

COUNCIL PROCEEDINGS

Council Pre-Meeting

October 21, 2013

5:30 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 21st day of October 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: John Opseth, Forrest Rothleutner, Louise Carter-King, Robin Kuntz, Ted Jerred, Kevin McGrath, and Mayor Tom Murphy.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; Pam Boger, Administrative Services Director; Kendall Glover, Utilities Director; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Heath VonEye, City Engineer; Brent Wasson, Lieutenant; Michelle Henderson, Finance Manager; Michael Foote, Sustainability Coordinator; Justin Hogan, Public Works Crew Supervisor; Joe Lunne, Public Information Officer; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

Warm Up Items

Councilman Kuntz acknowledged the workers at the Wastewater Treatment Facility and what a great job they have been doing during the collection of tree branches since the last snow storm.

Utilities Director Glover gave a brief update on the Westover Road Project.

YES House Girl's Cottage Agreement Discussion

City Administrator Napier explained the draft MOU between the City of Gillette, Campbell County and the Youth Emergency Services, Inc. Mr. Napier stated that one of the critical points of the agreement is in regards to the funding and how it is going to work. As Council is aware, the County, as well as the YES House, requested that the City be the manager of the project and ultimately the owner of the building upon completion. The concern for staff is how the cash flow and funding of the project would occur. Much like the agreement for the Center of Hope, the City would hold the funds set aside for the project. The City would receive and pay the bills on a pro-rated basis according to the level of funding provided by the three entities. Mr. Napier stated that one of the other major differences is with regard to any remaining funds once the project is complete. This agreement indicates the three entities would effectively be given their pro-rata balance of the remaining funds if the bids come in low. After all the invoices are paid, and if there is a residual amount left, the money would be returned to the three entities on a percentage basis equivalent to the amount they donated. After further discussion, City Administrator Napier asked for any further direction from Council concerning the MOU prior to formal consideration. There was none.

Irrigation/water Conservation Debrief

Sustainability Coordinator Foote gave a presentation in regards to irrigation and water conservation efforts. Overall, there was a 23% reduction in seasonal use. Mr. Foote compared water usage

statistics from the current year with past years. Mr. Foote informed Council of feedback he had received from citizens concerning the scheduled watering hours. The feedback indicates that the watering schedule is confusing; so his response to the public has been to not water between the hours of 9:00 a.m. and 5:00 p.m. in hopes of making the schedule more understandable.

Street Sweeping Route Discussion

Public Works Director Wilde gave a presentation on street sweeping efforts. He explained the process, tandem sweeping, and timelines associated with street sweeping. Council asked where they dumped what they picked up. Mr. Wilde responded that historically through last year, the contents were taken to the County landfill for use as fill, however, the County Landfill will no longer accept sweeper contents because of the trash that is mixed within the contents. If dumping at the County Landfill is to continue, the City would now be charged a tipping fee. The sweeper contents are currently being dumped at the Warlow yard. Staff is recommending the placement of signs in areas where street sweeping will be taking place during a specific time in the hopes that citizens, who normally park on the street, will voluntarily comply and move their vehicle so the streets can be cleaned thoroughly. Director Wilde reported that the branch clean up was going well.

City Administrator Napier asked Finance Director Pitlick to update the Council regarding lower revenues in both the power and water funds, which typically manifests when in a conservation program. Finance Director Pitlick reported while looking at the first quarter, historically, the City generates 45% of its revenue for water during the first three months. Looking at what was budgeted this year, it appears we could be \$750,000 to \$800,000 below projections; staff wanted to inform Council there will be a revenue shortfall in water, which goes along with conservation efforts.

Agenda Item Review

The group discussed the upcoming agenda items for October 21, 2013. Discussion of the settlement agreement with TIC and King Contracting; liquor permitting after the annexation of Cam-Plex; and who would be maintaining the service road near Fox Park, took place.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 6:55 p.m.

Tom Murphy, Mayor

(S E A L)

ATTEST:

Karlene Abelseth, City Clerk
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