

## COUNCIL PROCEEDINGS

Work Session

May 26, 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 26th day of May 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, and Mayor Louise Carter-King.

Council Member absent: Tim Carsrud.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; John Aguirre, Human Resource Director; Pamela L. Boger, Administrative Services Director; Patrick Davidson, Assistant City Attorney; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Development Services; Jim Hloucal, Chief of Police; Sawley Wilde, Public Works Director; Justin Hogan, Streets Superintendent; Tawnya Allee, Health Coach; Geno Palazzari, Communications Manager; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

### Warm Up Items

Mayor Carter-King asked for warm up items.

Councilman McGrath asked about construction activities on Hwy 50 at Force Road. He understood that there is a stop order regarding this activity and suggested that staff investigate.

City Administrator Napier updated the Council regarding the Junior Football request. After speaking with Director McNutt, Campbell County Parks and Recreation, Bicentennial Park would not be available for Junior Football. After some discussion, it was agreed that Junior Football could use the fields at Dalbey Park.

Councilman Kuntz asked if something could be done regarding the access from Wal-Mart to Hwy 59 by possibly making the lane that allows traffic to move across Hwy 59 a left turning lane, as well. Traffic seems to be congested frequently at this location. Development Services Director Hamilton explained that this is an access easement Wal-Mart placed according to their traffic engineer's recommendation when the site and development plans were created. He stated that staff can investigate and possibly recommend that Wal-Mart reassess the situation.

City Administrator Napier updated the Council regarding the County's request for a fee donation regarding the Education Activities Center to cover costs associated with tap fees, in the amount of approximately \$56,000. Mayor Carter-King asked if the wording on the forms requesting tap fees could be changed from "waiver" to either donation or contribution as there are still costs associated with the contribution of tap fees. Development Services Hamilton explained how the contribution of costs are handled pertaining to tap fees. After further discussion, Council directed staff to move forward with the request.

City Administrator Napier updated the group concerning the shade structure proposed for the Gillette Avenue Plaza. After acquiring more data regarding the shade structure, and wind events that may occur, it seems the foundation of the poles that hold the shade structure will require more work. Knowing this, Mr. Napier's recommendation would be to remove the shade structure and add other amenities back into the project; doing so, would align the project costs back into focus. Mike Cole, HDR Engineering, presented information regarding the shade structure and the proposed amenities.

City Administrator Napier asked for direction regarding a request for the 4th Street and Gillette Avenue intersection pertaining to the installation of marker lights and a clock feature. Mr. Napier reported that the Rotary Club would provide the funds for the clock feature. Mr. Napier asked if Council would be comfortable adding funds into the project, using surplus funds from the Gillette Avenue Project, to cover costs associated for three marker lights at the intersection. Discussion of the City's costs were discussed, as well as uniformity regarding the marker lights. After the discussion, Council was in agreement to move forward with the request.

#### Wellness Update

Tawnya Allee, Wellness Coach, updated the Council regarding the Wellness Program and the result comparisons and progresses pertaining to the current year versus the four previous years.

#### Employee Handbook Revisions

Human Resource Director Aguirre gave a presentation regarding changes to the City of Gillette's Employee Handbook. Mr. Aguirre explained the changes in each chapter of the handbook.

#### Snow Debrief

Public Works Director Wilde gave a presentation regarding snow events for 2014/2015. Information was provided pertaining to material and cost comparisons, as well as hours worked and miles plowed.

#### Mowing Season Discussion

Public Works Director Wilde gave a presentation regarding the upcoming mowing season. Information was provided pertaining to areas mowed and comparisons from previous years, as well as information regarding contract mowing. Mr. Wilde informed Council of a GIS Mobile Mowing App that is being created.

#### Review June 2nd Council Agenda

The group discussed the upcoming meetings, and agenda items for June 2nd.

#### Adjournment

There being no further business to come before the Council, the meeting was adjourned at 8:15 p.m.

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Mayor Louise Carter-King

(S E A L)  
ATTEST:

