

# Board of County Commissioners Meeting

## Agenda - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, May 3, 2022**

**3:30 PM**

**Commissioners Board Room**

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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 April 19, 2022.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Draft Minutes April 19, 2022](#)

### Consent Agenda

2. Consideration of a third amendment to the food services contract between Laramie County, WY, and Summit Food Services, LLC, to provide management of food service operations at the Juvenile Services Center. The amendment is for one additional year, beginning May 1, 2022.

Dept: Sheriff

Agent: Eric Kent

Applicant: Summit Food Services

**Attachments:**     [Third Amendment, Summit Food Management Services, LLC, Juvenile](#)

3. Consideration of an agreement between Laramie County, WY, and Keyhole Technologies, LLC in an amount not to exceed \$35,240 to purchase two message signs for Public Works.

Dept: Grants

Agent: Sandra Newland

Applicant: Public Works

**Attachments:**     [Agreement, Keyhole Technologies, LLC](#)

4. Consideration of the ratification of a resolution authorizing the submission of a grant application to the WY Office of Homeland Security, FFY22 State Homeland Security Grant Program, for Emergency Management to support emergency notification services and provide communications equipment in the amount of \$40,000.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

**Attachments:**     [FFY22 SHSP Grant Application, EMA](#)

5. Consideration of the ratification of a resolution authorizing the submission of a grant application to Cheyenne Regional Medical Center for General Community Benefit funding for the Coroner's Office to purchase suicide prevention materials in the amount of \$2,500.

Dept: Grants

Agent: Sandra Newland

Applicant: Coroner's Office

**Attachments:**     [General Community Benefit Application, CRMC](#)

6. Consideration of the ratification of a resolution authorizing the submission of a grant application to the WY Office of Homeland Security, Emergency Management Planning Grant Program, to request Emergency Management operational funding for FY23 in the amount of \$142,920 with a 50% match.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

**Attachments:**     [FY23 EMPG Grant Application, EMA](#)

7. Consideration of an agreement between Laramie County, WY, and H2O Power Equipment, LLC in an amount not to exceed \$18,696 to purchase a pressure washer for Public Works.

Dept: Grants

Agent: Sandra Newland

Applicant: Public Works

**Attachments:**     [Agreement, H2O Power Equipment, LLC](#)

8. Consideration of the ratification of an agreement between Laramie County, WY, and Midco Diving and Marine Services, Inc to provide inspection and cleaning of the Archer tower tank as more specifically described in attachment A.

Dept: Public Works

Agent: Molly Bennett

Applicant: Midco Diving & Marine

**Attachments:**     [Agreement, Midco Diving and Marine Services, Inc](#)

9. Consideration of the deletion from Treatment Court's fixed asset inventory of a 2008 Jeep Compass issued to be sold at county auction.

Dept: DUI/Drug Court

Agent: Kurt Zunker

Applicant:

**Attachments:**     [Asset Deletion, Treatment Court, 2008 Jeep](#)

10. Consideration of the 2022 Wildland Fire Management Annual Operating Plan.

Dept: Emergency Management

Agent: Matt Butler

Applicant:

**Attachments:**     [2022 Wildland Fire Management Annual Operating Plan](#)

11. Consideration of an agreement between Laramie County, WY, and Glass Masters in an amount not to exceed \$15,688 to provide demolition of existing glass and installation of insulated units for the County Clerk's Records Center as listed in the estimate.

Dept: County Clerk

Agent: Sandra Newland

Applicant: County Clerk

**Attachments:**     [Agreement, Glass Masters](#)

12. Consideration of a non-attest accounting/consulting services agreement between Laramie County, WY, and Childress Accounting and Consulting in an amount not to exceed \$17,365 to provide year-end bookkeeping and accounting services as describing in attachment A.

Dept: County Clerk

Agent: Stanley Walker

Applicant: Childress Accounting

**Attachments:**     [FY22 Non-attest Accounting-Consulting Services Agreement, Childress Accounting and Consulting](#)

13. Consideration of a catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, for an event on May 7, 2022 at 312 S Greeley Hwy, back lot of bar.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

**Attachments:**     [24-hour Permit, Outlaw Saloon, May 7, 2022](#)

14. Consideration of a 10-day catering permit submitted by Bullseye Operations, LLC, dba Outlaw Saloon, for events on July 21-30, 2022 at 312 S Greeley Hwy, back lot of bar.

Dept: County Clerk

Agent: Debra Lee

Applicant: Outlaw Saloon

**Attachments:**     [24-hour Permit, Outlaw Saloon, July 21-30, 2022](#)

15. Consideration of the following fees collected by various County entities for March 2022: County Clerk, \$139,161.03; Sheriff, \$447,678.84; Clerk of District Court, \$20,984.50; Shooting Sports, \$17,965.55; Planning & Development, \$90,538.67; Circuit Court, \$49,706.00; DUI Court, \$300.00; Drug Court, \$895.00.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [March Fees 2022](#)

16. Consideration of the following part-time salaries in the amount of \$40,151.36 for April 2022: Planning, \$400.00; Shooting Sports, \$6,118.47; Events Dept, \$1,185.00; Buildings/Maintenance, \$14,300.62; Sheriff Operations, \$4,621.51; Detention, \$9,431.62; District Court, \$3,240.00; Drug/DUI Courts, \$854.14.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [April Part-time Salaries 2022](#)

17. Consideration of warrants in the amount of \$2,412,581.32 for April 2022.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [April Warrants 2022](#)

## Resolutions

18. Consideration of a resolution dividing Laramie County into six (6) elections districts as required by WS 22-7-101

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Resolution Dividing Laramie County into Six Election Districts](#)

19. Consideration of a resolution finalizing precinct boundaries for Laramie County and determining number of precinct committee officers to be elected in 2022.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Resolution, Final Precinct Boundaries and Precinct Committee Officers to be Elected](#)

20. Consideration of a resolution establishing a location for in-person absentee voting and counting center for Laramie County.

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Resolution, Establishing Absentee Voting and Counting Center](#)

## Grants

21. Consideration of an agreement between Laramie County, WY, and KUBL Group to accept proposals for security system upgrades at the Detention Center and the Juvenile Services Center.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept

**Attachments:**     [Agreement, KUBL Group](#)

22. Consideration of an agreement between Laramie County, WY, and Wyoming Machinery Co in the amount of \$385,460 to purchase one new Caterpillar Inc model 140-15 all-wheel-drive motor grader for Public Works.

Dept: Public Works

Agent: Molly Bennett

Applicant: Wyoming Machinery Co.

**Attachments:**     [Agreement, WY Machinery Co](#)

**Contract/Agreement/Leases**

23. Consideration of an agreement between Laramie County, WY, and Riata Water to purchase water at a rate of \$8.00 per one thousand gallons.

Dept: Public Works

Agent: Molly Bennett

Applicant: Riata Water

**Attachments:**     [Water Purchase Agreement, Riata Water](#)

24. Consideration of amendment one to the cooperative agreement between Laramie County, WY, and the WY Dept of Transportation for County project B221004 (US 30 and Dell Range Blvd and Whitney Rd). The amendment is to revise some of the provisions in the original agreement (200218-02) as outlined in the amendment.

Dept: Public Works

Agent: Molly Bennett

Applicant: WYDOT

**Attachments:**     [Amendment One to the Cooperative Agreement, WYDOT](#)

25. Consideration of an addendum between Laramie County, WY, and Honnen Equipment Co to allow Public Works to demo a used 2018 John Deere 772G motor grader with 6WD with the option to purchase the motor grader in an amount not to exceed \$205,600.

Dept: Public Works

Agent: Molly Bennett

Applicant: Honnen Equipment Co

**Attachments:**     [Addendum, Honnen Equipment Co](#)

26. Consideration of amendment one between Laramie County, WY, and the WY Dept of Transportation for extraordinary snow removal and extraordinary maintenance for snow removal on portions of S Greeley Hwy between College Dr and Fox Farm Rd. The amendment is to increase County fees in accordance with attachment B, extend the term and amend responsibilities of the County by replacing attachment A (040217-14) with attachment B.

Dept: Public Works

Agent: Molly Bennett

Applicant: WYDOT

**Attachments:**     [Amendment One, WYDOT, Snow Removal](#)

27. Consideration of an agreement between Laramie County, WY, and TC Solutions, LLC for construction manager services as advisor and owner's representative for projects associated with four (4) ballot propositions approved by Laramie County voters in November 2021.

Dept: Commissioners

Agent: Commissioners

Applicant: TC Solutions, LLC

**Attachments:**     [Agreement, TC Solutions, LLC](#)

## License/Permits

28. PUBLIC HEARING regarding a yearly fireworks permit submitted by Richard Krehbiel, dba Wholesale Fireworks, Inc, located at 3229 W College Dr.

Dept: County Clerk

Agent: Debra Lee

Applicant: Wholesale Fireworks, Inc

**Attachments:**     [Wholesale Fireworks, Inc - 3229 W College Dr](#)



**Public Hearings/Rules & Reg's**

29. PUBLIC HEARING to take comment on a proposed polling place location change using Kiwanis Community House instead of CFD Events Center for the Laramie County 2022 elections. (non-action item)

Dept: County Clerk

Agent: Debra Lee

Applicant:

**Attachments:**     [Legal Notice 2022 Proposed Replacement of a Vote Center](#)

**Land Use:Variances/Board App./Plats**

30. PUBLIC HEARING regarding board approval for an RV campground located at Allison Tracts, the south 360 feet of the east one-half of Tract 23, Laramie County, WY.

Dept: Planning & Development

Agent: Western Research & Developm

Applicant: Cheyenne Estates MHC

**Attachments:**     [Cheyenne Estates RV Campground](#)

**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](mailto:lchr320@laramiecounty.com) at least two business days prior to the meeting.