

# Board of County Commissioners

## Minutes of the Proceedings - Final

Historic Courthouse  
310 W 19th Street  
Cheyenne, WY 82001



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**Tuesday, March 19, 2024**

**3:30 PM**

**Commissioners Board Room**

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Commissioner Holmes acknowledged National Agriculture Week. He thanked the hardworking people—ranchers, farmers, truckers, railroaders, and those in the supply chain—who help supply food to the nation.

### Roll Call/Call to Order

**Present:** Chairman Brian Lovett, Vice Chairman Gunnar Malm, Commissioner Linda Heath, Commissioner K. N. Buck Holmes, Commissioner Troy Thompson

### Minutes

1. Consideration of the Minutes of Proceedings for March 5, 2024.

**[24 - 123](#)**

**Attachments:** [Draft Minutes March 5, 2024](#)

A motion was made by Commissioner Holmes, seconded by Vice Chairman Malm, that this agenda item be approved. The motion carried by the following vote:

**Aye:** Lovett, Malm, Heath, Holmes, Thompson

### Consent Agenda

#### Approval of the Consent Agenda

A motion was made by Vice Chairman Malm, seconded by Commissioner Heath, to approve the Consent Agenda. The motion carried by the following vote:

**Aye:** Lovett, Malm, Heath, Holmes, Thompson

2. Consideration of an addendum to an agreement between Laramie County, WY, and Dynamic Sound & Lighting to provide lighting, sound and production services at the concert held by the Events Dept. The county shall pay the amount of \$10,200.

**[24 - 130](#)**

**Attachments:** [Addendum, Dynamic Sound & Lighting](#)

This agenda item was approved.

3. Consideration of an addendum to an agreement between Laramie County, WY, and KCG Entertainment, LLC, to modify the Disgo Wild

**[24 - 128](#)**

West Magic Show performance agreement for obtaining a sanctioned event for the Laramie County Fair. The county shall pay the amount of \$10,500.

**Attachments:**    [Addendum, KCG Entertainment, LLC](#)

This agenda item was approved.

4. Consideration of an addendum to an agreement between Laramie County, WY, and Peterson Farm Brothers, LLC, to modify the speaker services agreement to provide comedy entertainment at the Laramie County Fair. The county shall pay the amount of \$4,500. [24 - 119](#)

**Attachments:**    [Addendum, Peterson Farm Brothers, LLC](#)

This agenda item was approved.

5. Consideration of an agreement between Laramie County, WY, and Alpacaglobo, LLC, to provide balloon twisting entertainment at the Laramie County Fair. The county shall pay the amount of \$6,120. [24 - 127](#)

**Attachments:**    [Agreement, Alpacaglobo, LLC](#)

This agenda item was approved.

6. Consideration of an amendment to a contract between Laramie County, WY, and The Adventure Zone, Inc, to modify the contract to provide games and attractions at the Laramie County Fair. The county shall pay the amount of \$14,200. [24 - 129](#)

**Attachments:**    [Amendment, The Adventure Zone, Inc](#)

This agenda item was approved.

7. Consideration of an amendment to a contract between Laramie County, WY, and WCC Enterprises, Inc, to modify the bubble tower contract to assist the county to provide a bubble tower at the Laramie County Fair. The county shall pay the amount of \$6,700. [24 - 118](#)

**Attachments:**    [Amendment, WCC Enterprises, Inc](#)

This agenda item was approved.

8. Consideration of a memorandum of understanding between WY Dept of Transportation (WYDOT) and Laramie County, WY, to describe the terms and conditions under which WYDOT will install two 4.9 GHz point-to-point radios to use as a relay on the Fox Farm tower. [24 - 110](#)

**Attachments:**    [MOU, WYDOT](#)

This agenda item was approved.

9. Consideration of a memorandum of understanding between the WY [24 - 133](#)

Livestock Board (funding agency) and Laramie County, WY, to enhance livestock law enforcement in the county. The funding agency will pay an amount not to exceed \$15,000 for services described in Section 8, no payment will be made for services performed prior to the effective date through June 30, 2024.

**Attachments:**     [MOU, WY Livestock Board](#)

This agenda item was approved.

10. Consideration of a memorandum of understanding between Laramie County, WY, and the Town of Pine Bluffs, WY, for extraterritorial law enforcement assistance under WS 7-2-106(b). [24 - 134](#)

**Attachments:**     [MOU, Town of Pine Bluffs](#)

This agenda item was approved.

11. Consideration of the deletion from the Sheriff's fixed asset inventory of a 2013 Ford Taurus to be sold at public auction. [24 - 114](#)

**Attachments:**     [Asset Deletion, Sheriff, 2013 Ford](#)

This agenda item was approved.

12. Consideration of a resolution authorizing the acceptance of a mini grant award from the WY Dept of Health Injury and Violence Prevention Program for a suicide prevention grant for the Coroner's office in the amount of \$1,200 to run through June 1, 2024. [24 - 138](#)

**Attachments:**     [Grant Award, WDH Injury and Violence Prevention Program](#)

This agenda item was approved.

13. Consideration of a resolution authorizing the submission of a FY25 and FY26 grant application to the WY Supreme Court in the amount of \$561,279.60 with a cash match of \$28,500 for FY25 and a cash match of \$28,500 for FY26 to fund the DUI Court program. [24 - 141](#)

**Attachments:**     [FY25 and FY26 Grant Application, WY Supreme Court, DUI Court](#)

This agenda item was approved.

14. Consideration of a resolution authorizing the submission of a FY25 and FY26 grant application to the WY Supreme Court in the amount of \$467,733 with a cash match of \$36,500 for FY25 and a cash match of \$36,500 for FY26 to fund the Drug Court program. [24 - 142](#)

**Attachments:**     [FY25 and FY26 Grant Application, WY Supreme Court, Drug Court](#)

This agenda item was approved.

15. Consideration of three one-day catering permits submitted by The Knotty Pine Saloon for events on March 23, April 6, and 20, 2024, at the Archer Complex.

[24 - 111](#)

**Attachments:** [24-hour Permit, The Knotty Pine Saloon, March 23, April 6 and 20, 2024](#)

This agenda item was approved.

## Grants

16. Consideration of a resolution authorizing the submission of a FY25 and FY26 grant application to the WY Office of the Attorney General, Division of Victim Services, for a Victim/Witness grant in the amount of \$299,356.97 with a match not to exceed \$152,704.89 over the two-year period.

[24 - 139](#)

**Attachments:** [FY25 and FY26 Grant Application, Office of AG, Victim/Witness Program](#)

A motion was made by Vice Chairman Malm, seconded by Commissioner Thompson, that this agenda item be approved. The motion carried by the following vote:

**Aye:** Lovett, Malm, Heath, Holmes, Thompson

17. Consideration of a resolution authorizing the submission of a FFY25 grant application to the WY Dept of Transportation Highway Safety Behavioral Grants Program for an Advanced Impaired Driving Detection Training and Coordination Grant (DRE) for the Sheriff's office in the amount of \$485,214.49.

[24 - 140](#)

**Attachments:** [Grant Application, WYDOT, DRE](#)

A motion was made by Vice Chairman Malm, seconded by Commissioner Holmes, that this agenda item be approved. The motion carried by the following vote:

**Aye:** Lovett, Malm, Heath, Holmes, Thompson

18. PUBLIC HEARING announcing the WY Dept of Family Services FFY25 Temporary Assistance for Needy Families Community Partnership Initiative grant application. Grant applications are due to the Laramie County Commissioners on Friday, April 5, 2024, by 12:00 pm.

[24 - 126](#)

**Attachments:** [FFY25 TANF Public Hearing Notice](#)

Sandra Bay, Grants, spoke about the program and the purpose of the public hearing.

Chairman Lovett opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Lovett closed the hearing.

The notice was received and filed.

### **Contract/Agreement/Leases**

19. Consideration of an addendum to an agreement between Laramie County, WY, and Motorola Solutions in an amount not to exceed \$188,014.91, to provide Astro system services and support from Jan 1, 2024, through Dec 31, 2028. [24 - 109](#)

**Attachments:**     [Addendum, Motorola Solutions](#)

A motion was made by Commissioner Thompson, seconded by Commissioner Holmes, that this agenda item be approved. The motion carried by the following vote:

**Aye:**                    Lovett, Malm, Heath, Holmes, Thompson

20. Consideration of a memorandum of understanding between Laramie County, WY, and CLIMB Wyoming to provide employment opportunities for CLIMB Wyoming participants within Laramie County Government. [24 - 132](#)

**Attachments:**     [MOU, CLIMB Wyoming](#)

A motion was made by Vice Chairman Malm, seconded by Commissioner Heath, that this agenda item be approved. The motion carried by the following vote:

**Aye:**                    Lovett, Malm, Heath, Holmes, Thompson

21. Consideration of an NCIC correctional communications service subscriber agreement between Laramie County, WY, and Network Communications International Corp, dba NCIC Communications, to provide correctional telephone services, video visitation services, messaging, tablets and related communications services for incarcerated persons. [24 - 144](#)

**Attachments:**     [Agreement, NCIC Communications](#)

A motion was made by Vice Chairman Malm, seconded by Commissioner Holmes, that this agenda item be approved. The motion carried by the following vote:

**Aye:**                    Lovett, Malm, Heath, Holmes, Thompson

22. Consideration of an agreement between Laramie County, WY, and MedTrust, LLC, dba MedHealth, to provide correctional health care [24 - 145](#)

services.

**Attachments:**    [Agreement, MedHealth](#)

A motion was made by Vice Chairman Malm, seconded by Commissioner Heath, that this agenda item be approved. The motion carried by the following vote:

**Aye:**                    Lovett, Malm, Heath, Holmes, Thompson

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

- 23.** PUBLIC HEARING regarding a resolution to adopt Laramie County Public Works Snow and Ice Control Policy.

**24 - 143**

**Attachments:**    [Public Works Snow and Ice Control Policy](#)

A motion was made by Vice Chairman Malm, seconded by Commissioner Holmes, that this agenda item be approved. The motion carried by the following vote:

**Aye:**                    Lovett, Malm, Heath, Holmes, Thompson

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

- 24.** PUBLIC HEARING regarding a zone change from A1 - Agricultural and Rural Residential to AR - Agricultural Residential for a parcel in the NW1/4 of Sect 10, T14N, R66W, of the 6th PM, Laramie County, WY.

**24 - 124**

**Attachments:**    [Adams Zone Change, 8811 Ridge Rd](#)

Cate Cundall, Planning, said Y2 Consultants, on behalf of Lois Elaine Adams, submitted zone change and administrative plat applications for Adams Homestead, located at 8811 Ridge Rd. She said the zone change application requests a change from A1 - Agricultural and Rural Residential to AR - Agricultural Residential and to replat the subject property into two tracts. Cundall said the administrative plat is for information only since it will be administratively approved.

Cundall said based on evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b.

Chairman Lovett opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Lovett closed the hearing.

A motion was made by Commissioner Heath, seconded by Commissioner Holmes, to approve the zone change from A1 to AR for a parcel in the NW1/4 of Sect 10, T14N, R66W, 6th PM, with no conditions, and adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

**Aye:** Lovett, Malm, Heath, Holmes, Thompson

- 25.** PUBLIC HEARING regarding a zone change from A1 - Agricultural and Rural Residential to AR - Agricultural Residential for a parcel in the S1/2 of the NW1/4 of Sect 10, T14N, R66W, of the 6th PM, Laramie County, WY.

[24 - 125](#)

**Attachments:** [Adams Zone Change, 8611 Ridge Rd](#)

Cate Cundall, Planning, said Y2 Consultants, on behalf of Charles Kendall and Carina Nicole Adams, submitted an application for a zone change for 8611 Ridge Rd. She said the application requests a change from A1 - Agricultural and Rural Residential to AR - Agricultural Residential.

Cundall said based on evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b.

Chairman Lovett opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Lovett closed the hearing.

A motion was made by Commissioner Holmes, seconded by Vice Chairman Malm, to approve the zone change from A1 to AR for a parcel in the S1/4 of the NW 1/4 of Sect 10, T14N, R66W, 6th PM, with no conditions, and adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

**Aye:** Lovett, Malm, Heath, Holmes, Thompson

- 26.** PUBLIC HEARING regarding a zone change from LU - Land Use to PUD - Planned Unit Development for Tracts 1 to 4, Terry Ranch Business Park and Lot 1, Block 1, Terry Park, Laramie County, WY.

[24 - 131](#)

**Attachments:** [Zone Change, Terry Park and Terry Ranch Business Park](#)

Sonny Keen, Planning, said AVI, PC, on behalf of Swan Ranch, LLC, submitted a zone change application for Terry Ranch Business Park and a portion of Terry Park, located at the intersection of Sheep Ave and State Hwy 223. She said the application requests a change from LU - Land Use to PUD - Planned Unit Development to provide a standard for acceptable uses allowed within the business park. Keen said the PUD will create a zone that allows uses across the Community Business, Light Industrial, and Heavy Industrial categories.

Keen said based on evidence provided, staff recommends approval of the zone change with the adoption of findings of fact a and b.

Chairman Lovett opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Lovett closed the hearing.

A motion was made by Vice Chairman Malm, seconded by Commissioner Thompson, to approve a zone change from LU – Land Use to PUD – Planned Unit Development for Tracts 1 to 4, Terry Ranch Business Park, and Lot 1, Block 1, Terry Park, with no conditions and adopt the findings of fact a and b of the staff report. The motion carried by the following vote:

**Aye:** Lovett, Malm, Heath, Holmes, Thompson

27. PUBLIC HEARING regarding a subdivision permit and plat for Bison Crossing, 11th Filing, situated in the SW1/4 of Sect 30 and the NW1/4 of Sect 31, T13N, R66W of the 6th PM, Laramie County, WY.

[24 - 137](#)

**Attachments:** [Bison Crossing, 11th Filing, Subdivision Permit and Plat](#)

Bryce Hamilton, Planning, said Lovas Engineering, on behalf of TFS II, submitted a subdivision permit and plat application for property located generally in the SW1/4 of Sect 30 and NW1/4 of Sect 31, T13N, R66W, of the 6th PM, Laramie County, WY. The application was submitted to subdivide roughly 34 acres into 12 residential lots of approximately three (2.84) acres each.

Hamilton said based on evidence provided, staff recommends approval of the subdivision permit and plat with the adoption of findings of fact a and b with one condition: A nonadverse Chapter 23 recommendation is provided by DEQ prior to recordation.

Chris Lovas, Lovas Engineering and the applicant's agent, said the subdivision will tie into a privately maintained public water supply, and sewer will be provided by onsite septic and leach fields.

Chairman Lovett opened the hearing for PUBLIC COMMENT. Hearing no PUBLIC COMMENT, Chairman Lovett closed the hearing.

A motion was made by Vice Chairman Malm, seconded by Commissioner Holmes, to adopt findings of fact a and b of the staff report and to approve the subdivision permit and plat for Bison Crossing, 11th Filing, with one condition.

Commissioner Malm clarified the AMEC memo was not applied to this subdivision, as it will be on a private water system. Justin Arnold, Planning, confirmed that the water system, Winchester Hills Utility Co, was permitted as a public water system in 1979, and regulations state that it is a grandfathered water system that can continue and expand its service.

The motion carried by the following vote:

**Aye:** Lovett, Malm, Heath, Holmes, Thompson



**The meeting adjourned at 4:16 pm.**

**CERTIFICATION**

I, Debra K. Lee, Clerk of Laramie County, do hereby certify the above to be a true and correct copy of the Minutes of the Proceedings for Tuesday, March 19, 2024.

Approved by : Debra K. Lee, County Clerk

Reviewed by : Brian Lovett, Chairman,  
Board of County Commissioners

**Reasonable Accommodations**

This information is available in alternate forms. If reasonable accommodations are required, contact Laramie County Human Resources at (307) 633-4355 or [humanresources@laramiecountywy.gov](mailto:humanresources@laramiecountywy.gov) at least two business days prior to the meeting. Per WS §18-3-516(f), access to county information can be obtained at [laramiecountywy.gov](http://laramiecountywy.gov).