

COUNCIL PROCEEDINGS

Council Pre-Meeting

February 16, 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 16th 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: Ted Jerred, Robin Kuntz, Billy Montgomery, Kevin McGrath, Dan Barks and Council President Tim Carsrud

Council Member absent: Mayor Carter-King

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; Tom Pitlick, Finance Director; Sawley Wilde, Public Works Director; Brent Wasson, Lieutenant; Geno Palazzari, Communications Manager; Patti Davidsmeier, Community & Gov't Relations Manager; Angela Williams, Senior Administrative Assistant; and Karlene Abelseth, City Clerk

Warm-Up Items

Councilman Barks gave an update regarding the Sport Complex Committee's recent meeting on January 20th and that their next meeting will be in September. He reported on several boys' baseball, and girls' fast pitch softball tournaments for this summer and the committee is working with Amateur Softball Association (ASA) to determine future regional and national youth and women tournaments to be held in Gillette. The Convention Visitor's Bureau (CVB) is working on a Senior League Tournament to be held in Gillette in the next two or three years. The committee is also looking into the possibility of hosting a regional collegiate tournament.

City Administrator Napier introduced Angela Williams as Administration's newest employee.

National High School Finals Rodeo Volunteers Discussion

City Administrator Napier provided background information regarding City employees' participation in the volunteering program for the rodeo. Staff is proposing an idea, in order to continue with the volunteering program, and is requesting Council's direction. Human Resource Director Aguirre stated in 2011, the City participated in allowing employees to volunteer four (4) hours and the City would match those four (4) hours with four (4) hours of paid time. Staff is recommending the same match this year, however, using the verbiage of "up to four (4) hours". Mr. Aguirre recollects that a total of six (6) employees volunteered for the last rodeo. He explained that if an employee volunteered four (4) hours of personal time, then the City would give them four (4) hours of paid time. The paid time off would be at their regular hourly rate; not at an overtime rate. Council was in agreement to support the volunteer program. City Administrator Napier stated that this would be placed on the next agenda for Council's consideration.

Council Goals

City Administrator Napier stated that staff is proposing three major goals for 2016. This discussion is to determine if staff is on track with Council's goals. He then went over the three major goals that include: Provide sustainable quality core services consistent with declining revenue; implement our Growth Management Plan over the next three (3) years; Exploring opportunities for collaboration & partnerships with other agencies. A list will be provided by staff regarding ideas in providing quality services with declining revenue. Council asked that the Capital Plan information be provided in the upcoming General Information Packet. Mr. Napier stated that staff would be pleased to provide this information; however, what staff recommends during the budget discussions, of which one night alone will be committed to the Capital Plan, will look a lot different. Council will see the longevity of certain programs and shine the light on what is a core service. Mr. Napier then brought up the Spring Clean-Up program. This is a great service and the citizens enjoy it, however, it is an expensive program. He added if there are changes that Council would like to see with regard to the listing provided, to notify staff of those changes so budget discussions can begin with these goals in mind.

Streamlined Council Agenda Review

City Administrator Napier reported that staff has taken the agenda and provided a more streamlined agenda in order to make the regular council meetings more transparent and communicative. Mr. Napier explained the order of the proposed changes to the agenda. Discussion took place regarding the *For the Good of the Community* and *Administrator's Report* sections. After further review, Mr. Napier suggested that the Public Hearing be moved to "h" and New Business - General Agenda be moved to "i" on the listing provided, as there are ordinances that do accompany public hearings from time to time. He added that staff is working on a more simplified format of *For the Good of the Community*.

Indoor Shooting Range

City Administrator Napier reported that Del Shelstad has a business idea for an indoor shooting range. Apparently, according to city code, the City Administrator has the authority to authorize such a business. However, Mr. Napier did not feel comfortable moving forward without, first, speaking to Council. Outside of a code standpoint, Mr. Napier was not sure that anything could prevent this type of business. He was hopeful that Mr. Shelstad would have been in attendance for this meeting in order to explain his business venture. Council inquired if there are any other facilities of this nature in the area. It was reported that Rawlins has a facility. Discussion whether only hand guns were going to be allowed in the facility took place. Development Services Director Hamilton stated that he has had discussions with Mr. Shelstad, who has put a lot of thought into this business. He has hired experts regarding the business and, potentially, there could be rifles allowed in the facility. Mr. Napier assured the Council that he would not sign an authorization if the code prohibits this type of business. His direction would come with what the code requires and the ability of the business person to meet those requirements. Council President Carsrud asked, if Mr. Napier did authorize this business and then were to leave the City, could the next Administrator change this decision.

Mr. Napier replied, unless there is a reason to revoke the authorization, or a change in the facility, such as an expansion, he doesn't feel as if the new Administrator would need to consider this issue again. City Attorney Anderson added, if there ever was an issue, the ordinance could be re-written. Generally, like most cities, there is an ordinance in place that prohibits discharging firearms in the city limits. Discussion regarding the safety of the building took place. Mr. Hamilton reiterated, as Mr. Shelstad eluded, he is working with designers that specialize in this type of facility. The city will get the plans, but they are, obviously, the experts when it comes to a facility such as this.

Follow-up Information

Mr. Napier reminded Council of their request for information regarding the engineering and oversight tied to the state's portion of the Boxelder Road extension between Overdale Road and Hwy 50. Council had previously asked if this could be handled internally, and the possibility of doing similar projects the same. Staff is requesting additional time to put this analysis together. Pursuant to this request, this issue has been scheduled for the March 1st meeting in hopes of being more prepared with the analysis.

Review February 16th Agenda

The group discussed the upcoming agenda items. Discussion of the WAM Resolution took place. Mr. Napier explained that WAM is asking for cities and towns to broadly support the approach they are taking, dealing with local government funding, in this bench mark year. We are in the first biennium as it relates to the prospect of pre-significant reduction of revenues to the State and, consequently, to cities and towns. The resolution suggests that cities and towns be kept in mind with the over-the-cap direct distribution dollars. \$90 million is what is out there and WAM is propositioning the Legislature to increase it by \$15 million in direct distribution dollars. The resolution does not address numbers; it addresses philosophy as it relates to keeping cities, towns and counties on the Legislature's priorities so that ground is not lost with the investments that cities and towns need to continually make to keep up with the demands that cities and towns in Wyoming have. Support is also being asked for Wyoming Business Council and the developments taking place, on a technological basis, for Wyolink and that type of communication pathway. Council inquired if staff is recommending that they approve the entire Legislative agenda, as well as the items Mr. Napier just discussed. Mr. Napier doesn't feel that the Legislative intent of the resolution was to get a universal adoption of the array of priorities that WAM has, however, as a Board Member for WAM, this is only one Board Member's opinion. The verbiage in the title and the enacting clause portions of the resolution were discussed, as well as the Madden formula. Mr. Napier stated, from all indications at this point, there is no semblance of the Madden Formula in the budget bills being discussed. And, he feels, there is further indication that there is little desire on the part of the Legislative group, to bring it into the mix and he believes that there is no interest from other cities and towns. Mr. Napier stated, if the language is too broad for Council, an amendment could be made that would change the language to make it tighter to the perspective of this Council. After the discussion, it was decided to amend the resolution by removing "Legislative agenda

and Association's" verbiage from both the title and enacting clause portions of the resolution.

Discussion of the liquor license renewal applications for the 2016/2017 licensing period took place. It was determined that Discount Liquors, LLC, d.b.a. Razor City Discount Liquors, would be removed from the liquor license renewal listing, to be discussed and voted on separately in order to add the contingencies upon the renewal of the liquor license, according to the letter Tom Simons submitted, entitled "Liquor License Transfer", dated January 13, 2016.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 7:00 p.m.

Council President Tim Carsrud

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ATTEST:

Karlene Abelseth, City Clerk

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