

## COUNCIL PROCEEDINGS

Special Meeting

October 13, 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 13th day of October 2015, in the 3<sup>rd</sup> 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, and Mayor Louise Carter-King.

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, Development Services Director; Jim Hloucal, Chief of Police; Tom Pitlick, Finance Director; Kent Clark, Public Works Operations Manager; Geno Palazzari, Communications Manager; Patti Davidsmeier, Community & Government Relations Manager; and Karlene Abelseth, City Clerk.

### Warm Up Items

Mayor Carter-King congratulated Councilman Carsrud for the new addition to his family. She then congratulated the "dancers" for their performance at the Gillette Dancing with the Stars fundraiser for the Y.E.S. House.

Councilman Barks reported a meeting with the Boys & Girls Club Board. The Board is working hard, searching for a new Director. He is impressed by their attitude and appreciates them.

City Administrator Napier reported that the Land Board is requesting a small change regarding the way appointments are made to the Land Board. There is an appointment coming soon and the Land Board would like the individual to serve through the end of the fiscal year, and future appointments at the beginning of the fiscal year. Board Member Mary Silvernell stated the request is being made because the Board feels it would be easier to acclimate new Board Members after the budgeting process. Council felt it was a valid request. Councilman Barks asked if this would affect the Joint Powers Agreement. City Attorney Anderson replied that an amendment would need to be made. Ms. Silvernell reported that Paul Foster, General Manager of Cam-Plex, has notified the Commissioners.

### Executive Session

It was moved by Councilman Carsrud and seconded by Councilman Jerred to move into an Executive Session to discuss land. Mayor Carter-King asked for discussion. There was none. Roll was called on the motion with the following results. Council Members voting aye: Barks, Carsrud, Jerred, Kuntz, McGrath, and Mayor Carter-King. The Presiding Officer declared the motion carried and the group moved into an Executive Session at 6:08 p.m.

The group reconvened at 6:21 p.m.

### Retail Liquor License Discussion

Mayor Carter-King asked each Council Member for their choice as a potential recipient of the retail liquor license. Councilmen Barks and Jerred indicated their choice was Farmers Coop;

Councilmen Kuntz, McGrath and Carsrud indicated their choice was Chophouse. Mayor Carter-King explained that she does not want it to be a tie, as a tie vote would mean one of three (3) things: no one gets it, wait for another council person, or flip a coin. She will go with the majority at this time and choose the Chophouse. Councilman McGrath suggested that stipulations be put on this license to ensure they do what they said they would do (referring to the remodeling of the Chophouse), or the license would be returned to the City. Mayor Carter-King agreed and stated that she would like to see the stipulation in the verbiage, so the expectation is known.

#### Visitor's Center Discussion

City Administrator Napier informed Council of the Joint Powers Lodging Tax Board's upcoming meeting. The Board inquired as to what the City's position would be regarding a possible partnership in constructing the Visitor's Center. He suggested the possibility of accessing state dollars, despite the surplus of requests. Mr. Napier is hopeful that Council will give their blessing to begin discussions with the Board, to consider options in order to get the project off the ground. Councilman Kuntz's concern was the downturn in the economy and felt this was a low priority. Councilman Jerred asked if there is state money available. City Administrator Napier was hopeful there is, but will have to do an inquiry. Mary Silvernell stated that she believes that everyone realizes the state's finances at this point and, obviously, the timing could be better. After speaking with Dave Spencer, Wyoming Business Council, it is pushing it to get an application submitted by December 1<sup>st</sup>; otherwise, September of next year would be the next opportunity. She reported that the 10% Lodging Tax dollars aren't as high as last year's, but above the year before, and these dollars could be used towards the project. Funding timelines and dollars available were discussed. City Administrator Napier informed the group that if the grant funding was awarded, there would be two years, from that date, to begin the project. After the discussion, it was the consensus of the Council to allow staff to move forward to see what is available.

#### Ward II Vacancy

City Administrator Napier explained the steps needed to fill the vacancy in Ward II. The process, and dates associated with the process, were discussed. It was decided to schedule the interviews on November 16<sup>th</sup>, and make the appointment on December 1<sup>st</sup>. Mayor Carter-King reminded the group that the Council President position needs to be filled, as well. She added that she would like to see whoever is appointed now to also fill the position of Council President for 2016. The Council was in agreement. City Administrator Napier suggested that this appointment be made during the October 20<sup>th</sup> Council Meeting. It was decided to appoint Councilman Carsrud as the Council President during the upcoming October 20<sup>th</sup> meeting.

#### Review October 20<sup>th</sup> Council Agenda

Councilman McGrath asked if Item #8, regarding the provision of water to the Bennor Improvement and Service District on an emergency basis, will take care of Bennor's water issues. Utilities Director Glover stated that this is to formalize the proposal; it does not speed up or slow down the water line. Councilman Jerred asked who is being replaced on the Parks & Beautification Board. City Administrator Napier stated Karen Johnson. Councilman Barks asked the estimated construction costs associated with Item #2 regarding the concrete apron repairs Z1-

R4 (Southern Drive Tank) project and the driveway repairs Z1-R5 (Hidden Valley Tank) project. Mr. Glover reported the contract is budgeted at \$425,000 with an internal estimate of \$364,308. Councilman Barks asked for clarification regarding Item #4 regarding a resolution authorizing a ground lease agreement and sublease. City Attorney Anderson stated it was for the dorms at the college. Council asked for more descriptive information in the consideration title. Councilman Barks inquired about Item #20 regarding RC Ranch, Phase I. City Administrator Napier explained that this is to rezone the property from an agricultural district to general commercial district at the request of the owner. Development Services Hamilton explained the request further. Councilman Jerred asked for an explanation of Item #6 regarding Lot 49A Saunders First Extension. Mr. Hamilton reported that, at the customer's request, this item has been removed from the agenda. Councilman McGrath inquired about Item #14 regarding the design associated with the Boxelder Road improvements. Mr. Hamilton reported, based on budget discussions, the design is scaled back to, hopefully, get the "S" curve aligned. This year's budget will include the design portion and land acquisition; the construction funds will be proposed in next year's CIP. Councilman Barks asked about Item #13 regarding the City of Gillette's Transportation Master Plan. Mr. Hamilton reported that an update is done, approximately, every five years to incorporate changes to the Transportation Master Plan.

#### Executive Session

It was moved by Councilman Carsrud and seconded by Councilman Jerred to move into an Executive Session to discuss personnel and confidential information. 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, McGrath, Barks, and Mayor Carter-King. The Presiding Officer declared the motion carried.

#### Adjournment

There being no further business to come before the Council, the Special meeting was adjourned at 7:08 p.m.

---

Mayor Louise Carter-King

(S E A L)

ATTEST:

---

Karlene Abelseth, City Clerk

Publication Date: October 21, 2015