

COUNCIL PROCEEDINGS

Council Pre-Meeting

April 15, 2013

6:00 p.m.

A Pre-Meeting of the City Council of the City of Gillette, County of Campbell, State of Wyoming, was held on Monday the 15th day of April 2013, in the third floor conference room of City Hall, pursuant to due notice and call. The Presiding Officer called the meeting to order and upon roll call the following were found to be present:

Council Members present: Forrest Rothleutner, Louise Carter-King, Robin Kuntz, Ted Jerred, Kevin McGrath, and Council President Opseth.

Council Member absent: Mayor Tom Murphy.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; John Aguirre, Human Resource Director; Pamela L. Boger, Administrative Services Director; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Engineering and Development Services; Jim Hloucal, Chief of Police; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Kent Clark, Parks Supervisor; Steven Peterson, Utilities Manager; Kurt Siebenaler, City Engineer; Michael Foote, Sustainability Coordinator/Interim Public Information Officer; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

Warm Up Items

Councilwoman Carter-King commented on the good job the Street Crews had done concerning snow removal efforts during the last snow storm.

City Administrator Napier commented on a letter and invoice received from the Campbell County Predatory Board for the last calendar year. He went on to say that the letter received from the Predatory Board reports that 436 skunks were trapped; however, the invoice does not reflect how many skunks were trapped in the city limits and how many were trapped outside the city limits. Councilwoman Carter-King asked about the contract trapper hired by the City. Chief Hloucal reported that the Predatory Board stopped providing services to the city in January 2012. The City entered into a contract with Midwest Pest Management and began utilizing their services in May 2012. He went on to say that it was during a meeting in November, with a follow-up meeting in December, he understood that Mayor Murphy asked the Predatory Board to provide the City with financial information that the Board would need for the remainder of the 2012 fiscal year, and their request for the 2013/2014 budget year. The invoice that was provided to the Council reflects services beginning July 1, 2012 and the Board was not providing services to the City during that time; a contract trapper was utilized through December 2012. Chief Hloucal reported that approximately 40 to 50 skunks were trapped in the city limits and the contractor was paid \$4,225 for 2012. After further discussion, City Administrator Napier asked if Council was suggesting that the City contribute the \$30,000 that the Predatory Board was requesting. Council asked how the citizens would report a skunk. City Administrator Napier replied that they could call the Police Department, or call the Predatory Board directly. Chief Hloucal stated that citizens have reported skunks this way in the past, however, suggested that if the City uses the Predatory Board and their contract employee, that in addition to providing an invoice for services rendered, they would also provide a total

count of how many calls they responded to, and how many skunks were trapped within the city limits. He went on to say that although there have been requests made to the Predatory Board to obtain information concerning the number of calls they responded to, or the skunks trapped within the city limits, the Predatory Board has never released this information. Chief Hloucal also stated that another issue with the Predatory Board is the gap in employment when the Board did not have a trapper available. He suggested that an arrangement still be kept with Midwest Pest Management to utilize their services and if the Predatory Board could not respond to a call within the city limits, then Midwest Pest Management services could be utilized. He went on to say that Midwest Pest Management fees could be taken out of the fees that would normally be paid to the Predatory Board for not having that service available. Councilman Kuntz asked staff to request breakdown information from the Predatory Board, concerning how many skunks were trapped within the city and how many trapped in the county. Mr. Napier stated that staff would get the information requested, and have it in this week's General Information Packet for Council's review. He then stated his understanding from the discussion is that the Predatory Board is the entity of preferred choice for this type of service; he stated he is still unclear of Council's direction concerning the \$30,000 for the upcoming budget year, and went on to say that if Council is comfortable, staff can work on an agreement to bring forward for Council's consideration. He stated that Council could begin with the historical dollar amount of \$7,500 and work from there. Councilwoman Carter-King asked that the City not pay the invoice submitted by the Predatory Board. City Administrator Napier concurred.

City Administrator Napier stated that the city is on the cusp of another snow storm that could be potentially as significant as the storm was from last week, and was giving Council advance notice that the city could be at a Level 1 snow emergency by this time tomorrow night. He went on to say that he would keep the Council informed as the storm progresses.

Fishing Lake Master Plan Discussion

Public Works Director Wilde and Director of Engineering and Development Services Hamilton gave an update and presentation of significant efforts from both departments concerning the Fishing Lake Master Plan.

Parks & Outdoor Recreation Master Plan Discussion

Public Works Director Wilde and members of the Parks & Beautification Board gave an update and presentation of the Parks & Outdoor Recreation Master Plan. During the presentation, Director Wilde stated that the group's focus is to improve the irrigation system and assist with the conservation of water. He went on to say that they would like to look at a professional services agreement to address a city wide irrigation audit master plan.

Discussion of Restructuring the Public Works Department

City Administrator Napier and Public Works Director Wilde gave a presentation on the proposed restructuring efforts within the Public Works Department. Overall, the Public Works Department, under these restructuring efforts would decrease staffing personnel by one, and it would propose an operational manager to be over streets, parks and sanitation versus a superintendent over each of these divisions.

Agenda Discussion

The group discussed the agenda items for the upcoming April 15, 2013, Council Meeting.

Executive Session

It was moved by Councilwoman Carter-King and seconded by Councilman Jerred to move into an Executive Session to discuss personnel. Roll was called on the motion with the following results. Council Members voting aye: Carter-King, Kuntz, Jerred, McGrath, Rothleutner, and Council President Opseth. The Presiding Officer declared the motion carried and the group went into Executive Session at 6:52 p.m.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 6:52 p.m.

Tom Murphy, Mayor

(S E A L)

ATTEST:

Karlene Abelseth, City Clerk
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