

A meeting of the City Council was held on Tuesday the 17th day of September 2019.

Present were Councilmen Brown, Carsrud, Lundvall, McLeland, Neary, and Mayor Carter-King; City Administrator Davidson and City Attorney Reyes; Directors Aguirre, Cole, Henderson, and Wilde; Managers Schoen, Palazzari, and Toscana; City Clerk Staskiewicz.

Invocation and Pledge of Allegiance

The Invocation was led by Pastor Gordon Harper of Roadway Alliance Church. The Pledge of Allegiance was led by the children of Finance Department staff.

Approval of General Agenda

Councilman Lundvall made a motion to approve the General Agenda; seconded by Councilman Carsrud. All voted aye. The motion carried.

Approval of Consent Agenda

Minutes

Executive Session – August 27, 2019; Pre-Meeting – September 3, 2019; Regular Meeting – September 3, 2019; Executive Session – September 3, 2019

Ordinance 2nd Reading - Consent

ORDINANCE NO. 19-16

AN ORDINANCE PROVIDING FOR THE VACATION OF THE EASTERLY 4' PORTION OF A 15' WIDE UTILITY EASEMENT LOCATED IN LOT 5, BLOCK 2, NORTHLAND VILLAGE MOBILE HOME PARK, FIRST FILING, PHASE III SUBDIVISION, AS SHOWN ON EXHIBIT "A" MAP, IN THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.

Bills and Claims

Absolute Auto LLC, 58.52; Advance Auto Parts, 574.77; Alex Rozier, 1,000.00; Alsco, 465.93; Alyshia M Vigil, 20.00; Anderson, Brandon, 39.82; Anixter Power Solutions, 59,499.86; Annallecia, Brodie, 300.00; Antelope Valley Improvement & Service District, 1,318.99; Arce, Joseph & Rhiannon, 126.65; Arrow Printing and Graphics Inc, 111.00; Atkins, Betsy, 204.48; Baker Hughes, A GE Company LLC, 2,032.24; Bes,t Best, & Krieger LLP, 5,080.00; Big D Sanitation, 28,030.00; Big Horn Tire Inc, 58.93; BJ Nelson Inc/Nelson Auto Glass, 35.80; Black Cat Construction LLC, 3,526.70; Black Hills Wyoming LLC, 3,609.34; Blue Cross Blue Shield of Wyoming 2,082.81; Blue Cross Blue Shield of Wyoming, 69,280.47; Blue Cross Blue Shield of Wyoming, 64,338.58; Blue Cross Blue Shield of Wyoming, 83,513.41; Bomgaars Supply, 840.81; Border States Electric, 16,280.70; Boss Enterprises Inc, 2,137.50; Braunagel, Timothy & Kathy, 35.54; Braunagel, Timothy & Kathy, 88.44; Brenntag Pacifi Inc, 10,583.50; Bryan Miller, 504.00; Cabadas, Alejandra, 114.50; Campbell County Chamber of Commerce, 2,257.50; Campbell County Conservation District, 7,500.00; Campbell County Hospital District, 250.50; Campbell County Joint Powers Fire Board 464,866.74; Campbell County Juvenile, 21,855.50; Campbell County Landfill 902.25; Campbell, Michelle, 157.40; Camry Pellman, 300.00; CBH Co-Op, 32.99; Central Truck & Diesel Inc, 257.29; CenturyLink 2,366.44; Christopherson, Zack, 79.69; Cimtec Automation LLC, 652.51; City of Gillette, 6.50; City of Gillette, 18.00; City of Gillette - Petty Cash, 180.18; Clark Real Estate, 100.00; Cody Hotline School, 175.00; Craig Furman, 100.00; Crestview Improvement & Service District, 160.55; Crum Electric Supply Company, 2,139.66; Cummins Rocky Mountain Inc, 429.82; Dana Kepner Company Inc, 4,507.15; Day, Tyler, 123.40; Del Socorro Munoz, Maria, 129.35; Department of Energy, 15,862.46; Dinkel, Shannon, 96.78; DOWL LLC, 8,091.25; Doyle, Dustin, 51.16; DRM Inc, 2,123.50; Eaton Sales & Service LLC, 1,598.11; Electrical Specialists Inc, 27.00; Elm Court Apts, 32.17; Elm Court Apts, 38.18; Elvera Willadson, 15.00; Elvera Willadson, 70.00; Employment Testing Services Inc, 804.00; Energy Laboratories Inc, 474.75; Everbridge Inc, 18,017.00; Farmer Brothers Company 629.13; Fastenal Company, 1,401.19; Ferguson Enterprises Inc #1701, 766.66; First National Bank of Gillette, 42,437.09; Flagshooter LLC, 302.98; Frandson Safety Inc, 88.00; Fricke, Natalie, 105.02; Galls an Aramark Company, 849.90; Gerwatowski, Marcus, 78.17; Gillette Contractors Supply Inc, 33,221.43; Gillette Main Street, 5,000.00; Gillette Steel Center, 1,127.00; GoVolution LLC, 1,588.30; Graham, Sarah, 170.24; GW Construction LLC, 135,554.94; Hach Company, 14.85; Hackett, Vincent, 196.93; Hammill, Kamilie, 40.63; HDR Inc - US Engineering Accounts Receivable, 35,804.09; Hot Iron, 646,792.80; Hub International Mountain States Limited, 50.00; Huss, Ted, 112.05; Inland Truck Parts, 2,169.04; IT Outlet Inc, 1,413.00; Jack's Truck Center Inc, 144.01; Jane Stearns M.S. LPC, 1,300.00; Jennifer Ivory, 100.00; Jenniges, Duffy & Deeann, 53.79; John's Welding and Fabrication LLC, 3,377.32; Julian Dakota, 124.97; Julie Crandall, 197.58; Kadrmas Lee & Jackson Inc, 40,162.50; Karibett Enriguez Gonzalez,

25.00; Konkel, Joseph, 152.08; Kristyn Percifield, 2,400.00; Ladonna Hatch, 475.00; Lambert, Stacia Kay, 237.93; Lindhorst, Jalene 7.82; Lindhorst, Jalene, 193.91; Louise Carter King, 32.49; Lysher, Teresa, 137.20; Mainline Information Systems Inc, 45,132.49; Mary Ostrom, 187.18; Mata, Isaiah, 117.75; MCM General Contractors, 78,460.22; McNeilus Truck & Manufacturing, 220.91; Menards, 100.00; Mendoza, Daniel, 92.66; Mid-West Pest Management, 2,124.00; Midland Implement Co Inc, 611.18; MII Life Insurance Incorporated, 2,509.91; MII Life Insurance Incorporated, 1,795.68; Morrison Maierle Inc, 5,322.35; Motorola, 78,716.40; Mountain Peaks Diagnostics LLC, 46.80; Newman Signs Inc, 513.00; News Record, 5,012.00; Norco Inc, 2,770.21; Northland Industrial Specialties, 3,330.00; Office of State Lands and Investments, 132.90; Online Information Services Inc, 343.20; Outliers Creative LLC, 525.00; Owolabi, John, 49.81; Paintbrush Sewer & Drain, 2,120.00; Park Plaza MHC LLC, 62.45; PCA Engineering Inc, 7,207.45; Persian, Cameron, 130.10; Peters, Roxanne, 167.13; Pinkerton C & I, 765.95; Portillo, Reysell, 68.26; Postal Pros Southwest Inc, 6,320.70; Powder River Construction, 1,553.16; Powder River Heating & Conditioning Corporation, 156.00; ProElectric Inc, 20,651.32; Project Works LLC, 1,012.73; Purvis Industries LLC, 44.19; R.C.S Construction Inc, 3,453.35; Record Supply In NAPA, 925.86; Robert Bonacci, 154.00; Robinson, Joshua, 89.58; Rodriguez, Sergio A, 123.77; Ryley Constable, 100.00; Safety-Kleen Systems Inc, 171.76; Sandra Cros, 50.00; Security State Bank 28,367.72; Sherwin Williams, 18.29; Siegling, Andrew, 136.12; Simon Contractors, 383,623.61; Smith Taylor, 142.02; Source Office Products, 707.96; Southern Computer Warehouse, 1,726.58; Sportsman Warehouse, 24.99; Stephens, Gina 51.99; Strand's Lawn Care LLC, 1,500.00; Structural Dynamics LLC, 12,971.95; Sutherland, Scott, 9.25; Systemview Inc, 2,190.00; T&R Service Company, 6,720.00; Taylor, Kassandra, 152.96; Teigen, Mason, 42.06; Terex Utilities, 257.39; Thar's Feed & Ranch Supply, 271.00; Thomas Englehaupt, 100.00; Thunder Basin Ford LLC, 888.43; Tim Carsrud, 30.90; Titan Machinery Inc, 1474.12; Traffic Parts Inc, 360.00; Traffic Signal Controls Inc, 32,309.00; Two M Company Inc, 147.92; Untamed Design LLC, 60.00; Van Ewing Construction, 6,796.55; Verizon Wireless, 1,676.32; Visionary Communications, 969.14; Wal-Mart, 19.52; Warne Chemical & Equipment Co, 924.00; Warne, Ryan & Sarah, 16.24; Waste Connections Inc., 794.30; Wendtland & Wendtland LLP, 660.00; Wesco Receivables Corp 59,304.47; Western Stationers, 993.91; Western Waste Solutions Inc, 3,995.00; White's Frontier Motors, 121.13; Wright, Bridgette & Troy, 78.23; WYODAK Resources Development Corp, 36,368.13; Wyoming Law Enforcement Academy, 200.00; Wyoming Marine, 230.26; Wyoming Rents LLC, 685.00; Wyoming State Revenue and Tax, 110,655.80; Zachary Loveday, 14.63; Zhang Zuojin, 108.24; Zhang, Zuojin, 276.10

Council approved the solicitation of a request for proposal with Campbell County regarding communication, marketing, branding, and public relations services for Carbon Valley.

Councilman Brown made a motion to approve the Consent Agenda; seconded by Councilman McLeland. All voted aye. The motion carried.

Councilman Brown made a motion to approve a conflict claim for Council Member Carsrud in the amount of \$30.90; seconded by Councilman McLeland. Brown, Lundvall, McLeland, Neary, and Mayor Carter-King voted aye. Councilman Carsrud abstained. The motion carried.

Councilman Carsrud made a motion to approve a conflict claim for Mayor Carter-King in the amount of \$32.49; seconded by Councilman Lundvall. Brown, Carsrud, Lundvall, McLeland, and Neary voted aye. Mayor Carter-King abstained. The motion carried.

Comments

Council Comments – Councilman McLeland thanked all who organized and participated in the Memory of the Eight Run. The event was well done and very successful.

Public Comments – Toni Brown of the Civil Air Patrol asked Council to consider a Proclamation for the designation of December 14, 2019 as “Wreaths Across America Day”. (The formal proclamation is scheduled for the November 5, 2019, Council meeting.) Ms. Brown introduced two (2) cadets who explained the wreath sponsorship program. Ms. Brown was hopeful that Council would participate in the 2019 sponsorship program.

Gillette Little League Board Member, Rory Geis, informed Council of the variety of ways the Gillette Little League has benefited community youth over the past 50 years. He expressed dismay that the lease with the City would not have an option for renewal, and concern regarding the scheduling and operation of the Little League program. Various citizens and board members expressed frustrations with the non-renewal of the annual Little League Lease. City Administrator Davidson explained the potential benefits of the proposed process changes. Mayor Carter-King asked for the cooperation of Little League, and assured them the process changes would work well for all who utilize the fields.

Other Comments – The Mayor and Council recognized the City’s Finance Staff for achieving a Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers’ Association for the seventh consecutive year.

New Business

Minute Action

Councilman Carsrud made a motion to approve a concession stand lease at the Energy Capital Sports Complex between Gillette Girls Fastpitch Association, Inc., and the City of Gillette, Wyoming, through September 30, 2020; seconded by Councilman Neary. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

Councilman McLeland made a motion to approve a concession stand lease at Dalbey Memorial Park Little League Baseball Fields, between Gillette Little League and the City of Gillette, Wyoming, through September 30, 2020; seconded by Councilman Brown. Administrator Davidson explained the provisions of the lease, and stated that Gillette Little League did not submit a signed lease for consideration. Mayor Carter-King asked for direction on how to proceed with the consideration. Administrator Davidson stated that Staff’s recommendation would be to disapprove the lease, and allow staff to solicit requests for proposals for the ECSC concessions. Little League Board Member, Melissa Blankenship, explained that the board would elect new officers at their September 25th meeting, and felt that the new board should make the decision to sign the lease. Mayor Carter-King stated that Gillette Little League would be able to submit a proposal for the concessions. Councilman Carsrud asked if there, currently, was a lease available for the board to sign. Mike Leisy, President of the Gillette Little League, explained that his term of office would expire in a few weeks, and he didn’t want to commit the next board to a lease. He requested that Council post-pone the consideration of the lease until the end of meeting to give the board time to discuss and decide. Out of respect for the new board, Mr. Leisy preferred to have the newly elected President make the decision to sign the lease. City Attorney advised Council to disapprove the lease, citing that the deadline for returning the signed lease had already been extended, with noncompliance by Gillette Little League. Councilman Carsrud stated that he would accept the lease if it were signed at the meeting; Councilmen Neary and Brown agreed. Mr. Leisy reiterated that he felt it should be the duty of the newly elected board president to make the decision to sign the lease, and with his term coming to an end, he was not comfortable signing a lease that would obligate the new board. City Attorney Reyes pointed out that it was never a good decision to have an agreement signed under duress. Councilman Carsrud made a motion to table item H.1.b. to the end of the action items, as H.3.a.; seconded by Councilman Lundvall. All voted aye. The motion carried.

Councilman Carsrud made a motion to accept public improvements for the 2019 New Sidewalks Project, installed by Black Cat Construction, in the amount of \$58,317 (1% Project); seconded by Councilman Brown. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

Councilman Lundvall made a motion to approve a professional services agreement for Design and Bidding Services associated with the 2020 Pavement Management System (PMS) Project, with Kadrmas, Lee, & Jackson, in the amount of \$219,276 (1% Project); seconded by Councilman Brown. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

Councilman Carsrud made a motion to approve a professional services agreement for Design and Bidding Services associated with the Crestview Sanitary Sewer Improvements, with DOWL, in the amount of \$61,036 (1% Project); seconded by Councilman McLeland. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

Councilman Carsrud made a motion to accept public improvements for the Wastewater Treatment Facility Anaerobic Digester Cleaning and Coating Project to R.C.S. Construction, Inc., of Rapid City, South Dakota, in the amount of \$470,737.87; seconded by Councilman McLeland. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

Councilman Brown made a motion to approve a professional services agreement for the Gillette Regional Water Supply Project – Phase III District Extensions to HDR for Engineering Design Services in the amount of \$580,901; seconded by Councilman McLeland. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

A RESOLUTION

**APPROVING THE CITY'S HEALTH PLAN PREMIUMS AND PLAN DESIGN
CHANGES EFFECTIVE JANUARY 1, 2020**

Councilman Neary made a motion approve the foregoing Resolution for the City's Health Plan Premiums and Plan Design changes effective January 1, 2020; seconded by Councilman Carsrud. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried.

**ORDINANCE NO. 19-17
AN ORDINANCE TO AMEND CHAPTER 11, SECTION 11-10 OF THE
GILLETTE CITY CODE TO REVISE CITY SNOW ROUTES AND
SNOW EMERGENCY DECLARATIONS**

Councilman Carsrud made a motion to approve the foregoing Ordinance on first reading; seconded by Councilman Lundvall. Administrator Davidson and Mayor Carter-King provided explanations regarding the consideration. The Ordinance would limit parking from November 1st through March 31st of each year, on Foothills Boulevard from Goldenrod to Highway 14-16, 4th Street from 4-J Road to Gillette Avenue, 6th Street from Burma Road to Gillette Avenue, and 7th Street from 4-J Road to Gillette Avenue. The parking restriction would help to create a safer environment for snow plowing, allow for better road maintenance, and decrease the number of accidents, particularly on streets highly utilized by emergency response vehicles. Elaine Jessen and John Yarkosky expressed concern that not allowing parking on 4th Street in front of their establishments would have an adverse effect on their business. Director Wilde explained that the areas of limited parking encompass extreme hills and surfaces that impede snow removal, which create hazards. Mayor Carter-King requested the addition of this topic to the September 24th Work Session agenda for further discussion. All voted aye. The motion carried for the Ordinance on first reading.

**ORDINANCE 19-18
AN ORDINANCE TO AMEND CHAPTER 14, SECTION 14 A OF THE GILLETTE CITY
CODE TO REVISE CITY PARK HOURS**

Councilman McLeland made a motion to approve the foregoing Ordinance on first reading; seconded by Councilman Brown. Administrator Davidson provided an explanation regarding the consideration. All voted aye. The motion carried for the Ordinance on first reading.

Councilman Brown made a motion to remove Item H.1.b. from the table to approve a concession stand lease at Dalbey Memorial Park Little League Baseball Fields, between Gillette Little League and the City of Gillette, Wyoming, through September 30, 2020; seconded by Councilman Lundvall. All voted aye. The motion to remove the item from the table carried. Mike Leisy, President of the Gillette Little League, agreed to sign the concession stand lease. City Attorney Reyes announced that the lease had been signed, and Council could proceed with the consideration of the lease. All voted aye. The motion carried.

Adjournment

Mayor Carter-King recognized the Gillette Little League for all they have done for the baseball organization, and expressed hope that the good working relationship between the Gillette Little League Board and the City can continue for many years. There being no further business to come before the Council, the meeting adjourned at 8:31 p.m. The next regularly scheduled meeting will be held on October 1, 2019, Council Chambers, City Hall.

This meeting can be viewed in its entirety at <http://www.gillettewy.gov/CityCouncilVideos.html>. Minutes can be viewed at <http://www.gillettewy.gov/CityCouncilMinutes.html>.

(S E A L)

Louise Carter-King, Mayor

ATTEST:

Cindy Staskiewicz, City Clerk
Publication Date: September 25, 2019