

# Board of County Commissioners

## Minutes of the Proceedings - Draft

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, March 1, 2022**

**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

The board recognized Ukraine's struggle for freedom and sovereignty and observed moment of silence.

### Minutes

1. Consideration of the Minutes of Proceedings for Feb 15, 2022.

**[22 - 088](#)**

**Attachments:** [Draft Minutes Feb 15, 2022](#)

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:** 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 addendum between Laramie County, WY, and PeopleReady, Inc to supply temporary associates to assist the Events Dept.

**[22 - 079](#)**

**Attachments:** [Addendum, PeopleReady, Inc](#)

This agenda item was approved.

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3. Consideration of the appointment of Amy Ehlman as part-time magistrate in the Circuit Court of the First Judicial District, Laramie County, WY, in accordance with WS 5-9-210(b). [22 - 089](#)

**Attachments:** [Appointment of Court Magistrate to Circuit Court, Amy Ehlman](#)

This agenda item was approved.

4. Consideration of a grant award agreement between Laramie County, WY, and WY Office of Homeland Security in the amount of \$17,450 for a special event safety seminar training. [22 - 091](#)

**Attachments:** [FY17 SHSP Grant Award, EMA](#)

This agenda item was approved.

5. Consideration of a resolution authorizing the submission of a FY23 and FY24 Victim/Witness grant application to the WY Office of the Attorney General, Division of Victim Services in the amount of \$247,527.14 with a cash match of \$76,381.53 over the two-year period. [22 - 092](#)

**Attachments:** [FY23 and FY24 Grant Application, Office of AG, Victim/Witness Program](#)

This agenda item was approved.

6. Consideration of the following fees collected by various County entities for Jan 2022: County Clerk, \$127,493.44; Sheriff, \$43,747.06; Clerk of District Court, \$16,229.50; Shooting Sports, \$25,977.84; Planning & Development, \$52,135.41; Circuit Court, \$33,798.00; DUI Court, \$200.00; Drug Court, \$505.00. [22 - 096](#)

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

This agenda item was approved.

7. Consideration of the following part-time salaries in the amount of \$38,360.56 for Feb 2022: Planning, \$480.00; Shooting Sports, \$6,717.33; Events Dept, \$1,080.00; Buildings/Maintenance, \$13,826.54; Sheriff Operations, \$4,696.42; Detention, \$10,706.13; Drug/DUI Courts, \$854.14. [22 - 097](#)

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

This agenda item was approved.

8. Consideration of warrants in the amount of \$1,262,552.13 for Feb 2022. [22 - 098](#)

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

This agenda item was approved.

## Proclamations

9. Consideration of a resolution proclaiming March 2022 as Red Cross Month. [22 - 080](#)

**Attachments:** [Resolution Proclaiming March 2022 as Red Cross Month](#)

Janet Lewis, Red Cross of WY, requested the Board proclaim March 2022 as Red Cross Month. County Clerk Debra Lee read the proclamation into the record.

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

## Report & Public Petitions

10. Consideration of an amendment of a request to change the land use category from Open Space and Parks to Community Business for an area of land located southwest of the intersection of Cleveland Ave and US30 and to correct categories of land use throughout the city inadvertently applied with previous map adoption. The land considered with this amendment lies solely within city limits. [22 - 094](#)

**Attachments:** [Amendment Memo, PlanCheyenne](#)

Mark Christensen, Cheyenne City Planning, said the purpose of this agenda item was to obtain comments from Laramie County. The Board did not have any comments on the amendment.

The amendment memo was received and filed.

## Resolutions

11. Consideration of a resolution delegating authority for general administrative matters to the Laramie County Director of Public Works. [22 - 078](#)

**Attachments:** [Resolution, Delegating Authority to Director of Public Works](#)

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:** Lovett, Heath, Holmes, Malm

**Excused:** Thompson

## Grants

- 12.** Consideration of an agreement between Laramie County, WY, and Kois Brothers Equipment Co, Inc, in the amount of \$217,299 to purchase a Larue D60 dual auger snow blower. [22 - 090](#)

**Attachments:** [Agreement, Kois Brothers Equip Co, 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

- 13.** Consideration of a US Dept of the Treasury, Coronavirus State and Local Fiscal Recovery Fund subaward contract between Laramie County, WY, and COMEA, Inc, in the amount of \$350,000 towards the purchase of real property to aid in providing safe, secure and temporary shelter for the homeless population of Laramie County. [22 - 095](#)

**Attachments:** [SLFRF Subgrantee Contract, US Dept of the Treasury, COMEA, 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

## License/Permits

- 14.** Consideration of Liquor License fees for July 1, 2022, through June 30, 2023. [22 - 036](#)

**Attachments:** [Liquor License fees for 2022](#)

County Clerk Debra Lee presented the proposed fee schedule. The fees are the same as last year with additional categories for new permits and licenses.

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:** Lovett, Heath, Holmes, Malm

**Excused:** Thompson

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

15. PUBLIC HEARING regarding board approval for a telecommunications tower located at Tract 10, Sunset Tracts, 3rd Filing, Laramie County, WY.

**22 - 093**

**Attachments:** [Dish Telecommunication Tower, Board Approval](#)

Michael Surface, Planning, said SSC submitted an application for a telecommunications tower located on Sunset Tracts, 3rd Filing Tract 10. Glory Evangelical Lutheran Church, property owner, will enter into a lease if the Board approves the application.

Charmaine Dregalla, the applicant, explained her company represents Dish, which is a new wireless carrier. The 100 ft tower would fill a gap in coverage.

Mr. Surface said based on evidence provided, staff recommends approval of the telecommunications tower with the adoption of findings of fact a and b.

Acting Chairman Lovett opened the hearing for PUBLIC COMMENT. Bob McCue, resident, spoke against approval of the request. He said incorrect and insufficient information was sent to landowners in the area. Hearing no further PUBLIC COMMENT, Commissioner Lovett closed the hearing.

Commissioner Lovett questioned County Attorney Mark Voss about the legalities of the notice. Mr. Voss requested time to review land use regulations before providing an opinion.

Mr. Surface gave the chain of events for the notice. Two notices were sent to landowners, the first notice--with incorrect information--was sent by certified mail and a corrected notice by first-class mail.

A motion was made by Commissioner Malm, seconded by Commissioner Holmes, to postpone this item for 45 days and ask the applicant and Planning Dept to properly re-notice all affected properties by certified mail within 30 days, revisiting this item in 45 days after the proper notification has been made. The motion carried by the following vote:

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

**Excused:** Thompson

**The meeting adjourned at 4:22 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](mailto:lchr320@laramiecounty.com) at least two business days prior to the meeting.