

COUNCIL PROCEEDINGS

Council Pre-Meeting

March 3, 2015

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 3rd day of March 2015, in the third floor conference room, 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: Dan Barks, Tim Carsrud, Ted Jerred, Robin Kuntz, Kevin McGrath, Forrest Rothleutner, and Mayor Louise Carter-King.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; Pamela L. Boger, Administrative Services Director; Patrick Davidson, Asst. City Attorney; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Development Services; Jim Hloucal, Chief of Police; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Chuck Deaton, Lieutenant; Kent Clark, Public Works Operations Manager; Michael Foote, Sustainability Coordinator; Dan Bridges, Lead Controls Engineer; Geno Palazzari, PEG Manager; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

Warm Up Items

Councilman Kuntz stated that due to a recent newspaper article regarding issues between the Cam-Plex and local motels for the upcoming PGI event, he would like to see a letter sent to the PGI Committee from the City, County and Cam-Plex stating efforts are being put forth to, hopefully, resolve the matter.

Gillette College Financing

City Administrator Napier reminded Council of discussions with regard to financing the student housing project. Mr. Napier recalls recent discussions taking place regarding an agreement and each party's obligations as it relates to the project. One issue that was not concluded is what Council would like to see regarding the overall structure to the finance packet. Discussion of funding structure options and an additional option of an upfront cash contribution took place, as well as the availability of funds. Mr. Napier stated if Council is comfortable with the 7-year non-callable option, and budgeting for 1.7 million dollars, then he would use this as his guide for budgeting purposes. After further discussion, it was decided that Mr. Napier would plan around the 1.7 million dollars and look into the availability of funds for a possible upfront cash contribution, which could help with the annual payment.

Irrigation Audit Review

Public Works Director Wilde presented information regarding the Parks Irrigation Assessment, Phase I Project. Staff felt it important to develop a plan to address the issues relating to the current irrigation system. A consultant was hired to perform an assessment. The assessment was needed to determine where the irrigation system is underperforming based on the original design, industry performance standards, and the current needs of the site. The consultant was then asked to make recommendations for improving underperforming sites, provide budgetary estimates of modifications, and to identify

ways to target watering during water restrictions. Auditors conducted site visits at 14 different sites and prepared a final report that included information regarding system performance, water conservation, and a proactive maintenance and replacement schedule. Projects were then divided into three priorities: Priority 1 includes systems that need immediate attention; Priority 2 includes systems that need repair, however, that are not in immediate need of work; and Priority 3 includes systems that require minor improvements and could be resolved in-house. Mr. Wilde stated that actions will include the City Park pool irrigation reconstruction, Little League Fields 1-6, review maintenance projects to avoid conflicts, and plan improvements. Next steps will include the continuation of audits for irrigation systems, prioritization of future improvements, and plan improvements with major projects. Mr. Wilde concluded by reporting that he is pleased with the end product. Councilman Kuntz asked if specifications for nozzles were looked at. Mr. Wilde confirmed they had.

Water Conservation Discussion

Sustainability Coordinator Foote gave a pre-season brief regarding water conservation. Mr. Foote presented information of current drought conditions throughout the country. He also presented information regarding the forecast of a three-month outlook of possible precipitation. He explained that outreach efforts will include coordinating with the Communications Manager, coordinating with large water users, and to generate better ideas to possibly promote rebates for residential irrigation audits. In terms of preparation, a threshold program was setup after the drought of 2012, and actions have been written out in the event staff sees certain water consumption numbers. Mr. Foote is confident that staff is well prepared to handle any potential situation, and are fortunate to have plans in place should an experience, such as in 2012, happens again.

Review March 3, 2015 Agenda

Mayor Carter-King asked for discussion on the upcoming March 3rd agenda. Councilman Barks asked if, currently, the rate for wastewater is dependent upon the amount of water a resident uses. City Administrator Napier confirmed it is and, generally, it is measured by the amount of water used during off peak months.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 6:45 p.m. and Council toured the recently remodeled Police Department.

Mayor Louise Carter-King

(S E A L)

ATTEST:

Karlene Abelseth, City Clerk
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