

Board of County Commissioners Meeting

Agenda - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, November 16, 2021

3:30 PM

Commissioners Board Room

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 Oct 19, 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes Oct 19, 2021](#)

Consent Agenda

2. Consideration of a memorandum of understanding between Laramie County, WY, and the City of Cheyenne acting through its agency, Cheyenne Transit Program, in the amount of \$83,816 to provide public transportation service to Laramie County Community College and for an area of Laramie County immediately adjacent to the City of Cheyenne. MOU shall remain in full force and effect until June 30, 2022.

Dept: Commissioners

Agent: Commissioners

Applicant: Cheyenne Transit

Attachments: [MOU, Cheyenne Transit Program](#)

- 3. Consideration of an agreement between Laramie County, WY, and Codex Corp dba Guardian RFID in the amount of \$130,933.85 and \$26,295 per year for three years to provide a system comprised of software, hardware, support services and a web-based software as a service platform to deliver a wide range of inmate management, monitoring and tracking solutions for the Sheriff's Dept.

Dept: Information Technology

Agent: Dominic Davis

Applicant: Guardian RFID System

Attachments: [Agreement, Guardian RFID](#)

- 4. Consideration of four addendums between Laramie County, WY, and LEICA Geosystems, Inc for participation in the SmartNet GNSS Reference Network.

Dept: Information Technology

Agent: Jordan Evans

Applicant: LEICA Geosystems

Attachments: [Addendum, LEICA Geosystems, Inc, Cheyenne Site](#)
[Addendum, LEICA Geosystems, Inc, Burns Site](#)
[Addendum, LEICA Geosystems, Inc, Gilchrist Site](#)
[Addendum, LEICA Geosystems, Inc, Chugwater Site](#)

- 5. Consideration of a third amendment between Laramie County, WY, and Summit Food Services, LLC to provide a micro market at the Detention Center.

Dept: Sheriff

Agent: Jennifer Stephens

Applicant: Summit Food Services, LLC

Attachments: [Third Amendment, Summit Food Services, LLC, Detention Center](#)

- 6. Consideration of an agreement between Laramie County, WY, and the City of Cheyenne at a rate of \$110 per city prisoner per day and \$55 per city prisoner for book and release from July 1, 2021 through June 30, 2022 and at a rate of \$120 per city prisoner per day and \$60 per city prisoner for book and release from July 1, 2022 through June 30, 2023.

Dept: Sheriff

Agent: Don Hollingshead

Applicant: City of Cheyenne

Attachments: [Adult Housing Agreement, City of Cheyenne](#)

- 7. Consideration of a contract between Laramie County, WY, and the WY Assoc of Sheriffs and Chiefs of Police for a FY22 Alcohol Inspection grant in the amount of \$1,700 to run from July 1, 2021 through May 28, 2022.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept.

Attachments: [FY22 Alcohol Inspection Contract, WASCOP](#)

- 8. Consideration of a contract between Laramie County, WY, and the WY Assoc of Sheriffs and Chiefs of Police for a FY22 Tobacco Inspection grant in the amount of \$1,700 to run from Jan 1, 2022 through June 10, 2022.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept.

Attachments: [FY22 Tobacco Inspection Contract, WASCOP](#)

- 9. Consideration of a grant award agreement between Laramie County, WY, and WY Office of Homeland Security for Risk Dept to fund an active shooter detection system for the Courthouse in the amount of \$60,000 to run through Aug 31, 2023.

Dept: Grants

Agent: Sandra Newland

Applicant: Risk Dept.

Attachments: [FY21 SHSP Grant Award, Risk Management](#)

10. Consideration of a grant award agreement between Laramie County, WY, and WY Office of Homeland Security to purchase a forensic camera for the Coroner's Office in the amount of \$5,000 to run through Aug 31, 2023.

Dept: Grants

Agent: Sandra Newland

Applicant: Coroner's Office

Attachments: [FY21 SHSP Grant Award, Coroner](#)

11. Consideration of a grant award agreement between Laramie County, WY, and WY Office of Homeland Security for EMA to provide emergency notification system services in the amount of \$12,500 to run through Aug 31, 2023.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

Attachments: [FY21 SHSP Grant Award, EMA](#)

12. Consideration of a resolution authorizing the submission of a grant application to the Alzheimer's Foundation of America for the Project Lifesaver Program in the amount of \$6,000.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept

Attachments: [Grant Application, Alzheimer's Foundation Project Lifesaver](#)

13. Consideration of the ratification of a resolution authorizing the acceptance of a grant award from the Dept of Justice for a FY21 Edward Byrne Memorial Justice Assistance Grant in the amount of \$61,631 to run through Sept 30, 2022.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept & CPD

Attachments: [FY21 Byrne JAG Grant Award, Dept of Justice](#)

- 14. Consideration of the ratification of a resolution authorizing the acceptance of a grant award from the US Dept of Justice, Office of Community Oriented Policing Services, for a Law Enforcement Mental Health and Wellness Act grant for the Sheriff's Dept in partnership with the City of Cheyenne Police Dept in the amount of \$98,530.50 to run through Aug 31, 2023.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept & CPD

Attachments: [LEMHWA Grant Award, US DOJ](#)

- 15. Consideration of the deletion from County Clerk's fixed asset inventory of four Savin copiers due to the completion of a lease agreement and return to Business Outfitters.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Asset Deletion, County Clerk, Four Savin Copiers](#)

- 16. Consideration of the ratification of an eight-day catering permit submitted by Town & Country Supermarket Liquors for an event from Nov 15 through Nov 22, 2021 at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: Town and Country

Attachments: [24-Hour Permit, Town & Country Supermarket Liquors, Nov 15 - 22, 2021](#)

- 17. Consideration of the ratification of three one-day manufacturer's off-premise permits submitted by WMC-PBD, LLC dba Pine Bluffs Distilling for an event on Nov 16, 18 and 22, 2021 at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: Pine Bluffs Distilling

Attachments: [24-Hour Permit, Pine Bluffs Distilling, Nov 16, 18 and 22, 2021](#)

18. Consideration of the following fees collected by various County entities for Sept 2021: County Clerk, \$141,624.39; Sheriff, \$47,988.27; Clerk of District Court, \$18,539.75; Shooting Sports, \$20,159.46; Planning & Development, \$131,268.56; Circuit Court, \$42,617.00; DUI Court, \$500.00; Drug Court, \$270.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Sept Fees 2021](#)

19. Consideration of the following part-time salaries in the amount of \$33,885.28 for Oct 2021: Planning, \$360.00; Shooting Sports, \$6,837.06; Events Dept, \$1,038.00; Buildings/Maintenance, \$13,546.21; Sheriff Operations, \$1,800.00; Detention, \$8,096.12; District Court, \$1,353.75; Drug/DUI Courts, \$854.14.

Dept: County Clerk

Agent: Debra Lee

Applicant:

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

20. Consideration of warrants in the amount of \$2,019,082.34 for Oct 2021.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Oct Warrants 2021](#)

Resolutions

21. Consideration of a resolution denying a claim by Cheyenne Regional Medical Center for medical expenses for an inmate at the Detention Center.

Dept: Commissioners

Agent: Beth Allen

Applicant: CRMC

Attachments: [Resolution Denying Claim, CRMC](#)
[Affidavit of Costs, CRMC, Redacted](#)

Contract/Agreement/Leases

- 22. Consideration of an amendment to the surface use agreement between Laramie County, WY, and EOG Resources, Inc. The operator plans to sell and convey to Roaring Fork Midstream a 6-inch steel pipeline located in the SW/4SW/4 of Sect 27, T14N, R65W, Laramie County, WY, as set forth in Exhibit A.

Dept: Public Works

Agent: Molly Bennett

Applicant: EOG Resources, Inc.

Attachments: [Amendment to the SUA, EOG Resources, Inc, 6-inch Pipeline Sale](#)

- 23. Consideration of an amendment to the surface use agreement between Laramie County, WY, and EOG Resources, Inc. The operator plans to sell and convey a portion of the pipeline easement located in the SW/4SW/4 of Sect 27, T14N, R65W, Laramie County, WY, as more set forth in the attachment. The purchaser of the easement is Roaring Fork Midstream.

Dept: Public Works

Agent: Molly Bennett

Applicant: EOG Resources, Inc

Attachments: [Amendment to the SUA, EOG Resources, Inc, 10-foot Surface Rights to Easement](#)

Appointments

- 24. Consideration of a resolution appointing a member to the board of Community Action of Laramie County for a three-year term left vacant since July 1, 2021, expiring June 30, 2024.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Community Action of Laramie County Board Appointment, Lois Prickett](#)

- 25. Consideration of a resolution appointing a member to Cheyenne LEADS representing Eastern Laramie County to complete the three-year term of Dema Gilbert, expiring Dec 31, 2023.

Dept: Commissioners

Agent: Commissioners

Applicant:

Attachments: [Cheyenne LEADS Appointment, Eastern Laramie County](#)

Land Use:Variances/Board App./Plats

- 26. PUBLIC HEARING regarding a High Power Transmission Line by Black Hills Energy located in Sects 1, 12, 24, 25, 26, 28, 33, 34 and 35, T13N, R65W, and Sects 7, 18 and 19, T13N, R66W, of the 6th PM, Laramie County, WY. (No motion required)

Dept:

Agent: HDR Inc.

Applicant: Black Hills Energy

Attachments: [Public Hearing Black Hills High Power Transmission Line](#)

- 27. PUBLIC HEARING regarding board approval for a manufactured housing park use for the W1/2 Tract 8 & E1/2 Tract 8 less 1.3 acres for highway, Wallick and Murray Tracts, Laramie County, WY.

Dept: Planning & Development

Agent: Clearwell PLLC

Applicant: Cheyenne SF Holdings

Attachments: [South Fork Expansion - East Site, Board Approval](#)

- 28. PUBLIC HEARING regarding a vacation of a plat note for Tract 475, South Fork, 7th Filing, Laramie County, WY.

Dept: Planning & Development

Agent: Clearwell, PLLC

Applicant: Cheyenne SF Holdings

Attachments: [Tract 475, South Fork, 7th Filing, Note Vacation 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.