

## COUNCIL PROCEEDINGS

Council Pre-Meeting

March 4, 2014

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 Tuesday the 4th day of March 2014, 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: Kevin McGrath, Forrest Rothleutner, Tim Carsrud, Louise Carter-King, Ted Jerred, Robin Kuntz, and Mayor Opseth.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; Pam Boger, Administrative Services Director; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Community Development; Sawley Wilde, Public Works Director; 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 thanked the streets department for their hard work during the recent leak at the Foothills water tank. He then inquired about culverts located under the tracks that could potentially be plugged. He asked if the water is supposed to flow under the tracks and into Stonepile Creek. Utilities Director Glover gave background information as it relates to exercising the City's water valves. Valves located at the Foothills water tank were recently exercised and, in fact, one valve was found to be in need of replacement. He then explained that the valve was replaced and after the replacement, staff noticed water boiling adjacent to the tank. A berm was constructed to divert the water. Because of the cold weather conditions the water turned to ice and crews were called in to assist with the removal of ice. Councilman McGrath asked if the Storm Water Master Plan will address these issues, such as spring storms in the future. City Administrator Napier stated that in terms of this area, what should happen and occur is going to be in private road areas throughout the mobile home park. Council will need to be aware, and prepared, to effectively buy a road if indeed, that is the direction the City needs to go. Obviously, dialog will need to take place to adequately prepare a project that will deal with the number of issues with storm water conveyance. Director of Community Development Hamilton added that within the Storm Water Master Plan, there is a pipe being proposed for installation in Bridger Street from the discharge point up to the intersection, then turning into a box culvert to the next discharge point. It would be ideal if both the drainage and curve projects could be combined into one project, to avoid having to remove the box culvert in order to fix the curve. Councilman McGrath asked staff to investigate the culverts located at the tracks.

### Parks & Beautification Board Appointment Recommendation

City Administrator Napier stated that staff's recommendation for the Parks & Beautification Board appointment is Sandra Hunter. The appointment is on the March 18th agenda for Council's formal consideration.

## 1% Survey Proposal Discussion

Julie Simon, Campbell County Chamber of Commerce, gave background information in regard to the 1% Sales Tax Survey, and stated that the survey began in 1976. Over the years the Chamber of Commerce has revised the survey in order to obtain the data needed for the entities involved. She then explained the costs associated with conducting the survey, and why there is such an increase from the last survey conducted in 2010. Ms. Simons' recommendation is to send the survey electronically and put printed copies of the survey in specific locations for those who do not have access to internet. She said by doing so, it would lower the costs significantly. She added that the survey is the last bit of information citizens will receive prior to voting at the polls. City Administrator Napier wanted to make clear that the City participates in this process as an educational position, not a campaign position. He then informed Council that the University of Wyoming has been contacted to see what they could offer in terms of services and products as it relates to the survey.

## Dalbey Park Improvements - Gillette Junior Football Association

Public Works Director Wilde informed Council that the Gillette Junior Football Association is requesting permission to do their own improvements at the Dalbey Football Field. Chris Rhode attended a Parks Board Meeting to present this idea and received the Board's full support. The Association is not asking for any City funds, as they are conducting their own fundraising events. The Association has been working with City staff to ensure that all permits are acquired. This phase of the improvements would consist of moving benches, re-doing the goal posts, re-aligning the fields, and installing electricity to the score board. The Association will approach the Parks Board, and the Council, at a later time to request permission to add additional lighting. After the presentation, Council agreed to allow the Gillette Junior Football Association to move forward with their improvements. Councilman McGrath raised concerns about the parking. Mr. Wilde stated that the Association feels there is sufficient parking if they use the overflow of the Little League Fields. After the discussion, Council had no reservations of granting permission to the Association to proceed forward with their improvements.

City Administrator Napier informed Council of a letter received from the Campbell County Fire Department in regard to a \$10,000 funding request to begin the conceptual design of the new fire station. It would be a 50/50 split between the City and the County, with a \$100 contribution from the Town of Wright. Based on communication with the County, it does appear that they are willing to support the proposal, if indeed the City is willing to support the proposal. The County's support would be contingent upon an approval from the School Facilities Commission allowing the fire department to locate their facility there. City Administrator Napier stated he did not have any reason not to support the request. After the discussion, Council agreed to the funding request contingent upon the same contingencies identified by the County.

## Council Agenda Review

The group reviewed the agenda items for the upcoming March 4, 2014, meeting. Councilwoman Carter-King asked to remove Item M9, *Council consideration of a Resolution to amend Resolution Number 2432 concerning the scheduling of Council Work Session Special Meetings.*

There was concern from the public in regard to moving the meetings to 5:30 p.m.

Council discussed the proposed amendment in regard to the Bottle Club Ordinance. City Attorney Anderson explained the proposed amendment.

Adjournment

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

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John Opseth, Mayor

(S E A L)  
ATTEST:

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Karlene Abelseth, City Clerk

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