

## COUNCIL PROCEEDINGS

Special Meeting

June 9, 2015

6:00 p.m.

A Special meeting of the City Council of the City of Gillette, County of Campbell, State of Wyoming, was held on Tuesday the 9th day of June 2015, in the Council Chambers 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: Tim Carsrud, Ted Jerred, Robin Kuntz, Forrest Rothleutner, and Mayor Louise Carter-King.

Council Members absent: Dan Barks and Kevin McGrath.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; Pamela L. Boger, Administrative Services Director; Patrick Davidson, Assistant City Attorney; Kendall Glover, Utilities Director; Dustin Hamilton, Director of Development Services; Tom Pitlick, Finance Director; Kent Clark, Public Works Operations Manager; Chuck Deaton, Lieutenant; Geno Palazzari, Communications Manager; Patti Davidsmeier, Community & Government Relations Manager; and Karlene Abelseth, City Clerk.

### Warm Up Items

Councilman Carsrud reported that he received a few phone calls regarding mosquitos and if the City could do anything. City Administrator Napier explained that the Campbell County Weed & Pest has a mosquito spraying program and the City also has a program called seeding, using blocks of larvacide.

Mayor Carter-King asked if the part for the cooling tower could be expedited. The outside temperatures are supposed to remain very warm and she expressed concern about the employees. Administrative Services Director Boger explained that staff did attempt to get the part expedited, however, the manufacturer could not accommodate this request. Ms. Boger did say that the part is being rebuilt locally, and it should be installed early Friday morning and hopefully, by noon. She added that this part will be stocked for future possible use.

### Action Item

#### ORDINANCE 15-13

#### AN ORDINANCE PROVIDING FOR THE ANNUAL APPROPRIATION OF MONEY FOR THE MAINTENANCE OF THE CITY OF GILLETTE, WYOMING, FOR FY2015-2016

It was moved by Councilman Kuntz and seconded by Councilman Carsrud to approve the foregoing Ordinance on second reading. Mayor Carter-King asked for discussion. There was none. Roll was called on the motion with the following results. Council Members voting aye: Carsrud, Jerred, Kuntz, and Mayor Carter-King. Rothleutner voted aye, however, abstained from budget matters pertaining to personnel. The Presiding Officer declared the motion carried.

### NE Wyoming Economic Development Coalition (NEWEDC) Discussion

City Administrator Napier explained that this is a follow up request from NEWEDC and gave background information regarding their request. Mr. Napier added that Council's past direction was that funding would be contingent upon NEWEDC's ability to demonstrate that with the reduced funding, they would still be able to operate and provide services to the citizens of Gillette as well as the other clients that NEWEDC helps to service. Mayor Carter-King asked for clarification regarding the funding and if it was contingent upon raising the balance. Mr. Napier reported that the letter sent stated that until NEWEDC could demonstrate an ability to operate, the funds would not be released; the funds are held in abeyance until Council is convinced that NEWEDC could function without the funds provided by Campbell County. Mr. Atkinson requested time with the Council to make the organization's case to see if it is compelling enough to release funds in the amount of \$12,500 to NEWEDC. Dell Atkinson, Executive Director of NEWEDC, gave background information regarding the organization, NEWEDC's relationship with Economic Development Administration, and other benefits to region members. Mr. Atkinson explained NEWEDC's funding information for the current and past years. Mr. Atkinson reported that the organization is a viable organization. After some discussion, Councilman Jerred asked if NEWEDC has received other commitments regarding the funding. Mr. Atkinson stated that most are still working on their budgets. Councilman Jerred stated that he feels the bulk of the organizations opportunities go outside of Gillette and Campbell County. Discussion regarding commitments from other communities took place. After further discussion, Council asked for a report regarding the level of commitment from other cities, towns, and counties by the end of June, and review what the revenue picture looks like.

#### Fire Station Number Three Discussion

City Administrator Napier explained that this is a follow up discussion regarding the scope of the construction of Fire Station #3. Council suggested at the recent City/County/Town of Wright meeting, that Council get another opportunity to hear more detail. Mr. Napier stated that he would like to solidify Council's approach in terms of the delivery method regarding the construction and whether a construction manager at risk method is appropriate, or a design/bid/build method is appropriate. Mayor Carter-King asked Development Services Director Hamilton, if the extra 1,000 sq. ft. is considered, what delivery method he would suggest. Mr. Hamilton stated, in his opinion, he would suggest the CMAR method. Estimates and hard costs would be revealed up front and there would be time, if needed, to go back to SLIB and request additional funds. Discussion of the reasoning behind the request for an additional 1,000 sq. ft., apparatus bay, and dorms took place. Since the time the former Fire Chief left, the Fire Department is looking at the possibility of a future manned station. After some discussion, Mayor Carter-King asked staff for a time frame. Mr. Hamilton stated that staff would like the design phase completed by late fall in order to bid the project out in the winter, with construction beginning in the spring. Mr. Napier questioned the request for a manned fire station. Steve Crow, Fire Board Member, stated it was his understanding that this has been the request all along. He could take Council and Mr. Napier's concerns back to the Fire Board for discussion. Councilman Kuntz stated that he recalls that Council was told the Fire Station near the Cam-Plex was to be the next manned station. He went on to say that he would support the additional 1,000 sq. ft.; however, they would need to go with a design that is not so

costly. Councilman Jerred asked if the office spaces and bathroom could be added on at a later date. Development Services Director Hamilton stated that it could be added later; however cautioned the Council of rising construction costs. He added that if the CMAR method is chosen, and pencil put to paper, it may be discovered that the budget is adequate to fund the project, even with the additional 1,000 sq. ft. If the CMAR method is chosen, staff should know by August if there is adequate funds; if the design/bid/build method is chosen, staff will not know until bid day. Councilmen Kuntz and Jerred stated they are not in favor of the additional square footage. Councilman Jerred went on to say that he feels the foundation is more important. Mayor Carter-King asked if the additional 1,000 sq. ft. is not approved, will the fire station still be manned. Interim Fire Chief Smith explained that the plan is not to man the station immediately. Once the station is complete, there is an eight hour crew that work from 8:00 a.m. to 4:00 p.m. He went on to speak about the fire departments insurance rates and the functionality of the station. Mr. Napier asked if Council would support the project, including the additional 1,000 sq. ft., if it is found that it will not impact the dollar amount of approximately, \$4,000,000. Council was in agreement however, Councilman Kuntz expressed concerns with the CMAR delivery method and Councilman Carsrud stated that he would like to tour Station #7 to get a visual of what is being asked. Discussion of SLIB funds took place. After further discussion regarding SLIB and the delivery method, it was decided to arrange a tour of Fire Station #7, in order for Council to get a visual of what is being requested.

#### Sweeper Piles Discussion

Public Works Operation Manager Clark gave a presentation regarding sweeper piles. Mr. Clark provided information pertaining to the sweeper piles that included the approximate tonnage and composition of the piles. Discussion of disposal options took place. After the discussion, it was the consensus of the Council to choose Option #1 (Screen/Sort to Clean Fill/Beneficial Use).

#### June 16<sup>th</sup> Agenda Topic Discussion

The group discussed the upcoming agenda items for June 16, 2015.

#### Adjournment

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

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Mayor Louise Carter-King

(S E A L)  
ATTEST:

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Karlene Abelseth, City Clerk

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