

A Work Session Meeting of the City Council was held on Tuesday the 14th day of March 2017.

Present were Councilmen Barks, Carsrud, Kuntz, Lundvall, McGrath, Montgomery, and Mayor Carter-King; Administrator Napier; Attorneys Davidson and Reyes, Directors Glover, Hamilton, Pitlick and Wilde; Lt. Wasson; Managers Palazzari and Davidsmeier; and City Clerk Abelseth.

Warm Up Items

Councilman Carsrud reported on the Pronghorns' recent win, and inquired of a low hanging sign on 2nd Street. Staff reported that they would contact WYDOT as the sign is on a state highway; Councilman Kuntz reported on the recent Lady Camels' win. He then asked if time could be set aside to discuss the recent letter received from Cam-Plex regarding the use of Special Events funds.

Purchasing Discussion with Contractors

Director Pitlick provided information regarding the current purchasing policies. An explanation was provided on three methods used to procure goods and services; bid, quote and requisition, as well as emergency purchases defined. General discussion ensued. After the discussion, it was the consensus of the Council to allow staff to raise the purchasing limit from \$500 to \$1,000, as well as raising procurement card transactions to \$1,000.

Country Club Golf Course Amendment to Lease, Agreement, and Funding Discussion

Administrator Napier provided background information regarding the use of land adjacent to each other as it relates to the Energy Sports Complex and the golf course. Staff believes that an agreement is necessary to include all of the partnerships involved, as an instrument to memorialize an understanding between both the Country Club and the City of Gillette. Mr. Napier then reported that the Country Club has proposed to remove their funding request at this point in time, and to readdress the funding request at a later time when the economy shows improvement. Steve Crow, representative of the Country Club Golf Course, provided additional information regarding the Nine Hole Addition/Existing Course Renovation Masterplan. Once the land has been droned, the dirt will begin to move within 90 days. There is approximately \$700,000 that would potentially complete four holes and the practice facility. Attorney Davidson then provided background information regarding the current agreement entered into in 2012. Staff feels it is necessary to ensure that the correct land is being identified and that each item shown on the map provided, is referenced within the lease agreement itself. Additionally, there was no formal agreement regarding expectations of operations. The agreement being proposed sets forth conditions upon which the Golf Club can operate, as far as maintaining it and ensuring the property is treated in an appropriate manner. Information regarding the City's infrastructure and sewer access easements, which guarantee the City's access through the golf course for maintenance, was provided. Access from the driving range to the Energy Sports Complex, as well as the installation of signs prohibiting alcohol brought onto, or taken off of, the golf course property, was discussed.

Senior Center Utility Rate Discussion

Administrator Napier explained that this is a follow-up discussion from the last meeting's discussion regarding the discount being given to the Senior Center. Minutes have been discovered from 1984, indicating direction from the Council, at that time, that the Senior Center be given the utility rate discount. The discount has applied to all utilities such as electric, water, sewer, and trash. Staff's recommendation is to discontinue the discount, and does not suggest this be offered to any non-profit in the future. After some discussion, it was the consensus of the Council to discontinue the discount to the Senior Center beginning July 1, 2017. A Resolution will be created for formal consideration memorializing this decision.

Annual Report

Draft copies of the Annual Report were distributed. After some review of the document, Council suggested adding information, pictures and the dollar amount of what One Percent dollars have done over the last 40 years.

Drive and Drop and Trash-A-Thon Discussions

Director Wilde provided information regarding the Drive and Drop program, as well as the Trash-A-Thon program. The Drive and Drop program will be held on April 22nd, 29th and May 6th. The drop off-sites will be Energy Sports Complex, Warlow Drive and Sage Valley Jr. High School. The County Commissioners agreed to waive tipping fees for this event up to \$3,000. The Trash-A-Thon

will be held on May 6th. Two, 20 yard roll offs will be located at Dalbey Park for trash drop off and the County Commissioners agreed to waive all tipping fees for day of the Trash-A-Thon.

Public Works Budget Review

Director Wilde provided the Public Works Budget for the upcoming fiscal year. Presented topics were: seasonal employees, Parks/Forestry operations, City pool budget, Streets operations, Solid Waste operations.

Review March 21st Council Agenda

The group discussed the upcoming agenda items.

Executive Session

Councilman Kuntz made a motion to move into an Executive Session to discuss litigation; seconded by Councilman Carsrud. All voted aye. The motion carried.

Adjournment

There being no further business to come before the Council, the meeting adjourned at 8:12 p.m. An audio recording of this meeting is available in the City Clerk's Office.

(S E A L)

ATTEST:

Karlene Abelseth, City Clerk
Publish date: March 22, 2017

Louise Carter-King, Mayor