

Board of County Commissioners Meeting

Agenda - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, May 5, 2020

3:30 PM

Commissioners Board Room

Due to the coronavirus pandemic and in accordance with the State of Wyoming and Laramie County closure and public gathering orders: No public will be present in the meeting room at the Laramie County Courthouse, only Board members and minimal staff. The meeting will be streamed online. To virtually attend the meeting and participate with public comment on agenda items, go to the Laramie County website at <https://laramiecounty.com/>. Follow the instructions to participate in the meeting and make public comment.

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 21, 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes April 21, 2020](#)

Consent Agenda

2. Consideration of a petition for a tax refund for tax year 2017 for Kaiser-Francis Oil Co., on application 17-07 in the amount of \$307.51.

Dept: Treasurer

Agent: Trudy Eisele

Applicant: Kaiser-Francis Oil Co.

Attachments: [Kaiser-Francis Oil Co., 2017 Petition for Tax Refund](#)

- 3. Consideration of the ratification of a resolution regarding rejection of representation by Woodhouse Roden Nethercott, LLC.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Resolution Rejection of Representation by Woodhouse Roden Nethercott, LLC.](#)

- 4. Consideration of the ratification of an agreement between Laramie County, WY, and the Laramie County Fair Board for use of Laramie County grounds and property for the County Fair.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Agreement Use of County Property Buildings and Grounds](#)

- 5. Consideration of the ratification of an agreement-memorandum of understanding between Laramie County, WY, and Laramie County Fair Board regarding operation and conduct of the Laramie County Fair.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Agreement – MOU Operation and Conduct of the Laramie County Fair](#)

- 6. Consideration of the ratification of a letter of assurance between Laramie County, WY, and Cheyenne LEADS for a lease agreement with Magpul Industries Corp.

Dept: Commissioners

Agent: Mark Voss

Applicant: Cheyenne LEADS

Attachments: [Letter of Assurance Magpul Industries Corp.](#)

7. Consideration of an addendum to agreement between Laramie County, WY, and Phoenix Fire Protection, Inc., to provide the annual inspection and maintenance of fire and life safety systems at the Detention Center.

Dept: Sheriff

Agent: Don Hollingshead

Applicant: Phoenix Fire Protection

Attachments: [Phoenix Fire Protection, Inc., Addendum to Agreement - Adult](#)

8. Consideration of an addendum to agreement between Laramie County, WY, and Phoenix Fire Protection, Inc., to provide the annual inspection and maintenance of fire and life safety systems at the Juvenile Service Center.

Dept: Sheriff

Agent: Don Hollingshead

Applicant: Phoenix Fire Protection

Attachments: [Phoenix Fire Protection, Inc., Addendum to Agreement - Juvenile](#)

9. Consideration of an addendum to service agreement between Laramie County, WY, and Motorola Solutions, Inc., to provide maintenance and support at the Sheriff's Dept.

Dept: Sheriff

Agent: Rich Hillegas

Applicant: Motorola Solutions, Inc.

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

10. Consideration of a resolution authorizing the ratified submission of a grant application to the WY Office of Homeland Security for the FFY20 Emergency Management Performance Grant program, to request funding to support Emergency Management operations for FY21 in the amount of \$141,378.91 with a 50% match.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

Attachments: [EMPG FFY20 Application](#)

11. Consideration of a resolution authorizing the submission of a grant application to the Cheyenne Community Public Recreation District to fund basketball equipment for the Event Center in the amount of \$50,000.

Dept: Grants

Agent: Sandra Newland

Applicant: Events Dept.

Attachments: [CCRD Basketball Equipment Grant Application](#)

12. Consideration of amendment #3 to the loan agreement between Laramie County, WY, and the WY Business Council for the WY Malting Business-Committed Project to replace the non-recourse promissory note with the updated amortization schedule.

Dept: Grants

Agent: Sandra Newland

Applicant:

Attachments: [Amendment #3 Wyoming Malting Loan](#)

13. Consideration of an addendum to agreements between Laramie County, WY, and PhaseWare, Inc., to provide software licenses and maintenance on tracker software for the County Attorney's office.

Dept: Information Technology

Agent: Brad Alexander

Applicant: PhaseWare, Inc.

Attachments: [PhaseWare, Inc., Software License and Maintenance Agreements](#)

14. Consideration of the ratification of an amendment to the service agreement between Laramie County, WY, and Granicus, LLC, as more specifically described in exhibit A.

Dept: Information Technology

Agent: Brad Alexander

Applicant: Granicus, LLC

Attachments: [Granicus Amendment](#)

15. Consideration of a resolution re-establishing Laramie County Election Districts.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Resolution Re-establishing Laramie County Election Districts](#)

16. Consideration of an agreement between Laramie County, WY, and Runbeck Election Services, Inc., to provide ballot printing services more fully described in Exhibit A.

Dept: County Clerk

Agent: Debra Lee

Applicant: Runbeck Election Svcs.

Attachments: [Runbeck Election Services, Inc., Ballot Printing Services](#)

17. Consideration of the deletion of an HP 9000 DN Printer from the County Clerk's fixed asset inventory.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Asset Deletion County Clerk HP 9000 DN Printer](#)

18. Consideration of the following fees collected by various County entities for March 2020: County Clerk, \$118,158.79; Sheriff, \$88,443.54; Clerk of District Court, \$16,017.00; Shooting Sports, \$13,458.74; Planning & Development, \$60,865.00; Circuit Court, \$54,570.00; DUI Court, \$250.00; Drug Court, \$570.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [March Fees 2020](#)

19. Consideration of the following part-time salaries in the amount of \$35,347.85 for April 2020: Coroner, \$2,440.70; Planning, \$400.00; Shooting Sports, \$4,807.25; Events Department, \$1,631.75; Buildings/Maintenance, \$17,117.89; Detention, \$8,096.12; Drug Court, \$854.14.

Dept: County Clerk

Agent: Debra Lee

Applicant:

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

20. Consideration of warrants in the amount of \$4,432,875.86 for April 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [April Warrants 2020](#)

Public Hearings/Rules & Reg's

21. PUBLIC HEARING to take comment on the proposed locations of vote centers to be used in Laramie County for the 2020 Primary and General Elections. (non-action item)

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Legal Notice 2020 Vote Centers](#)
[Map of Proposed 2020 Vote Centers](#)

22. PUBLIC HEARING to discuss and adopt new rules for regulating setbacks for Concentrated Feeding Operations within Laramie County. (Postponed from February 4, March 3, and March 17, 2020 meetings)

Dept: Planning & Development

Agent: Brad Emmons

Applicant:

Attachments: [2019 Laramie County Land Use Regulations](#)
[Amendments for Concentrated Feeding Operations](#)

Land Use:Variances/Board App./Plats

23. PUBLIC HEARING regarding a Subdivision Permit and Plat for Lakota Tracts, all of tract 2, situated in a portion of the W1/2 Sec. 29, T.15N., R.68W., of the 6th P.M. Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying

Applicant: Dave Coleman

Attachments: [Lakota Tracts, Subdivision Permit and Plat](#)

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.