

COUNCIL PROCEEDINGS

Work Session

February 11, 2014

6:30 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 11th day of February 2014, 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: Tim Carsrud, Louise Carter-King, Ted Jerred, Robin Kuntz, Kevin McGrath, Forrest Rothleutner, 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; Jim Hloucal, Chief of Police; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Michelle Henderson, Finance Manager; Mick Wolf, Electrical Superintendent; Rick Lock, Electrical Manager; Heath VonEye, City Engineer; Kurt Siebenaler, City Engineer; Ken Rogers, Chief Building Official; Jim Brown, Deputy Building Official; Wayne Lindgren, Utilities System Analyst; Diane Monahan, Water Services Manager; Mark Paxton, Wastewater Service Manager; Dan Bridges, Lead Controls Engineer; Joe Lunne, Public Information Officer; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

Warm Up Items

Mayor Opseth asked for warm up items. There were none.

Flags at Entrances into Gillette

Public Works Director Wilde presented follow up information in regard to flags being erected at Gillette's welcome sign locations. Mr. Wilde informed the Council that current lighting at these locations would not be sufficient for lighting the flags. He then went over the proposal, showing the costs associated with the purchase of the flag poles, shipping costs, installation and the replacement costs for the flags for all four entrances. Mr. Wilde informed the Council that there is a required distance that needs to be met between the flag pole and power lines. What this means is that all the flag poles will not be located in the middle of the entrance signs. Staff is asking for Council's direction. If the direction is to move forward with the placement of flag poles at the entrances, then staff will need to request the funds in this year's budget. Councilman McGrath asked if 25' flag poles were necessary. He went on to say that after speaking with the Veterans Organization, he suggests that just a flag be placed at the entrances. Mr. Wilde replied that after speaking with the parks group, flags that are at arm's reach tend to get damaged. Dave Allison stated that he is a proud veteran and what he does not like to see is tattered flags. He asked who would be responsible for maintaining the integrity of the flags as he sees this as high maintenance. Councilman McGrath responded by saying that the Parks Department maintains the flags. Councilman Kuntz likes the idea and offered to donate his time and equipment. After the discussion, it was decided for Councilman McGrath and Public Works Director Wilde to work out the details.

Fire Pits Within City Limits

City Attorney Anderson explained the proposed draft Ordinance. Mr. Anderson explained that over the last couple of year's discussions between members of the City's Building Division and Fire Department have taken place in regard to overlapping regulations in two parts of Gillette City Code. He gave an explanation of the proposed Ordinance and staff's recommendations that are shown in the proposed ordinance. Deputy Building Official Brown gave an explanation in regard to the differences between a fire pit and a BBQ grill; one is used for recreational purposes and one is used as a cooking appliance. Mayor Opseth inquired about Section 307.5 and the definition of too impaired. City Attorney Anderson replied that it would be a question of evidence. Chief of Police Hloucal added that the Police would consider it to be someone who is out of control and unable to extinguish a fire. Dave Allison stated that he feels the proposed Ordinance is ambiguous and ridiculous. Fire Chief Huber stated that the complaints they have received are due to smoke entering homes from a neighbor's fire, or calls from a citizen who believes there is a fire. After further discussion, Mr. Anderson stated that this is mainly a "housekeeping" issue and not a change in policy.

Drive and Drop - Spring Cleanup

Public Works Director Wilde gave a presentation in regard to the 2013 Drive and Drop statistics. He also gave a cost comparison concerning the Drive and Drop program vs. the Spring Clean-Up program. Mr. Wilde reported that staff's recommendation is to proceed forward with the Drive and Drop program for 2014. Council Members stated that they have received several calls from citizens who were upset about the Drive and Drop program, and wanted the City to reinstate the Spring Clean-Up program. Council Members feel this could have been a contributing factor to why the dumpsters were filled. Dave Allison stated that if the City wants to save money, the Drive and Drop program should be used for the recyclables. After further discussion, Council directed staff to budget for the Spring Clean-Up program.

Enterprise Funds & Utility Rates

City Administrator Napier explained that by virtue of the financial policies Council adopted, staff is required to evaluate, on an annual basis, the rates associated with the Enterprise Funds to determine the financial liability of each fund. There are challenges associated with the dynamics associated with the funds. All efforts are made to be conservative on both sides of the equation. Expenses are anticipated at a conservative growth rate of 2.5% for inflation rate when it comes to modeling what staff anticipates expenses to be from year to year. On the revenue side, a moderate rate of growth for the fund overall, which typically follows growth in the community as a whole. Being on the conservative side, a 1.0% enterprise growth rate is anticipated from year to year. Obviously, a disparity between the rate of expense increase and the rate of revenue increase is seen as being at an imbalance, which causes concern of spending more than what is taken in. Another concern is the roll that One Percent funds play in offsetting some of the capital expenses that each of the Enterprise Funds incur. This is not a concern for the Power fund, as One Percent Funds are not incorporated into the Power Fund to offset the capital costs. For all the other Enterprise Funds, the roll that One Percent funds plays has to be

considered every year. Mr. Napier explained that in the water and power funds, there are larger unknowns that time will tell more appropriately how the expense patterns will look. Over the next two or three years, more will be learned about the impact that the Madison pipeline will have in regard to how expensive the water fund will become. WYGEN and CTII projects will also have their impacts on the power fund. Weather, staffing and programs can also impact the enterprise funds. Mr. Napier then went over several charts explaining where each Enterprise Fund balance is, where each Enterprise Fund balance needs to be, and then made recommendations for rate increases in regard to the power and wastewater funds. Recommendations for the Power fund rate increase will cost a typical residential customer an additional \$3.69 per month; recommendations for the Wastewater fund rate increase will cost a typical residential customer an additional \$3.13 per month. For all the Enterprise Funds combined, staff is anticipating a 4.2% increase to the combined utility bill. If Council approves the proposed rate increases, they would take effect on May 1, 2014. City Administrator Napier also informed Council that a request for additional staffing will be made in this budget year for the electrical division.

Review February 4th Council Agenda

The group discussed the upcoming agenda items for February 18, 2014.

Adjournment

There being no further business to come before the Council, the meeting was adjourned at 8:10 p.m.

John Opseth, Mayor

(S E A L)
ATTEST:

Karlene Abelseth, City Clerk
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