** [Asset Deletion, Sheriff, 2016 Ford](#)

This agenda item was approved.

5. Consideration of an agreement between Laramie County, WY, and Legal Aid of WY, Inc, to provide legal representation to individuals detained under the involuntary hospitalization process established pursuant to WS 25-10-101 et seq, including participation in emergency detention and civil commitment hearings as scheduled. This agreement shall remain in full force and effect until June 30, 2024, and the County shall pay the contractor \$100 per hour to provide legal services as described in the agreement. [23 - 271](#)

**Attachments:** [Agreement, Legal Aid of WY, Inc](#)

This agenda item was approved.

6. Consideration of a legal services agreement between Laramie County, WY, and Steiner, Fournier, Zook & Case, LLC, to provide legal services 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 per hour. [23 - 292](#)

**Attachments:** [Legal Services Agreement, Steiner, Fournier, Zook & Case, LLC](#)

This agenda item was approved.

7. Consideration of a stop loss insurance policy between Laramie County, WY, and BCS Insurance Co. [23 - 294](#)

**Attachments:** [Stop Loss Policy, BCS Insurance Co](#)

This agenda item was approved.

8. Consideration of the ratification of a catering permit submitted by Railspur, LLC, dba Railspur, for an event on June 10, 2023 at Rabou Farms, 6060 Co Rd 230. [23 - 279](#)

**Attachments:** [24-hour Permit, Railspur, June 10, 2023](#)

This agenda item was approved.

**Contract/Agreement/Leases**

9. Consideration of the first amendment to a three-year hardware maintenance and software license, maintenance and support services agreement (230404-21) between Laramie County, WY, and Election Systems & Software, LLC, in the amount of \$221,940 from Aug 1, 2023 through July 31, 2026. [23 - 274](#)

**Attachments:** [Amendment, Election System & Software, LLC](#)

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:** Lovett, Heath, Holmes, Malm

**Excused:** Thompson

10. Consideration of an agreement between Laramie County, WY, and Roberts Signs & Lighting, Inc, in an amount not to exceed \$88,265.47 for renovation of existing signage at the Archer Complex. [23 - 275](#)

**Attachments:** [Agreement, Roberts Signs & Lighting, Inc](#)

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:** Lovett, Heath, Holmes, Malm

**Excused:** Thompson

11. Consideration of an agreement between Laramie County, WY, and Integrated Behavioral Health, Inc, dba Uprise Health, to provide ASI software at the Detention Center. [23 - 293](#)

**Attachments:** [Agreement, Integrated Behavioral Health, dba Uprise Health](#)

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:** Lovett, Heath, Holmes, Malm

**Excused:** Thompson

## Appointments

12. Consideration of the ratification of a resolution appointing appraisers for the establishment of a road pursuant to WS 24-3-101 et seq, to wit: Laramie St. [23 - 278](#)

**Attachments:** [Resolution, Appointment of Appraisers, Laramie St](#)

A motion was made by Commissioner Malm, seconded by Commissioner Holmes, to appoint Chris Brown, John Sherman and Jeff Fanning. The motion carried by the following vote:

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

**Excused:** Thompson

Items #13 through #17 were consolidated into one motion.

13. Consideration of a resolution appointing Timothy Johnson, representing the Laramie County Sheriff's Dept, to the Laramie Co Community Juvenile Services Joint Powers Board for a three-year term, expiring on June 30, 2026. [23 - 280](#)

**Attachments:** [Community Juvenile Services JPB Appointment, Timothy Johnson](#)

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to appoint Timothy Johnson. The motion carried by the following vote:

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

**Excused:** Thompson

14. Consideration of a resolution appointing Joel Hickerson, representing the Cheyenne Police Dept, to the Laramie Co Community Juvenile Services Joint Powers Board for a three-year term, expiring June 30, 2026. [23 - 281](#)

**Attachments:** [Community Juvenile Services JPB Appointment, Joel Hickerson](#)

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to appoint Joel Hickerson. The motion carried by the following vote:

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

**Excused:** Thompson

15. Consideration of a resolution appointing Jeff O'Holleran, representing the Laramie Co District Attorney's Office, to the Laramie County Community Juvenile Services Joint Powers Board for a three-year term, expiring June 30, 2026. [23 - 282](#)

**Attachments:** [Community Juvenile Services JPB, Jeff O'Holleran](#)

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to appoint Jeff O'Holleran. The motion carried by the following vote:

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

**Excused:** Thompson

16. Consideration of a resolution appointing Kathy Emmons, representing the Cheyenne-Laramie Co Health Dept, to the Laramie County Community Juvenile Services Joint Powers Board for a three-year term, expiring on June 30, 2026. [23 - 283](#)

**Attachments:** [Community Juvenile Services JPB Appointment, Kathy Emmons](#)

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to appoint Kathy Emmons. The motion carried by the following vote:

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

**Excused:** Thompson

17. Consideration of a resolution appointing Carla Thurin, representing the Laramie Co School District #2, to the Laramie County Community Juvenile Services Joint Powers Board for a three-year term, expiring on June 30, 2026. [23 - 284](#)

**Attachments:** [Community Juvenile Services JPB Appointment, Carla Thurin](#)

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to appoint Carla Thurin. The motion carried by the following vote:

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

**Excused:** Thompson

Items #18 and #19 were consolidated into one motion.

18. Consideration of a resolution appointing a member to the Laramie County Library Board for a three-year term, expiring June 30, 2026. [23 - 285](#)

**Attachments:** [Library Board Appointment](#)

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to reappoint Stacia Berry. The motion carried by the following vote:

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

**Excused:** Thompson

19. Consideration of a resolution appointing a member to the Laramie County Library Board for a three-year term, expiring June 30, 2026. [23 - 286](#)

**Attachments:** [Library Board Appointment](#)

A motion was made by Commissioner Holmes, seconded by Commissioner Malm, to reappoint Michael Pearlman. The motion carried by the following vote:

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

**Excused:** Thompson

20. Consideration of a resolution appointing a member to the Laramie County Hospital Board of Trustees for a five-year term, expiring June 30, 2028. [23 - 287](#)

**Attachments:** [Hospital Board Appointment](#)

A motion was made by Commissioner Malm, seconded by Commissioner Holmes, to appoint Dave Cook. The motion carried by the following vote:

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

**Excused:** Thompson

Items #21 and #22 were consolidated into one motion.

21. Consideration of a resolution appointing a member to the Laramie County Planning Commission for a three-year term, expiring June 30, 2026. [23 - 288](#)

**Attachments:** [Planning Commission Appointment](#)

A motion was made by Commissioner Malm, seconded by Commissioner Holmes, to reappoint John Watkins. The motion carried by the following

vote:

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

**Excused:** Thompson

- 22.** Consideration of a resolution appointing a member to the Laramie County Planning Commission for a three-year term, expiring June 30, 2026. [23 - 289](#)

**Attachments:** [Planning Commission Appointment](#)

A motion was made by Commissioner Malm, seconded by Commissioner Holmes, to appoint Jack Stadel. The motion carried by the following vote:

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

**Excused:** Thompson

- 23.** Consideration of a resolution appointing a member to the Cheyenne Area Convention and Visitors Bureau Board of Directors for a three-year term, expiring June 30, 2026. [23 - 290](#)

**Attachments:** [Convention & Visitors Appointment](#)

A motion was made by Commissioner Malm, seconded by Commissioner Holmes, to reappoint Wendy Volk. The motion carried by the following vote:

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

**Excused:** Thompson

- 24.** Consideration of a resolution appointing a member to the Laramie County Recreation Planning and Advisory Board to complete the term left vacant by Christopher Fornstrom, expiring Dec 31, 2024. [23 - 291](#)

**Attachments:** [Recreation Planning and Advisory Board Appointment](#)

A motion was made by Commissioner Heath, seconded by Commissioner Malm, to appoint Damien Thompson. The motion carried by the following vote:

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

**Excused:** Thompson

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

- 25.** PUBLIC HEARING regarding a zone change from MR - Medium Density Residential to MU - Mixed Use for Tract 1, Hermann Meadows Subdivision, Laramie County, WY.

[23 - 276](#)

**Attachments:** [Chavez, Zone Change](#)

Cate Cundall, Planning, said Steil Surveying Services, LLC, on behalf of Maria Chavez, dba Little Rascals Daycare, submitted a zone change application for Tract 1, Hermann Meadows Subdivision, Laramie County, WY, located at 314 E Jefferson Rd. The application was submitted for a zone change from Medium Density Residential (MR) to Mixed Use (MU) to allow for expansion of the daycare facility. A site plan application was submitted concurrently but placed on hold to allow for reconfiguration of the building design to accommodate 60 children. The original site plan was based on 100 - 150 children.

Ms. Cundall said based on evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a, b and c.

Chairman Lovett opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Lovett 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 and to approve a zone change from Medium Density Residential (MR) to Mixed Use (MU) for Tract 1, Hermann Meadows Subdivision, Laramie County, WY. The motion carried by the following vote:

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

**Excused:** Thompson

**Report & Public Petitions**

- 26.** 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 - 253](#)

Molly Bennett, Public Works, requested this item be postponed because the appraisers were appointed on June 9, 2023, and would need time to meet with the claimants.

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

A motion was made by Commissioner Malm, seconded by Commissioner



Holmes, to postpone consideration of the appraisers' report regarding to Laramie St until July 18, 2023. The motion carried by the following vote:

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

**Excused:** 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, June 20, 2023.

Approved by : Debra K. Lee, County Clerk

Reviewed by : Troy Thompson, 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. Per WS §18-3-516(f), access to county information can be obtained at [laramiecountywy.gov](http://laramiecountywy.gov).