

# Board of County Commissioners Meeting

## Agenda - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, May 7, 2024**

**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.

*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 April 16, 2024.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Draft Minutes April 16, 2024](#)

### Consent Agenda

2. Consideration of a supplemental terms & conditions to GSA#07F-0492Y total solutions for law enforcement, security, facilities management, fire, rescue, clothing, marine craft and emergency disaster response agreement between Laramie County, WY, and Donatini dba Johnson Hicks in an amount not to exceed \$24,418.85 to purchase a color thermal vision camera.

Dept: Grants

Agent: Sandra Bay

Applicant: Emergency Management

**Attachments:**     [Agreement, Johnson Hicks](#)

- 3. Consideration of amendment three to the grant agreement between Laramie County, WY, and WY Dept of Health, Public Health Division, to extend the co-response grant term to May 31, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant:

**Attachments:**     [Amendment Three, DOH - Public Health Division](#)

- 4. Consideration of an award contract between Laramie County, WY, and the WY Office of the Attorney General, Division of Criminal Investigation, for a FY19 Project Safe Neighborhoods award in the amount of \$14,500 to run through Sept 15, 2024. The funds provided are for two staff members to attend the Crime Prevention Through Environmental Design Training and to purchase a macro camera lens.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

**Attachments:**     [Grant Award, Office of AG, Project Safe Neighborhoods Grant](#)

- 5. Consideration of the ratification of a resolution authorizing the submission of a grant application to the Cheyenne Regional Medical Center for a Community Benefit grant in the amount of \$1,000 to assist the Laramie County Law Enforcement Assisted Diversion Program to minimize food insecurity for participants.

Dept: Grants

Agent: Sandra Bay

Applicant: LEAD Program

**Attachments:**     [Community Benefit Application, CRMC](#)

6. Consideration of the ratification of a resolution authorizing submission of a grant application to the US Dept of Energy for an Infrastructure Investment Jobs Act of 2021 Energy Efficiency and Conservation Block Grant, Program Formula Grant, in the amount of \$76,200, with a match of \$490 to retrofit 105 wall sconces with LED lights in the courthouse.

Dept: Grants

Agent: Sandra Bay

Applicant: Building Maintenance

**Attachments:** [Grant Application, US Dept of Energy, EECBG](#)

7. Consideration of the ratification of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, Emergency Management Planning Grant Program, for Emergency Management in the amount of \$127,072 with a 50% match.

Dept: Grants

Agent: Sandra Bay

Applicant: Emergency Management

**Attachments:** [FY25 EMPG Grant Application, EMA](#)

8. Consideration of the second 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, 2024 to May 31, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant:

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

9. Consideration of an addendum to the contract between Laramie County, WY, and Freckle Farm Petting Zoo in the amount of \$8,400 to provide a petting zoo at the Laramie County Fair.

Dept: Events

Agent: Nicholle Watkins

Applicant: Freckle Farm Petting Zoo

**Attachments:** [Addendum, Freckle Farm Petting Zoo](#)

10. Consideration of an addendum to the contract between Laramie County, WY, and Freckle Farm Pony Rides in the amount of \$3,600 to provide pony rides at the Laramie County Fair.

Dept: Events

Agent: Nicholle Watkins

Applicant: Freckle Farm Pony Rides

**Attachments:** [Addendum, Freckle Farm Pony Rides](#)

11. Consideration of an agreement between Laramie County, WY, and Artsy Events, LLC, dba Wowzers, in the amount of \$6,180 to provide airbrush art services at the Laramie County Fair.

Dept: Events

Agent: Nicholle Watkins

Applicant: Artsy Events, LLC

**Attachments:** [Agreement, Artsy Events, LLC](#)

12. Consideration of an addendum between Laramie County, WY, and Advanced Communications Technology, Inc, to modify the service order dated Dec 29, 2023. The master service agreement and addendum (181002-08), signed on Oct 17, 2017, remains in effect.

Dept: Information Technology

Agent: Brad Alexander

Applicant: ACT, Inc

**Attachments:** [Addendum, Advanced Communications Technology, Inc](#)

13. Consideration of the deletion from Public Works fixed asset inventory of a 1999 Kenworth T800 semi and 2000 Freightliner semi to be sold.

Dept: Public Works

Agent: Molly Bennett

Applicant:

**Attachments:** [Asset Deletion, Public Works, 1999 Kenworth](#)  
[Asset Deletion, Public Works, 2000 Freightliner](#)

14. Consideration of the deletion from the Sheriff's fixed asset inventory of a 2013 and 2015 Ford Taurus to be sold at public auction.

Dept: Sheriff

Agent: Chance Walkama

Applicant:

**Attachments:** [Asset Deletion, Sheriff, 2013 Ford](#)  
[Asset Deletion, Sheriff, 2015 Ford](#)

15. Consideration of an agreement between Laramie County, WY, and KP, LLC, to provide special district ballot printing services as fully described in exhibit A.

Dept: County Clerk

Agent: Debra Lee

Applicant: KP, LLC

**Attachments:** [Agreement, KP, LLC](#)  
Confidential, Agreement, KP, LLC, Exhibit A

16. Consideration of a catering permit submitted by Viper, Inc, dba The Den Gentleman's Club, located at 8 US Hwy 85 for an event on June 22, 2024.

Dept: County Clerk

Agent: Debra Lee

Applicant: The Den Gentleman's Club

**Attachments:** [24-Hour Permit, The Den Gentleman's Club, June 22, 2024](#)

17. Consideration of the following fees collected by various county entities for March 2024: County Clerk, \$107,691.26; Sheriff, \$138,865.76; Clerk of District Court, \$24,420.41; Shooting Sports, \$20,167.46; Planning & Development, \$107,869.63; Public Works, \$786.51; Circuit Court, \$53,179.00; DUI Court, \$260.00; Drug Court, \$1,215.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:** [March Fees 2024](#)

18. Consideration of the following part-time salaries in the amount of \$54,113.92 for April 2024: Planning, \$4,686.07; Shooting Sports, \$6,406.39; Buildings/Maintenance, \$18,593.12; Sheriff Operations, \$6,107.79; Detention, \$14,819.00; District Court, \$1,187.55; Drug/DUI Courts, \$2,314.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:** [April Part-time Salaries 2024](#)

### Warrants

19. Consideration of warrants in the amount of \$4,888,538.17 for April 2024.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:** [April Warrants 2024](#)

### Resolutions

20. Consideration of a resolution dividing Laramie County into six (6) election districts as required by WS 22-7-101.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:** [Resolution Dividing Laramie County into Six Election Districts](#)

21. Consideration of a resolution to approve the consolidation of the Sept 2024 meetings of the Board of County Commissioners.

Dept: Commissioners

Agent: Commissioners

Applicant:

**Attachments:** [Resolution Consolidating Sept 2024 Commission Meetings](#)

- 22. Consideration of a resolution rescinding Stage 2 fire restrictions for Laramie County, WY.

Dept: Commissioners

Agent: Commissioners

Applicant:

**Attachments:** [Resolution, Rescinding Stage 2 Fire Restrictions](#)

### Grants

- 23. Consideration of an agreement between Laramie County, WY, and OMNI Institute in an amount not to exceed \$150,000 to provide evaluation services for the Laramie County Law Enforcement Assisted Diversion Program to run through May 31, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant: LEAD Program

**Attachments:** [Agreement, OMNI Institute](#)

### Contract/Agreement/Leases

- 24. Consideration of a memorandum of understanding and a business associate agreement between Laramie County, WY, and Cheyenne-Laramie County Health Dept to set forth the terms and conditions to provide access to Maternal Child Health and Plans of Safe Care education to pregnant inmates at the Detention Center and Juvenile Services Center.

Dept: Health Department

Agent: Kathy Emmons

Applicant:

**Attachments:** [MOU and Agreement, Cheyenne-Laramie County Health Dept](#)

**License/Permits**

25. Request for reconsideration of denial regarding a seasonal fireworks permit submitted by Breanna Elliott, dba Jurassic Fireworks, located at 201 I-25 Service Rd Bldg A. (Item denied from April 16, 2024, meeting)

Dept: Commissioners

Agent: Mark Voss

Applicant:

**Attachments:** [Permit, Jurassic Fireworks, 201 I-25 Service Rd Bldg A](#)

26. Request for reconsideration of denial regarding a yearly fireworks permit submitted by Breanna Elliott, dba Artillery World, located at 237 I-25 Service Rd, Bldg A. (Item denied from April 16, 2024, meeting)

Dept: Commissioners

Agent: Mark Voss

Applicant:

**Attachments:** [Permit, Artillery World, 237 I-25 Service Rd Bldg A](#)

27. Request for reconsideration of denial regarding a seasonal fireworks permit submitted by Breanna Elliott, dba Artillery World, located at 237 I-25 Service Rd, Bldg B. (Item denied from April 16, 2024, meeting)

Dept: Commissioners

Agent: Mark Voss

Applicant:

**Attachments:** [Permit, Artillery World, 237 I-25 Service Rd Bldg B](#)

28. Request for reconsideration of denial regarding a seasonal fireworks permit submitted by Breanna Elliott, dba Artillery World, located at 237 I-25 Service Rd, Bldg C. (Item denied from April 16, 2024, meeting)

Dept: Commissioners

Agent: Mark Voss

Applicant:

**Attachments:** [Permit, Artillery World, 237 I-25 Service Rd Bldg C](#)



29. PUBLIC HEARING regarding a yearly fireworks permit submitted by Richard Krehbiel, dba Wholesale Fireworks, located at 3229 W College Dr.

Dept: County Clerk

Agent: Debra Lee

Applicant: Wholesale Fireworks

**Attachments:** [Permit, Wholesale Fireworks, 3229 W College Dr](#)

30. PUBLIC HEARING regarding a yearly fireworks permit submitted by Michael Johnson, dba Pyro City, located at 245 I-25 Service Rd.

Dept: County Clerk

Agent: Debra Lee

Applicant: Pyro City

**Attachments:** [Permit, Pyro City, 245 I-25 Service Rd](#)

31. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Michael Johnson, dba Pyro City, located at 3115 W College Dr.

Dept: County Clerk

Agent: Debra Lee

Applicant: Pyro City

**Attachments:** [Permit, Pyro City, 3115 W College Dr](#)

32. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Michael Johnson, dba Fireworks Outlet, located at 251 I-25 Service Rd.

Dept: County Clerk

Agent: Debra Lee

Applicant: Fireworks Outlet

**Attachments:** [Permit, Fireworks Outlet, 251 I-25 Service Rd](#)

33. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Shawna Williams-McDonald, dba Wyoming Fireworks Warehouse, located at 12616 I-80 Service Rd.

Dept: County Clerk

Agent: Debra Lee

Applicant: Wyoming Fireworks

**Attachments:** [Permit, Wyoming Fireworks Warehouse, 12616 I-80 Service Rd](#)

**Bids/Purchases**

34. Consideration of the recommendation for Laramie County's auditing services for FY24.

Dept: County Clerk

Agent: Stanley Walker

Applicant:

**Attachments:** [Proposal, CliftonLarsonAllen, LLP](#)

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

35. PUBLIC HEARING regarding a subdivision permit and plat for Pita Ranch, 2nd Filing, located in a portion of the N1/2 SE1/4 of Sect 34, T14N, R63W, and a portion of Tract 1, Pita Ranch, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: G & G Enterprises

**Attachments:** [Pita Ranch, 2nd Filing, Subdivision Permit and Plat](#)

36. PUBLIC HEARING regarding a board approval and site plan for the Leachman Feedyard and Sale Facility located in a portion of Sects 3, 4, 5, 6, 7, 9, 10, T18N, R61W and a portion of Sects 1, 2, 3, 10, 11, 12, T18N, R62W of the 6th PM, Laramie County, WY. (Two motions required)

Dept: Planning & Development

Agent: Settje Agri-Services & Engr, Inc

Applicant: Leland Leachman

**Attachments:** [Leachman Feedyard and Sale Facility Board Approval and Site Plan](#)

37. PUBLIC HEARING regarding a zone change from A2 - Agricultural to MU - Mixed Use for Tract 5, Mesa Tracts, Laramie County, WY.

Dept: Planning & Development

Agent: Inberg-Miller Engineers

Applicant: Trystin and Mike Green

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

**Reasonable Accommodations**

This information is available in alternate forms. If reasonable accommodations are required, contact Laramie County Human Resources at (307) 633-4355 or [humanresources@laramiecountywy.gov](mailto:humanresources@laramiecountywy.gov) 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).