

Board of County Commissioners Meeting

Agenda - Final

Historic Courthouse
310 W 19th Street
Cheyenne, WY 82001



Tuesday, May 17, 2022

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 May 3, 2022.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Draft Minutes May 3, 2022](#)

Consent Agenda

2. Consideration of a FY22 annual compensation agreement between Laramie County, WY, and the University of Wyoming.

Dept: Extension Service

Agent: Kristi Nagy

Applicant: University of Wyoming

Attachments: [FY22 UW Extension Annual Compensation Agreement, Brittany Newlin](#)

3. Consideration of a cooperative agreement to delineate responsibilities between the WY Dept of Family Services Child Support Program and the Laramie County Clerk of District Court. The term of the agreement is July 1, 2022, through June 30, 2024.

Dept: Clerk of District Court

Agent: Diane Sanchez

Applicant: WY DFS

Attachments: [Cooperative Agreement, WY Dept of Family Services](#)

4. Consideration of a stop loss insurance policy between Laramie County, WY, and BCS Insurance Co.

Dept: Human Resources

Agent: Heather Rudy

Applicant: BCS Insurance Co

Attachments: [Stop Loss Policy, BCS Insurance Co](#)

5. Consideration of a juvenile housing agreement between Laramie County, WY, and Carbon County, WY, at the rate of \$195 per detainee per day plus transportation costs.

Dept: Sheriff

Agent: Eric Kent

Applicant: Carbon County, WY

Attachments: [Juvenile Housing Agreement, Carbon County](#)

6. Consideration of a juvenile housing agreement between Laramie County, WY, and Weston County, WY, at the rate of \$195 per detainee per day plus transportation cost.

Dept: Sheriff

Agent: Eric Kent

Applicant: Weston County, WY

Attachments: [Juvenile Housing Agreement, Weston County](#)

7. Consideration of an addendum between Laramie County, WY, and Southwest Dairy Farmers in the amount of \$9,100 to provide mobile dairy classroom for Fair between August 6-12, 2022.

Dept: Events

Agent: Dan Ange

Applicant: Southwest Dairy Farmers

Attachments: [Addendum, Southwest Dairy Farmers](#)

8. Consideration of a catering permit submitted by DeLancey Enterprises, LLC, dba Hell on Wheels Package Liquors, for an event on July 23, 2022 at the Archer Complex.

Dept: County Clerk

Agent: Debra Lee

Applicant: Hells on Wheels Pkg Liq

Attachments: [24-hour Permit, Hells on Wheels Package Liquors, July 23, 2022](#)

9. Consideration of the ratification of a catering permit submitted by ARCHCO Albany, LLC, dba Albany Restaurant, Bar & Package Liquor, for an event on May 9, 2022 at LCCC Pathfinder Building.

Dept: County Clerk

Agent: Debra Lee

Applicant: ARCHCO Albany, LLC

Attachments: [24-hour Permit, ARCHCO Albany, LCC, May 5, 2022](#)

10. Consideration of the ratification of an addendum between Laramie County, WY, and Xtract Environmental Services in the amount of \$5,697.82 to remove the lead-contaminated carpet at the Shooting Sports Facility.

Dept: Shooting Sports Complex

Agent: Keith Tast

Applicant: Xtract Environmental

Attachments: [Addendum, Xtract Environmental Services](#)

11. Consideration of the ratification of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY22 State Homeland Security Grant Program, for the Coroner's Office to purchase two powered gurneys and eight belt-mounted hood PAPRs in the amount of \$96,368.

Dept: Grants

Agent: Sandra Newland

Applicant: Coroner's Office

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

12. Consideration of the ratification of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY22 State Homeland Security Grant Program, for the IT Dept to purchase two web application firewalls for county cybersecurity operations in the amount of \$80,000.

Dept: Grants

Agent: Sandra Newland

Applicant: Information Technology

Attachments: [FFY22 SHSP Grant Application, IT Dept](#)

13. Consideration of the ratification of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY22 State Homeland Security Grant Program, for the Sheriff's Dept to purchase three bomb suits in the amount of \$131,232.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept

Attachments: [FFY22 SHSP Grant Application, Sheriff Dept](#)

14. Consideration of the ratification of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY22 State Homeland Security Grant Program, for the Sheriff's Dept to purchase law enforcement riot response gear in the amount of \$78,374.45.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept

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

15. Consideration of the ratification of a resolution authorizing submission of a grant application to the WY Office of Homeland Security, FFY22 State Homeland Security Grant Program, for the Laramie County CERT team for outreach materials and equipment in amount of \$15,000.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

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

16. Consideration of the ratification of a resolution authorizing submission of a grant application to the Dept of Justice for a FY22 Bullet Proof Vest Grant in the amount of \$10,682.50 with a 50% match to purchase up to 20 vests.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept

Attachments: [Grant Application, Dept of Justice, Bullet Proof Vest Grant](#)

17. Consideration of the ratification of a resolution authorizing submission of a grant application to the WY Dept of Health, 2022-2024 Community Prevention Grant, for community prevention services surrounding alcohol, tobacco, controlled substances and suicide prevention in the amount of \$920,247.

Dept: Grants

Agent: Sandra Newland

Applicant:

Attachments: [Grant Application, WY Dept of Health](#)

18. Consideration of the ratification of a resolution authorizing acceptance of a grant award from the WY Office of Secretary of State in the amount of \$41,775 for an elections/cybersecurity grant to purchase trail cams and ID barcode scanners effective through July 1, 2022.

Dept: Grants

Agent: Sandra Newland

Applicant: County Clerk

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

19. Consideration of an agreement between Laramie County, WY, and Carpet One Commercial Flooring in an amount not to exceed \$23,299 to provide carpeting for the Commissioners office and entrance areas.

Dept: Grants

Agent: Sandra Newland

Applicant: Maintenance

Attachments: [Agreement, Carpet One Commercial Flooring, Commissioners and Entrance Area](#)

20. Consideration of an agreement between Laramie County, WY, and Carpet One Commercial Flooring in an amount not to exceed \$39,613 to provide carpeting in the District Attorney's office.

Dept: Grants

Agent: Sandra Newland

Applicant: Maintenance

Attachments: [Agreement, Carpet One Commercial Flooring, DA](#)

21. Consideration of an agreement between Laramie County, WY, and Carpet One Commercial Flooring in an amount not to exceed \$64,126 to provide carpeting for the Assessor and Treasurer offices.

Dept: Grants

Agent: Sandra Newland

Applicant: Maintenance

Attachments: [Agreement, Carpet One Commercial Flooring, Assessor & Treasurer](#)

22. Consideration of an agreement between Laramie County, WY, and Glass Masters in an amount not to exceed \$22,500 to replace the EMA front doors.

Dept: Grants

Agent: Sandra Newland

Applicant: EMA

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

23. Consideration of an agreement between Laramie County, WY, and KUBL Group in an amount not to exceed \$52,500 to provide exterior security system upgrades for the Juvenile Services Center.

Dept: Grants

Agent: Sandra Newland

Applicant: Sheriff's Dept

Attachments: [Agreement, KUBL Group](#)

24. Consideration of an agreement between Laramie County, WY, and Wyoming Machinery Co in an amount not to exceed \$65,860 to purchase two new WR90-3 Roller Compactors for Public Works.

Dept: Grants

Agent: Sandra Newland

Applicant: Public Works

Attachments: [Agreement, Wyoming Machinery Co](#)

Resolutions

25. Consideration of a resolution giving public notice of Laramie County's intent to adopt updated Planning and Development fee schedules for FY23.

Dept: Planning & Development

Agent: Justin Arnold

Applicant:

Attachments: [Resolution, FY23 Planning and Development Fee Schedules](#)

26. Consideration of a resolution giving public notice of Laramie County's intent to adopt Laramie County Clerk procedures, fees, costs, and charges for inspecting, copying and producing public records.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [Resolution, County Clerk, Procedures, Fees, Costs and Charges for Inspecting, Copying, and Producing Public Records](#)

27. Consideration of a resolution changing the speed limit for county roads on segments of Steward Rd and Glencoe Dr.

Dept: Public Works

Agent: Molly Bennett

Applicant:

Attachments: [Resolution, Speed Study, Stewart Rd & Glencoe Dr](#)

28. Consideration of a resolution setting county officials salaries for the years 2023-2026.

Dept: Human Resources

Agent: Heather Rudy

Applicant: Commissioners

Attachments: [Salaries County Officials 2023-2026](#)

Contract/Agreement/Leases

29. Consideration of an addendum between Laramie County, WY, and JJ Kane Exchange, LLC and JJ Kane Assoc, Inc, dba JJ Kane Auctioneers and Ken Porter Auctions, to assist Public Works with auction services as described in attachment A.

Dept: Public Works

Agent: Molly Bennett

Applicant: JJ Kane Auctioneers

Attachments: [Addendum, JJ Kane Auctioneers and Ken Porter Auctions](#)

30. Consideration of an agreement between Laramie County, WY, and Tanco Engineering in the amount of \$111,500 to provide permanent repair services to the Archer Complex water tower.

Dept: Public Works

Agent: Molly Bennett

Applicant: Tanco Engineering

Attachments: [Agreement, Tanco Engineering](#)

31. 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. (Postponed from May 3, 2022 meeting)

Dept: County Clerk

Agent: Sandra Newland

Applicant: County Clerk

Attachments: [Agreement, Glass Masters](#)

License/Permits

32. PUBLIC HEARING regarding a yearly fireworks permit submitted by Breanna Elliott, dba Artillery World, located at 237 I-25 Service Rd Bldg A.

Dept: County Clerk

Agent: Debra Lee

Applicant: Artillery World

Attachments: [Artillery World - 237 I-25 Service Rd Bldg A](#)

33. PUBLIC HEARING regarding a seasonal fireworks permit submitted by Breanna Elliott, dba Artillery World, located at 237 I-25 Service Rd Bldg B.

Dept: County Clerk

Agent: Debra Lee

Applicant: Artillery World

Attachments: [Artillery World - 237 I-25 Service Rd Bldg B](#)

- 34. PUBLIC HEARING** to consider the following liquor license renewal applications for 2022-2023: Retail Liquor: BUNKHOUSE BAR; OUTLAW SALOON; TERRY BISON RANCH; ANTELOPE TRUCK STOP; LITTLE AMERICA; LITTLE BEAR INN; TOWN & COUNTRY SUPERMARKET LIQUORS; TUMBLEWEED BAR; THE DEN GENTLEMAN'S CLUB; T-JOES BAR & LOUNGE; HELL ON WHEELS PACKAGE LIQUORS Limited Retail Liquor (Club): CHEYENNE SHRINE CLUB; FORUM 619; MOOSE LODGE; VFW POST 4343 County Retail Malt Beverage Permit: ANTELOPE TRUCK STOP; TRAVEL CENTERS OF AMERICA Bar and Grill: TORTILLA FACTORY Special Malt Beverage Permit: INTERMOUNTAIN SPEEDWAY.

Dept: County Clerk

Agent: Debra Lee

Applicant:

Attachments: [2022 Liquor License Applications](#)

Land Use:Variances/Board App./Plats

- 35. PUBLIC HEARING** regarding a Subdivision Permit and Plat for Tract 5, Blue Sky Estates, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: Doug Taylor

Attachments: [Blue Sky Estates, 4th Filing, Subdivision Permit and Plat](#)

- 36. PUBLIC HEARING** regarding vacation of Tract 3, Cherry Hills North, 1st Filing, located in a portion of Sect 20, T14N, R65W, of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: Cache Creek Land Co, LLC

Attachments: [Tract 3, Cherry Hills North, 1st Filing, Vacation](#)

37. PUBLIC HEARING regarding vacation of Tract 4, Cherry Hills North, 1st Filing, located in a portion of Sect 20, T14N, R65W, of the 6th PM, Laramie County, WY.

Dept: Planning & Development

Agent: Steil Surveying Services, LLC

Applicant: Cache Creek Land Co, LLC

Attachments: [Tract 4, Cherry Hills North, 1st Filing, Vacation](#)

38. PUBLIC HEARING regarding vacation of a remainder of Tract 12, Prosser Tracts, 1st Filing, located in a portion of Sect 9, T13N, R66W, of the 6th PM, Laramie County, WY, as shown by the deed filed in Book 2406, Page 352 at the Laramie County Clerk and Real Estate Office.

Dept: Planning & Development

Agent: AVI, PC

Applicant: Patricia Stief

Attachments: [Tract 12, Prosser Tracts, 1st Filing, Vacation](#)

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.