

# Board of County Commissioners Meeting

## Agenda - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, August 2, 2022**

**3:30 PM**

**Commissioners Board Room**

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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 July 19, 2022.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Draft Minutes July 19, 2022](#)

### Consent Agenda

2. Consideration of a legal services agreement between Laramie County, WY, and The Salisbury Firm, PC to provide legal counsel and assist the Laramie County Attorney's Office at a rate of \$190 per hour. The agreement shall remain in full force and effect until Dec 31, 2022.

Dept: County Attorney

Agent: Mark Voss

Applicant: The Salisbury Firm, PC

**Attachments:**     [Legal Services Agreement, The Salisbury Firm, PC](#)

3. Consideration of the ratification of an agreement between Laramie County, WY, and ABEK Cleaning, LLC, in the amount of \$6,880 to provide janitorial services during the Laramie County Fair. This agreement also provides for potential future work upon mutual agreement between the contractor and the Events Dept.

Dept: Events

Agent: Dan Ange

Applicant: ABEK Cleaning, LLC

**Attachments:**     [Agreement, ABEK Cleaning, LLC](#)

4. Consideration of an agreement between Laramie County, WY, and Hell on Wheels Rodeo Co, LLC, in the amount of \$15,000 to provide ranch rodeo organizer services for the Laramie County Fair Ranch Rodeo as described in Exhibit B.

Dept: Events

Agent: Dan Ange

Applicant: Hell on Wheels Rodeo Co

**Attachments:**     [Agreement, Hell on Wheels Rodeo Co, LLC](#)

5. Consideration of an amendment for the annual renew of agreement 200721-6 between Laramie County, WY, and CorrHealth to provide inmate health care programs and services.

Dept: Sheriff

Agent: Don Hollingshead

Applicant: CorrHealth

**Attachments:**     [Amendment, CorrHealth](#)

6. Consideration of a grant agreement between Cheyenne Regional Medical Center and Laramie County, WY, in the amount of \$5,000 for a prevention grant to address suicide prevention efforts in Laramie County to run through June 15, 2024.

Dept: Grants

Agent: Sandra Newland

Applicant: Coroner

**Attachments:**     [Agreement, CRMC, Prevention Grant, Coroner](#)

7. Consideration of a grant agreement between Cheyenne Regional Medical Center and Laramie County, WY, in the amount of \$6,000 for a prevention grant to address alcohol consumption at the Laramie County event facilities to run through June 15, 2024.

Dept: Grants

Agent: Sandra Newland

Applicant: Risk Management

**Attachments:**    [Agreement, CRMC, Prevention Grant, Risk Management](#)

8. Consideration of a grant agreement between Cheyenne Regional Medical Center and Laramie County WY, in the amount of \$50,500 for a prevention grant to address alcohol, drug and substance use in Laramie County to run through June 15, 2024.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff

**Attachments:**    [Agreement, CRMC, Prevention Grant, Sheriff](#)

9. Consideration of a grant agreement between Cheyenne Regional Medical Center and Laramie County, WY, in the amount of \$97,405 to fund implementation of the Law Enforcement Assisted Diversion Program to run through June 30, 2023.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff

**Attachments:**    [Agreement, CRMC, LEAD Grant, Sheriff](#)

10. Consideration of a grant agreement between WY Dept of Health, Public Health Division, and Laramie County, WY, for a Community Prevention grant in an amount not to exceed \$920,247 to run through June 30, 2024.

Dept: Grants

Agent: Sandra Newland

Applicant:

**Attachments:**    [Grant Agreement, WY Dept of Health](#)

11. Consideration of a resolution authorizing the submission of a grant application to the Dept of Justice for a FY22 Edward Byrne Memorial Justice Assistance Grant in the amount of \$68,074. The grant allocation is based on violent crime data and population, the City of Cheyenne Police Dept (\$54,443) and the Sheriff's Dept (\$13,631).

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff & Cheyenne PD

**Attachments:**     [Grant Application, Dept of Justice, Byrne JAG](#)

12. Consideration of the ratification of a resolution authorizing acceptance of a grant award from the WY Hospital Assoc for Health and Human Services in the amount of \$24,000 to provide staff retention funds to the Juvenile Detention Center.

Dept: Grants

Agent: Sandra Newland

Applicant: Juvenile Service Center

**Attachments:**     [Resolution, WY Hospital Assoc, ARPA Award](#)

13. Consideration of four separate equipment/electricity contracts between Laramie County, WY, and Laramie County Fire Authority, Brandon Scott, Dan Cathcart and Gloria Merrill to provide electricity on an as-needed basis to heat Laramie County Public Works equipment. These agreements shall commence on July 1, 2022 and remain in full force and effect until June 30, 2023.

Dept: Public Works

Agent: Molly Bennett

Applicant:

**Attachments:**     [FY23 Contract, Laramie County Fire Authority](#)  
[FY23 Contract, Brandon Scott](#)  
[FY23 Contract, Dan Cathcart](#)  
[FY23 Contract, Gloria Merrill](#)

14. Consideration of a three-day malt beverage permit submitted by The Knotty Pine Saloon for an event Aug 8 - 10, 2022 at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: The Knotty Pine Saloon

**Attachments:**     [24-Hour Permit, The Knotty Pine Saloon, Aug 8-10, 2022](#)

15. Consideration of a malt beverage permit submitted by The Knotty Pine Saloon for an event on Aug 13, 2022 at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: The Knotty Pine Saloon

**Attachments:**     [24-Hour Permit, The Knotty Pine Saloon, Aug 13, 2022](#)

16. Consideration of an addendum to maintenance agreement and onsite support contract between Laramie County, WY, and DocuTek, Inc in the amount of \$1,500 to provide maintenance for a Minolta scanner located at County Clerk's Records Center. The term of the contract is from Aug 22, 2022 through Aug 22, 2023.

Dept: County Clerk

Agent: Deanna Grimm

Applicant: DocuTek, Inc

**Attachments:**     [Addendum and Contract, DocuTek, Inc](#)

17. Consideration of the second amendment to the e-commerce agreement (200901-39) between Laramie County, WY, and ASC Acquisition, LLC, dba ArcaSearch, LLC, in an amount not to exceed \$1,799 to renew access to indexes and records for e-commerce solution for a period of one year.

Dept: County Clerk

Agent: Debra Lee

Applicant: ArcaSearch, LLC

**Attachments:**     [Second Amendment, ArcaSearch, LLC](#)

18. Consideration of the following fees collected by various County entities for June 2022: County Clerk, \$135,944.32; Sheriff, \$107,867.80; Clerk of District Court, \$15,047.50; Shooting Sports, \$12,765.63; Planning & Development, \$491,772.78; Circuit Court, \$56,536.00; DUI Court, \$1,140.00; Drug Court, \$290.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [June Fees 2022](#)

19. Consideration of the following part-time salaries in the amount of \$51,603.93 for July 2022: Grants, \$1,999.72; Planning, \$778.93; Shooting Sports, \$5,961.61; Events Dept, \$1,662.00; Buildings/Maintenance, \$21,301.11; Sheriff Operations, \$4,635.89; Detention, \$13,377.12; District Court, \$459.48; Drug/DUI Courts, \$1,428.07.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [July Part-time Salaries 2022](#)

20. Consideration of warrants in the amount of \$5,133,870.39 for July 2022.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [July Warrants 2022](#)

## Grants

21. Consideration of an agreement between Laramie County, WY, and Vermeer Colorado in an amount not to exceed \$121,900 to purchase a trailer-mounted excavator for Public Works.

Dept: Grants

Agent: Sandra Newland

Applicant: Public Works

**Attachments:**     [Agreement, Vermeer Colorado](#)

22. Consideration of two ARPA nonprofit subrecipient agreements between Laramie County, WY, and the Cheyenne Kiwanis Club Foundation, \$130,039.14, and the Pine Bluffs Lions Club, \$4,000. Agreements are to run through May 31, 2023.

Dept: Grants

Agent: Sandra Newland

Applicant:

**Attachments:**    [Agreements, ARPA Nonprofits](#)

### Contract/Agreement/Leases

23. Consideration of a utility easement between Laramie County, WY, and the City of Cheyenne through its Board of Public Utilities.

Dept: Public Works

Agent: Molly Bennett

Applicant: City of Cheyenne

**Attachments:**    [Utility Easement, City of Cheyenne through BOPU](#)

24. Consideration of an agreement between Laramie County, WY, and Big Al's Auto & Exhaust to provide automotive services and related products.

Dept: Risk Management

Agent: Mark Voss

Applicant: Big Al's Auto & Exhaust

**Attachments:**    [Agreement, Big Al's Auto & Exhaust](#)

25. Consideration of an agreement between Laramie County, WY, and the Cheyenne Animal Shelter in an amount not to exceed \$272,000 to provide animal shelter services as set forth in the agreement. The term of this agreement shall be July 1, 2022 through June 30, 2023.

Dept: Commissioners

Agent: Britney Tennant

Applicant: Cheyenne Animal Shelter

**Attachments:**    [Agreement, Cheyenne Animal Shelter](#)

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

26. Consideration of a resolution giving public notice of Laramie County's intent to amend the amended 2019 Laramie County Land Use Regulations.

Dept: Planning & Development

Agent: Justin Arnold

Applicant:

**Attachments:**     [Notice of Intent to Amend 2019 Laramie County Land Use Regulations](#)

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

27. PUBLIC HEARING regarding a Zone Change from A2 - Agricultural to AR - Agricultural Residential for a portion of the SW1/4 of Sect 30, T14N, R65W, of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying

Applicant: City of Cheyenne

**Attachments:**     [City of Cheyenne, Zone Change](#)

28. PUBLIC HEARING regarding a Subdivision Permit and Plat for Homestead Estates, located in a portion of the N1/2 Sect 18, T13N, R68W, of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Lovas Engineering

Applicant: Swagger Construction, LLC

**Attachments:**     [Homestead Estates, Subdivision Permit & Plat](#)

29. PUBLIC HEARING regarding a Subdivision Permit and Plat for Tiley Subdivision, located in a portion of the S1/2 S1/2 SE1/4 Sect 6, T4N, R62W, Laramie County, WY.

Dept: Planning & Development

Agent: Inberg-Miller Engineers

Applicant: Randy and Janel Tiley

**Attachments:**     [Tiley Subdivision, Subdivision Permit and Plat](#)



**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.