

Board of County Commissioners Meeting

Agenda - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, April 6, 2021

3:30 PM

Commissioners Board Room

In accordance with CDC guidelines, social distancing protocols will be observed and public seating may be limited.

Visit <https://laramiecounty.legistar.com/Calendar.aspx> to attend the meeting virtually and comment online. During the meeting, comments may be called in at 633-4422.

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.

Note - This agenda includes items carried forward from the March 16 meeting that was cancelled due to inclement weather.

Roll Call/Call to Order

Minutes

1. Consideration of the Minutes of Proceedings for March 2, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes March 2, 2021](#)

2. Consideration of the Minutes of Proceedings for the March 17, 2021, special meeting of a Declaration of Emergency in Laramie County, WY.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft of the Special Meeting March 17, 2021 Minutes](#)

Consent Agenda

3. Consideration of petitions for a tax refund for tax year 2018 for EOG Resources Inc., on applications 18-08, 18-09, and 18-18 in the amount of \$41,945.82.

Dept: Treasurer

Agent: Trudy Eisele

Applicant: EOG Resources

Attachments: [2018 Tax Refund Petition 18-08, EOG Resources, Inc.](#)
[2018 Tax Refund Petition 18-09, EOG Resources, Inc.](#)
[2018 Tax Refund Petition 18-18, EOG Resources, Inc.](#)

4. Consideration of an addendum to the service agreement between Laramie County, WY, and Meridian Fire and Security, LLC, to provide testing and inspection services of the fire alarm detection systems at the Juvenile Detention Center as described in attachment A in the amount of \$1,366.

Dept: Sheriff

Agent: Don Hollingshead

Applicant: Meridian Fire & Security

Attachments: [Addendum, Meridian Fire and Security, LLC, Juvenile Detention Center](#)

5. Consideration of an addendum to the service agreement between Laramie County, WY, and Meridian Fire and Security, LLC, to provide testing and inspection services of the fire alarm detection systems at the Detention Center as described in attachment A in the amount of \$3,981.

Dept: Sheriff

Agent: Don Hollingshead

Applicant: Meridian Fire & Security

Attachments: [Addendum, Meridian Fire and Security, LLC, Adult Detention Center](#)

6. Consideration of the adoption of the Laramie County Grant Policies and Procedures Handbook.

Dept: Grants

Agent: Sandra Newland

Applicant: Grants

Attachments: [Grant Policies and Procedures Handbook](#)

7. Consideration of a catering permit submitted by The Knotty Pine Saloon for the 2021 Mule Deer Foundation banquet at the Archer Complex on April 10, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant: The Knotty Pine Saloon

Attachments: [The Knotty Pine Saloon 24-hour Catering Permit April 10, 2021](#)

8. Consideration of a two-day catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, 312 S. Greeley Hwy., back lot of bar, for music concerts on May 28 and 29, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

Attachments: [Catering Permit, Outlaw Saloon, May 28 and 29, 2021](#)

9. Consideration of a catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, 312 S. Greeley Hwy., back lot of bar, for a music concert on June 5, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

Attachments: [Catering Permit, Outlaw Saloon, June 5, 2021](#)

10. Consideration of a three-day catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, 312 S. Greeley Hwy., back lot of bar, for a music concert and shows on June 25, 26, and 27, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

Attachments: [Catering Permit, Outlaw Saloon, June 25, 26, and 27, 2021](#)

11. Consideration of the following fees collected by various County entities for Feb. 2021: County Clerk, \$130,372.90; Sheriff, \$96,152.29; Clerk of District Court, \$17,763.89; Shooting Sports, \$11,057.97; Planning & Development, \$114,631.96; Circuit Court, \$39,549.00; DUI Court, \$1,375.00; Drug Court, \$1,455.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Feb. Fees 2021](#)

12. Consideration of the following part-time salaries in the amount of \$34,341.32 for March 2021: Planning, \$710.00; Shooting Sports, \$3,781.91; Events Dept., \$1,878.75; Buildings/Maintenance, \$16,219.71; Sheriff Operations, \$1,800.00; Detention, \$7,902.02; District Court, \$1,237.50; Drug Court, \$811.43.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [March Part-time Salaries 2021](#)

13. Consideration of warrants in the amount of \$862,617.98 for March 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [March Warrants 2021](#)

Proclamations

14. Consideration of a resolution proclaiming the week of April 11-17, 2021, as National Public Telecommunicators Week.

Dept: Commissioners

Agent: Commissioners

Applicant: Amber Young

Attachments: [Resolution Proclaiming April 11-17 as National Public Telecommunicators Week](#)

Grants

15. PUBLIC HEARING for the FFY22 Temporary Assistance to Needy Families Community Partnership Initiative grant application. (Non-action item)

Dept: Grants

Agent: Sandra Newland

Applicant: Grants

Attachments: [FFY22 TANF Public Hearing Notice](#)

16. Consideration of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, Emergency Management Planning Grant Program, to support Emergency Management operations for FY22 in the amount of \$147,770 with a 50% match.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

Attachments: [FY22 EMPG Grant Application, EMA](#)

17. Consideration of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY21 State Homeland Security Grant Program, to purchase a gunshot sensor detection system for the Laramie County Governmental Complex in the amount of \$100,000.

Dept: Grants

Agent: Sandra Newland

Applicant: Risk Management

Attachments: [FFY21 SHSP Grant Application, Risk Management](#)

18. Consideration of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY21 State Homeland Security Grant Program, for the Coroner's Office to purchase three powered gurneys and a vehicle body deck in the amount of \$125,360.

Dept: Grants

Agent: Sandra Newland

Applicant: Coroner's Office

Attachments: [FFY21 SHSP Grant Application, Coroner](#)

19. Consideration of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY21 State Homeland Security Grant Program, for the Coroner's Office to purchase a forensic camera in the amount of \$5,000.

Dept: Grants

Agent: Sandra Newland

Applicant: Coroner's Office

Attachments: [FFY21 SHSP Grant Application, Coroner](#)

20. Consideration of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY21 State Homeland Security Grant Program, for the Laramie County CERT team to purchase equipment in the amount of \$10,000.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

Attachments: [FFY21 SHSP Grant Application, CERT](#)

21. Consideration of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY21 State Homeland Security Grant Program, for Emergency Management to purchase a portable light tower attached to a generator trailer in the amount of \$15,000.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

Attachments: [FFY21 SHSP Grant Application, EMA](#)

22. Consideration of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY21 State Homeland Security Grant Program, for the Sheriff's Dept. to purchase an explosive detection canine and associated training costs in the amount of \$17,000.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept.

Attachments: [FFY21 SHSP Grant Application, Sheriff](#)

Contract/Agreement/Leases

23. Consideration of a cooperative agreement between Laramie County, WY, and the WY Dept. of Transportation (WYDOT) to participate in the funding and preparation of the Reconnaissance Report for the federally funded WYDOT-administered Bridge Replacement Off-System Program. The approved structure to be studied is Structure No. DLM over the UPRR on County Road 210-2, as shown in exhibit A.

Dept: Public Works

Agent: Dave Bumann

Applicant:

Attachments: [Cooperative Agreement, WYDOT, UPRR Bridge](#)

24. Consideration of a memorandum of understanding between Laramie County, WY, and Office of the Attorney General, Division of Criminal Investigation, to provide the Sheriff's Dept. one livescan fingerprint machine for fingerprinting individuals and transmitting fingerprint images to DCI at no cost. The Sheriff's Dept. will pay the vendor annual support and maintenance costs for software upgrades associated with the machine after the first year.

Dept: Sheriff

Agent: Kimberly Wright

Applicant:

Attachments: [MOU, DCI, Fingerprint Machine](#)

25. Consideration of a two-year sponsorship agreement between Laramie County, WY, and HealthWorks to provide eight hand sanitizer stations at the Events Center at the Archer Complex.

Dept: Events

Agent: Dan Ange

Applicant: HealthWorks

Attachments: [Sponsorship Agreement, HealthWorks](#)

26. Consideration of an addendum to engagement agreement between Laramie County, WY, and LedBetter Magic to provide magic and mind reading shows at the County Fair, as described in attachment A, in the amount of \$4,200.

Dept: Events

Agent: Dan Ange

Applicant: LedBetter Magic

Attachments: [Addendum, LedBetter Magic](#)

27. Consideration of an addendum to lease agreement between Laramie County, WY, on behalf of the University of Wyoming Extension Office and Capital Business Systems, Inc., to provide the UW Extension office with a copier machine.

Dept: Extension Service

Agent: Juliet Daniels

Applicant: Capital Business

Attachments: [Addendum to Lease Agreement, Capital Business Systems, Inc.](#)

28. Consideration of an addendum to the agreement between Laramie County, WY, and LINX Multimedia, LLLP, to provide services, maintenance, and technical support for the IT Dept., as described in attachment A.

Dept: Information Technology

Agent: Brad Alexander

Applicant: LINX Multimedia, LLLP

Attachments: [Addendum to Agreement, LINX Multimedia, LLLP](#)

License/Permits

29. PUBLIC HEARING regarding 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.](#)

30. PUBLIC HEARING regarding a yearly fireworks permit submitted by Phantom Fireworks Showrooms, LLC, located at 239 I-25 Service Rd. East.

Dept: County Clerk

Agent: Debra Lee

Applicant: Phantom Fireworks

Attachments: [Phantom Fireworks - 239 I-25 Service Rd. East](#)

Land Use:Variances/Board App./Plats

31. PUBLIC HEARING regarding an administrative appeal of an approved site plan for Rocky Mountain Landscaping, Inc., located on a portion of the S1/2, SE1/4, Sect. 12, T14N., R.66W., of the 6th P.M., Laramie County, WY.

Dept: Commissioners

Agent: Billy J. Goostree

Applicant:

Attachments: [Administrative Appeal for Approved Site Plan, Billy J Goostree](#)
 [Administrative Appeal for Approved Site Plan, Kathleen Selock and Wayne Lax](#)

- 32. PUBLIC HEARING** regarding a Subdivision Permit & Plat for Meadowlark Airpark, located at Govt. Lots 1, 2, 3, and 4, less a portion, and all of the NW1/4 SE1/4, less a portion, Sect. 6. T.14N., R.64W., of the 6th P.M., Laramie County, WY. (Postponed from Feb. 2 and Feb. 16, 2021 meetings)

Dept: Planning & Development

Agent: Jones Land Surveying

Applicant: Philip & Marium Trefren

Attachments: [Meadowlark Airpark, Subdivision Permit & 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.