

Board of County Commissioners

Minutes of the Proceedings - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, August 15, 2023

3:30 PM

Commissioners Board Room

Roll Call/Call to Order

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

Minutes

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

[23 - 393](#)

Attachments: [Draft Minutes Aug 1, 2023](#)

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: Thompson, Lovett, Heath, Holmes, Malm

Consent Agenda

Chairman Thompson removed Item #8 from the Consent Agenda.

Approval of the Consent Agenda

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

Aye: Thompson, Lovett, Heath, Holmes, Malm

2. Consideration of a memorandum of understanding between Laramie County, WY, and the city of Cheyenne in an amount not to exceed \$88,000.00 for the Cheyenne Transit Program to provide public transportation service to Laramie County Community College and for an area of Laramie County immediately adjacent to the city of Cheyenne. The MOU shall remain in full force and effect until June 30, 2024.

[23 - 379](#)

Attachments: [MOU, City of Cheyenne Transit Program](#)

This agenda item was approved.

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3. Consideration of the ratification of an agreement between Laramie County, WY, and Cheyenne Frontier Days, Inc, in an amount not to exceed \$7,535 for a congressional staffers tour reception. [23 - 382](#)

Attachments: [Agreement, Cheyenne Frontier Days, Inc](#)

This agenda item was approved.

4. Consideration of the ratification of an addendum between Laramie County, WY, and Outlaw Truck and Tractor Pulling Assoc in the amount of \$14,700 to provide a tractor pulling event at the Laramie County Fair. [23 - 374](#)

Attachments: [Addendum, Outlaw Truck and Tractor Pulling Assoc](#)

This agenda item was approved.

5. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, dba Hell on Wheels Package Liquors, for an event on Sept 16, 2023 at Berry's Stone House, Horse Creek, WY. [23 - 397](#)

Attachments: [24-hour Permit, Hell on Wheels Package Liquors, Sept 16, 2023](#)

This agenda item was approved.

6. Consideration of a FY24 contract between WY Office of the Attorney General, Division of Victim Services, and Laramie County, WY, for the Sheriff's office Victim Witness Program in the amount of \$120,000 with a match of \$67,565.48 (\$10,701 in-kind/\$56,864.48 cash), beginning July 1, 2023, and expiring June 30, 2024. [23 - 375](#)

Attachments: [Contract, FY24 Victim Witness](#)

This agenda item was approved.

7. Consideration of amendment one to a contract between WY Dept of Family Services and Laramie County, WY, to provide an additional \$160,500 in TANF/CPI funds for FFY24 and to extend the term of the contract through Sept 30, 2024. [23 - 376](#)

Attachments: [Amendment One, DFS, FFY24 TANF](#)

This agenda item was approved.

8. Consideration of an agreement between Laramie County, WY, and Honnen Equipment Co of WY, in an amount not to exceed \$22,440.75 to purchase a 2023 Towmaster T-16DT tilt deck trailer for Public Works. [23 - 399](#)

Attachments: [Agreement, Honnen Equipment Co of WY](#)

John Poelma, Public Works, explained a bid request went out for a tilt deck

equipment trailer. He said the higher bidder offered a better safety feature where the front portion of the deck does not tilt up, which will allow for storage.

A motion was made by Commissioner Holmes, seconded by Vice Chairman Lovett, that this agenda item be approved. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

9. Consideration of an amendment to the agreement (230606-21) between Laramie County, WY, and Floyd's Truck Center in an amount not to exceed \$642,392 to purchase four over the road conventional tractors. The increase is based on revised bid specifications. [23 - 381](#)

Attachments: [Amendment, Floyd's Truck Center, Four Over the Road Conventional Tractors](#)

This agenda item was approved.

10. Consideration of an amendment to a memorandum of understanding (230207-2) between Laramie County, WY, Cheyenne Regional Medical Center, city of Cheyenne and Dr Clair Uding (White) to extend the term from May 31, 2023 to May 31, 2024. [23 - 385](#)

Attachments: [Amendment, CRMC, City of Cheyenne and Dr Clair Uding \(White\), Co-response Mental Health](#)

This agenda item was approved.

11. Consideration of an agreement between Laramie County, WY, and Drug Testing Center of Cheyenne, Inc, in an amount not to exceed \$10,000 to provide drug testing and other supporting services to Drug Court participants. [23 - 389](#)

Attachments: [FY24 Agreement, Drug Testing Center, Drug Court](#)

This agenda item was approved.

12. Consideration of an agreement between Laramie County, WY, and Drug Testing Center of Cheyenne, LLC, in an amount not to exceed \$10,000 to provide drug testing services and other supporting services to DUI Court participants. [23 - 390](#)

Attachments: [FY24 Agreement, Drug Testing Center, DUI Court](#)

This agenda item was approved.

13. Consideration of an agreement between Laramie County, WY, and Specialty Counseling and Consulting, LLC, in an amount not to exceed \$140,406 to provide substance abuse and mental health counseling services to DUI Court participants. [23 - 387](#)

Attachments: [FY24 Agreement, Specialty Counseling and Consulting, LLC](#)

This agenda item was approved.

14. Consideration of an agreement between Laramie County, WY, and Foundations Counseling and Consulting of WY, LLC, in an amount not to exceed \$163,148 to provide substance abuse and mental health treatment services, drug testing and other treatment-related services to Drug Court participants. [23 - 388](#)

Attachments: [FY24 Agreement, Foundations Counseling and Consulting of WY, LLC](#)

This agenda item was approved.

15. Consideration of an agreement between Laramie County, WY, and CenturyLink Sales Solutions, Inc, a monthly amount of \$1,050 plus any applicable taxes and fees for a period not to exceed 12 months for the county ISDN PRS, DSS. [23 - 386](#)

Attachments: [Agreement, CenturyLink Sales Solutions, Inc](#)

This agenda item was approved.

16. Consideration of the deletion from the Sheriff's fixed asset inventory of a 2013 Ford Expedition and 2014 Ford F250 traded to KGA-Chey, LLC. [23 - 377](#)

Attachments: [Asset Deletion, Sheriff, 2013 Ford and 2014 Ford](#)

This agenda item was approved.

Grants

17. PUBLIC HEARING and consideration of a resolution authorizing the submission of a grant application to the Dept of Justice for a FY23 Edward Byrne Memorial Justice Assistance Grant in the amount of \$77,820. If funded, money will be used by both the Sheriff's office and the city of Cheyenne Police Dept and a formal subgrantee agreement will be executed. [23 - 394](#)

Attachments: [Grant Application, Dept of Justice, FY23 Byrne JAG](#)

Sandra Bay, Grants, went over the request. She said the grant is an annual submission and the formal grant is based on population and violent crime. If awarded, the city of Cheyenne will receive \$57,998 and the county will receive \$19,822.

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

A motion was made by Vice Chairman Lovett, seconded by Commissioner Holmes, that this agenda item be approved. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

Contract/Agreement/Leases

18. 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. [23 - 378](#)

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

Amber Young, Combined Communications, requested this agenda be postponed until the next meeting.

A motion was made by Commissioner Heath, seconded by Vice Chairman Lovett, to postpone. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

19. Consideration of an agreement between Laramie County, WY, and Motorola Solutions, Inc, in an amount not to exceed \$244,206 to supply and install a NICE IP logging solution. [23 - 380](#)

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

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

Aye: Thompson, Lovett, Heath, Holmes, Malm

20. Consideration of an amendment to an agreement (220607-23) between Laramie County, WY, and the city of Cheyenne, a monthly amount of \$10,900 for animal control services for the period of July 1, 2022, through June 30, 2023. [23 - 398](#)

Attachments: [Amendment, City of Cheyenne](#)

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: Thompson, Lovett, Heath, Holmes, Malm

Land Use:Variances/Board App./Plats

21. PUBLIC HEARING regarding board approval of the Meadowlark Airpark Bar Barndominium site plan, located in Tract 11, Meadowlark Airpark, Laramie County, WY.

[23 - 391](#)

Attachments: [Barndominium Board Approval and Site Plan](#)

Cate Cundall, Planning, said AVI, PC, on behalf of Western Professional Hunters, LLC, submitted a site plan application for Tract 11, Meadowlark Airpark. The application was submitted for the Meadowlark Airpark Bar Barndominium. She noted the previous public hearing on July 18, 2023, was postponed. Ms. Cundall said pursuant to section 2-1-103 (d)(iv) of the land use regulations, site plans may require a public hearing before the Board of County Commissioners if the Planning and Development director determines that the proposed use will significantly impact surrounding properties.

Kelly Schroeder, AVI, PC and agent for the applicant, spoke about the project. She noted the applicant would like the business to be open Mon through Thurs, 5 pm to 10 pm; Fri, 5 pm to midnight and Sat, noon to midnight, and strike "the subject to change" from the statement submitted with the original site plan. The board discussed limiting the hours of operation on weekends and noted how the hours of operation had repeatedly changed from the initial application which proposed being open one day a week.

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

Chairman Thompson opened the hearing for PUBLIC COMMENT. Dan Glandt, Steve Johnson, Patrice Gapen, and Dave Johnson, residents, spoke against the project. Concerns included safety, mixing residential and commercial, resale value, number of bathrooms, garbage disposal, vermin problems, traffic and parking, drainage, signage, food service, and home occupation violations.

Ms. Schroeder addressed the concerns expressed. She said there would be two restrooms, an onsite area for dumpsters, and no onsite food service would be provided by the applicant. Ms. Schroeder said that based on estimates, no traffic study is required. However, she said due to the change in the hours of operations, a new site plan could be submitted to the county engineer to make comments on the traffic study waiver. Ms. Schroeder said the applicant is not planning on having a sign on the property. She noted this is not a home occupation, so those rules do not apply.

Chairman Thompson questioned staff about signage since no sign is listed on the current site plan. Justin Arnold, Planning, said a site plan amendment would need to be done if the applicant wanted a sign and that no certificate of review has been issued to allow the applicant to pull a commercial building permit. Mr. Arnold spoke about the commercial septic and said the Dept of Environmental Health would review

it. Regarding a traffic study, Mr. Arnold said a waiver can be requested if the anticipated average daily trips are less than 200.

Hearing no further PUBLIC COMMENT, Chairman Thompson closed the hearing.

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to adopt the findings of facts a, b, and c of the staff report, to approve the Meadowlark Airpark Bar Barndominium site plan for Tract 11, Meadowlark Airpark with the conditions as follows: Hours of operations Thurs, Fri and Sat from 5 pm to 9 pm, no package or retail sales out of this location. The site plan is conditional and only approved for the current applicant: Western Professional Hunters, LLC or Rebecca Reid dba Boujie Bailey, LLC, and change of ownership of Tract 11 Meadowlark Airpark shall nullify site plan approval unless re-approved by the county commission.

Commissioners Holmes and Health expressed their reasons for not supporting the site plan.

Chairman Thompson requested an amendment so the applicant could hold weddings.

A motion was made by Commissioner Malm, seconded by Vice Chairman Lovett, to amend the original condition to reflect Sat hours of operation from noon - 9 pm. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

The amended motion carried by the following vote:

Aye: Thompson, Lovett, Malm

Nay: Heath, Holmes

- 22.** 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, situated in a portion of Sect 8, T13N, R66W of the 6th PM, Laramie County, WY.

[23 - 392](#)

Attachments: [Vacation, DiSenso](#)

Bryce Hamilton, Planning, said Steil Surveying Services, LLC, on behalf of Roy DiSenso, submitted a vacation application for Lot 2 and replat of a portion of the S1/2 of Tract 49, Allison Tracts, and Lots 1 and 2, Block 1, O'Brien Subdivision. The application was submitted to perform an administrative plat of DiSenso Subdivision to merge three lots into one.

Mr. Hamilton said based on evidence provided, staff recommends approval of the

vacation with the adoption of findings of fact a, b and c and to become effective on the recordation of the administrative plat.

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 adopt the findings of facts a, b, and c of the staff report, and approve the vacation of a portion of the S1/2 of Tract 49, Allison Tracts, and Lots 1 and 2, Block 1, O'Brien Subdivision, which shall be effective upon recordation of the administrative plat of DiSenso Subdivision. The motion carried by the following vote:

Aye: Thompson, Lovett, Heath, Holmes, Malm

Report & Public Petitions

23. Consideration of a notice by the Public Work's Director regarding the closure of road petition PZ-21-00331.

[23 - 395](#)

Attachments: [Letter of Closure, 4th St, Carpenter, RP#508, PZ-21-00331](#)

Molly Bennett, Public Works, said no claims for damages for Fourth St in Carpenter, WY, were filed.

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

The notice was received and filed.

24. PUBLIC HEARING regarding road petition PZ-23-00006 for the establishment of an 80-foot public right-of-way, known as Rd 232, described as beginning at the intersection of Rd 139, Sect 11, T17N, R64W and terminating at Rd 143, Sect 6, T17N, R63W of the 6th PM, Laramie County, WY.

[23 - 396](#)

Attachments: [Viewer's Report, Rd 232, RP#509, PZ-23-00006 Resolution, Rd 232, RP#509, PZ-23-00006](#)

Molly Bennett, appointed viewer for the road petition, read her recommendation to establish an 80-foot public right-of-way known as Road 232 between Road 139 and Road 143 in Laramie County, WY.

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

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, Lovett, Heath, Holmes, Malm

The meeting adjourned at 5:11 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, August 15, 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 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.