

## COUNCIL PROCEEDINGS

Work Session

February 24, 2015

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 24th day of February 2015, 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: Ted Jerred, Robin Kuntz, Kevin McGrath, Forrest Rothleutner, Dan Barks, Tim Carsrud, and Mayor Louise Carter-King.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; Patrick Davidson, Assistant City Attorney; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Development Services; Jim Hloucal, Chief of Police; Tom Pitlick, Finance Director; Brent Wasson, Lieutenant; Kent Clark, Public Works Operation Manager; Geno Palazzari, PEG Manager; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

### Warm Up Items

Mayor Carter-King asked for warm-up items. There were none.

### Fire Station Three Discussion

City Administrator Napier began by saying the City is in partnership with the County, and recipient of consensus funds that would allow moving forward with construction of Fire Station 3. Fire Station 3 is proposed to be located on Enzi Drive adjacent to the RC Ranch area on school district property. In previous discussion, Mr. Napier had gotten the impression that there may be some difference with regard to design approach as it relates to the construction of this station. We are at the point where there is a need to move forward with the design in order to complete as much as possible during the construction season and, hopefully, get the station on-line within the next 18 months. Mr. Napier stated that the City is overseeing the construction and he is looking for direction in order to move forward to get the design underway. Development Services Hamilton presented photos of current fire stations. He then reported language in Section 6 of the lease agreement, with regard to construction of facilities and improvements, which states that the general design of the facility needs the approval of the School District. Commissioner Bell said that a letter was presented to City Administration with what the Commissioners feel as important such as keeping the architectural integrity of the building, and the design consistent with Fire Stations 1, 7, & 9. Discussion of a possible metal building with a brick façade took place, as well as the pros and cons of a brick and mortar building. Councilman McGrath asked about the cost of the road. City Administrator Napier reported that the cost of the road is built into the project estimates that have been seen thus far. Discussion regarding uniformity and consistency with buildings took place. After further discussion, it was the consensus of the Council to stay with a brick and mortar style building.

### Cam-Plex Funding Request Discussion

City Administrator Napier explained a letter was received from the Cam-Plex requesting funding of upgrades for the Cam-Plex's public internet system. Paul Foster, General Manager, reported that Cam-Plex staff has researched the needs of the outdated system. Mr. Foster reported a deadline for public wireless service with Collins Communications that was initially set for the end of last year; however, the deadline was extended to the end of February. Because of this deadline, this is an urgent request. Mr. Foster reported conversations with City and County staff, to discuss the best long term solutions. He reported that the best long term solution would be fiber as it will give adequate coverage. Also, discussions for the need of Cam-Plex to own its equipment took place, as well as the two options for the Cam-Plex WI-FI project. City Administrator Napier reported that there is an opportunity, as a part of the IRU, to provide the service needed through a private vendor, who would be providing the microwave service as well. ReNae Keuck explained both funding options proposed for the project and the Wyoming Center money. Councilman Barks asked where the funding would come from, if approved. City Administrator Napier explained that funding would come from the General Fund. After further discussion, it was the consensus of the Council to move forward and favored Option 2. Mr. Foster reported that he is meeting with the Commissioners and will report to them that the City is in favor of Option 2. He will communicate back to the City with what the Commissioners decide. Mr. Napier stated that there is one more question that Cam-Plex may need direction on and that is with regard to the \$70,000 from the Wyoming Center reserve. He added that it would be his recommendation that these funds be applied, and feels this option assumes that, but the Cam-Plex would need formal direction for access to these dollars.

### Dispatchers Discussion

Chief of Police Hloucal explained staffing level issues in police dispatch and the need to request two additional dispatcher positions. He gave background information regarding new software and workflow procedures, and the need to maintain appropriate levels of customer service while ensuring public safety. Discussion of potential consolidation with the Sheriff's Office took place. Chief Hloucal stated that there are big hurdles to overcome with consolidating dispatch centers. After further discussion, the Council was in favor of the request to add two additional employees. City Administrator Napier added that additional information would be needed for budgetary purposes, but could bring the request forward for formal consideration.

### Bar & Grill Liquor License Application Process Discussion

City Administrator Napier explained that pursuant to the discussion with Fiesta Tequila Mexican Restaurant, there is now a Bar & Grill liquor license available, and staff felt it appropriate to go through an application process. The proposal is to advertise the availability of the Bar & Grill Liquor license, pursuant to a Resolution, allowing potential applicants to submit a business plan and present it to Council at a Work Session meeting. Council could then determine who is most appropriate to receive the license. Councilman Barks asked for an explanation of the differences between the liquor licenses and specifically, what the Bar & Grill liquor license allows. City Administrator Napier explained that a Bar & Grill liquor

license is allowed to have a bar facility, but otherwise has similar regulations as a Restaurant liquor license; the license does not allow for catering; and cannot be transferred. Discussion of timelines in the Resolution took place, and after the discussion, it was determined to change the deadline of April 3, 2015, to May 1, 2015, which would allow the potential applicants time to secure property or lease agreements, if necessary.

#### Review March 3rd Council Agenda

The group discussed the agenda items. Discussion of the proposed Ordinances to revise rates for Wastewater Service and Electrical Service took place. Utility Director Glover explained the request and stated it will be a \$7.14 rate increase for the typical residential customer.

#### Adjournment

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

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Mayor Louise Carter-King

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ATTEST:

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Karlene Abelseth, City Clerk  
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