

Board of County Commissioners Meeting

Agenda - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, September 1, 2020

3:30 PM

Commissioners Board Room

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

Presentation

1. Presentation made by Tim Barth with the Cheyenne Regional Airport to Jeanine West, EMA Director, and Rebecca Reid, Laramie County Coroner, for service provided during the COVID-19 pandemic.

Dept: County Clerk

Agent: Tim Barth

Applicant:

Minutes

2. Consideration of the Minutes of Proceedings for the August 3, 2020, Public Hearing, 2020 Laramie County Mill Levies.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft of the Mill Levies Hearing August 3, 2020 Minutes](#)

3. Consideration of the Minutes of Proceedings for August 4, 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes August 4, 2020](#)

Consent Agenda

4. Consideration of a certificate of no default for fiscal year ending June 30, 2020 from Cheyenne Regional Medical Center for Hospital Revenue Bonds, Series 2012.

Dept: Commissioners

Agent: CRMC

Applicant:

Attachments: [Certificate of No Default, CRMC, Hospital Revenue Bonds, Series 2012](#)

5. Consideration of an agreement between Laramie County, WY, and Mister B's Heating and Cooling to provide maintenance for the walk-in body cooler for the County Coroner's office as described in attachment A.

Dept: Coroner

Agent: Rebecca Reid

Applicant: Mister B's

Attachments: [Agreement, Mister B's Heating & Cooling, Coroner's Walk-in Cooler](#)

6. Consideration of the ratification of an amendment to the contract between Laramie County, WY, and Foundations Counseling and Consulting of WY, LLC, to provide substance abuse and mental health treatment services, drug testing, and other related services for Drug Court participants in the amount of \$153,373.

Dept: DUI/Drug Court

Agent: Kurt Zunker

Applicant: Foundations, LLC

Attachments: [FY21 Foundations Counseling and Consulting of WY, LLC Amendment of Contract](#)

7. Consideration of the ratification of an agreement between Laramie County, WY, and Drug Testing Center of Cheyenne to provide community supervision including, but not limited to, home visits, employment schedule verification, electronic monitoring, urinalysis testing, and other drug testing supervision services in the amount of \$15,000.

Dept: DUI/Drug Court

Agent: Kurt Zunker

Applicant: Drug Testing Center

Attachments: [FY21 Drug Testing Center Agreement](#)

8. Consideration of the ratification of an agreement between Laramie County, WY, and Cheyenne Community Drug Abuse Treatment Council (dba "Pathfinder") to provide substance abuse and mental health treatment services, drug testing, and other treatment related services in the amount of \$135,403.

Dept: DUI/Drug Court

Agent: Kurt Zunker

Applicant: Pathfinder

Attachments: [FY21 Pathfinder Agreement](#)

9. Consideration of a lease agreement between Laramie County, WY, and Messenger, LLC, in the amount of \$2,625 per month to lease a garage facility at 2507 E. 7th St., commencing October 1, 2020, through September 30, 2021.

Dept: Emergency Management

Agent: Jeanine West

Applicant: Messenger, LLC

Attachments: [Lease Agreement, Messenger, LLC](#)

10. Consideration of five FY21 annual compensation agreements between Laramie County, WY, and the University of Wyoming.

Dept: Extension Service

Agent: Juliet Daniels

Applicant: University of Wyoming

Attachments: [FY21 University of Wyoming Extension Annual Compensation Agreements](#)

11. Consideration of a 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, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY21 Funding Agreement, Cheyenne Downtown Development Authority](#)

12. Consideration of the annual economic development services agreement between Laramie County, WY, and Cheyenne LEADS in the amount of \$50,000, to remain in full force and effect until June 30, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY21 Economic Development Services Agreement, Cheyenne LEADS](#)

13. Consideration of the annual human services agreement between Laramie County, WY, and Cheyenne Housing Authority in the amount of \$75,000, beginning July 1, 2020, and ending June 30, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY21 Human Services Agreement, Cheyenne Housing Authority](#)

14. Consideration of the annual human services agreement between Laramie County, WY, and Peak Wellness in the amount of \$40,000, beginning July 1, 2020, and ending June 30, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY21 Human Services Agreement, Peak Wellness](#)

15. Consideration of the annual human services agreement between Laramie County, WY, and Pine Bluffs Senior Citizens Center in the amount of \$24,000, beginning July 1, 2020, and ending June 30, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY21 Human Services Agreement, Pine Bluffs Senior Citizens](#)

16. Consideration of the annual human services agreement between Laramie County, WY, and United Way of Laramie County in the amount of \$125,000, beginning July 1, 2020, and ending June 30, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [FY21 Human Services Agreement, United Way of Laramie County](#)

17. Consideration of an agreement between Laramie County, WY, and RLR, LLP, for non-attest accounting services. The agreement shall commence on the date last executed and remain in full force and effect until June 30, 2021. The County shall pay the contractor an amount not to exceed \$15,750.

Dept: County Clerk

Agent: Stanley Walker

Applicant: RLR, LLP

Attachments: [Agreement, RLR, LLP](#)

18. Consideration of an agreement between Laramie County, WY, and Childress Accounting and Consulting to provide year-end bookkeeping and accounting services as described in attachment A. The County shall pay the contractor an amount not to exceed \$14,110.

Dept: County Clerk

Agent: Stanley Walker

Applicant: Childress Accounting

Attachments: [Childress Accounting Agreement](#)

19. Consideration of the ratification of a catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, located at 312 S. Greeley Hwy., back lot of bar, for a music concert on August 20, 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

Attachments: [Catering Permit, Outlaw Saloon, August 20, 2020](#)

20. Consideration of a two-day catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, located at 312 S. Greeley Hwy., back lot of bar, for a music concert on September 3 and 4, 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

Attachments: [Catering Permit, Outlaw Saloon, September 3, and 4, 2020](#)

21. Consideration of a catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, located at 312 S. Greeley Hwy., back lot of bar, for an MMA sports entertainment fight on September 18, 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

Attachments: [Catering Permit, Outlaw Saloon, September 18, 2020](#)

22. Consideration of the ratification of a catering permit submitted by DeLancey Enterprises, LLC, to host a fundraiser for a non-profit organization on August 21, 2020, at 1806 Torrington Rd.

Dept: County Clerk

Agent: Debra Lee

Applicant: DeLancey Enterprises

Attachments: [Catering Permit, DeLancey Enterprises, LLC, August 21, 2020](#)

23. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, for a goat yoga class and BBQ on September 11, 2020, at 1806 Torrington Rd.

Dept: County Clerk

Agent: Debra Lee

Applicant: DeLancey Enterprises

Attachments: [Catering Permit, DeLancey Enterprises, LLC, September 11, 2020](#)

24. Consideration of a malt beverage permit submitted by The Knotty Pine Saloon for the 1st Annual Hogfest event located at the Archer Complex on October 3, 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant: The Knotty Pine Saloon

Attachments: [Malt Beverage Permit, The Knotty Pine Saloon, October 3, 2020](#)

25. Consideration of the following fees collected by various County entities for July 2020: County Clerk, \$158,600.44; Sheriff, \$79,344.61; Clerk of District Court, \$16,532.90; Shooting Sports, \$23,115.42; Planning & Development, \$105,105.40; Circuit Court, \$60,612.50; DUI Court, \$1,030.00; Drug Court, \$450.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [July Fees 2020](#)

26. Consideration of the following part-time salaries in the amount of \$35,597.82 for August 2020: Elections, \$200.18; Planning, \$620.00; Shooting Sports, \$4,388.51; Events Department, \$3,050.00; Buildings/Maintenance, \$16,588.87; Sheriff Operations, \$1,800.00; Detention, \$8,096.12; Drug/DUI Courts, \$854.14.

Dept: County Clerk

Agent: Debra Lee

Applicant:

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

27. Consideration of warrants in the amount of \$1,649,501.69 for August 2020.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [August Warrants 2020](#)

Report & Public Petitions

28. PUBLIC HEARING and consideration of the postponement request regarding a road dedication petition for Laramie St., approximately 1,425 feet more or less, beginning in the NE1/4 SE1/4, Sec. 26, T.14N., R.66W., of the 6th P.M., Laramie County, WY. (Postponed from May 19, 2020 and July 7, 2020 meetings)

Dept: Planning & Development

Agent: Rick Redella

Applicant: Hilltop Funding, Inc.

Attachments: [Laramie St. Dedication Postponement Request](#)

Grants

29. Consideration of a contract between Laramie County, WY, and the WY Dept. of Family Services for a Temporary Assistance for Needy Families Community Partnership Initiative grant award in the amount of \$119,500 to run through September 30, 2021.

Dept: Grants

Agent: Sandra Newland

Applicant:

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

30. Consideration of a resolution authorizing the ratified submission of a Congestion Mitigation Air Quality grant application to the WY Dept. of Transportation in the amount of \$134,720 with a match of \$33,680. Grant funds will be used to apply dust suppressant to 25 miles of County Roads 210, 102, and 222.

Dept: Grants

Agent: Sandra Newland

Applicant: Public Works

Attachments: [FY21 WYDOT CMAQ Grant Application](#)

31. Consideration of a subgrantee agreement between Laramie County, WY, and Cheyenne Regional Medical Center for a WY Dept. of Health, Public Health Division, Community Prevention grant in the amount of \$900,942 to run through June 30, 2022.

Dept: Grants

Agent: Sandra Newland

Applicant:

Attachments: [Subgrantee Agreement, CRMC, WY Dept of Health](#)

32. Consideration of the tentative approval of a grant agreement between, City of Cheyenne; Laramie County, WY; Cheyenne Regional Airport Board; and the Federal Aviation Administration for airport improvements to reconstruct the main runway for a maximum obligation in the amount of \$14,618,395.

Dept: Grants

Agent: Nathan Banton

Applicant: Airport Board

Attachments: [FAA Grant Agreement, Reconstruct Main Runway](#)

Contract/Agreement/Leases

33. Consideration of the ratification of a memorandum of understanding between Laramie County, WY, and the WY Dept. of Revenue concerning the administration of the Computer-Assisted Mass Appraisal system in the Assessor's office.

Dept: Assessor

Agent: Ken Guille

Applicant: WY Dept. of Revenue

Attachments: [MOU, Dept. of Revenue, CAMA System](#)

34. Consideration of an agreement between Laramie County, WY, and MII Life Insurance Inc., dba Further, a Blue Cross Blue Shield of WY vendor partner, to provide spending account administrative services.

Dept: Human Resources

Agent: Heather Rudy

Applicant: MII Life Insurance, Inc.

Attachments: [Agreement, MII Life Insurance Inc., dba Further](#)

35. Consideration of an enterprise agreement between Laramie County, WY, and ESRI and a memorandum of understanding between Laramie County, WY, Board of Public Utilities, City of Cheyenne, Cheyenne/Laramie County Health Dept. and Cheyenne Regional Airport Board to define the management and coordination strategy in administering the enterprise agreement for the GIS software.

Dept: Information Technology

Agent: Jordan Evans

Applicant:

Attachments: [ESRI Enterprise Agreement and MOU](#)

36. Consideration of an agreement between Laramie County, WY, and Ameri-Tech HVAC Services, Inc., to furnish and install a rooftop mounted up blast exhaust fan unit for the Detention Center as described in the proposal dated November 20, 2019.

Dept: Sheriff

Agent: Gary Ford

Applicant: Ameri-Tech HVAC

Attachments: [Agreement, Ameri-Tech HVAC Services, Inc., Exhaust Fan](#)

37. Consideration of an agreement between Laramie County, WY, and CliftonLarsonAllen, LLP, to audit financial statements of Laramie County for the fiscal year ending June 30, 2020. County shall pay contractor not more than \$79,775.

Dept: County Clerk

Agent: Stanley Walker

Applicant: CLA, LLP

Attachments: [Agreement, CLA, LLP, FY20 Audit Services](#)

38. Consideration of an addendum and proposal between Laramie County, WY, and ArcaSearch Corp., for purposes of digitizing Commissioners Minutes between 1868 to 1994.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Addendum and Proposal, ArcaSearch Corp., Commissioner Minutes](#)

39. Consideration of an addendum and proposal between Laramie County, WY, and ArcaSearch Corp., to provide online access to Laramie County's historical land records, 1867 to 1985, for an annual fee not to exceed \$1,799 and a one-time installation fee of \$2,495.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Addendum and Proposal, ArcaSearch Corp., Historical Land Records Research Site](#)

Appointments

40. Consideration of a resolution appointing Jay Sullivan, representing Youth Alternatives, to the Laramie County Community Juvenile Services Joint Powers Board to complete the term left vacant by Dick Berry, expiring June 30, 2021.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Community Juvenile Services JPB Appointment, Jay Sullivan](#)

41. Consideration of a resolution reappointing Mark T. Voss as the Laramie County Attorney in accordance with W.S. 18-3-301(a), effective September 1, 2020.

Dept: Commissioners

Agent: Commissioners

Applicant:

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

Land Use:Variances/Board App./Plats

42. PUBLIC HEARING regarding a Subdivision Permit & Plat for Green Subdivision, 3rd Filing, located on Lots 4 and 5, Green Subdivision and a Zone Change from MU - Mixed Use to MR - Medium Density Residential, for Tract 23, Green Subdivision, 3rd Filing, Laramie County, WY. (Postponed from July 21, 2020 meeting) (Two motions required)

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: SJT, LLC

Attachments: [Green Subdivision,3rd filing, Zone Change & Subdivision Permit & Plat](#)

- 43.** PUBLIC HEARING regarding a Board Approval for "Oh Hail No" Boat and RV Storage, located on a Portion of North 1/2, Section 29, Township 13 North, Range 66 West, of the 6th P.M., Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Svcs

Applicant: Steve Winchell

Attachments: ["Oh Hail No" Boat & RV Storage Board Approval](#)

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.