

COUNCIL PROCEEDINGS

Council Pre-Meeting

August 5, 2013

5:55 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 5th day of August 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, John Opseth, and Mayor Tom Murphy.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; Pamela L. Boger, Administrative Services Director; Dustin Hamilton, Director of Engineering and Development Services; Jim Hloucal, Police Chief; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Steve Peterson, Utility Engineering Manager; Kellie Furman, Project Coordinator; Evan Byrd, Management Analyst; Joe Lunne, Public Information Officer; and Cindy Staskiewicz, Deputy City Clerk.

Warm Up Items

Mayor Murphy asked Council if they would agree to a donation to the Crook County Fire Department as outlined in the August 2nd General Information Packet. He also stated that the Congressional Fact Finding Tour was underway and responses seemed very positive.

Citizen Advisory Board Interviews

Mayor and Council interviewed Karen Johnson for a partial term on the Parks & Beautification Board.

YES House Girl's Cottage Discussion

Leslie Hughes, YES House Foundation Board Executive Director, Barry Hayden, Foundation Board Assistant Vice President, and Clark Fairbanks, Assistant Director of Operations, spoke with Council regarding funding for the girl's cottage. Ms. Hughes informed the Council that the Foundation is very close to reaching their fund raising goal of one million dollars. They are awaiting the formal approval of grant funding and expect to have information regarding the grant by the first week of September. They are requesting that the City operate the project in the same manner as the Tammy Hladky Center of Hope building project in that the City Engineering Department will oversee the project and the City will own the building. Mayor Murphy asked if the City owns the Tammy Hladky Center of Hope Building. City Attorney Anderson confirmed that the City owns the building. Mr. Hayden stated that the structure and contents are insured by the YES House. Mayor Murphy expressed concern regarding the maintenance of the buildings. Councilman Jerred asked if the Foundation currently has funds set aside for maintenance and upkeep. Mr. Hayden stated that the YES House operates with two boards, the Operations Board runs the day-to-day operations, and the Foundation Board maintains the finances. The Girl's Cottage is the last intended building project in the capital campaign. Upon completion of the capital campaign, a long term endowment campaign will be established that will utilize private funding to support operations and maintain facilities. Mr. Hayden stated that the bid they are working off of is very old and the project, when re-bid, may actually prove to be less expensive. They are asking for the City's help to get the

project out for bid in order to see where they stand. Councilman Opseth asked for clarification as to whether the City Engineering Department would be solely overseeing the project. City Administrator Napier stated that an agent would be on hand to help with the oversight. Councilman McGrath questioned why the City was indebted for 1.4 million and the County was only indebted for 1 million. Ms. Hughes stated that it originated as an even split between the City and the County and the County only agreed to expend 1 million dollars. Mayor Murphy suggested that a caveat be added that if it proves to be a better bidding climate and the costs are lower, the City could re-coup a portion of the funding. Councilman Kuntz suggested that any savings be placed in a fund for future use on maintenance and unforeseen expenses. Mr. Fairbanks stated that they maintain a very open communication policy and would agree to discuss the funding once updated bids are received. Discussion ensued regarding the option of proceeding with a bid process or CMAR process. Director of Engineering and Development Services Hamilton stated that both processes have benefits, but he felt that a CMAR process would be more beneficial to allow for flexibility due to changes that may be requested on the specifications for this project and for budgeting purposes. Councilman McGrath stated that there have been more problems with CMAR projects than low bid projects. Mayor Murphy stated that the quality of the project definitely depends on proper oversight. Mayor Murphy asked the Council if they would prefer to proceed with a CMAR or a bid process. Councilmen McGrath, Rothleutner and Kuntz favored a competitive bid process and Councilmen Jerred and Opseth, Councilwoman Carter-King and Mayor Murphy favored a CMAR process. Ms. Hughes asked Council to reconsider the location of the girl's cottage. Due to the results of recent preliminary soil samples and the grade condition of the northern property, Noel Griffith recommends that the building be located on the south side of the property. The 12% grade on the north side is prohibitive for construction and would cost \$100,000 more than building on the south side. Even though the soil samples on the south side of the property indicate a more expansive soil and would require special design of the building, with all things considered, building on the south side of the property would still result in a cost savings of \$100,000. The property on the south side of the site is actually owned by the City. The YES House Foundation indicated that a land swap could be arranged. After discussion, the consensus of Council was to continue with the previous plan to build the girl's cottage on the north side of the property. City Administrator Napier stated that an MOU would be prepared and brought to Council for a formal decision.

Agenda Item Discussion

The group discussed the agenda items for the upcoming meeting. Councilman McGrath stated that he received a phone call from a constituent in favor of item K1, which would extend the Sunday operation hours for liquor licenses holders. Spring Walker of the Gillette Substance Abuse Advisory Council stated that SAAC would remain neutral on the change of hours, but would like Council to require mandatory T.I.P.S. training for all types of liquor licenses and include managers, sellers and servers. Mayor Murphy stated that information was presented at the WAM Convention in Riverton regarding Governor Mead's push to reduce drinking and driving. City Attorney Anderson stated that changing the mandatory T.I.P.S. training would require an ordinance change. Council requested to keep the hours of operation change separate from the T.I.P.S. training change. Mayor Murphy requested more information and asked that the issue be re-addressed in the future.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 6:45 p.m.

Tom Murphy, Mayor

(S E A L)

ATTEST:

Cindy Staskiewicz, Deputy City Clerk
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