

## COUNCIL PROCEEDINGS

Work Session

May 27, 2014

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 27th day of May 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: Ted Jerred, Robin Kuntz, Kevin McGrath, Forrest Rothleutner, Tim Carsrud, Louise Carter-King, and Mayor John Opseth.

Staff present: J. Carter Napier, City Administrator; Pamela L. Boger, Administrative Services Director; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Community Development; Sawley Wilde, Public Works Director; Troy Tyrell, Solid Waste Supervisor; Brent Wasson, Lieutenant; Dale Buckley, Officer; Annie Mayfield, GIS Manager; Doug Ninas, Senior GIS Analyst; Lee Pratt, Senior GIS Analyst; Joe Lunne, Public Information Officer; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

### Warm Up Items

Councilman McGrath asked that the rail spur be placed on an upcoming meeting for further discussion.

### CCCVB Planning Study Report

City Administrator Napier reported that the study is complete and the City, County, and Town of Wright have copies. Mary Silvernell, Executive Director of the CCCVB, gave a summary presentation in regard to the study. The study revealed that the top five sites for the proposed Visitor's Center would be in Zone 2 and Zone 4. Average construction costs, including land, professional services costs and a 10% contingency fund would be approximately \$3,545,000. The implementation timeline for the project would be approximately 22 months. Ms. Silvernell then explained what the Visitor's Center means to the community and the image that they want to portray. Councilman Jerred asked if other sites were available; and if they did receive approval, what if the site was no longer available. Ms. Silvernell explained that it was decided to see what approval options were available and then pursue other sites if necessary. Councilman McGrath asked how many visitors visit the Center on average. Ms. Silvernell reported last year it was over 10,000 in Gillette and over 4,000 in Wright. She is anticipating growth with a new building and the exhibits. After the discussion, City Administrator Napier stated if Council requires more information in regard to this item prior to the upcoming City/County/Town of Wright Luncheon, to let him know and he will put the information into this week's GI Packet for Council's review. Ms. Silvernell reported that the Lodging Tax Board and other entities will be present at the upcoming meeting. The topic of how they move forward and when they move forward will be discussed. Councilman Kuntz asked for information regarding funding. City Administrator Napier replied that informally proposed in regard to funding is the use of the margin of consensus dollars left over once the Fire Station 3 project is built. Other determining factors will also impact what will be made up in the balance. Mr. Napier's proposal would be to consider using consensus

dollars in partnership with the County. The Mayor stated that if Council has further questions or needs additional information, that they request the information prior to the June 3, 2014 meeting.

#### Updates to D.A.R.E. Program

Corporal Quentin Reynolds gave an update in regard to the D.A.R.E. Program. Lieutenant Wasson introduced Officer Dale Buckley and informed the group that Officer Buckley had been selected to fill the position of the new D.A.R.E. Officer. Corporal Reynolds informed the group that there are three (3) full time Officers in the schools each day and three (3) part time Officers in the schools one (1) to two (2) times per week. Councilman Kuntz asked when Officer Buckley would begin. Lieutenant Wasson replied that he will attend the D.A.R.E. Basic Course in August and begin his position.

#### Solid Waste Route Days Discussion

City Administrator Napier began the discussion by informing the Council of a proposal that would re-route the Solid Waste routes to enhance efficiencies. Staff has worked diligently for the past year to come up with a plan that would deal with the inefficiencies that Solid Waste currently faces. He went on to say that the proposed routes will have an impact on the days by which certain neighborhoods currently receive their trash service. Public Works Director Wilde, Senior GIS Analyst's Ninas and Pratt gave a presentation of the proposed routes, how they achieved the information to determine the proposed routes, and a demonstration of software created by Mr. Pratt that would provide accurate information as it relates to trash pickup. Mr. Wilde then gave a summary of savings in miles, money, and time the proposed routes would provide. A media campaign will be conducted through local media, social media, advertising, press releases and postcard mass mailing to all customers affected.

#### Review June 3rd Agenda Items

City Administrator Napier distributed a letter that the Mayor received from Stephanie Boyd in regard to her opposition to the current utility discount rate program. After a brief discussion, Council asked to have this topic placed on an upcoming meeting. The group then reviewed the upcoming agenda items for June 3, 2014.

#### Adjournment

There being no further business to come before the Council, the meeting was adjourned at 7:23 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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