

## COUNCIL PROCEEDINGS

REGULAR

May 17, 2016

7:00 p.m.

A meeting of the City Council, of the City of Gillette, County of Campbell, State of Wyoming, was held on Tuesday, the 17th day of May 2016, in the Council Chambers of City Hall, the regular meeting place of said Council in said City, 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: Kevin McGrath, Billy Montgomery, Dan Barks, Tim Carsrud, Ted Jerred, Robin Kuntz, and Mayor Carter-King.

Staff present: J. Carter Napier, City Administrator; Charlie Anderson, City Attorney; Pamela L. Boger, Administrative Services Director; Patrick Davidson, Asst. City Attorney; Kendall Glover, Utilities Director; Dustin Hamilton, Development Services Director; Tom Pitlick, Finance Director; Dan Bridges, Electrical Manager; Mick Wolf, Electrical Superintendent; Chuck Deaton, Lieutenant; Geno Palazzari, Communications Manager; Patti Davidsmeier, Community & Gov't Relations Manager; and Karlene Abelseth, City Clerk.

Thereupon the following proceedings were had and taken:

### Invocation and Pledge of Allegiance

The Invocation was given by Pastor Ron Merritt of Cornerstone Church of God. The Pledge of Allegiance was led by Councilman Montgomery.

### Approval of General Agenda

It was moved by Councilman McGrath and seconded by Councilman Carsrud to approve the General Agenda. Mayor Carter-King asked for discussion. There was none. Council was asked to cast their vote. The vote was recorded as follows: Jerred, Barks, Carsrud, Montgomery, McGrath, Kuntz, and Mayor Carter-King voting aye. The motion carried.

### Approval of Consent Agenda

### Minutes

Pre-Meeting - May 3, 2016

Regular Meeting - May 3, 2016

### Ordinance 3rd Reading - Consent

#### ORDINANCE 3892

AN ORDINANCE PROVIDING FOR THE VACATION  
OF THE 10 FOOT WIDE PORTION OF THE 20 FOOT WIDE UTILITY  
EASEMENT THAT IS CONTAINED ENTIRELY WITHIN LOT 150 OF THE  
SIERRA GLEN ADDITION, AS SHOWN ON THE EXHIBIT "A" MAP, IN THE  
CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING  
REQUIREMENTS

#### ORDINANCE 3893

AN ORDINANCE PROVIDING FOR THE REPEAL OF ORDINANCE NO. 3260  
WHICH APPROVED AND AUTHORIZED THE CONDOMINIUM PLAT FOR WYOMING  
ORTHOPAEDIC & REHABILITATION INSTITUTE LOCATED ON LOT 1A OF

STOCKTRAIL PARK SUBDIVISION IN THE CITY OF GILLETTE, WYOMING,  
SUBJECT TO ALL PLANNING REQUIREMENTS

Bills and Claims - Consent

WYOMING STATE BOARD OF PHARMACY	80.00
WYOMING STATE BOARD OF VETERINARY MEDICINE	100.00
WYOMING DEPT OF TRANSPORTATION	15.00
CAMPBELL COUNTY TREASURER	165,793.69
ACTION LOCK AND KEY	6.57
AIRGAS INTERMOUNTAIN	3,032.02
ALSCO	698.50
AMERICAN ENGINEERING TESTING INC	1,500.00
ANIXTER POWER SOLUTIONS	1,153.30
AT ARCHITECTURE	22,270.36
AVP CONSULTING LLC	53.56
BIG D SANITATION	264.28
BLACK CAT CONSTRUCTION LLC	36,670.33
BLOEDORN LUMBER GILLETTE	23.87
BOYS AND GIRLS CLUB OF CAMPBELL COUNTY	33,500.00
CABRERA, JUANA & JOSE REYNOSO	207.67
CAMPBELL COUNTY JOINT POWERS FIRE BOARD	505,735.32
CAMPBELL COUNTY PREDATORY ANIMAL CONTROL BOARD	10,124.20
CAMPBELL COUNTY SENIOR CITIZEN CENTER	1,131.00
CAMPBELL COUNTY ENGINEERS	100.00
CAMPBELL COUNTY JUVENILE	27,486.76
CAMPBELL COUNTY SHERIFF	150.00
CENTURYLINK	292.31
CITY OF GILLETTE - PETTY CASH	90.48
CLIMB WYOMING	14,750.00
COLLINS COMMUNICATIONS INC	27,238.57
COMPASSCOM SOFTWARE	3,963.00
CONSOLIDATED ENGINEERS INC	2,180.50
CONTRACTORS SUPPLY INC	6,614.84
CPS DISTRIBUTORS	2,302.50
CRUM ELECTRIC SUPPLY COMPANY	1,895.50
DALE BUCKINGHAM ARCHITECTS LLC	567.21
DOWL LLC	43,496.00
DRM INC	16,575.40
EDGE CONSTRUCTION SUPPLY	49.33
EMPLOYMENT TESTING SERVICES INC	38.00
ENERGY LABORATORIES INC	45.00
ENGEL, NICOLE	205.75
FARMER CO-OP	36.49
FEDEX	303.36
FIRST INTERSTATE BANK OF GILLETTE	12,169.77
FIRST NATIONAL BANK OF GILLETTE	56,340.23
UNTAMED DESIGN LLC	20.00
FRANDSON SAFETY INC	140.00
GILLETTE COLLEGE	83,750.00
GILLETTE ENERGY ROTARY CLUB	127.50
GILLETTE WINNELSON COMPANY	225.29
GOURMET ON THE GO LLC	899.82
GOURMET ON THE GO LLC	312.00
GOVOLUTION, LLC	1,351.00

HAVENS, TERESA	205.63
HD SUPPLY WATERWORKS LTD	26.52
HDR INC - US ENGINEERING ACCOUNTS RECEIVABLE	82,635.66
HEATON, MCKENZIE	154.20
HOMAX OIL	21,860.98
HOMES & MORE, CLASSIFIEDS & MORE	349.00
HOT IRON	198,825.58
HUB INTERNATIONAL MOUNTAIN STATES LIMITED	100.00
INBERG MILLER ENGINEERS	21,054.73
INTER-MOUNTAIN LABS INC	126.00
JLC SIGN SYSTEMS INC	630.50
KADRMAS LEE & JACKSON INC	1,933.41
KOIS BROTHERS EQUIPMENT COMPANY	55,502.00
KRIZ-DAVIS COMPANY	465.00
ROBIN KUNTZ	14.98
LANNAN'S SUPPLY COMPANY	127.40
LOUISE CARTER KING	23.73
LYLE SIGNS INC	68.68
MACHINE PRODUCTS INC	160.00
MCM GENERAL CONTRACTORS	9,514.74
MIDLAND IMPLEMENT CO INC	712.86
MILSOFT INTEGRATED SOLUTIONS	10,000.00
BETH COCKRUM	185.39
BILL TODD	318.00
BRETT PETERSEN	76.14
DEBBIE HARTLEY	42.96
KENDALL GLOVER	75.00
ALYSHIA VIGIL	50.00
CHADIA PATTERSON	100.00
CINDELIN MCCALLUM-PORTER	150.00
FAIRWAY ESTATES, LLC	75.00
HONG KONG	139.40
JIM'S WATER SERVICE	75.00
MISTY HENAGHAN	719.86
TODD CRASE	200.00
TONJA SLATER	100.00
U-LOCK STORAGE	4,010.00
WAL-MART	50.00
WYOMING BEVERAGE/PEPSI	2.00
SECURITY FIRST BANK	125.56
ALLEY, CINDY	140.73
BAILEY, DAMON	108.44
BLOXOM, CARRIE	191.85
BROWNING, VALERIE	106.20
CENTURY 21 REAL ESTATE ASSOC	32.89
CHASE HOME FINANCIAL	129.96
COMPASS INDIAN HILLS LLC	62.00
CYPREXX SERVICES, LLC	125.90
DECKERS SWEETS & MORE	335.84
FRANKLIN, ELLEE	59.29
GAZELLE TRANSPORTATION	288.17
GILBERTSON, JOANN	30.45
GONZALES, THOMAS	110.16
HAWBAKER, KIRA	119.27

HELD, CRAIG	72.92
HELLICKSON, ADAM	40.18
JACKSON, ALICE	48.49
KIRCHOFF, DAN	16.57
KOIVUKANGAS, MICHAEL	128.66
KWALLEK, KIMBERLIE	134.99
LONDON, ZACH	110.47
MAHONEY, MICHELLE	187.19
MAJORS, JEREMY	39.12
MARTIN ENGINEERING	268.70
MENDEZ, MARLENE	91.21
MITCHELL, ANDREW S	81.13
ONDRIEZEK, CHRISTINA	5.60
OSTEEN, JAIME	90.47
PENROSE, BRITTENY	102.93
POIRIER, JOEL & BEVERLY	102.16
POPE, RANDAL	119.38
PULUNTO, LORENA	42.47
RAUE, CODY	182.47
REARDON, PATRICK	5.63
SCHIEFER, SAMANTHA	78.19
SCHRATER, KATIE	40.08
SHAFFER, KENDRA	66.99
SIERRA-AMAYA, LORENZO	26.42
SMITH, JACOB	101.35
ST OF WYOMING, DEPT OF FAMILY SERVICES - LIEAP	169.84
SULLIVAN, STEPHANIE	26.91
TABOR, JONAE	178.72
TILLMAN, DAVID	18.99
WESTPHAL, ROCHELLE	7.09
WORCESTER, JEFF	192.16
YOUNGBERG, MORGAN	120.91
ZARNOTH, SCOT	172.11
MOA WYOMING INC	22,850.84
AMANDA MORRISON	100.00
MORRISON MAIERLE INC	7,050.01
NEWMAN SIGNS INC	1,356.00
NEWS RECORD	8,975.09
NORCO INC	1,239.81
NORTON CONSTRUCTION	59,177.17
PAINTBRUSH SEWER & DRAIN	600.00
PCA ENGINEERING INC	19,672.33
THE PIN CENTER	1,952.00
POWDER RIVER ENERGY CORPORATION	232.68
POWDER RIVER OFFICE SUPPLY INC	2,791.98
PRO BUILT HOMES INC	375.00
PROELECTRIC INC	25,106.52
RAILROAD MANAGEMENT CO LLC	353.72
ROTO ROOTER SEWER SERVICE	155.00
RYAN SANITATION	2,621.75
S & S BUILDERS	45,164.33
SAFETY-KLEEN SYSTEMS INC	350.61
SAPP, BRENDA	205.76
SCHUTZ FOSS ARCHITECTS PC	6,288.30

SIGNBOSS LLC	1,481.60
SIMPSON'S PRINTING	883.00
SOURCE OFFICE PRODUCTS	1,323.00
SOURCEGAS	8,409.71
CARL A. THEUSEN	200.00
STRATA INC	7,497.50
STUART C IRBY CO	421.44
SUNDANCE EQUIPMENT COMPANY	260.39
BUFFALO FEDERAL BANK	22,091.73
TIM CARSRUD	21.50
TYLER TECHNOLOGIES INC	20,622.00
VAN EWING CONSTRUCTION	505,630.68
VERIZON WIRELESS	2,540.10
VISIONARY COMMUNICATIONS	969.14
WASTE CONNECTIONS, INC.	390.35
FERGUSON ENTERPRISES, INC #1701	447.00
WESCO RECEIVABLES CORP	40,307.41
WIRELESS ADVANCE COMMUNICATION	1,675.01
WYOMING DEPARTMENT OF AGRICULTURE	50.00
WYOMING DEPT OF TRANSPORTATION	39,959.34
XEROX CORPORATION	1,753.15
ZABEL & ASSOCIATES	3,250.00
TOTAL ADMINISTRATION SERVICES CORP.	73.00
FIRST INTERSTATE BANK OF GILLETTE	128.95
BLACK HILLS POWER & LIGHT	5,198.71
BLACK HILLS POWER & LIGHT	155,664.17
BLACK HILLS WYOMING LLC	153,937.37
WYODAK RESOURCES DEVELOPMENT CORP	34,204.98
WYODAK RESOURCES DEVELOPMENT CORP	(8,858.08)
WYODAK RESOURCES DEVELOPMENT CORP	158,174.70
WYOSTAR	2,495,220.87
TOTAL ADMINISTRATION SERVICES CORP.	12,078.43
BLUE CROSS BLUE SHIELD OF WYOMING	61,916.95
EXPRESS SCRIPTS INC	24,551.35
BLUE CROSS BLUE SHIELD OF WYOMING	11,631.30
BLUE CROSS BLUE SHIELD OF WYOMING	42,841.68
EXPRESS SCRIPTS INC	18,695.74

#### Other - Consent

Approval to write-off bad debt on uncollectable general billing accounts in the amount of \$9,492.68.

It was moved by Councilman Barks and seconded by Councilman McGrath to approve the Consent Agenda. Mayor Carter-King asked for discussion. There was none. Council was asked to cast their vote. The vote was recorded as follows: Jerred, Barks, Carsrud, Montgomery, McGrath, Kuntz, and Mayor Carter-King voting aye. The motion carried.

#### Approval of Conflict Claims - General Agenda

It was moved by Councilman Barks and seconded by Councilman Montgomery to approve a conflict claim for Councilman Carsrud in the amount of \$246.79 (Gillette Winnelson \$225.29 and Internet reimbursement \$21.50). Mayor Carter-King asked for discussion. There was none. Council was asked to cast their vote. The vote was recorded as follows: Jerred, Barks, Montgomery, McGrath,

Kuntz, and Mayor Carter-King voting aye. Councilman Carsrud abstained. The motion carried.

It was moved by Councilman McGrath and seconded by Councilman Carsrud to approve a conflict claim for Mayor Carter-King in the amount of \$2,815.71 (Powder River Office Supply - \$2,791.98 and Internet reimbursement - \$23.73). Mayor Carter-King asked for discussion. There was none. Council was asked to cast their vote. The vote was recorded as follows: Jerred, Barks, Carsrud, Montgomery, McGrath, and Kuntz voting aye. Mayor Carter-King abstained. The motion carried.

It was moved by Councilman McGrath and seconded by Councilman Jerred to approve a conflict claim for Councilman Kuntz in the amount of \$14.98 for internet reimbursement. Mayor Carter-King asked for discussion. There was none. Council was asked to cast their vote. The vote was recorded as follows: Jerred, Barks, Carsrud, Montgomery, McGrath, and Mayor Carter-King voting aye. Councilman Kuntz abstained. The motion carried.

#### Written Comments

Mayor Carter-King asked for written comments. There were none.

#### Public Comments

Mayor Carter-King asked for public comments. There were none.

#### Other Comments

Councilman Barks thanked all of those who participated in the Trash-a-Thon.

Councilman McGrath reminded everyone of the upcoming Peace Officer Memorial Ceremony and John Hardy Memorial Ceremony.

Mayor Carter-King proclaimed May 2016 as Electrical Safety Month. Electrical Superintendent Wolf explained the proclamation.

Mayor Carter-King proclaimed May 21, 2016 as Mental Health Awareness Day. Sandra Hollenback explained the proclamation.

The Mayor and Council recognized the Campbell County High School Champions. Those present were the Boys Tennis Team; Girls Swimming & Diving Team; Boys Swimming & Diving Team; Business Marketing (DECA) National Qualifiers; Family, Career & Community Leaders of America National Qualifiers; Future Business Leaders of America National Qualifiers; and Skills USA National Qualifiers. A verbal recognition was given to the All State Choir, OAKE National Choir and the All Northwest Choir who were unable to attend due to a scheduling conflict.

#### Unfinished Business - Ordinance 3rd Reading

##### ORDINANCE 3894

AN ORDINANCE AMENDING CHAPTER 3, SECTION 3-5(b) (1) OF THE GILLETTE CITY CODE TO INCLUDE SUBSECTION (K) and (L) PROHIBITING THE DELIVERY OF ALCOHOLIC OR MALT BEVERAGES

It was moved by Councilman McGrath and seconded by Councilman Montgomery to approve the foregoing Ordinance on third and final reading. Mayor Carter-King asked for discussion. A representative of Personal Frontiers voiced concerns regarding the delivery of alcoholic and malt beverages to private residences. Council was asked to cast their vote. The vote was recorded as follows:

Jerred, Barks, Montgomery, McGrath, Kuntz, and Mayor Carter-King voting aye. Councilman Carsrud voted nay. The motion carried.

#### New Business - Minute Action

It was moved by Councilman Carsrud and seconded by Councilman McGrath to approve a request for a street closure permit for the 100 Block of Gillette Avenue between 1<sup>st</sup> Street and 2<sup>nd</sup> Street on August 27<sup>th</sup>, from 11:00 a.m. to 1:00 p.m., for a Wild West performance by the Cheyenne Gunslingers, requested by the Campbell County Rockpile Museum. Mayor Carter-King asked for discussion. There was none. Council was asked to cast their vote. The vote was recorded as follows: Jerred, Barks, Carsrud, Montgomery, McGrath, Kuntz, and Mayor Carter-King voting aye. The motion carried.

It was moved by Councilman Barks and seconded by Councilman Carsrud to approve a request for a street closure permit for the 3<sup>rd</sup> Street Plaza between Gillette Avenue and Kendrick Avenue on June 11<sup>th</sup>, from 8:00 a.m. to 6:00 p.m., for Gillette Main Street's "Third and Main Festival of the Arts". Mayor Carter-King asked for discussion. There was none. Council was asked to cast their vote. The vote was recorded as follows: Jerred, Barks, Carsrud, Montgomery, McGrath, Kuntz, and Mayor Carter-King voting aye. The motion carried.

It was moved by Councilman McGrath and seconded by Councilman Montgomery to approve a bid award for the School Zone Crossings - Phase II Project to Powder River Construction, Inc., in the amount of \$167,291.10 (1% Project and Wyoming Department of Transportation, Transportation Alternatives Program (TAP) Grant Project). City Administrator Napier explained the project. After the explanation, Council was asked to cast their vote. The vote was recorded as follows: Jerred, Barks, Carsrud, Montgomery, McGrath, Kuntz, and Mayor Carter-King voting aye. The motion carried.

It was moved by Councilman McGrath and seconded by Councilman Carsrud to approve a bid award for the base bid plus alternate 1 of the Pavement Management System 2016 - Schedule C Project to S&S Builders, LLC, in the amount of \$639,636 (1% Project). City Administrator Napier explained the project. After the explanation, Council was asked to cast their vote. The vote was recorded as follows: Jerred, Barks, Carsrud, Montgomery, McGrath, Kuntz, and Mayor Carter-King voting aye. The motion carried.

#### Public Hearings and Considerations

Mayor Carter-King opened into a public hearing for a zoning map amendment for Lot 1A-1 of Tract M, Sunburst Subdivision No. 3, from C-1, General Commercial District, to M-H, Mobile Home District. City Administrator Napier explained the petitioner's request. After the explanation, the public hearing was closed.

#### ORDINANCE 16-14

AN ORDINANCE TO AMEND THE DISTRICT ZONING MAP  
OF THE CITY OF GILLETTE, WYOMING, FOR LOT 1A-1 OF TRACT M  
SUNBURST SUBDIVISION NO. 3 FROM C-1, GENERAL COMMERCIAL  
DISTRICT, TO M-H, MOBILE HOME DISTRICT, SUBJECT TO  
ALL PLANNING REQUIREMENTS

It was moved by Councilman McGrath and seconded by Councilman Montgomery to approve the foregoing Ordinance on first reading. Mayor Carter-King asked for discussion. There was none. Council was asked to cast their vote. The vote was recorded as follows:

Jerred, Barks, Carsrud, Montgomery, McGrath, Kuntz, and Mayor Carter-King voting aye. The motion carried.

Adjournment

There being no further business to come before the Council, the meeting was adjourned at 7:46 p.m. The next regularly scheduled meeting will be held on June 7, 2016.

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Louise Carter-King, Mayor

(S E A L)

ATTEST:

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Karlene Abelseth, City Clerk

Publication Date: May 25, 2016