

A Pre-Meeting of the City Council was held on Tuesday the 20th day of June 2017.

Present were Councilmen Barks, Kuntz, Lundvall, McGrath, Montgomery, and Mayor Carter-King; City Administrator Napier; Attorneys Davidson and Reyes; Directors Boger, Cole, Hamilton, Hloucal, Pitlick and Wilde; Lt. Deaton; Managers Palazzari and Davidsmeier; Deputy City Clerk Staskiewicz; and additional City Staff.

### **Warm Up Items**

Councilman Montgomery reminded everyone of the upcoming Donkey Creek Festival on June 23rd and June 24th, and he thanked all the board members for offering their time and service to the City. Councilman Barks offered best wishes for City Administrator Napier in his new position in Casper. Mayor Carter-King reminded everyone of the open house for Mr. Napier at 3:00 p.m. on June 21st. Administrator Napier notified Council of a recent meeting with the County Commissioners discussing the residual Madison Project money. He reminded Council that the voters have spoken as to their preference of how the money should be managed, and a fund has been established to protect the residual Madison Project funds and appropriate the funds for the maintenance, operation, and repair of the water system.

### **Introduction of New Citizen Advisory Board Members**

Administrator Napier introduced Ann Neary, Personnel Review Board; Stacey Moeller and Mark Paxton, Mayor's Art Council; Pam Boger, Parks & Beautification Board; and Ted Jerred, Trevor Matson, Jennifer Tuomela, and Sheryl Martin, Planning Commission.

### **Lakeland Hills Drainage**

Development Services Director Hamilton gave a presentation on the current condition of the Lakeland Hills drainage area and highlighted planned improvements for the area. He reminded Council that the project has been approved, funds appropriated, and the blending line contract was recently awarded. Dave Freeland, area resident, addressed drainage concerns in the area and expressed gratitude for the Council and staff's efforts in remediating the problem.

### **Fiber Build Out and Enterprise Fund**

Utilities Director Cole and Electrical Utilities Engineer Muzzarrelli gave a presentation on the history of Gillette's fiber system, current fiber lease revenue, cost avoidance, and broadband study results. Mr. Muzzarrelli stated that the fiber system was not originally designed for private sector expansion of fiber, but they now have a plan to retro fit the fiber backhaul with a multi-raceway, which could be completed in phases, and would allow internet service providers increased connectivity around the community. Staff recommended the creation of an enterprise fund to manage the fiber funds by tracking expenses and revenues. Staff also offered two funding options. Option 1: Borrow \$1,800,000 from the Power Fund with an estimated loan payoff of 20-25 years. Option 2: Borrow \$1,100,000 from the Power Fund and utilize \$700,000 from the Utilities Administration reserves with an estimated loan payoff of 12 years. Brian Worthen, CEO of Mammoth Networks and President of Visionary Communications, spoke in favor of the fiber build out plan and remarked that the ability to break this into components that can easily be turned into service is essential. Mr. Worthen added that future cellular expansion would be enabled, local contractors would be ready to gear up by purchasing equipment, hiring employees, and providing training; businesses and residents would benefit from the fiber capabilities and it would provide for a potential increase in economic development. Administrator Napier informed Council that their decision would be whether to allow the creation of an enterprise fund, specifically for fiber, and whether to allow the fiber build out project to be funded by a loan from the Power Fund and the utilization of Utilities Administration reserves. Councilman Barks requested more information and more funding options. Mayor Carter-King requested a Work Session for further discussion. Utility Director Cole stated that they will explore Business Council Grants and other funding opportunities for presentation to Council. The objective would be to establish the enterprise fund in concurrence with the budget amendment that generally takes place in September of each year.

### **Fire Department Fleet Vehicle Discussion**

City Administrator Napier reminded Council of the previous discussion in May of 2017 with the Fire Chief and Chairman of the Fire Board, in which Council had informally agreed to fund, from the Fire Department fleet fund, two (2) tender pumper trucks at a cost of \$400,000 each. Chief Shank and Chairman Bryngelson reported, at the June 13, 2017 Special Meeting, that the cost for the vehicles had increased substantially. Administrator Napier recommended that Council withdraw the funding until specifications have been written and there are more adequate and accurate cost estimates available. Councilman McGrath commented that there was also a command vehicle approved for purchase; Mayor Carter-King stated that she felt the funding withdrawal should include all the vehicles. Councilman Kuntz

asked for data and research from other cities and towns to compare fire fleet management policies. Councilman McGrath requested that when approval is given to pursue the tinder truck purchase, the City be involved in writing the specifications for the vehicles. It was the consensus of the Council to withdraw the permission for the purchase of two (2) tinder pumper trucks.

**E-Cite Demonstration**

Police Chief Hloulcal and Records Supervisor Roesner gave a presentation on the E-Cite program. The software was purchased with 50% grant funding from the Wyoming Supreme Court. The implementation of the program allows for the streamlining of data for the multiple processes of a citation. The time involved for the issuance of a citation is reduced, the information is more accurate, the citation is more legible, and the information syncs with the police department records management system and is geographically verified. The E-Cite system has increased efficiency for the Police Department and Court systems.

**Review June 20th Agenda**

The group reviewed the upcoming agenda items.

**Adjournment**

There being no further business to come before the Council, the meeting adjourned at 6:57 p.m. An audio recording of this meeting is available in the City Clerk’s Office.

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ATTEST:

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Cindy Staskiewicz, Deputy City Clerk  
Publish date: June 28, 2017

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Louise Carter-King, Mayor