

Board of County Commissioners Meeting

Agenda - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, September 5, 2023

3:30 PM

Commissioners Board Room

Visit <https://laramiecounty.legistar.com/Calendar.aspx> to attend the meeting virtually and comment online. During the meeting, comments may be called in at 633-4422.

Any supporting document associated with an agenda item is the document as initially submitted for the agenda and may not include any subsequent proposed amendments or revisions.

Roll Call/Call to Order

Minutes

1. Consideration of the Minutes of Proceedings for Aug 15, 2023.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes Aug 15, 2023](#)

Consent Agenda

2. Consideration of the deletion from Emergency Management's fixed asset inventory of a 2014 GMC Sierra 2500 transferred to Laramie County Fire Dist #3.

Dept: Emergency Management

Agent: Jeanine West

Applicant:

Attachments: [Asset Deletion, EMA, 2014 GMC](#)

- 3. Consideration of a lease agreement between Laramie County, WY, and Messenger, LLC, in an amount not to exceed \$31,500 to lease a garage facility at 2507 E 7th St, commencing Oct 1, 2023, through Sept 30, 2024.

Dept: Emergency Management

Agent: Jeanine West

Applicant: Messenger, LLC

Attachments: [Lease Agreement, Messenger, LLC](#)

- 4. Consideration of an agreement between Laramie County, WY, and Laramie County Fire Dist #4 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.

Dept: Public Works

Agent: Molly Bennett

Applicant: Fire Dist #4

Attachments: [FY24 Agreement, Laramie County Fire Dist #4](#)

- 5. Consideration of an agreement between Laramie County, WY, and WY MSHA State Grant Program to provide MSHA training to Public Works employees as described in attachment A.

Dept: Risk Management

Agent: Lori Pallak

Applicant: WY MSHA Grant Prog

Attachments: [Agreement, WY MSHA State Grant Program](#)

- 6. Consideration of an agreement between Laramie County, WY, and 21st Century Equipment, LLC, in an amount not to exceed \$26,250 to purchase a portable air compressor for Public Works.

Dept: Grants

Agent: Sandra Bay

Applicant: Public Works

Attachments: [Agreement, 21st Century Equipment, LLC](#)

- 7. Consideration of an agreement between Laramie County, WY, and Recco, Inc, dba Five-R Co, in an amount not to exceed \$18,000 to provide materials and installation of a sidewalk between buildings at Archer.

Dept: Grants

Agent: Dan Ange

Applicant: Recco, Inc dba Five-R Co

Attachments: [Agreement, Recco, Inc, dba Five-R Co](#)

- 8. Consideration of a contract between Laramie County, WY, and the WY Assoc of Sheriffs and Chiefs of Police in the amount of \$1,700 for an alcohol inspection grant to run through May 28, 2024.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [Contract, WASCOP, Alcohol Inspection Grant Award](#)

- 9. Consideration of a contract between Laramie County, WY, and the WY Assoc of Sheriffs and Chiefs of Police in the amount of \$1,700 for a tobacco inspection grant to run through June 10, 2024.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [Contract, WASCOP, Tobacco Inspection Grant Award](#)

- 10. Consideration of an agreement between Laramie County, WY, and Big D's Fencing & Pole Barns in an amount not to exceed \$47,696.82 to provide a quality fence around the Juvenile Services Center's outdoor recreation area.

Dept: Sheriff

Agent: Chance Walkama

Applicant: Big D's Fencing&Pole Barn

Attachments: [Agreement, Big D's Fencing & Pole Barns](#)

- 11. Consideration of an agreement between Laramie County, WY, and the city of Cheyenne at a rate of \$120 per city prisoner per day and \$60 per city prisoner for book and release from July 1, 2023, through June 30, 2024.

Dept: Sheriff

Agent: Perry Rockvam

Applicant: City of Cheyenne

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

- 12. Consideration of the second amendment to the commissary service contract (180605-05, 210302-11 & 210720-11) between Laramie County, WY, and Keefe Commissary Network, LLC.

Dept: Sheriff

Agent: Perry Rockvam

Applicant: Keefe Commissary

Attachments: [Second Amendment, Keefe Commissary Network, LLC](#)

- 13. Consideration of the fourth addendum to renew contract (150707-17) between Laramie County, WY, and KONE, Inc, to provide service and maintenance for elevators in various county buildings as described in exhibit 4, until June 30, 2026.

Dept: Building Maintenance

Agent: Jerry Pribble

Applicant: KONE, Inc

Attachments: [Addendum, KONE, Inc](#)

- 14. Consideration of the ratification of an amendment to the agreement (230516-3) between Laramie County, WY, and Billy Traughber to change the MicroMania Midget Wrestling event date from Aug 7 to Aug 18, 2023.

Dept: Events

Agent: Dan Ange

Applicant: Billy Traughber

Attachments: [Amendment, Billy Traughber](#)

- 15. Consideration of the ratification of a catering permit submitted by DeLancey Enterprises, LLC, dba Hell on Wheels Package Liquors, for an event on Sept 2, 2023 at Hereford Ranch.

Dept: County Clerk

Agent: Debra Lee

Applicant: Hell on Wheels Pkg Liq

Attachments: [24-hour Permit, Hell on Wheels Package Liquor, Sept 2, 2023](#)

- 16. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, dba Hell on Wheels Package Liquors, for an event on Sept 22, 2023 at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: Hell on Wheels Pkg Liq

Attachments: [24-hour Permit, Hell on Wheels Package Liquors, Sept 22, 2023](#)

- 17. Consideration of a nonattest accounting/consulting services agreement between Laramie County, WY, and Childress Accounting and Consulting in an amount not to exceed \$17,365 to provide year-end bookkeeping and accounting services as described in attachment A.

Dept: County Clerk

Agent: Stanley Walker

Applicant: Childress Accounting

Attachments: [FY23 Nonattest Accounting-Consulting Services Agreement, Childress Accounting and Consulting](#)

- 18. Consideration of a nonattest accounting services agreement between Laramie County, WY, and RLR, LLP, in an amount not to exceed \$20,400 for nonattest accounting services.

Dept: County Clerk

Agent: Stanley Walker

Applicant: RLR, LLP

Attachments: [FY23 Nonattest Accounting Services Agreement, RLR, LLP](#)

- 19. Consideration of an audit services agreement between Laramie County, WY, and CliftonLarsonAllen, LLP, in an amount not to exceed \$105,280 to audit financial statements of Laramie County for the fiscal year ending June 30, 2022.

Dept: County Clerk

Agent: Stanley Walker

Applicant: CliftonLarsonAllen, LLP

Attachments: [FY23 Audit Services Agreement, CLA, LLP](#)

- 20. Consideration of the following fees collected by various county entities for July 2023: County Clerk, \$107,876.59; Sheriff, \$118,724.34; Clerk of District Court, \$15,314.50; Shooting Sports, \$13,874.50; Planning & Development, \$302,077.80; Circuit Court, \$57,542.00; DUI Court, \$335.00; Drug Court, \$200.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [July Fees 2023](#)

- 21. Consideration of the following part-time salaries in the amount of \$52,486.53 for Aug 2023: Assessor, \$298.49; Planning, \$995.62; Shooting Sports, \$6,787.99; Events Dept, \$630.00; Buildings/Maintenance, \$19,476.10; Sheriff Operations, \$6,399.45; Detention, \$15,172.80; District Court, \$1,405.38; Drug/DUI Courts, \$1,320.70.

Dept: County Clerk

Agent: Debra Lee

Applicant:

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

Warrants

- 22. Consideration of warrants in the amount of \$3,031,485.95 for Aug 2023.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Aug Warrants 2023](#)

Grants

- 23. Consideration of an agreement between Laramie County, WY, and Wyoming Machinery Co in an amount not to exceed \$97,325.80 to purchase a 2023 Cat® 272D3 skid steer loader.

Dept: Grants

Agent: Sandra Bay

Applicant: Public Works

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

Contract/Agreement/Leases

- 24. Consideration of a legal services agreement between Laramie County, WY, and Bailey Stock Harmon Cottam Lopez, LLP, to negotiate commercial real estate transactions on behalf of the county at a rate of \$275 per hour.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Legal Services Agreement, Bailey Stock Harmon Cottam Lopez, LLP](#)

- 25. Consideration of an addendum to the cooperative agreement (220906-31) between Laramie County, WY, and the WY Dept of Transportation (WYDOT) to outline the terms and conditions by which the county and WYDOT will remove Structure No DLM, over Union Pacific Railroad on County Rd 210-2 (Pershing Blvd) at RM 8.21 in Laramie County, WY.

Dept: Public Works

Agent: Molly Bennett

Applicant:

Attachments: [Memorandum, WYDOT, Changes to Reconnaissance Report, UPRR Bridge](#)

- 26. Consideration of an amendment to the communications system and services agreement between Laramie County, WY, and Motorola Solutions, Inc, in an amount not to exceed \$89,266 to install and test equipment, including incidental hardware and materials, software and design, for an integrated system at the Fox Farm radio site. (Postponed from Aug 15, 2023 meeting)

Dept: Combined Communications

Agent: Amber Young

Applicant: Motorola Solutions, Inc

Attachments: [Amendment, Motorola Solutions, Inc](#)

Appointments

- 27. Consideration of a resolution appointing a member to the Laramie County Planning Commission to complete the term left vacant by Kelcie Hughes, expiring June 30, 2025.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Planning Commission Appointment](#)

- 28. Consideration of a resolution reappointing Mark T Voss as the Laramie County Attorney in accordance with WS 18-3-301(a) effective Sept 1, 2023.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Resolution Reappointing County Attorney Mark T Voss](#)

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.