

Board of County Commissioners Meeting

Agenda - Final-revised

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, July 6, 2021

3:30 PM

Commissioners Board Room

Agenda updated July 2, 2021 at 9:00 a.m.

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.

Roll Call/Call to Order

Minutes

1. Consideration of the Minutes of Proceedings for June 15, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes June 15, 2021](#)

2. Consideration of the Budget Hearing Minutes of Proceedings for June 24, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft of the Budget Hearing June 24, 2021 Minutes](#)

Consent Agenda

3. Consideration of a memorandum of understanding between Laramie County, WY, and the State of Wyoming, Office of the State Public Defender, for remodeling a portion of the Public Defender's field office located in the Courthouse. The contract for the remodel shall be with S&S Builders, LLC.

Dept: Commissioners

Agent: Commissioners

Applicant: Office of Public Defender

Attachments: [MOU, State Office of the State Public Defender](#)

4. Consideration of an agreement between Laramie County, WY, and S&S Builders, LLC, in the amount of \$24,575, to perform modification to the office space of the Public Defender's office located in the Courthouse.

Dept: Building Maintenance

Agent: Chris Wegner

Applicant: S&S Builders, LLC

Attachments: [Agreement, S&S Builders, LLC, Public Defender](#)

5. Consideration of a FY22 contract between Laramie County, WY, and the State of Wyoming, Office of the Attorney General, Division of Victim Services, for the Sheriff's Dept Victim Witness Program in the amount of \$115,530 with a match not to exceed \$43,168.67 (\$6,651.00 in-kind and \$36,517.67 cash), beginning July 1, 2021, and expiring June 30, 2022.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept

Attachments: [Contract, Office of the AG, FY22 Victim Witness Program](#)

6. Consideration of the ratification of a resolution authorizing the submission of a grant application to the Cheyenne Community Public Recreation Dist, for funding of basketball courts for Clear Creek Park in the amount of \$50,000.

Dept: Grants

Agent: Sandra Newland

Applicant: Grants

Attachments: [Grant Application, CCRD, Clear Creek Park Basketball Courts](#)

7. Consideration of the ratification of a resolution authorizing the submission of a grant application to the Wyoming Office of Secretary of State for an elections/cybersecurity grant to purchase two security cameras for enhanced election security in the amount of \$3,600.

Dept: Grants

Agent: Sandra Newland

Applicant: County Clerk

Attachments: [Grant Application, SoS, Election Security](#)

8. Consideration of the ratification of amendment number one to the contingency and development agreement between Laramie County, WY, and VMAccel to clarify language associated with the terms of employees and equipment purchases.

Dept: Grants

Agent: Sandra Newland

Applicant: VMAccel

Attachments: [Amendment Number One, VMAccel](#)

9. Consideration of an addendum between Laramie County, WY, and Express Employment Professionals to provide temporary staffing as needed by the County.

Dept: Human Resources

Agent: Heather Rudy

Applicant: Express Employment

Attachments: [Addendum, Express Employment Professionals](#)

10. Consideration of an addendum to the software license agreement between Laramie County, WY, and Occupational Research & Assessment, Inc, to provide software services for medicolegal death investigation case management for the County Coroner's Office.

Dept: Information Technology

Agent: Dominic Davis

Applicant: Occupational Research

Attachments: [Addendum, Occupational Research & Assessment, Inc](#)

11. Consideration of the deletion from the Sheriff's fixed asset inventory, two Blodgett stackable kitchen ovens gifted to COMEA Shelter.

Dept: Sheriff

Agent: Don Hollingshead

Applicant:

Attachments: [Asset Deletion, Sheriff, Two Blodgett Stackable Kitchen Ovens](#)

12. Consideration of a catering permit submitted by S&W Properties, dba Vino's Wine and Spirits, for the FFA Sale, Aug 13, 2021, at the Hereford Ranch.

Dept: County Clerk

Agent: Debra Lee

Applicant: Vino's Wine and Spirits

Attachments: [Catering Permit, Vino's Wine and Spirits, Aug 13, 2021](#)

13. Consideration of a malt beverage permit submitted by S&W Properties, dba Vino's Wine and Spirits, for a wedding reception, Sept 4, 2021, at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: Vino's Wine and Spirits

Attachments: [Malt Beverage Permit, Vino's Wine and Spirits, Sept 4, 2021](#)

14. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, for a team roping and BBQ, Sept 9, 2021, at 1806 Torrington Rd.

Dept: County Clerk

Agent: Debra Lee

Applicant: DeLancey Enterprises

Attachments: [Catering Permit, DeLancey Enterprises, LLC, Sept 9, 2021](#)

15. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, for a team roping and BBQ, Sept 16, 2021, at 1806 Torrington Rd.

Dept: County Clerk

Agent: Debra Lee

Applicant: DeLancey Enterprises

Attachments: [Catering Permit, DeLancey Enterprises, LLC, Sept 16, 2021](#)

16. Consideration of the following fees collected by various County entities for May 2021: County Clerk, \$154,261.86; Sheriff, \$50,100.76; Clerk of District Court, \$19,288.00; Shooting Sports, \$13,179.38; Planning & Development, \$114,627.15; Circuit Court, \$44,033.00; DUI Court, \$650.00; Drug Court, \$299.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [May Fees 2021](#)

17. Consideration of the following part-time salaries in the amount of \$34,101.28 for June 2021: Planning, \$670.00; Shooting Sports, \$4,130.41; Events Dept, \$2,227.25; Buildings/Maintenance, \$15,376.31; Sheriff Operations, \$1,350.00; Detention, \$7,994.84; Combined Communications Center, \$1,654.93; Drug/DUI Courts, \$697.54.

Dept: County Clerk

Agent: Debra Lee

Applicant:

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

18. Consideration of warrants in the amount of \$1,291,080.02 for June 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [June Warrants 2021](#)

Resolutions

19. Consideration of a resolution approving the One Percent Specific Purpose Tax resolution and ballot language for the election to be held on Nov 2, 2021.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Resolution, 2021 6th Penny Election](#)

Grants

20. PUBLIC HEARING to solicit public input and comments on a US Dept of Justice 2021 Justice Assistance grant application between Laramie County, WY, and the City of Cheyenne not to exceed \$61,631. (Non-action item)

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff & Cheyenne PD

Attachments: [Public Notice, US Dept of Justice Grant Application](#)

Contract/Agreement/Leases

21. Consideration of the ratification of a notice of award and approval of an agreement between Laramie County, WY, and Simon Contractors for the Chip Seal 2021 project in the amount of \$441,021.

Dept: Public Works

Agent: Molly Bennett

Applicant: Simon Contractors

Attachments: [Notice of Award, Chip Seal 2021 Project, Simon Contractors Agreement, Chip Seal 2021 Project, Simon Contractors](#)

Appointments

22. Consideration of a resolution appointing a member to the Eastern Laramie County Solid Waste Disposal District to complete the term left vacant by Donn Randall, expiring March 31, 2022.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Eastern Laramie Co Solid Waste Disposal District Appointment](#)

Land Use:Variances/Board App./Plats

23. PUBLIC HEARING regarding an administrative appeal of a denied plat for T L Provision, LLC, for Tract 5 less a portion and Tract 6, Park Estates and a portion of the NW1/4 SE1/4 Sect 22, T14N, R66W.

Dept: County Clerk

Agent: T L Provision LLC

Applicant:

Attachments: [Administrative Appeal for Approval of Plat Application, T L Provision, LLC](#)
[Denial of Administrative Plat Application Letter, Park Estates 4th Filing](#)

24. PUBLIC HEARING regarding a Zone Change from A2 - Agricultural to AR - Agricultural Residential and a Subdivision Permit & Plat for Roundtop Ranch Estates located in a portion of the W1/2, Sect 10, T14N, R67W, of the 6th P.M., Laramie County, WY. (Two motions required)

Dept: Planning & Development

Agent: Lovas Engineering

Applicant: Roundtop Ranch Estates

Attachments: [Roundtop Ranch Estates, Zone Change and 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.