

COUNCIL PROCEEDINGS

Council Pre-Meeting

May 6, 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 6th day of May 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: Robin Kuntz, Kevin McGrath, Forrest Rothleutner, Tim Carsrud, Louise Carter-King, Ted Jerred, and Mayor John Opseth.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; John Aguirre, Human Resource Director; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Community Development; Jim Hloucal, Chief of Police; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Mark Paxton, Wastewater Service Manager; Joe Lunne, Public Information Officer; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

Warm Up Items

Councilman Kuntz thanked staff for taking care of the signage he had requested on Boxelder Road.

GPA Daily News Show Discussion

City Administrator Napier began the discussion by saying the he and Public Information Officer Lunne had met on several occasions in regard to the possibility of beginning a GPA Daily News Show. Public Information Officer Lunne stated that Gillette is classified in the Neilson Ratings as a Denver market; therefore, Casper and Rapid City do not have an interest in the News Show as it will not increase their ratings. Mr. Lunne went on to say that the initial intention was to do a daily news show, however, a weekly show seems more doable at this time. He stated that staff has had dialog with Wyoming Public TV to provide the Weekly Show to them and they are very receptive to the idea as it is local, Wyoming based information, and it would be provided free of charge. Mr. Lunne then presented a sample of the proposed GPA Weekly News Show. Mr. Napier informed the Council that the proposed Weekly News Show would not require budgetary funding. After the presentation and further discussion, Council was receptive to the proposed idea.

Yard Waste Processing/Check-In at Wastewater Treatment Facility

Utilities Director Glover gave a presentation and provided information in regard to improvements to traffic flow for those entering the Wastewater Treatment Facility to unload yard waste, a new touch screen computer procedure that should lessen the time for check-in, and cross training of the Wastewater staff. After the discussion, Mr. Glover stated that it is a new process and asked for Council's patience while staff develops and fine tunes the program.

Social Service Agency Funding Discussion

City Administrator Napier gave background information in regard to the Social Service Agency Funding requests on the agenda, and stated that staff is seeking direction from Council as it relates to the Campbell County Senior Center, Gillette Main Street, and Campbell County Memorial Hospital Vaccination Project. Discussion of the Agency funding requests then took place and Mr. Napier stated that

if Council desires to fund the Council of Community Services' new request of \$20,000, it would reduce the available funding baseline from \$84,051 to approximately \$64,000. The group discussed the requests on the agenda beginning with the CC Senior Center. City Administrator Napier explained that the CC Senior Center's request for funds is to install a security system that would include cameras, panic buttons, and FOB's for the doors. Discussion then took place in regard to the Gillette Main Street's funding request. Councilman McGrath stated that he doesn't feel that Gillette Main Street meets the non-profit criteria; a requirement according to the Resolution Council had passed a few years back. He feels that the businesses downtown will benefit from the funding. City Administrator Napier explained that the Main Street Program is the applicant and they are a non-profit organization. The funding would be used to hire an Executive Director whose primary duty would be to enhance business on Main Street. He went on to say that Councilman McGrath brings up the point that the benefactor would be indirectly the private businesses on Main Street; so from that standpoint, Council will need to feel comfortable if that is the case. Mayor Opseth asked for confirmation if a two year cap was in place, and after two years Gillette Main Street would need to be self sufficient. City Administrator Napier affirmed that was correct. Over the next two years they would need to develop a dependence on other partners instead of depending on the City to be their sole funding entity. Discussion then took place in regard to CC Memorial Hospital Vaccination Program's funding request. Mayor Opseth stated that he doesn't feel that the City should get involved in the medical business of the school and hospital. The Council was in agreement. Discussion of how past funding had been used in regard to Gillette Thunder Speedway took place. Council inquired if applicants need to report how the funding will be used. Finance Director Pitlick stated that within the application there is a line item that asks how the funds will be used. He went on to say over the last few years the Gillette Thunder Speedway has used the funds on bleachers, concrete work, playground upgrades, and safety fencing. Later during the discussion, Finance Director Pitlick provided information in regard to the application submitted by Gillette Thunder Speedway as it relates to their funding request for the upcoming fiscal year. Their request is showing that funding would be used to continue the repairs and upgrades to fencing, concession stands, and concrete work. Discussion of the 1% funded agencies took place. City Administrator Napier highlighted those entities who have applied that he felt were not consistent with the Resolution; there is, what he would consider, a governmental agency, and some that did not demonstrate a need that would rise to the occasion of Council effectively becoming a partner. With respect to AVA and the YES House, there is a demonstrated partnership that he feels may not need Council to pursue additional funding opportunities. After the discussion, Council asked for staff's recommendation. City Administrator Napier stated that staff would recommend a favorable consideration for the Council of Community Services, Gillette Main Street, and the CC Senior Center, which would put the baseline funding total insufficient by \$10,000. Mayor Opseth stated that he feels that Council needs to stay within the 5% cap that has been set. Mayor Opseth asked who reviews the funding applications. City Administrator Napier stated that staff reviews the existing funding applications, compares them to the criteria that was established in the Resolution, and if the applicant does not violate what they have done in the past, i.e., the criteria that is in the Resolution, then staff does not flag them for Council's attention. American Red Cross was flagged only for the purpose that they had a slight difference in regard to how they would use their funding, and staff wanted Council to be aware of that. Mr. Napier stated that some of the applicants also go through the CARE Board who offers recommendations as well. He went on to say that all of the agencies have come before

Council at one time or another, and if they have been approved in the past for funding, and nothing changed, then staff assumes that they are still within the parameters that Council has set for funding; if there were differences, staff would flag the agency and have them come before Council. After further discussion, City Administrator Napier stated that unless he hears otherwise, he will assume that from the discussion, staff has received their direction.

Executive Session

It was moved by Councilwoman Carter-King and seconded by Councilman McGrath to move into an Executive Session to discuss personnel. Roll was called on the motion with the following results. Council Members voting aye: Carsrud, Carter-King, Jerred, Kuntz, McGrath, Rothleutner, and Mayor Opseth. The Presiding Officer declared the motion carried.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 6:54 p.m.

John Opseth, Mayor

(S E A L)

ATTEST:

Karlene Abelseth, City Clerk
Publish date: May 14, 2014