

COUNCIL PROCEEDINGS

Work Session

December 10, 2013

6:00 p.m.

A Work Session meeting of the City Council of the City of Gillette, County of Campbell, State of Wyoming, was held on Tuesday the 10th day of December 2013, in the 2nd Floor Community Room at 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: Ted Jerred, Kevin McGrath, Forrest Rothleutner, Louise Carter-King, Robin Kuntz, and Mayor John Opseth.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; Pamela L. Boger, Administrative Services Director; Kendall Glover, Utilities Director; Dustin Hamilton, Development Services Director; Sawley Wilde, Public Works Director; Justin Hogan, Public Works Crew Supervisor; Kent Clark, Parks Supervisor; Kurt Siebenaler, City Engineer; Evan Byrd, Management Analyst; Mike Cole, Utilities Project Manager; Chuck Deaton, Lieutenant; Joe Lunne, Public Information Officer; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

Warm Up Items

Councilman McGrath asked staff if Buckskin Road had been cleaned up. Public Works Director Wilde reported that he thought it was a water break, and asked Utilities Director Glover if he had information in regard to Councilman McGrath's question. Utilities Director Glover reported that Water Supervisor Monahan had sent staff to check on the issue and didn't feel like it was a water break; she felt that it was a sump. Ms. Monahan has contacted the water operator for Heritage Village concerning the issue. Councilman McGrath then asked about the ice buildup. Mr. Wilde reported that crews have been dispatched to the area and are monitoring the ice.

Highway 50/Force Road Traffic Signal Discussion

Dallas Grubbs and Rick Johnson spoke to the Council in regard to the intersection of Highway 50 and Force Road. Mr. Grubbs presented a petition with, what he reported as 600 signatures, petitioning the State of Wyoming Engineering Department to install a four-way traffic light at the intersection. Both Mr. Grubbs and Mr. Johnson feel that this intersection is a hazard and needs a traffic signal. Councilman Jerred asked if the State has updated the traffic count at this intersection. Director of Development Services Hamilton stated that traffic counters have been seen in this area, however, there has been no data received. Councilwoman Carter-King asked if staff has requested the data from the State. Mr. Hamilton reported that has not been done, but certainly staff could request the information. Council also requested the number of traffic accidents reported at this intersection. After further discussion, Mayor Opseth asked City Administrator Napier to explain Council's options. Mr. Napier stated that if this is of interest to the Council, then creating a letter requesting the State to install a traffic signal at this intersection, would be in order. Council directed Mr. Napier to proceed with the letter.

Antelope Valley Business Park Water Service Agreement Discussion

City Administrator Napier stated that this is an item that has been briefly discussed in the past and Council will see this item for formal consideration at the next business meeting. Utilities Project Manager Cole gave some history in regard to an agreement between the City and the Antelope Valley Business Park for outside City water service. Mr. Cole explained where the new 42" Madison Pipeline has been installed and went on to say that the original plan was to tap off of the 42" line and extend a pipeline to their meter building. Since that concept was put forth, the District approached City staff and stated they would like to be outside City water customers. City Attorney Anderson, Director of Development Services Hamilton, and Utilities Project Manager Cole worked closely with the District and came up with an agreement. This agreement will be considered at the upcoming meeting on December 17th. Mr. Cole informed Council of the minor changes within the agreement. City Attorney Anderson asked about the City's resolution that limits outside connections, and the part of this agreement that discusses emergency water for fire. Mr. Cole explained that he recollects in 2011, the City passed a resolution limiting extensions and prioritizing emergency temporary situations; he feels that this agreement falls under the intent of that particular resolution. After the discussion, Mayor Opseth asked City Administrator Napier if he sees a downside to this agreement. Mr. Napier stated he feels this would be a good partnership.

Mowing Debrief

Public Works Director Wilde gave a presentation in regard to the past mowing season. He highlighted the areas around the community that the Street and Park Departments are responsible for maintaining and the frequency in which each area was maintained. Discussion of contractors assisting with the mowing also took place. After the discussion, Council preferred the recommendation to use contractors for mowing, versus hiring additional seasonal staff.

Alley Issues and Road Easements on Warren Avenue

City Administrator Napier explained that this item has gained notoriety with regard to being a temporary housing area for a mountain lion. The area in question is between Seventh and Ninth Streets and adjacent to Warren Avenue. Over the years, with the movement of road easements and private property encroachments, the difficulty in maintaining the area has been exacerbated, not to mention the topography with trees that have grown in the area to create a gnarled mess. After several complaints had been received, staff attempted to establish the true property line in respect to the City's ownership. Tonight's demonstration is to outline the City's public property in comparison to private property interests, and in doing so, demonstrate what staff believes are concerns obstructing the City's ability to properly maintain and retain access to utilities in this area. Development Services Director Hamilton gave additional history in regard to the area. He went on to say the problem arises from two subdivisions being platted at different times, and years apart. Because of this, there is a jog in Warren Avenue and this has caused a change of width in the alley; the south end of the alley is 41' in width and the north end of the alley is 20' in width. There are fence encroachments on the north, with other issues in regard to a sanitary sewer line, and a power line that is located in the alley. After the explanation of the issues at

hand, Director Hamilton suggested three options: one would be to do nothing and try to maintain the area as best as possible; secondly, to address the encroachments; thirdly, to vacate the alley, which, typically, would require the property owners to pay for the reconfiguration of the property lines, and retain an easement for the utilities. After further discussion, City Administrator Napier recommended the issues at hand be addressed, and suggested going through a subdivision process to correct the issues, to do what we can to better define what the City will maintain and what the City needs access to, and once that is clear, from that point forward, maintain it like it should be. After further discussion, staff was directed to hold a meeting with the property owners after the first of the year, and hopefully, find a solution.

Boys and Girls Club MOU Discussion

City Administrator Napier began the discussion with background information as it relates to the Boys and Girls Club MOU regarding the Lakeview School site. He explained that in the midst of the City submitting the application on behalf of the Boys and Girls Club, an opinion, that Mr. Napier assumed came out of a meeting with the School Facilities Commission, indicated that if the grant is approved, it makes sense that the City would be the owner of the property and facilitate the State funds; but a caveat was added, which was new to staff, that if indeed the funding does not go through, the City would not be in the mix, and the Boys and Girls Club would be the direct recipient of the property in question. The School Facilities Commission added that the State cannot give property to an entity like the Boys and Girls Club, if the grant fails. The School Facilities Commission suggested that the City still be the property owner in order for the Boys and Girls Club to take up tenancy in the building. If the City retains ownership of this property in the event of a non-award by the Business Council, the City will have the option to transact the property to the Boys and Girls Club. Staff wanted Council to be aware that this is an expectation of the School Facilities Commission, if in fact the Business Council does not approve the funding. Councilman Jerred asked who would be responsible for the upgrades if the grant is not approved. Mr. Napier stated that if grant is denied, and the Boys and Girls Club still wants to move forward, the School District is apparently required to give the property to a governmental entity, like the City. Obviously, the City would not be interested in taking the building on behalf of the Boys and Girls Club, if they were not able to make the improvements necessary to house their programs. Staff's recommendation is that the Boys and Girls Club would be responsible not only for the necessary improvements but also for the operational maintenance. After further discussion, Mr. Napier stated that the original understanding was that if the Business Council denies the award of the grant, the City would not be a party to any transactions that occurred between the School District and the Boys and Girls Club. He added that if the funding does not come into play, there is no requirement for the City to hold onto the building for five years. City Attorney Anderson reminded the group of the issue in regard to the lease back to the school, if they still need to use it. So, there would still be that period of time, and then the expense of maintaining the building to the standards the building would need to be maintained so it can be used as a school building. He went on to say there is a challenge for the Boys and Girls Club as to whether they have access to the money required to carry on this project without the grant funding; and since the City would

be the owner of the building, the City would have the risk of maintaining the building by default. Mr. Anderson then reminded the group, that under the agreement, they would have the option to lease some classrooms for another period of years. So there is that contingent liability for the maintenance of the building that the Boys and Girls Club would have to finance some other way, or the responsibility of the maintenance would fall to the City. After the discussion, Council was in favor of moving forward.

Review December 17th Council Agenda

The group discussed the upcoming agenda items for December 17th.

Adjournment

There being no further business to come before the Council, the meeting was adjourned at 7:45 p.m.

John Opseth, Mayor

(S E A L)

ATTEST:

Karlene Abelseth, City Clerk

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