

Board of County Commissioners Meeting

Agenda - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, September 17, 2024

3:30 PM

Commissioners Board Room

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 the Aug 5, 2024, Public Hearing, 2024 Laramie County Mill Levies.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft of the Mill Levies Hearing Aug 5, 2024 Minutes](#)

2. Consideration of the Minutes of Proceedings for Aug 6, 2024.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes Aug 6, 2024](#)

Consent Agenda

- 3. Consideration of a certificate of no default for fiscal year ending June 30, 2024, from Cheyenne Regional Medical Center for Hospital Revenue Bonds, Series 2021.

Dept: Commissioners

Agent: CRMC

Applicant:

Attachments: [Certificate of No Default, CRMC, Hospital Revenue Bonds, Series 2021](#)

- 4. Consideration of the appointment of Jennyssa Moore, as a part-time magistrate in the Circuit Court of the First Judicial District, Laramie County, WY, in accordance with WS 5-9-210(b).

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Appointment of Magistrate to Circuit Court, Jennyssa Moore](#)

- 5. Consideration of a contract for services between Laramie County, WY, and the city of Cheyenne, Office of Youth Alternatives, in an amount not to exceed \$88,580 to provide crisis shelter services to remain in effect until June 30, 2025.

Dept: Commissioners

Agent: Mark Voss

Applicant: Youth Alternatives

Attachments: [FY25 Contract for Services, Youth Alternatives Crisis Shelter](#)

- 6. Consideration of an annual agreement between Laramie County, WY, and the city of Cheyenne, Office of Youth Alternatives, in the amount of \$78,280 to provide juvenile probation services to remain in full force and effect until June 30, 2025.

Dept: Commissioners

Agent: Mark Voss

Applicant: Youth Alternatives

Attachments: [FY25 Agreement, Youth Alternatives, Juvenile Probation Services](#)

- 7. Consideration of a grant agreement between Cheyenne Regional Medical Center and Laramie County, WY, for a Community Benefit grant award in the amount of \$2,500 to provide funds to the Coroner's office for suicide prevention materials and resources to run through June 30, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant: Coroner

Attachments: [Community Benefit Award, CRMC, Coroner](#)

- 8. Consideration of a grant agreement between Cheyenne Regional Medical Center and Laramie County, WY, for a Community Benefit grant award in the amount of \$1,000 to provide funds to Law Enforcement Assisted Diversion Program to purchase meals and/or groceries for participants to run through June 30, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [Community Benefit Award, CRMC, LEAD](#)

- 9. Consideration of the ratification of amendment one to the Highway Safety Program FFY24 subaward agreement between Laramie County, WY, and WY Dept of Transportation to increase the award to a total of \$30,000 to run through Sept 30, 2024.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [Amendment One, FFY24 HSP Subaward Agreement, WYDOT, DUI](#)

- 10. Consideration of the ratification of amendment one to the Highway Safety Program FFY24 subaward agreement between Laramie County, WY, and WY Dept of Transportation to increase the award to a total of \$15,000 to run through Sept 30, 2024.

Dept: Grants

Agent: Sandra Bay

Applicant: Sheriff

Attachments: [Amendment One, FFY24 HSP Subaward Agreement, WYDOT, HVE](#)

- 11. Consideration of the ratification of a grant award agreement between WY Office of Homeland Security and Laramie County, WY, for an election security grant in the amount of \$35,410 for election firewall security, overtime for the primary and general elections and an enclosed trailer for voting equipment storage to run through Aug 31, 2026.

Dept: Grants

Agent: Sandra Bay

Applicant: County Clerk

Attachments: [FFY23 SHSP Grant Award, County Clerk](#)

12. Consideration of the ratification of a contract between WY Dept of Health, Behavioral Health Division, and Laramie County, WY, in an amount not to exceed \$152,200 for the court supervised treatment program to address opioid and stimulant use disorders by providing medication-assisted treatment and other evidence-based treatment and recovery services to run through Sept 29, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant: DUI/Drug Court

Attachments: [Contract, WY Dept of Health, Court Supervised Treatment Program](#)

13. Consideration of the ratification authorizing submission of a grant application to WY Dept of Transportation for a Congestion Mitigation Air Quality (CMAQ) project in the amount of \$110,400 with a match of \$27,600 for dust suppression on County Rd 146.

Dept: Grants

Agent: Molly Bennett

Applicant: Public Works

Attachments: [Grant Application, WYDOT, CMAQ](#)

14. 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, 2024, through June 30, 2026.

Dept: Sheriff

Agent: Chance Walkama

Applicant: City of Cheyenne

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

15. Consideration of a juvenile housing agreement between Laramie County, WY, and the city of Cheyenne to outline the terms and agreement for housing juvenile detainees.

Dept: Sheriff

Agent: Chance Walkama

Applicant: City of Cheyenne

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

16. Consideration of an addendum between Laramie County, WY, and TRANE US, Inc, in the amount of \$7,671.43 for the Events Center roof anchor installation.

Dept: Building Maintenance

Agent: Jerry Pribble

Applicant: Trane US, Inc

Attachments: [Addendum, TRANE US, Inc](#)

17. Consideration of an addendum to the janitorial services agreement for 2020 Carey Ave between Laramie County, WY, and TFM22, LLC, in the amount of \$9,256 to provide and complete the services as fully described in attachment A, commencing Sept 1 until Sept 30, 20024.

Dept: Building Maintenance

Agent: Jerry Pribble

Applicant: TFM22, LLC

Attachments: [Addendum, TFM22, LLC](#)

18. Consideration of an agreement between Laramie County, WY, and Employee On-Boarding Specialties, LLC, to perform drug and alcohol screening services.

Dept: Risk Management

Agent: Lori Pallak

Applicant: EOB Specialties, LLC

Attachments: [Agreement, EOB Specialties, LLC](#)

19. Consideration of an agreement between Laramie County, WY, and WY MSHA State Grant Program in an amount not to exceed \$6,184 to provide mine safety and health administration 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](#)

20. Consideration of the ratification of an addendum to proposal and change order #2 between Laramie County, WY, Knife River and MDU Resources Co in the amount of \$31,265 for addition of sidewalk at the “M” building as part of the Archer Pkwy Improvements project.

Dept: Public Works

Agent: Molly Bennett

Applicant: Knife River & MDU Res Co

Attachments: [Addendum, Change Order 2, Knife River and MDU Resources Co](#)

21. Consideration of the ratification of an agreement between Laramie County, WY, and Black Hills Wyoming Gas, LLC, in the amount of \$22,863.92 to relocate the facility necessary to provide natural gas service under a portion of Highland Rd between Glencoe Dr and Welchester Dr.

Dept: Public Works

Agent: Molly Bennett

Applicant: Black Hills WY Gas, LLC

Attachments: [Agreement, Black Hills Wyoming Gas, LLC](#)

22. Consideration of three separate agreements between Laramie County, WY, and Ayres Associates, Inc; HDR Engineering, Inc; and Martin/Martin Wyoming, Inc, to provide engineering and surveying services.

Dept: Public Works

Agent: Molly Bennett

Applicant:

Attachments: [Agreement, Ayres Assoc, Inc](#)
[Agreement, HDR Engineering, Inc](#)
[Agreement, Martin-Martin WY, Inc](#)

- 23. 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, 2024, through Aug 22, 2025.

Dept: County Clerk

Agent: Bert Sanchez

Applicant: DocuTek, Inc

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

- 24. Consideration of the annual economic development services agreement between Laramie County, WY, and Cheyenne LEADS in the amount of \$100,000 to remain in full force and effect until June 30, 2025.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY25 Agreement, Cheyenne LEADS](#)

- 25. Consideration of the annual funding agreement between Laramie County, WY, and Cheyenne Downtown Development Authority in the amount of \$5,000 to remain in full force and effect until June 30, 2025.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY25 Agreement, Cheyenne Downtown Development Authority](#)

- 26. Consideration of the annual human services agreement between Laramie County, WY, and Pine Bluffs Senior Citizens, Inc, in the amount of \$45,000 to remain in full force and effect until June 30, 2025.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY25 Agreement, Pine Bluffs Senior Center, Inc](#)

- 27. Consideration of the annual human services agreement between Laramie County, WY, and Volunteers of America - Northern Rockies in the amount of \$40,000 to remain in full force and effect until June 30, 2025.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY25 Agreement, Volunteers of America - Northern Rockies](#)

- 28. Consideration of the annual human services agreement between Laramie County, WY, and United Way of Laramie County in the amount of \$125,000 to remain in full force and effect until June 30, 2025.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY25 Agreement, United Way of Laramie County](#)

- 29. Consideration of the fourth amendment to the e-commerce agreement (200901-39) between Laramie County, WY, and 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: [Fourth Amendment, ArcaSearch, LLC](#)

- 30. Consideration of the following fees collected by various county entities for July 2024: County Clerk, \$118,445.47; Sheriff, \$107,679.50; Clerk of District Court, \$20,851.50; Shooting Sports, \$13,576.83; Planning & Development, \$150,014.27; Circuit Court, \$69,834.00; DUI Court, \$840.00; Drug Court, \$550.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [July Fees 2024](#)

- 31. Consideration of the following part-time salaries in the amount of \$52,486.53 for Aug 2024: Assessor, \$298.49; Planning, \$995.62; Shooting Sports, \$6,787.99; Buildings/Maintenance, \$19,476.10; Sheriff Operations, \$6,399.45; Detention, \$15,172.80; District Court, \$1,405.38; Events Dept, \$630.00; Drug/DUI Courts, \$1,320.70.

Dept: County Clerk

Agent: Debra Lee

Applicant:

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

Warrants

- 32. Consideration of warrants in the amount of \$4,233,277.25 for Aug 2024.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Aug Warrants 2024](#)

Resolutions

- 33. Consideration of a resolution authorizing establishment election in the matter of the proposed Woods Landing Estates Road Maintenance Improvement and Service District.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Resolution, Establishment Election, Proposed Woods Landing Estates Road Maintenance I&S District](#)

Grants

- 34. Consideration of the ratification of a subaward agreement between Laramie County, WY, and South Cheyenne Water and Sewer Dist for the US Dept of the Treasury Coronavirus State and Local Fiscal Recovery Fund in the amount of \$100,254.35 to support the Ave B6 Rehabilitation project to run through Dec 31, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant: SCWSD

Attachments: [Agreement, US Dept of the Treasury, South Cheyenne Water and Sewer Dist](#)

- 35. Consideration of a contract between WY Dept of Family Services and Laramie County, WY, for a FFY25 Temporary Assistance to Needy Families Community Partnership Initiative grant award in an amount not to exceed \$154,750 to run through Sept 30, 2025.

Dept: Grants

Agent: Sandra Bay

Applicant:

Attachments: [Contract, DFS, FFY25 TANF](#)

Contract/Agreement/Leases

- 36. Consideration of the ratification of an assignment and assumption of lease between Voss Family Limited Partnership and Laramie County, WY.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Assignment and Assumption of Lease, Voss Family Limited Partnership](#)

Appointments

- 37. Consideration of a resolution reappointing Mark T Voss as the Laramie County Attorney in accordance with WS 18-3-301(a) effective Sept 1, 2024.

Dept: Commissioners

Agent: Commissioners

Applicant:

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

Public Hearings/Rules & Reg’s

- 38. PUBLIC HEARING regarding the correction of the 2024 mill levies pursuant to WS 39-13-102(g), (c)(iii), (j).

Dept: Assessor

Agent: Todd Ernst

Applicant:

Land Use:Variances/Board App./Plats

- 39. PUBLIC HEARING regarding a subdivision permit and plat for Allison Tracts, 11th Filing, a subdivision located in Tract 2, Allison Tracts, 10th Filing, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: Everyday Homes, LLC

Attachments: [Allison Tracts, 11th Filing, Subdivision Permit and Plat](#)

- 40. PUBLIC HEARING regarding a subdivision permit and plat for Deer Valley at Chalk Bluff, located on a portion of Tract 9 and all of Tracts 10 to 27, Chalk Bluffs Estates Record of Survey, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: Community Investment, Inc

Attachments: [Deer Valley at Chalk Bluff, Subdivision Permit and Plat](#)

- 41. Consideration of the cancellation of the public hearing regarding an administrative plat for Northland Ranchettes, 2nd Filing, Laramie County, WY.

Dept: Planning & Development

Agent: AVI, PC

Applicant: Robin Yetka

Attachments: [Northland Ranchettes, 2nd Filing, Administrative Plat](#)

- 42. PUBLIC HEARING regarding a vacation and administrative plat for Thunder Basin Estates, 7th Filing, located on Lot 7, Block 1, Thunder Basin Estates, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: John R and Kathryn Moon

Attachments: [Moon, Board Approval Vacation and Administrative Plat, Thunder Basin Estates, 7th Filing](#)

- 43. PUBLIC HEARING regarding an approval for the High Plains Business Park sanitary sewer main located from College Dr to High Plains Rd.

Dept: Planning & Development

Agent: AVI, PC

Applicant: Cheyenne LEADS

Attachments: [High Plains Business Park, Board Approval](#)

- 44. PUBLIC HEARING regarding a vacation of Tract 1, Abbreviated Plat San Rae Subdivision, 2nd Filing, and Tract 11-A, San Rae Subdivision, and approval of the administrative plat known as San Rae Subdivision, 3rd Filing.

Dept: Planning & Development

Agent: Steil Surveying Services LLC

Applicant: R Parry & K Housley

Attachments: [Parry Housley, Board Approval Vacation and Administrative Plat, San Rae Subdivision, 3rd Filing](#)

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 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.