

COUNCIL PROCEEDINGS

Council Pre-Meeting

February 2, 2016

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 2nd day of February 2016, 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, Billy Montgomery, and Mayor Louise Carter-King.

Council Member absent: Kevin McGrath.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; John Aguirre, Human Resource Director; Pamela L. Boger, Administrative Services Director; Patrick Davidson, Asst. City Attorney; Kendall Glover, Utilities Director; Dustin Hamilton, Development Services Director; Jim Hloucal, Chief of Police; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Decca Wasson, Medical Fund/Retiree Trust Manager; Geno Palazzari, Communications Manager; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

Warm-Up Items

Councilman Montgomery announced that Trisha Simonson would be at the regular meeting to present information regarding the Semicolon Project and hand out pins.

City Administrator Napier announced that he would not be attending the regular meeting; Utilities Director Glover would be the Acting Director during the meeting.

Wellbriety Facility Discussion

Kelly Stone updated the Council regarding the progress of the Wellbriety Facility, including active recovery and community service work. A grand opening is coming soon; invitations will be sent at a later date.

Council of Community Services Funding Request

City Administrator Napier presented background information and stated that the Council of Community Services would like to provide a progress report. Staci Bungard, Executive Director, recapped the 11 programs that the Council of Community services assists, and provided information regarding findings from the last audit. She then went over the emergency funding request. She informed the Council that the County Commissioners voted to release 50% of the \$175,000 funding request contingent upon the City of Gillette's participation. Discussion of external bookkeeping, quarterly compilations, audit services, weatherization re-payment and property insurance, past bills, operating, maintenance, and reserve buffer took place. Councilman Barks asked if there was a recommendation from staff. City Administrator Napier stated that his recommendation would be to move forward with the 50% of the \$25,000 requested for external bookkeeping, quarterly compilations, and audit services, as well as 50% of the \$25,000 requested to pay past bills and keeping accounts current. The operating, maintenance and reserve buffer, historically, have not been granted to other social service

agencies and would bring him pause to consider. He went on to say that he would suggest that more information regarding the balance of the weatherization re-payment be collected and the information brought back to the City Council and County Commissioners. City Administrator Napier suggested that the \$25,000 be paid out of 1% Funds in dollars that, at this point, are un-encumbered for this particular allocation and would need to come forth in the form of a budget amendment. After further discussion, staff, along with the Council of Community Services, was directed to gather and provide additional information for continued discussion at an upcoming Work Session meeting.

Police Department Call Statistics for Liquor License Holders

Chief Hloucal provided statistics regarding compliance checks that were conducted over the past year, as well as administrative fees paid. He reported that TIP's training is provided two times a month to ensure that all license holder's staff is trained to comply with the ordinance. There is a positive trend regarding the drop in crime statistics.

City West Update

Public Works Director Wilde gave a brief update regarding remodeling efforts at City West. Final inspection for Phase I is scheduled for March 14th.

Review February 2nd Agenda

The group reviewed the upcoming agenda.

Executive Session

It was moved by Councilman Montgomery and seconded by Councilman Barks move into an Executive Session to discuss confidential information. Roll was called with the following results. Council Members voting aye: Barks, Carsrud, Jerred, Kuntz, Montgomery, and Mayor Carter-King. The Presiding Officer declared the motion carried.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 6:47 p.m.

Mayor Louise Carter-King

(S E A L)

ATTEST:

Karlene Abelseth, City Clerk
Publish date: February 10, 2016