

# Board of County Commissioners Meeting

## Agenda - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, April 7, 2020**

**3:30 PM**

**Commissioners Board Room**

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*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

### Agenda Priority Item

1. Consideration of a resolution adding and appointing members to the Laramie County Fair Board.

Dept: Commissioners

Agent: Commissioners

Applicant:

**Attachments:**     [Resolution Adding and Appointing Members to the Fair Board](#)

### Minutes

2. Consideration of the Minutes of Proceedings for March 17, 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Draft Minutes March 17, 2020](#)

3. Consideration of the Minutes of Proceedings for the special meeting March 25, 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Draft Minutes Special Meeting March 25, 2020](#)

**Consent Agenda**

4. Consideration of a resolution authorizing the ratified submission of a grant application to the WY Office of Homeland Security for the FFY20 State Homeland Security Program to request funds for the Community Emergency Response Team program in the amount of \$10,000.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

**Attachments:**     [FFY20 CERT Homeland Security Grant Application](#)

5. Consideration of a resolution authorizing the ratified submission of a grant application to the WY Office of Homeland Security for the FFY20 State Homeland Security Program to request funds for the Emergency Management Agency in the amount of \$30,000 for the purchase of two portable light towers.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

**Attachments:**     [EMA Light Tower Homeland Security Grant Application](#)

6. Consideration of a resolution providing for the imposition of a 911 Emergency Telephone Surcharge Fee.

Dept: Combined Communications

Agent: Glen Crumpton

Applicant:

**Attachments:**     [911 Surcharge Fee Resolution](#)

7. Consideration of an agreement between Laramie County, WY, and the WY Dept. of Family Services, Child Support Program, to delineate the mutual responsibilities. The term of the agreement is July 1, 2020, through June 30, 2022.

Dept: Clerk of District Court

Agent: Diane Sanchez

Applicant: WY DFS

**Attachments:**     [DFS Cooperative Agreement](#)

8. Consideration of stipulation and cross conveyance of interest in eight parcels of property.

Dept: Commissioners

Agent: Mark Voss

Applicant:

**Attachments:**    [\(1\) Stip. & Cross Conv. of Interest-Lerwick, Cobb, Huston et. al.](#)  
[\(2\) Stip. & Cross Conv. of Interest-Eklund-Hanson](#)  
[\(3\) Stip. & Cross Conv. of Interest-Anderson \(2 acres\)](#)  
[\(4\) Stip. & Cross Conv. of Interest-Anderson \(4 acres\)](#)  
[\(5\) Stip. & Cross Conv. of Interest-Anderson](#)  
[\(6\) Stip. & Cross Conv. of Interest-BOKF, McClintock et. al.](#)  
[\(7\) Stip. & Cross Conv. of Interest-BOKF, McClintock et. al.](#)  
[\(8\) Stip. & Cross Conv. of Interest-VonRiesen, Duffey, Burkett](#)

9. Consideration of an agreement between Laramie County, WY, and Carpet One Commercial Flooring to replace flooring and remodeling of certain areas of the Sheriff's Dept.

Dept: Sheriff

Agent: Rich Hillegas

Applicant: Carpet One

**Attachments:**    [Carpet One Flooring Agreement Sheriff's Dept.](#)

10. Consideration of the deletion of a 2014 Ford Escape and a 2014 Ford F250 from the Sheriff's fixed assets, trade-in to Spradley Barr.

Dept: Sheriff

Agent: Rich Hillegas

Applicant:

**Attachments:**    [Asset Deletions Sheriff 2014 Ford Escape and 2014 Ford F250](#)

11. Consideration of the deletion of a 2008 Ford F-250 sold to Spradley Ford from Public Works fixed asset inventory.

Dept: Public Works

Agent: Dave Bumann

Applicant:

**Attachments:**     [Asset Deletion Public Works a 2008 Ford F-250](#)

12. Consideration of the deletion of four 2018 Massey Ferguson tractor mowers sold to 4Rivers from Public Works fixed asset inventory.

Dept: Public Works

Agent: Dave Bumann

Applicant:

**Attachments:**     [Asset Deletion Public Works Four 2018 Massey Ferguson Tractor Mowers](#)

13. Consideration of an addendum to the agreement between Laramie County, WY, and Design the World, Inc., to provide design templates to be utilized by the County Clerk's web developers.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Design the World, Inc.](#)

14. Consideration of the ratification of an addendum and proposal between Laramie County, WY, and ArcaSearch, Corp. The purpose is to provide an interim e-commerce solution to access Laramie County's Historical Records.

Dept: County Clerk

Agent: Debra Lee

Applicant: ArcaSearch, Corp.

**Attachments:**     [ArcaSearch Corp., Interim e-Commerce Solution](#)

15. Consideration of the ratification of an agreement between Laramie County, WY, and the WY Secretary of State a) to set forth the responsibilities of the County regarding the purchase, testing, acceptance, safekeeping and ongoing maintenance of voting systems, equipment, and software required and funded by the State, and b) to transfer ownership and risk of loss for the voting systems, equipment, and software from the State to the County.

Dept: County Clerk

Agent: Debra Lee

Applicant: WY Secretary of State

**Attachments:**     [Secretary of State Interagency Agreement - Voting Equipment](#)

16. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, to cater a private rodeo event at 1806 Torrington Rd. on July 27, 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant: DeLancey Enterprises

**Attachments:**     [DeLancey Enterprises, LLC, 24-hour Catering Permit July 27, 2020](#)

17. Consideration of the following fees collected by various County entities for February 2020: County Clerk, \$130,660.58; Sheriff, \$128,871.30; Clerk of District Court, \$14,512.50; Shooting Sports, \$17,331.32; Planning & Development, \$175,177.57; Circuit Court, \$41,235.00; DUI Court, \$400.00; Drug Court, \$920.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [February Fees 2020](#)

18. Consideration of the following part-time salaries in the amount of \$35,386.70 for March 2020: Coroner, \$2,440.70; Planning, \$550.00; Shooting Sports, \$5,297.00; Events Department, \$1,287.00; Buildings/Maintenance, \$16,861.74; Detention, \$8,096.12; Drug Court, \$854.14.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [March Part-time Salaries 2020](#)

19. Consideration of warrants in the amount of \$2,540,267.95 for March 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [March Warrants 2020](#)

## Proclamations

20. Consideration of a resolution proclaiming April 7, 2020, as National Service Recognition Day.

Dept: Commissioners

Agent: Commissioners

Applicant:

**Attachments:**     [National Service Recognition Day Proclamation](#)

## Report & Public Petitions

21. PUBLIC HEARING regarding a request for the alteration of the public right-of-way known as Diamond Creek Rd., described as beginning in the E1/2 NW1/4, NW1/4, Sec.4, T.13N., R.67W.; North Range Business Park, 1st Filing (Bk#8, Pg#150), said road approximately 1,391 feet more or less, in Laramie County, WY.

Dept: Planning & Development

Agent: Dave Bumann

Applicant: Cheyenne Leads

**Attachments:**     [Diamond Creek Rd. Alteration Viewer's Report](#)

**Resolutions**

22. Consideration of a resolution granting an exception to the "201 Agreement" for development of a new shop building to be served by an on-site holding tank located at 7511 Tate Rd., generally within T.14N., R.66W., Sec.36, Laramie County, WY.

Dept: Health Department

Agent: Roy Kroeger

Applicant: Robert Winkler

**Attachments:**     [Resolution Granting 201 Exception - 7511 Tate Rd.](#)

23. Consideration of a resolution closing Laramie County Government on Friday, April 10, 2020, and Monday, April 13, 2020.

Dept: Commissioners

Agent: Commissioners

Applicant:

**Attachments:**     [Resolution Closing Laramie County Government April 10 and 13, 2020](#)

**Grants**

24. PUBLIC HEARING for the FFY21 Temporary Assistance to Needy Families Community Partnership Initiative grant application.

Dept: Grants

Agent: Sandra Newland

Applicant:

**Attachments:**     [FFY21 TANF Public Hearing Notice](#)

**Contract/Agreement/Leases**

25. Consideration of an addendum between Laramie County, WY, and Duramacks Structures to build an equipment storage unit for the Public Works Dept.

Dept: Public Works

Agent: Dave Bumann

Applicant: Duramacks Structures

**Attachments:**     [Duramacks Structures Agreement](#)

26. Consideration of an agreement between Laramie County, WY, and Cartegraph Systems to provide asset management software for the Public Works Dept.

Dept: Information Technology

Agent: Brad Alexander

Applicant: Cartegraph Systems

**Attachments:**     [Cartegraph Systems Agreement](#)

#### License/Permits

27. PUBLIC HEARING to consider a seasonal fireworks permit submitted by Jim Landis, dba USA Fireworks, located at 102 W. College Dr.

Dept: County Clerk

Agent: Debra Lee

Applicant: USA Fireworks

**Attachments:**     [USA Fireworks - 102 W. College Dr.](#)

28. PUBLIC HEARING to consider a restaurant liquor license application submitted by GMRG ACQ 1, LLC, dba Pizza Hut #035986, located at 1308 S. Greeley Hwy., Unit A.

Dept: County Clerk

Agent: Debra lee

Applicant: GMRG ACQ 1, LLC

**Attachments:**     [Pizza Hut Restaurant Liquor License Application](#)

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

29. Consideration of the "Acceptance of Petition for Establishment, Alteration, and/or Vacation of Co. Hwy, pursuant to W.S. 24-3-101 et seq, and Appointment of Viewer". This petition pertains to the dedication of the public right-of-way known as Laramie St., described as beginning at the NE1/4 SE1/4, T.14N., R.66W., Sec.26, of the 6th PM, Laramie County, WY, length of said road approximately 1,425-feet more or less.

Dept: Planning & Development

Agent: David Bumann

Applicant: Rick Redella

**Attachments:**     [Resolution for Road Petition & Appt. Viewer Laramie St.](#)



30. PUBLIC HEARING regarding the Roaring Fork Midstream North Silo High Pressure Crude Oil Pipeline project.

Dept: Planning & Development

Agent: T. Garnett & T. Williams

Applicant: Roaring Fork Midstream

**Attachments:**     [Roaring Fork Midstream North Silo High Pressure Crude Oil Pipeline Project](#)

31. PUBLIC HEARING regarding a Zone Change to MR - Medium Density Residential and CB - Community Business for Tract 45, except the north 60', Allison Tracts, 1st Filing, to be platted and known as Tracts 1 and 2, Continental Tracts, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying

Applicant: Continental Estates

**Attachments:**     [Continental Tracts, 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 [lchr320@laramiecounty.com](mailto:lchr320@laramiecounty.com) at least two business days prior to the meeting.