



CITY COUNCIL AGENDA
COUNCIL CHAMBERS, 201 E 5TH ST.
CITY OF GILLETTE
Tuesday, October 1, 2024
6:00 PM

-
- A. Call to Order.**
 - B. Invocation and Pledge of Allegiance.**
 - 1. Pledge of Allegiance lead by The Civil Air Patrol Cadets followed by Wreaths Across America discussion.**
 - C. Approval of General Agenda.**
 - D. Approval of Consent Agenda.**

Items listed on the Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a member of Council so requests, in which case, the item will be removed from the Consent Agenda and considered on the Regular Agenda.

- 1. Minutes**
 - a. Regular Meeting Minutes - September 17, 2024**
- 2. Other - Consent**
- 3. Ordinance 3rd Reading - Consent**
- 4. Ordinance 2nd Reading - Consent**
- 5. Bills and Claims**
 - a. Bills and Claims**

Staff Reference: Michelle Henderson, Finance Director

- E. Approval of Conflict Claims.**
- F. Comments.**
 - 1. Council**
 - 2. Liaison Reports**
 - 3. Written**
 - 4. Other - Comments**
- G. Unfinished Business.**
 - 1. Ordinance 2nd Reading.**
 - 2. Ordinance 3rd Reading.**
 - 3. Other.**
- H. New Business.**

1. Presentations

a. Employee Benefits Presentation

Staff Reference: Déca Wasson, Human Resources Director

b. Gurley Overpass Presentation

Staff Reference: Ry Muzzarelli, P.E., Development Services Director

c. Things to Know Video for October 2024

Staff Reference: **VIDEO** - Jennifer Toscana, Public Affairs Director

2. Minute Action

a. Council Consideration of a Parade Permit Beginning in front of Twin Spruce Junior High, proceeding down Gillette Avenue to 1st street, on December 7th, 2024, from 2:00 p.m. to 2:30 p.m., Requested by ABATE of Northeast Wyoming.

Staff Reference: **MAP** - Jennifer Toscana, Public Affairs Director

b. Council Consideration of a Bid Award for the Wastewater Treatment Facility Administration Building HVAC Replacement and Improvements Project to Powder River Heating and Air Conditioning, in the Amount of \$370,136.00.

Staff Reference: Joff J. Pilon, P.E., Utilities Director

c. Council Consideration of a Bid Award for the Sunburst Subdivision Valve Replacement Project to Hot Iron, Inc., in the Amount of \$696,135.57 (1% Project).

Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

d. Council Consideration for the Acceptance of the bid to Fremont Motors Riverton, Wyoming in the amount of \$94,234.00 or \$47,117.00 each, for their bid on Two (2) NEW 2025 – 3/4 TON 4WD Long Wheelbase Extended or Double Cab Pickups.

Staff Reference: Sawley Wilde, Public Works Director

e. Council Consideration for the Acceptance of Public Improvements for the 2024 Almon Repair Project Installed by Powder River Construction, Inc., in the Amount of \$168,275.83 (1% Project).

Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

f. Council Consideration to Grant City Staff Permission to Negotiate on Behalf of City Council for the Pre-Annexation Agreement Between the City of Gillette and Hoskinson Biotechnology Holding LLC for Property Located at 460 Hwy 50.

Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

g. Council Consideration to Authorize the Mayor to Sign Amendment No. 16 of the Telecommunications Raceway Lease Agreement Between the City of Gillette and Visionary Communications, Inc.

Staff Reference: Joff J. Pilon, P.E., Utilities Director
Sean Brown, City Attorney

h. Council Consideration of a Resolution to Approve the City's Health Plan Premiums and Plan Design Changes effective January 1, 2025.

Staff Reference: Déca Wasson, Human Resources Director

i. Council Consideration of a Resolution Approving and Authorizing the Minor Subdivision of Lots 3A, 4A, & 5A of Block 2, Homestead Addition; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 5/0)

Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

j. Council Consideration of a Resolution Approving and Authorizing Updated Customer Service Fees for the City of Gillette Public Utilities (2024).

Staff Reference: Sean A. Brown, City Attorney.
Michelle Henderson, Finance Director.

3. Ordinance 1st Reading.

4. Appointments

a. Appointment to Citizen Advisory Board

~ Investment Advisory Committee - One (1) Partial Term Expiring on June 30, 2023

Staff Reference: Michael H. Cole, City Administrator

I. Public Hearings and Considerations

1. **A Public Hearing for the Extension of Expiration Date from February 6, 2025, to March 31, 2025, for a Retail Liquor License Held by DA Peterson & Associates, LLC, d.b.a. Gillette Travel Center, located at 200 N Garner Lake Road, formerly known as 400 N Garner Lake Road, Gillette, WY.**

Staff Reference: Jennifer Toscana, Public Affairs Director

2. **Council Consideration of an Extension of Expiration Date from February 6, 2025, to March 31, 2025, for a Retail Liquor License Held by DA Peterson & Associates, LLC, d.b.a. Gillette Travel Center, located at 200 N Garner Lake Road, formerly known as 400 N Garner Lake Road, Gillette, WY.**

Staff Reference: Jennifer Toscana, Public Affairs Director

3. **A Public Hearing to Amend Section 6 – to Authorize K-12 Transportation Facility as a Permitted Use in Section 6.m.(2)(bbbbb); as Defined in the Zoning Ordinance. (Planning Commission Vote: 4/0)**

Staff Reference: Ry Muzzarelli, P.E., Development Services Director

4. **Council Consideration of an Ordinance to Amend Section 6 – to Authorize K-12 Transportation Facility as a Permitted Use in Section 6.m.(2)(bbbbb); as Defined in the Zoning Ordinance. (Planning Commission Vote: 4/0) (City Council 1st Reading Vote: 6/0)**

Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

J. Public Comment

The purpose of Public Comment is for the Council to receive thoughts, suggestions, and concerns from our citizens. To this end, the Council will not engage in any discussion with individuals presenting Public Comment; nor will the Council engage in discussion amongst itself during the Public Comment Period. The reason for this is to treat each presenter and the ideas presented with due respect. Many of the ideas presented will require time for careful consideration, review, and discussion with City Staff. After such time, the Council may respond to matters raised during Public Comment at an appropriate time and setting.

K. Administrator's Report

L. Executive Session

1. **Executive Session for Potential Litigation Pursuant to W.S. 16-4-405(a)(iii).**

Staff Reference: Sean Brown, City Attorney

M. Adjournment

City Council Meeting Comment Form

MAYOR

Shay Lundvall

COUNCIL MEMBERS BY WARDS

WARD 1

Tricia Simonson

Jim West

WARD 2

Billy Montgomery

Timothy Carsrud

www.gillettewy.gov

WARD 3

Heidi Gross

Nathan McLeland





CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Pledge of Allegiance lead by The Civil Air Patrol Cadets followed by Wreaths Across America discussion.

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

ATTACHMENTS:

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No Attachments Available



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Regular Meeting Minutes - September 17, 2024

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

ATTACHMENTS:

Click to download

[Regular Meeting Minutes - 09.17.2024](#)

A regular meeting of the City Council was held on Tuesday the 17th day of September 2024, in the City Hall Council Chambers.

Present were Councilmembers Simonson, Carsrud, McLeland, Gross, Montgomery, and West; City Attorney Brown; Chief of Police Deaton; Directors Muzzarelli, Pilon, Toscana, Wasson, and Wilde; City Engineer Schoen; and City Clerk Allen.

Invocation and Pledge of Allegiance

The Pledge of Allegiance was led by Councilwoman Simonson.

Approval of General Agenda

Councilmember Montgomery made a motion to approve the General Agenda; seconded by Councilmember Simonson. All voted aye. The motion carried.

Approval of Consent Agenda

Minutes

Regular Meeting Minutes – September 3, 2024

Bills and Claims

Absolute Auto, LLC, 125.80; Acord, Emily, 161.66; Adam Bache, 300.00; Advance Auto Parts, 12.04; Agosto Holdings, LLC, 15,128.96; Air Tech Inc, 873.75; Allen, Ty, 106.97; AlSCO, 953.43; Altec Industries Inc, 2,276.77; American Track Generations LLC, 36,900.00; Anixter Power Solutions, 13,828.51; Antelope Valley Improvement & Service District, 7.50; April Shippy, 60.00; Argue, Terri, 121.47; Babcock, Alexandria, 80.79; Backupify Inc, 4,914.00; Beacham, Patricia, 79.40; Big D Sanitation, 2,200.00; Big Horn Tire Inc, 749.00; Bighorn Hydraulics Inc, 746.56; Black Cat Construction LLC, 1,750.00; Black Hills Energy, 32.39; Black Hills Wyoming LLC, 4,391.28; Blue Cross Blue Shield of Wyoming, 80,385.04; Blue Cross Blue Shield of Wyoming, 104,677.99; Blue Cross Blue Shield of Wyoming, 102,605.26; Bomgaars Supply, 138.07; Border States Electric, 2,488.04; Braxton Riley, 300.00; Bridge, Anna, 121.25; Briggs, John A, 189.37; Bruce, Jace, 136.65; Campbell County Sheriff, 6,875.00; Campbell County Weed and Pest, 7.10; Castillo, Diana, 108.66; CBH Co-Op, 1,834.12; Central Truck & Diesel Inc, 185.28; CenturyLink, 2,503.77; Charter Media, 1,099.00; Child, Tim, 53.51; Children's Home Society, 150.00; City Clerk Office, 6,220.38; City Of Gillette - Petty Cash, 321.63; Consolidated Engineers Inc, 11,682.85; Corbin, Jerry, 98.42; Coulter West, 983.56; Crestview Improvement & Service District, 35.72; Crum Electric Supply Company, 363,359.02; Cues Inc, 2,854.97; Dale Helsper, 1,229.00; Daniel Kluver, 300.00; Dell Marketing LP, 418.50; Dictationstore.Com, 1,016.00; Dowl LLC, 2,031.25; DRM Inc, 258,855.68; Eastview Estates LLC, 162.53; Elbert, Raleigh, 124.71; Employment Testing Services Inc, 851.00; Energy Laboratories Inc, 7,182.90; Erasmo Cervantes, David, 96.30; Eric Weltmer, 300.00; Extreme Precision Industrial Contractors, LLC, 25,366.26; Fastenal Company, 8.69; FedEx, 426.49; Ferguson Enterprises, Inc #1116, 5,120.00; Ferguson, Haley, 140.49; First American Title, 625.00; First National Bank of Gillette, 32,444.18; First Northern Bank of Wyoming, 13,623.98; Flagshooter LLC, 160.80; Fox, Jackie, 168.50; Frandson Safety Inc, 210.00; Frontier Precision Inc, 20,225.00; Gades Sales Company Inc, 400.00; Geiser, Cameron, 90.63; Gillette Contractors Supply Inc, 19,370.36; Gillette Steel Center, 982.41; Global Heat Transfer of Wyoming Inc, 259.82; Global Payments Inc, 583.33; GMCO Corporation, 44,389.50; Gonzalez, Valdemar, 182.37; GovConnection, 492.95; Graham, Brianna, 32.20; Groves, Kyle, 144.17; Hawkins Inc, 1,900.00; Hayden, Alyvia, 71.19; HD Supply Inc, 76.15; HDR Engineering Inc, 95,969.44; Hernandez, Reuben, 159.04; Hilliard, Robert, 32.68; Hladky Construction, 67,091.89; Homax Oil, 65,582.51; Home Fire Foods, 135.00; Hot Iron, 410,195.78; Hotline Electrical, 23,864.64; Hp Inc, 17,536.68; Hub International Mountain States Limited, 100.00; Hub International Mountain States Limited, 100.00; Inberg Miller Engineers, 5,000.00; Interstate Engineering, Inc, 25,665.47; Jack's Truck Center Inc, 10,616.74; Janet Robertson, 3,000.00; Jeremy Jackson, 300.00; JLC Sign Systems Inc, 66.00; Johnson, Abbey, 38.28; Johnson, Beadee, 191.37; Keith, Raymond, 128.42; Kjos, Ashley, 173.62; KLJ Engineering LLC, 68,478.52; Lawson Products, Inc., 32.00; Leastman, Tell, 111.47; Legend Communications Of Wyoming, 480.00; Lenco Industries, Inc, 5,256.50; Linton, Douglas Jr, 359.47; Massie, Todd, 115.02; Matcor, Inc, 19,800.00; MCM General Contractors, 57,449.70; McNeilus Truck & Manufacturing, 523.30; Meyer, Samantha, 149.89; Michael Cole, 85.09; Mii Life Insurance, Incorporated, 1,027.45; Mii Life Insurance, Incorporated, 1,841.17; Mills, Jeremiah, 68.23; Morrison Maierle Inc, 38,341.74; Mountain Peaks Diagnostics, LLC, 107.90; Neace, Lorrie, 60.98; News Record, 9,037.00; Norco Inc, 2,998.29; Northern Truck Equipment Corp., 9,567.00; Norvell, Megan, 230.59; PCA Engineering Inc, 42,157.64; Pete Lien & Sons Inc, 805.50; Postal Pros Southwest Inc, 4,766.98; Powder River Construction, 549,347.59; Powder River Heating & Conditioning Corporation, 1,174.86; ProElectric Inc, 815.87; Promaac Systems Inc, 103.11; Psi Water Technologies Inc, 7,358.66; Purvis Industries, LLC, 27.48; Quent Kissack, 9,000.00; Record Supply Inc Napa,

2,579.56; RMS Instrument & Electrical, LLC, 11,715.21; Robbins, Casey, 186.86; Rousey, Marilyn, 55.47; Routine Aesthetics & Wellness, LLC, 327.70; Russell & Mills Studios, 560.00; Safety-Kleen Systems Inc, 193.56; Sarah Hatmaker, 82.66; Security State Bank, 19,662.94; Seyer, Zachary, 32.56; Sherwin Williams, 212.29; Shi International Corp, 22,501.91; Simon Contractors, 8,874.83; Soto, Alvaro, 44.32; Southern Computer Warehouse, 5,481.35; Spencer Fluid Power, 497.68; Square Grove LLC, 6,754.00; State Of Wyoming Office Of The Attorney General, 65.00; Stocker, Shane, 28.45; Stotz Equipment, 1,104.52; Stuart C. Irby Co, 1,328.06; Study, Stephanie, 126.13; Sullivan Drilling, 37.73; Terry Sjolín, 550.00; That Embroidery Place, 60.00; Thomson West, 421.91; Thunder Basin Ford LLC, 158.86; Torgerson's, LLC, 890.85; TW Enterprises Inc, 2,085.00; Tyler Technologies Inc, 9,432.30; United Central Industrial Supply Co, 381.32; Verdunity, 40,226.30; Visionary Communications, 1,092.96; Waste Connections of Wyoming, 1,225.95; Watts Regulator Co, 5,659.80; Wayne E. Eckas, P.E., 11,160.00; Western Stationers, 134.38; Western Waste Solutions Inc, 6,877.00; Williams, Cleo, 40.60; Williams, Teresa, 166.88; Winsell, Seth, 136.16; WWC Engineering, 2,049.00; WWC Engineering, 42,301.00; Wyodak Resources Development Corp, 44,247.06; Wyoming Center For Clinical Excellence, 1,400.00; Wyoming State Revenue and Tax, 140,459.07; Xerox Corporation, 28.74; Z And Z Seal Coating, 118,187.17; Zukaitis, Jason, 34.26

Councilmember Gross made a motion to approve the Consent Agenda; seconded by Councilmember Simonson. All voted aye. The motion carried.

Comments

Council

Councilmember McLeland thanked the volunteers and the Police Department for their work in making the Memory of the 8 Run successful.

Councilmember Simonson invited the public to the Mind in Motion 5k which will be held at the Cam-Plex Wyoming Center on September 21st at 7:00 a.m.

Councilmember Gross stated that councilmember Montgomery and herself attended the NEWY meeting over the weekend where they discussed the City's needs and concerns to the State Representatives that were in attendance.

Liaison Reports

Councilmember Simonson attended the Council of Community Services meeting on August 22, 2024, where the shelter capacity concerns were discussed, new board members were welcomed, and grant opportunities are being explored for Phase II and III. Simonson added that a fundraiser held by Tommy's Car Wash raised \$1,000.00 for the Council of Community Services.

Councilmember Gross stated that she attended the Land Board meeting last week. Gross explained that the Commissioners have set aside 5 million dollars for the Cam-Plex to use as a maintenance fund in which the Land Board is tasked with setting up an Agreement on how those funds will be used. Gross added that the Land Board is continuing to discuss the last Camporee event as well as the upcoming 2029 Camporee event. Gross continued to explain that the Camporee owes about \$90,000.00 in damages from their August 2024 event.

Councilmember Simonson recognized Director Muzzarelli for his role as a firefighter. Simonson stated that the Fire Board hosted their annual 9/11 Stair Climb and placed 9-8-8 Suicide Prevention & Awareness stickers on their trucks. Simonson added that two seasonal workers accepted full time positions at the Campbell County Fire Department and stated that the board discussed proposal funding for the Training Center's Master Plan. Simonson concluded with a fire update.

New Business

Minute Action

Councilmember West made a motion to approve a Bid Award for the Stroup Mobile Home Park, Eagle Ridge Mobile Home Park, and Peoples ISD, Regional Water Connections Phase VI Project, to Hot Iron, Inc., in the Amount of \$1,152,468.36; seconded by councilmember Montgomery. All voted aye. The motion carried.

RESOLUTION NO. 2882
COUNCIL CONSIDERATION OF A RESOLUTION AUTHORIZING THE CITY OF GILLETTE, WYOMING, TO SUBMIT A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION TO THE WYOMING COMMUNITY DEVELOPMENT AUTHORITY NEIGHBORHOOD DEVELOPMENT DIVISION ON BEHALF OF THE COUNCIL OF COMMUNITY SERVICES

Councilmember Simonson made a motion to approve the foregoing Resolution; seconded by councilmember Gross. Mikel Scott, Executive Director for the Council of Community Services, provided a brief update regarding the shelter operations and current capacity. All voted aye. The motion carried.

Ordinance 1st Reading

ORDINANCE NO. 25-01
AN ORDINANCE TO AMEND SECTION 6 – TO AUTHORIZE K-12 TRANSPORTATION
FACILITY AS A PERMITTED USE IN SECTION 6.M.(2)(BBBBB);
AS DEFINED IN THE ZONING ORDINANCE.
(PLANNING COMMISSION VOTE: 4/0)

Councilmember Simonson made a motion to approve the foregoing Ordinance on first reading; seconded by councilmember Gross. Director Muzzarelli stated that there is some funding through the state to relocate the Bus Barn. Muzzarelli expressed that a location has been identified as appropriate use for this facility but is currently zoned at C-1. Muzzarelli continued to explain that approval of this foregoing Ordinance will allow the facility to be in that zone. Jamie Tarver, Agent for Campbell County School District, responded to concerns between the Bus Barn placement and residentially zoned areas. Attorney Brown added that a Public Hearing is required before a text amendment can become effective. Brown stated that the Public Hearing will be held at the next regular City Council meeting on October 1st. All voted aye. The motion carried.

Public Comment

Jim Lyon, Director of Campbell County Juvenile Services and Member of the Juvenile Service Partnership, informed council that the Juvenile Service Partnership, Campbell County School District, Campbell County Prevention Council, and Juvenile Family Drug Court will be hosting a presentation from Jermaine Galloway, Tall Cop, on September 30, 2024 from 6:00 p.m. to 7:30 p.m. at the Campbell County High School Auditorium and October 1, 2024 from 8:30 p.m. to 11:30 p.m. at the Cam-Plex Heritage Center. Lyons added that there is no cost to attend the community event.

Erik Sarovsky asked council if campers could be utilized on properties for the homeless population when the shelter is overcrowded.

Administrators Report

Other – Comments

Director Muzzarelli reviewed the City Project Tour itinerary. City council members Simonson, Carsrud, McLeland, Gross, Montgomery, and West, along with Director Toscana, Attorney Brown, and City Clerk Allen, traveled to the City Wastewater Facility, the City Pool, and to the Material Storage Building to review progress, receive updates, and assess the status of these new and ongoing city projects.

Adjournment:

There being no further business to come before the Council, the meeting was adjourned at 7:55 p.m. The meeting can be viewed on the City’s website, www.gillettewy.gov/gpa. The next regularly scheduled meeting will be held on Tuesday, October 1, 2024, in the City Hall Council Chambers.

(S E A L)

Shay Lundvall, Mayor

ATTEST:

Alicia Allen, City Clerk
Publication Date: September 24, 2024



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Bills and Claims

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I move that the bills and claims, excepting any and all conflict claims, be approved.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

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[Bills and Claims](#)

[Bills and Claims - Prepays](#)

[Wire Transfers](#)

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
4555-ATLAS OFFICE PRODUCTS			
	179111	CUSTODIAL INVENTORY	118.20
	179112	OS INVENTORY	22.83
	179113	OS INVENTORY	79.14
	179114	OS INVENTORY	586.62
		VENDOR TOTAL:	806.79
2594-BOMGAARS SUPPLY			
	179115	CUSTODIAL INVENTORY	439.50
		VENDOR TOTAL:	439.50
1511-NORCO INC			
	179153	CUSTODIAL INVENTORY	229.12
	179155	CUSTODIAL INVENTORY	1,199.77
	179157	CUSTODIAL INVENTORY	105.00
	179158	CUSTODIAL INVENTORY	235.98
	179159	CUSTODIAL INVENTORY	566.86
		VENDOR TOTAL:	2,336.73
2066-SOURCE OFFICE PRODUCTS			
	179163	OS INVENTORY	199.14
		VENDOR TOTAL:	199.14
2300-WESTERN STATIONERS			
	179171	OS INVENTORY	536.88
		VENDOR TOTAL:	536.88
		DIVISION TOTAL:	4,319.04
		DEPARTMENT TOTAL:	4,319.04

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
01-MAYOR & COUNCIL			
4397-GILLETTE COLLEGE FOUNDATION			
	178944	CITY MATCH FOR A2A GRANT	2,155.09
		VENDOR TOTAL:	2,155.09
		DIVISION TOTAL:	2,155.09
02-ADMINISTRATION			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
5021-GILLETTE COMMUNITY COLLEGE DISTRICT			
	178952	SLT MEETING	47.25
		VENDOR TOTAL:	47.25
5555-MISC EMPLOYEE VENDOR			
	179074	TRAVEL REIMBURSEMENT	56.98
		VENDOR TOTAL:	56.98
		DIVISION TOTAL:	1,164.70
04-SPECIAL PROJECTS			
2050-PRIME RIB RESTAURANT			
	178951	ANNUAL EMPLOYEE PICNIC	2,588.25
		VENDOR TOTAL:	2,588.25
3055-ZIONS BANK			
	178953	ANNUAL TRUSTEE FEE	1,500.00
		VENDOR TOTAL:	1,500.00
		DIVISION TOTAL:	4,088.25
		DEPARTMENT TOTAL:	7,408.04

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
15-ATTORNEY			
15-ATTORNEY			
2583-BEST BEST & KRIEGER LLP			
	178932	CHARTER RENEWAL	3,247.00
		VENDOR TOTAL:	3,247.00
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
1099-LEXISNEXIS MATTHEW BENDER			
	178936	2024 WY CODE CITATOR	268.80
		VENDOR TOTAL:	268.80
		DIVISION TOTAL:	4,576.27
		DEPARTMENT TOTAL:	4,576.27

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
20-HUMAN RESOURCES			
20-HUMAN RESOURCES			
	1753-EMPLOYMENT TESTING SERVICES INC		
	178943	RANDOM AND POST ACCIDENT TESTING	768.00
		VENDOR TOTAL:	768.00
	5555-MISC EMPLOYEE VENDOR		
	179073	TRAVEL REIMBURSEMENT	752.89
		VENDOR TOTAL:	752.89
		DIVISION TOTAL:	1,520.89
21-SAFETY			
	2481-CAMPBELL COUNTY PUBLIC HEALTH		
	178954	RABIES VACCINE - E DIKE	830.00
		VENDOR TOTAL:	830.00
		DIVISION TOTAL:	830.00
		DEPARTMENT TOTAL:	2,350.89

Expenditure Approval Report
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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
25-FINANCE			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
		DIVISION TOTAL:	1,060.47
26-CUSTOMER SERVICE			
1395-COLLECTION PROFESSIONALS GILLETTE			
	178956	AUGUST 2024 COLLECTIONS	159.21
		VENDOR TOTAL:	159.21
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	4,241.88
		VENDOR TOTAL:	4,241.88
1898-ONLINE UTILITY EXCHANGE			
	178920	UTILITY EXCHANGE REPORT	355.60
		VENDOR TOTAL:	355.60
3369-POSTAL PROS SOUTHWEST INC			
	178942	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	1,542.33
	178955	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	2,839.23
		VENDOR TOTAL:	4,381.56
		DIVISION TOTAL:	9,138.25
34-INFORMATION TECHNOLOGY			
1358-CENTURYLINK			
	179003	LONG DISTANCE SERVICE	152.47
		VENDOR TOTAL:	152.47
1397-COLLINS COMMUNICATIONS INC			
	178999	RADIO REPEATER CHECK	270.00
		VENDOR TOTAL:	270.00
1407-COMPASSCOM SOFTWARE			
	179000	COMPASSCOM AVL	53,628.33
		VENDOR TOTAL:	53,628.33

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
4853-CONVERUS, INC			
	178998	EYE DETECT	3,650.00
		VENDOR TOTAL:	3,650.00
1606-DELL MARKETING LP			
	179144	REPLACEMENT SERVER	15,615.64
	179145	REPLACEMENT DESKTOP COMPUTERS	2,120.94
		VENDOR TOTAL:	17,736.58
3976-GRANICUS LLC			
	178997	GRANICUS OPENCITIES WEBSITE	30,269.72
		VENDOR TOTAL:	30,269.72
5555-MISC EMPLOYEE VENDOR			
	179072	TUITION RIEMBURSEMENT	548.00
		VENDOR TOTAL:	548.00
1313-MOTOROLA			
	179002	DISPATCH RADIO CONSOLE MAINTENANCE	21,705.36
		VENDOR TOTAL:	21,705.36
3916-SHI INTERNATIONAL CORP			
	179162	PIX4D SOFTWARE	8,462.61
		VENDOR TOTAL:	8,462.61
2222-VERIZON WIRELESS			
	179004	AVL DATA	1,802.93
		VENDOR TOTAL:	1,802.93
4870-WEATHERBY PARENT LLC			
	179001	LEADS ONLINE	6,451.00
		VENDOR TOTAL:	6,451.00
		DIVISION TOTAL:	144,677.00
		DEPARTMENT TOTAL:	154,875.72

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
4481-BALCO UNIFORM CO., INC			
	179020	OFFICER EQUIPMENT	387.41
		VENDOR TOTAL:	387.41
1381-CITY OF GILLETTE			
	179006	PETTY CASH REIMBURSEMENT	12.25
		VENDOR TOTAL:	12.25
2597-CRAIG FURMAN			
	179022	DUI BLOOD DRAW	75.00
	179023	DUI BLOOD DRAW	75.00
	179024	DUI BLOOD DRAW	75.00
		VENDOR TOTAL:	225.00
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	5,302.35
		VENDOR TOTAL:	5,302.35
4847-DRAGGIN TOWING LLC			
	179013	TOW	225.00
		VENDOR TOTAL:	225.00
1863-FIRST INTERSTATE BANK OF MONTANA			
	179012	SUBPOENA	25.00
		VENDOR TOTAL:	25.00
1916-GALLS INC			
	179011	OFFICER EQUIPMENT	165.00
	179015	UNIFORMS	70.00
	179018	UNIFORMS	252.00
	179019	UNIFORMS	707.95
	179021	UNIFORMS	178.00
		VENDOR TOTAL:	1,372.95
4996-GUARDIAN UNIFORM AND SUPPY			
	179147	PD PARACLETE SHIELDS	23,598.00
		VENDOR TOTAL:	23,598.00

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
4857-HID GLOBAL CORPORATION			
	179148	REPLACEMENT FINGER PRINTER	1,035.00
		VENDOR TOTAL:	1,035.00
2159-JANE STEARNS M.S. LPC			
	179010	PD COUNSELING	750.00
		VENDOR TOTAL:	750.00
5048-LEATHAM FAMILY			
	179008	CHALLENGE COINS	2,882.78
		VENDOR TOTAL:	2,882.78
1511-NORCO INC			
	179160	PD 18" TRAFFIC CONES	1,133.00
		VENDOR TOTAL:	1,133.00
4865-WYOMING CENTER FOR CLINICAL EXCELLENCE			
	179009	PD COUNSELING	200.00
	179014	PD COUNSELING	200.00
	179016	PD COUNSELING	200.00
	179017	PD COUNSELING	200.00
		VENDOR TOTAL:	800.00
		DIVISION TOTAL:	37,748.74
41-DISPATCH			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	4,378.74
		VENDOR TOTAL:	4,378.74
		DIVISION TOTAL:	4,378.74
44-ANIMAL CONTROL			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
		DIVISION TOTAL:	1,060.47

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
45-ANIMAL SHELTER			
	1606-DELL MARKETING LP		
	179145	REPLACEMENT DESKTOP COMPUTERS	2,120.94
		VENDOR TOTAL:	2,120.94
		DIVISION TOTAL:	2,120.94
		DEPARTMENT TOTAL:	45,308.89

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
33-CITY HALL BUILDING MAINTENANCE			
1040-ALSCO			
	178861	RUG CLEANING	28.69
	178862	RUG CLEANING	19.82
	178870	RUG CLEANING	28.69
	178871	RUG CLEANING	19.82
		VENDOR TOTAL:	97.02
1844-FARMER BROTHERS COMPANY			
	178907	COFFEE AT CITY HALL	62.29
		VENDOR TOTAL:	62.29
2036-POWDER RIVER HEATING & CONDITIONING CORPORATION			
	178908	HEAT LINE WATER LEAK	1,867.67
		VENDOR TOTAL:	1,867.67
		DIVISION TOTAL:	2,026.98
50-PUBLIC WORKS ADMIN			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
4148-TERRY SJOLIN			
	179097	SCHEDULING FOR THE FIELDS	575.00
		VENDOR TOTAL:	575.00
		DIVISION TOTAL:	1,635.47
51-PARKS			
1040-ALSCO			
	178868	UNIFORM CLEANING	64.04
	178875	UNIFORM CLEANING	64.48
		VENDOR TOTAL:	128.52
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
51-PARKS			
1919-PAINTBRUSH SEWER & DRAIN			
	178946	PORTA TOILETS	12,326.57
		VENDOR TOTAL:	12,326.57
2349-TRUGREEN CHEMLAWN			
	178945	WEED SPRAYING ON 4J ROAD	4,467.00
		VENDOR TOTAL:	4,467.00
		DIVISION TOTAL:	17,982.56
53-FORESTRY			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
		DIVISION TOTAL:	1,060.47
54-STREETS			
1040-ALSCO			
	178866	UNIFORM CLEANING	54.20
	178873	UNIFORM CLEANING	62.62
		VENDOR TOTAL:	116.82
1165-BIG D SANITATION			
	178912	PORTA TOILET	150.00
		VENDOR TOTAL:	150.00
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	3,181.41
		VENDOR TOTAL:	3,181.41
4887-GMCO CORPORATION			
	178913	ICE SLICE	7,560.00
	178914	ICE SLICE	16,159.50
	178995	ICE SLICE	27,886.50
		VENDOR TOTAL:	51,606.00

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
54-STREETS			
1264-MCM GENERAL CONTRACTORS			
	179092	ANNUAL TRENCHING AND BORING AG	4,490.00
		VENDOR TOTAL:	4,490.00
1897-ONE CALL OF WYOMING COPR			
	179096	ONE-CALL OF WYOMING	132.75
		VENDOR TOTAL:	132.75
2035-POWDER RIVER ENERGY CORPORATION			
	178886	ELECTRIC - WELCOME TO GILLETTE SIGN ON SHWY 59	44.71
	178887	ELECTRIC - SIGN LIGHTING HWY 50	42.98
	178888	ELECTRIC - SIGN LIGHTING HWY14/16	43.98
		VENDOR TOTAL:	131.67
1802-SIMON CONTRACTORS			
	178909	ROCK	360.00
	178910	ROCK	360.00
	178911	ROCK	350.00
		VENDOR TOTAL:	1,070.00
		DIVISION TOTAL:	60,878.65
		DEPARTMENT TOTAL:	83,584.13

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
60-ENGINEERING & DEV SERVICES			
60-ENGINEERING			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	2,189.37
		VENDOR TOTAL:	2,189.37
		DIVISION TOTAL:	2,189.37
61-BUILDING INSPECTION			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
1723-INTERNATIONAL CODE COUNCIL INC			
	178905	CODE BOOKS	51.00
	178906	CODE BOOKS	133.50
		VENDOR TOTAL:	184.50
3827-TAMI WALDNER			
	179005	BOE LUNCH	146.25
		VENDOR TOTAL:	146.25
2375-WYOMING CONFERENCE BUILDING OFFICAL			
	179070	CONFERENCE REGISTRATION - D STRICKLAND	175.00
		VENDOR TOTAL:	175.00
		DIVISION TOTAL:	1,566.22
62-TRAFFIC SAFETY			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
1616-EJ COLLINS, PE			
	178950	ROADWAY PAINT STIPING SERVICES	98,208.00
		VENDOR TOTAL:	98,208.00
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
	179071	SIGNAL REPAIR	450.00
		VENDOR TOTAL:	450.00
		DIVISION TOTAL:	99,718.47
		DEPARTMENT TOTAL:	103,474.06

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
65-PUBLIC AFFAIRS DEPARTMENT			
31-CITY CLERK/PRINT SHOP			
1381-CITY OF GILLETTE			
	179006	PETTY CASH REIMBURSEMENT	129.00
		VENDOR TOTAL:	129.00
		DIVISION TOTAL:	129.00
32-JUDICIAL			
1099-LEXISNEXIS MATTHEW BENDER			
	178936	2024 WY CODE CITATOR	268.81
		VENDOR TOTAL:	268.81
4969-WEISHEIMER LAW, LLC			
	178916	PUBLIC DEFENDER	500.00
	178917	PUBLIC DEFENDER	500.00
	178918	PUBLIC DEFENDER	500.00
	178919	PUBLIC DEFENDER	500.00
		VENDOR TOTAL:	2,000.00
		DIVISION TOTAL:	2,268.81
65-PUBLIC AFFAIRS ADMINISTRATION			
1351-CAMPBELL COUNTY CHAMBER OF COMMERCE			
	178915	ADVERTISING	900.00
		VENDOR TOTAL:	900.00
		DIVISION TOTAL:	900.00
		DEPARTMENT TOTAL:	3,297.81
		FUND TOTAL:	409,194.85

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
	1312-MORRISON MAIERLE INC		
	179099	2023 WATER MAIN INTERCONNECT	419.00
		VENDOR TOTAL:	419.00
	3885-SAWTOOTH MATERIALS		
	179161	PARKS * GORILLA HAIR	7,430.00
		VENDOR TOTAL:	7,430.00
	2415-ZABEL & ASSOCIATES		
	178935	APPRAISAL REPORT FOR PERMANENT EASEMENT	3,000.00
		VENDOR TOTAL:	3,000.00
		DIVISION TOTAL:	10,849.00
		DEPARTMENT TOTAL:	10,849.00
		FUND TOTAL:	10,849.00

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND			
70-UTILITIES			
70-UTILITIES ADMINISTRATION			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
		DIVISION TOTAL:	1,060.47
71-ELECTRICAL ENGINEERING			
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	6,568.11
		VENDOR TOTAL:	6,568.11
		DIVISION TOTAL:	6,568.11
76-SCADA			
1447-ANIXTER POWER SOLUTIONS			
	179104	FR JEANS - CAMERON	325.68
		VENDOR TOTAL:	325.68
		DIVISION TOTAL:	325.68
		DEPARTMENT TOTAL:	7,954.26
		FUND TOTAL:	7,954.26

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND			
50-PUBLIC WORKS			
55-SOLID WASTE			
1040-ALSCO			
	178867	UNIFORM CLEANING	20.14
	178874	UNIFORM CLEANING	20.14
		VENDOR TOTAL:	40.28
3894-CAMPBELL COUNTY LANDFILL			
	178879	AUGUST 2024 LANDFILL CHARGES	109,752.25
		VENDOR TOTAL:	109,752.25
3904-CBH CO-OP			
	178931	AUGUST 202 WEIGH TICKETS	240.00
		VENDOR TOTAL:	240.00
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	2,120.94
		VENDOR TOTAL:	2,120.94
		DIVISION TOTAL:	112,153.47
		DEPARTMENT TOTAL:	112,153.47
		FUND TOTAL:	112,153.47

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
503-WATER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	178839	UE 544 900 WARLOW	140.00
	178841	UE 544 900 WARLOW	138.75
		VENDOR TOTAL:	278.75
		DIVISION TOTAL:	278.75
		DEPARTMENT TOTAL:	278.75

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
4837-120 WATER AUDIT INC			
	179066	LCRR/LSLI	11,087.96
		VENDOR TOTAL:	11,087.96
1182-BLACK CAT CONSTRUCTION LLC			
	178960	REPAIRS	15,249.78
		VENDOR TOTAL:	15,249.78
3894-CAMPBELL COUNTY LANDFILL			
	178880	AUGUST 2024 WATER LANDFILL CHARGES	958.50
		VENDOR TOTAL:	958.50
1381-CITY OF GILLETTE			
	179006	PETTY CASH REIMBURSEMENT	55.80
		VENDOR TOTAL:	55.80
1397-COLLINS COMMUNICATIONS INC			
	178929	RADIO PROGRAMMING FOR CAMPOREE	270.00
		VENDOR TOTAL:	270.00
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
1792-ENERGY LABORATORIES INC			
	178948	TESTING	53.00
	178959	TESTING	100.00
	179067	TESTING	53.00
		VENDOR TOTAL:	206.00
1422-GILLETTE CONTRACTORS SUPPLY INC			
	179131	SILICONE SEALANT - MIKE J	2,685.63
		VENDOR TOTAL:	2,685.63
2566-OFFICE OF STATE LANDS AND INVESTMENTS			
	179068	SPECIAL USE LEASE SU-00865	12,678.76
	179069	SPECIAL USE LEASE SU-00522	742.02
		VENDOR TOTAL:	13,420.78

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
1897-ONE CALL OF WYOMING COPR			
	179096	ONE-CALL OF WYOMING	132.75
		VENDOR TOTAL:	132.75
2035-POWDER RIVER ENERGY CORPORATION			
	178889	ELECTRIC - CPS #2	48.78
	178890	ELECTRIC - CPS #3	49.23
	178891	ELECTRIC - MADISON REHAB CPS #4	44.43
	178892	ELECTRIC - MADISON REHAB CPS #7	53.03
	178893	ELECTRIC - BENNOR ESTATES	44.80
	178894	ELECTRIC - OVERBROOK	44.71
	178895	ELECTRIC - SOUTHFORK	45.70
	178896	ELECTRIC - RAFTER D	45.07
	178897	ELECTRIC - COOK RD	55.30
	178898	ELECTRIC - FORCE RD JOINT POWERS BOARD	43.53
	178899	ELECTRIC - SERVICE CONTROL BUILDING	44.98
	178900	ELECTRIC - 8 MILE WATER SYSTEM	46.79
	178901	ELECTRIC - ROZET RANCHETTES WATER SYSTEM	45.25
	178902	ELECTRIC - FORCE RD STORAGE BLDG	51.25
		VENDOR TOTAL:	662.85
4997-PVS DX INC			
	178947	CHEMICALS	9,869.71
		VENDOR TOTAL:	9,869.71
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
	178949	MOVE RADIO TO NEW POLE	857.50
		VENDOR TOTAL:	857.50
1802-SIMON CONTRACTORS			
	178928	BACK FILL FOR VALVE REPAIRS	438.55
	178958	ROAD BASE	1,775.03
		VENDOR TOTAL:	2,213.58

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
		DIVISION TOTAL:	58,731.31
		DEPARTMENT TOTAL:	58,731.31
		FUND TOTAL:	59,010.06

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	178809	UE 20581 7129 ROBIN	58.36
	178810	UE 4822 2501 DOGWOOD	589.48
	178811	UE 35486 719 EXPRESS	76.96
	178812	UE 33560 828 GURLEY	17.87
	178813	UE 40662 2103 APPLECREEK	82.72
	178814	UE 35338 713 EXPRESS	130.45
	178815	UE 27408 1001 DESERT HILLS	3.11
	178816	UE 5300 501 LAKEWAY	242.85
	178817	UE 33382 1701 PLUMCREEK	122.11
	178818	UE 9764 349 WESTHILLS	28.70
	178819	UE 35558 1062 COUNTRY CLUB	332.06
	178820	UE 11234 3201 ECHETA	87.31
	178821	UE 6492 701 VIVIAN	92.38
	178822	UE 30864 806 GURLEY	164.03
	178823	UE 3336 500 OR	285.06
	178824	UE 3334 500 OR	322.53
	178825	UE 27696 612 HWY 14-16	262.67
	178826	UE 3688 201 BOXELDER	121.95
	178827	UE 35368 715 EXPRESS	87.50
	178828	UE 32850 4534 RUNNING W	158.93
	178829	UE 16674 700 AXEL'S	333.43
	178830	UE 45042 4901 FORGE	85.42
	178831	UE 32506 4520 RUNNING W	86.07
	178832	UE 32634 4524 RUNNING W	83.84
	178833	UE 32912 4536 RUNNING W	95.54
	178834	UE 32724 4528 RUNNING W	112.01
	178835	UE 32906 4536 RUNNING W	156.46
	178836	UE 37044 1300 BLACK HILLS	186.74
	178837	UE 18308 1025 CHURCH	115.36

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
504-POWER FUND			
00-UNDEFINED			
00-UNDEFINED			
88888-MISC UTILITY OVERPAYMENTS			
	178838	UE 32418 4516 RUNNING W	44.58
	178840	UE 19196 801 4TH	311.57
		VENDOR TOTAL:	4,878.05
		DIVISION TOTAL:	4,878.05
		DEPARTMENT TOTAL:	4,878.05

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
1029-AIR TECH INC			
	178904	AC MAINTENACE ENERGY SUBSTATION	210.00
		VENDOR TOTAL:	210.00
1339-CDW GOVERNMENT INC			
	179124	SUBSTATION SECURITY CAMERA LICENSES	11,674.92
		VENDOR TOTAL:	11,674.92
3004-DEPARTMENT OF ENERGY			
	178996	AUGUST 2024 ENERGY	65,139.53
		VENDOR TOTAL:	65,139.53
1264-MCM GENERAL CONTRACTORS			
	179087	ANNUAL TRENCHING AND BORING AG	60,556.99
	179088	ANNUAL TRENCHING AND BORING AG	30,699.00
	179089	ANNUAL TRENCHING AND BORING AG	34,087.75
	179094	ANNUAL TRENCHING AND BORING AG	61,454.26
		VENDOR TOTAL:	186,798.00
1897-ONE CALL OF WYOMING COPR			
	179096	ONE-CALL OF WYOMING	133.50
		VENDOR TOTAL:	133.50
2035-POWDER RIVER ENERGY CORPORATION			
	178882	ANNUAL POLE LEASE	192.00
	178883	AUGUST 2024 69KV WHEELING	6,679.56
		VENDOR TOTAL:	6,871.56
2198-STUART C. IRBY CO			
	179098	RUBBER GOODS MAINTENANCE	1,588.60
		VENDOR TOTAL:	1,588.60
4143-TANTALUS SYSTEMS INC			
	178903	SPARE VERSA COLLECTOR FOR AMI	4,710.49
		VENDOR TOTAL:	4,710.49
		DIVISION TOTAL:	277,126.60
		DEPARTMENT TOTAL:	277,126.60
		FUND TOTAL:	282,004.65

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
1040-ALSCO			
	178872	UNIFORM CLEANING	145.08
	178877	UNIFORM CLEANING	143.18
		VENDOR TOTAL:	288.26
3894-CAMPBELL COUNTY LANDFILL			
	178881	AUGUST 2024 WW LANDFILL CHARGES	832.25
		VENDOR TOTAL:	832.25
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	3,181.41
		VENDOR TOTAL:	3,181.41
1792-ENERGY LABORATORIES INC			
	178988	TESTING	1,547.00
		VENDOR TOTAL:	1,547.00
1892-FRANDSON SAFETY INC			
	178930	MULTI-GAS MONITOR CALIBRATION	120.00
		VENDOR TOTAL:	120.00
1422-GILLETTE CONTRACTORS SUPPLY INC			
	179127	3" VALVE WITH EPDM INSERT	3,086.70
		VENDOR TOTAL:	3,086.70
1821-IT OUTLET INC			
	179150	WW REPLACEMENT SWITCHES (UV & TECH CTR)	16,324.21
		VENDOR TOTAL:	16,324.21
1897-ONE CALL OF WYOMING COPR			
	179096	ONE-CALL OF WYOMING	132.75
		VENDOR TOTAL:	132.75
2035-POWDER RIVER ENERGY CORPORATION			
	178884	ELECTRIC - GIL EASTSIDE GURLEY LIFT	1,063.82
	178885	ELECTRIC - GIL SEWAGE MTR STA	46.34
		VENDOR TOTAL:	1,110.16

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
	178938	INPLANT PUMP UPGRADE #1403	1,992.33
	178939	FLOOD SWITCH UNDER THE CENTRIFUGE	245.00
	178940	PREP WORK FOR PUMPS #1106 AND #1105 VFD'S-DAF BLDG	980.00
	178941	DAF BUILDING VFD UPGRADE FOR HEAT EXCHANGER	5,278.17
		VENDOR TOTAL:	8,495.50
		DIVISION TOTAL:	35,118.24
		DEPARTMENT TOTAL:	35,118.24
		FUND TOTAL:	35,118.24

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
601-CITY WEST FUND			
50-PUBLIC WORKS			
39-CITY WEST BUILDING MAINT			
1040-ALSCO			
	178860	RUG CLEANING	57.75
	178863	RUG CLEANING	42.89
	178864	RUG CLEANING	46.10
	178865	RUG CLEANING	57.75
		VENDOR TOTAL:	204.49
1519-CRUM ELECTRIC SUPPLY COMPANY			
	179141	SATCO S39719 FLUORESCENT LIGHT REPLACEMENT BULBS	1,938.00
		VENDOR TOTAL:	1,938.00
1606-DELL MARKETING LP			
	179145	REPLACEMENT DESKTOP COMPUTERS	1,060.47
		VENDOR TOTAL:	1,060.47
		DIVISION TOTAL:	3,202.96
		DEPARTMENT TOTAL:	3,202.96
		FUND TOTAL:	3,202.96

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
00-UNDEFINED			
00-UNDEFINED			
1447-ANIXTER POWER SOLUTIONS			
	179100	CREDIT	-51.30
	179101	ELECTRICAL INVENTORY	270.00
	179102	ELECTRICAL INVENTORY	792.00
	179103	ELECTRICAL INVENTORY	526.80
	179105	ELECTRICAL INVENTORY	3,300.00
	179106	ELECTRICAL INVENTORY	23.00
	179107	ELECTRICAL INVENTORY	406.36
	179108	ELECTRICAL INVENTORY	165.84
	179109	ELECTRICAL INVENTORY	961.35
	179110	ELECTRICAL INVENTORY	1,465.00
		VENDOR TOTAL:	7,859.05
1197-BORDER STATES ELECTRIC			
	179117	ELBOW KIT WITH JACKET	23,696.64
	179118	ELECTRICAL INVENTORY	247.50
	179119	ELECTRICAL INVENTORY	152.40
	179120	ELECTRICAL INVENTORY	3,206.55
	179121	ELECTRICAL INVENTORY	795.00
	179122	ELECTRICAL INVENTORY	21,128.25
	179123	ELECTRICAL INVENTORY	1,923.59
		VENDOR TOTAL:	51,149.93
1397-COLLINS COMMUNICATIONS INC			
	179125	ELECTRICAL INVENTORY- BRIAN NODLAND	7,582.15
		VENDOR TOTAL:	7,582.15
1519-CRUM ELECTRIC SUPPLY COMPANY			
	179140	ELECTRICAL INVENTORY	55.68
	179142	ELECTRICAL INVENTORY	161.42
	179143	ELECTRICAL INVENTORY	556.80
		VENDOR TOTAL:	773.90

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
00-UNDEFINED			
00-UNDEFINED			
1870-FLAGSHOOTER LLC			
	179146	ELECTRICAL INVENTORY	727.98
		VENDOR TOTAL:	727.98
1422-GILLETTE CONTRACTORS SUPPLY INC			
	179126	WASTEWATER INVENTORY	302.88
	179128	PARKS INVENTORY	500.94
	179129	PARKS INVENTORY	85.21
	179130	WATER INVENTORY	4,700.01
	179132	WATER INVENTORY	324.00
	179133	WATER INVENTORY	340.58
	179134	WATER INVENTORY	214.00
	179135	PARKS INVENTORY	1,090.50
	179136	WATER INVENTORY	62.16
	179137	PARKS INVENTORY	1,719.86
	179138	WATER INVENTORY	194.40
	179139	WATER INVENTORY	33.00
		VENDOR TOTAL:	9,567.54
4985-GILLETTE STEEL CENTER			
	179172	ELECTRICAL INVENTORY	880.00
		VENDOR TOTAL:	880.00
3970-HOTLINE ELECTRICAL			
	179149	ELECTRICAL INVENTORY	16,047.36
		VENDOR TOTAL:	16,047.36
1511-NORCO INC			
	179151	ELECTRICAL INVENTORY	167.40
	179152	ELECTRICAL INVENTORY	114.84
	179154	SAFETY INVENTORY	45.24
		VENDOR TOTAL:	327.48

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
00-UNDEFINED			
00-UNDEFINED			
2198-STUART C. IRBY CO			
	179164	ELECTRICAL INVENTORY	106.25
	179165	ELECTRICAL INVENTORY	2,550.00
		VENDOR TOTAL:	2,656.25
4424-TMMI, LLC			
	179166	ELECTRICAL INVENTORY	632.40
		VENDOR TOTAL:	632.40
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO			
	179167	ELECTRICAL INVENTORY	28.13
		VENDOR TOTAL:	28.13
2731-WATERWORKS INDUSTRIES			
	179168	WATER INVENTORY	507.00
	179169	WATER INVENTORY * ELI/BRAD	825.00
	179170	WATER INVENTORY	356.50
		VENDOR TOTAL:	1,688.50
		DIVISION TOTAL:	99,920.67
		DEPARTMENT TOTAL:	99,920.67
		FUND TOTAL:	99,920.67

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
3622-ABSOLUTE AUTO, LLC			
	179050	PARTS	34.99
		VENDOR TOTAL:	34.99
1040-ALSCO			
	178869	RUG CLEANING	237.38
	178876	UNIFORM CLEANING	179.88
	179039	UNIFORM CLEANING	94.31
		VENDOR TOTAL:	511.57
1041-ALTEC INDUSTRIES INC			
	179025	PARTS	877.21
	179026	PARTS	1,147.03
	179027	PARTS	1,802.20
	179028	PARTS	1,981.71
	179029	PARTS	882.10
	179030	PARTS	504.59
	179031	PARTS	1,504.49
	179032	PARTS	1,475.00
	179033	PARTS	530.03
	179034	PARTS	694.96
	179035	PARTS	1,591.39
	179036	PARTS	778.03
	179037	PARTS	778.03
	179038	PARTS	1,421.81
		VENDOR TOTAL:	15,968.58
1167-BIG HORN TIRE INC			
	178971	TIRES	220.73
	179052	PARTS	80.00
		VENDOR TOTAL:	300.73
1171-BIGHORN HYDRAULICS INC			
	178983	PARTS	14.00

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
1171-BIGHORN HYDRAULICS INC			
	178984	PARTS	40.20
	178985	PARTS	33.70
	179040	PARTS	22.50
	179042	PARTS	147.56
	179043	RETURN PARTS	-180.46
	179044	PARTS	124.14
	179045	PARTS	7.65
	179047	PARTS	40.90
	179048	PARTS	1.85
		VENDOR TOTAL:	252.04
1178-BJ NELSON/NELSON AUTO GLASS			
	178969	WINDSHIELD REPLACEMENT	250.00
		VENDOR TOTAL:	250.00
2594-BOMGAARS SUPPLY			
	178974	PARTS	26.39
		VENDOR TOTAL:	26.39
4292-CAR-KNACK INC			
	179051	BED STORAGE	1,699.00
		VENDOR TOTAL:	1,699.00
2677-CENTRAL TRUCK & DIESEL INC			
	179063	PARTS	2,554.91
		VENDOR TOTAL:	2,554.91
4128-GROSSENBURG IMPLEMENT INCORPORATED			
	178975	PARTS	618.27
		VENDOR TOTAL:	618.27
3398-JACK'S TRUCK CENTER INC			
	178976	PARTS	161.99
	178977	PARTS	29.59
	178978	PARTS	209.08

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
3398-JACK'S TRUCK CENTER INC			
	179046	PARTS	37.57
		VENDOR TOTAL:	438.23
4987-LAWSON PRODUCTS, INC.			
	178987	PARTS	285.20
		VENDOR TOTAL:	285.20
5042-NEW VISION AUTO BODY & ACCESSORIES			
	179054	WINDOW TINT	349.99
		VENDOR TOTAL:	349.99
1511-NORCO INC			
	178972	PARTS	367.78
	178973	PARTS	164.04
	179064	PARTS	132.70
	179065	PARTS	319.98
		VENDOR TOTAL:	984.50
2737-NORTHERN TRUCK EQUIPMENT CORP.			
	178968	PARTS	1,650.29
		VENDOR TOTAL:	1,650.29
2123-RECORD SUPPLY INC NAPA			
	178961	PARTS	12.00
	178962	PARTS	39.59
	178963	PARTS	77.58
	178964	PARTS	44.68
	178965	PARTS	51.20
	178966	PARTS	13.17
	178967	PARTS	7.58
	179055	PARTS	49.14
	179056	PARTS	22.99
	179058	RETURN PARTS	-13.17

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
2123-RECORD SUPPLY INC NAPA			
	179059	PARTS	328.08
	179060	PARTS	7.58
	179061	PARTS	47.96
	179062	PARTS	75.69
	179086	PARTS	24.23
		VENDOR TOTAL:	788.30
2190-SPENCER FLUID POWER			
	178982	PARTS	203.67
		VENDOR TOTAL:	203.67
1976-STOTZ EQUIPMENT			
	178986	PARTS	366.57
		VENDOR TOTAL:	366.57
2315-THUNDER BASIN FORD LLC			
	178970	PARTS	10.04
	179041	PARTS	92.04
	179053	PARTS	343.38
		VENDOR TOTAL:	445.46
4454-TORGERSON'S, LLC			
	178980	PARTS	41.00
	178981	PARTS	585.12
	179049	PARTS	769.53
		VENDOR TOTAL:	1,395.65
2261-WARNE CHEMICAL & EQUIPMENT CO			
	178979	PARTS	102.40
		VENDOR TOTAL:	102.40
		DIVISION TOTAL:	29,226.74

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
37-VEHICLE REPLACEMENT			
1852-FEDERAL EXPRESS CORPORATION			
	178937	MISC SHIPPING	13.75
		VENDOR TOTAL:	13.75
		DIVISION TOTAL:	13.75
		DEPARTMENT TOTAL:	29,240.49
		FUND TOTAL:	29,240.49

Expenditure Approval Report
Check Approval Date of 10/01/2024



	Invoice Number	Invoice Description	Amount
702-LIABILITY INSURANCE FUND			
25-FINANCE			
38-LIABILITY INSURANCE			
2260-WARM			
	179007	PROPERTY ASSESSMENT FOR 24/25 WYGEN III	2,700.13
		VENDOR TOTAL:	2,700.13
		DIVISION TOTAL:	2,700.13
		DEPARTMENT TOTAL:	2,700.13
		FUND TOTAL:	2,700.13
		GRAND TOTAL:	1,051,348.78

Expenditure Approval Report
Check Approval Date of 09/12/2024



	Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE			
70-UTILITIES			
72-MADISON WATER LINE			
5049-NED STROUP			
	178786	EASEMENT	1,216.85
		VENDOR TOTAL:	1,216.85
5038-SCOTT BRADY			
	178787	EASEMENT	4,289.40
		VENDOR TOTAL:	4,289.40
		DIVISION TOTAL:	5,506.25
		DEPARTMENT TOTAL:	5,506.25
		FUND TOTAL:	5,506.25
		GRAND TOTAL:	5,506.25

Expenditure Approval Report
Check Approval Date of 09/17/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
7777-MISC ONE TIME VENDOR			
	178798	RETURN OF PROPERTY IMPROVEMENTS DEPOSIT	10,000.00
		VENDOR TOTAL:	10,000.00
		DIVISION TOTAL:	10,000.00
		DEPARTMENT TOTAL:	10,000.00

Expenditure Approval Report
Check Approval Date of 09/17/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
15-ATTORNEY			
15-ATTORNEY			
2435-WYOMING STATE			
	178799	NOTARY RENEWAL - T OLSON	60.00
		VENDOR TOTAL:	60.00
		DIVISION TOTAL:	60.00
		DEPARTMENT TOTAL:	60.00
		FUND TOTAL:	10,060.00
		GRAND TOTAL:	10,060.00

Expenditure Approval Report
Check Approval Date of 09/18/2024



	Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND			
50-PUBLIC WORKS			
36-VEHICLE MAINTENANCE			
3295-MCNEILUS TRUCK & MANUFACTURING			
	178807	PARTS	3,426.17
		VENDOR TOTAL:	3,426.17
		DIVISION TOTAL:	3,426.17
		DEPARTMENT TOTAL:	3,426.17
		FUND TOTAL:	3,426.17
		GRAND TOTAL:	3,426.17

Expenditure Approval Report
Check Approval Date of 09/19/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
	5052-MICHAEL PERKINS		
	178808	SNIPER TRAINING	1,200.00
		VENDOR TOTAL:	1,200.00
		DIVISION TOTAL:	1,200.00
		DEPARTMENT TOTAL:	1,200.00
		FUND TOTAL:	1,200.00
		GRAND TOTAL:	1,200.00

Expenditure Approval Report
Check Approval Date of 09/23/2024



	Invoice Number	Invoice Description	Amount
201-1% FUND			
00-UNDEFINED			
00-UNDEFINED			
1560-HLADKY CONSTRUCTION			
	178925	RETAINAGE RELEASE	3,312.63
		VENDOR TOTAL:	3,312.63
		DIVISION TOTAL:	3,312.63
		DEPARTMENT TOTAL:	3,312.63
		FUND TOTAL:	3,312.63

Expenditure Approval Report
Check Approval Date of 09/23/2024



	Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE			
70-UTILITIES			
72-MADISON WATER LINE			
2035-POWDER RIVER ENERGY CORPORATION			
	178926	ELECTRICAL SERVICE AGREEMENTS	25,156.96
		VENDOR TOTAL:	25,156.96
		DIVISION TOTAL:	25,156.96
		DEPARTMENT TOTAL:	25,156.96
		FUND TOTAL:	25,156.96
		GRAND TOTAL:	28,469.59

Expenditure Approval Report
Check Approval Date of 09/24/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
40-POLICE DEPARTMENT			
40-PD ADMINISTRATION			
		3379-BLACK HILLS ENERGY	
	178842	NATURAL GAS - 528 EXCHANGE AVE	34.90
		VENDOR TOTAL:	34.90
		DIVISION TOTAL:	34.90
45-ANIMAL SHELTER			
		3379-BLACK HILLS ENERGY	
	178843	NATURAL GAS - 950 W WARLOW-ANIMAL SHELTER	139.11
		VENDOR TOTAL:	139.11
		DIVISION TOTAL:	139.11
		DEPARTMENT TOTAL:	174.01

Expenditure Approval Report
Check Approval Date of 09/24/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
33-CITY HALL BUILDING MAINTENANCE			
3379-BLACK HILLS ENERGY			
	178844	NATURAL GAS - 950 W WARLOW DR	42.25
	178845	NATURAL GAS - 808 W WARLOW DR	42.25
	178846	NATURAL GAS - 201 E 5TH ST AND 3903 FOOTHILLS BLVD	992.30
		VENDOR TOTAL:	1,076.80
		DIVISION TOTAL:	1,076.80
51-PARKS			
3379-BLACK HILLS ENERGY			
	178847	NATURAL GAS - 2909 S DOUGLAS HWY	48.59
		VENDOR TOTAL:	48.59
		DIVISION TOTAL:	48.59
54-STREETS			
3379-BLACK HILLS ENERGY			
	178848	NATURAL GAS - 800 N BURMA AVE BLD 414	101.05
		VENDOR TOTAL:	101.05
		DIVISION TOTAL:	101.05
		DEPARTMENT TOTAL:	1,226.44
		FUND TOTAL:	1,400.45

Expenditure Approval Report
Check Approval Date of 09/24/2024



	Invoice Number	Invoice Description	Amount
503-WATER FUND			
70-UTILITIES			
73-WATER			
3379-BLACK HILLS ENERGY			
	178846	NATURAL GAS - 201 E 5TH ST AND 3903 FOOTHILLS BLVD	44.89
	178849	NATURAL GAS - 200 ROCK RD, GEN	43.77
	178850	NATURAL GAS - 816 W WARLOW DR	101.05
	178855	NATURAL GAS-611 N EXCHANGE,5000 DOUD,1103 LAKEWAY	84.25
		VENDOR TOTAL:	273.96
		DIVISION TOTAL:	273.96
		DEPARTMENT TOTAL:	273.96
		FUND TOTAL:	273.96

Expenditure Approval Report
Check Approval Date of 09/24/2024



	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
3379-BLACK HILLS ENERGY			
	178851	NATURAL GAS - 940 W WARLOW DR	42.25
		VENDOR TOTAL:	42.25
		DIVISION TOTAL:	42.25
		DEPARTMENT TOTAL:	42.25
		FUND TOTAL:	42.25

Expenditure Approval Report
Check Approval Date of 09/24/2024



	Invoice Number	Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
3379-BLACK HILLS ENERGY			
	178852	NATURAL GAS - 4520 UNIVERSITY RD	45.43
	178853	NATURAL GAS - 1700 PLUM CREEK	35.93
	178854	NATURAL GAS - 3101 S GARNER LAKE RD	353.70
		VENDOR TOTAL:	435.06
		DIVISION TOTAL:	435.06
		DEPARTMENT TOTAL:	435.06
		FUND TOTAL:	435.06

Expenditure Approval Report
Check Approval Date of 09/24/2024



	Invoice Number	Invoice Description	Amount
601-CITY WEST FUND			
50-PUBLIC WORKS			
39-CITY WEST BUILDING MAINT			
3379-BLACK HILLS ENERGY			
	178855	NATURAL GAS-611 N EXCHANGE,5000 DOUD,1103 LAKEWAY	42.25
	178856	NATURAL GAS - 611 N EXCHANGE AVE, 22	170.57
	178857	NATURAL GAS - 561 COMMERCIAL DR	101.05
	178858	NATURAL GAS - 624 COMMERCIAL DR	208.15
		VENDOR TOTAL:	522.02
		DIVISION TOTAL:	522.02
		DEPARTMENT TOTAL:	522.02
		FUND TOTAL:	522.02

Expenditure Approval Report
Check Approval Date of 09/24/2024



	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
25-FINANCE			
28-WAREHOUSE FUND			
3379-BLACK HILLS ENERGY			
	178859	NATURAL GAS - 800 BURMA AVE	116.28
		VENDOR TOTAL:	116.28
		DIVISION TOTAL:	116.28
		DEPARTMENT TOTAL:	116.28
		FUND TOTAL:	116.28
		GRAND TOTAL:	2,790.02

Expenditure Approval Report
Check Approval Date of 09/12/2024



	Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND			
20-HUMAN RESOURCES			
22-HEALTH INSURANCE			
4448-CURALINC, LLC			
	178791	OCTOBER - DECEMBER 2024 SUPPORTLINC EAP	1,150.20
		VENDOR TOTAL:	1,150.20
2503-DELTA DENTAL OF WYOMING			
	178788	AUGUST 2024 ADMIN FEES AND CLAIMS	27,383.35
		VENDOR TOTAL:	27,383.35
1912-GALLAGHER BENEFIT SERVICES, INC			
	178792	SEPTEMBER 2024 SHORT TERM DISABILITY ADMIN FEES	135.00
		VENDOR TOTAL:	135.00
3960-MII LIFE INSURANCE, INCORPORATED			
	178793	SEPTEMBER 2024 ADMIN FEES	237.25
		VENDOR TOTAL:	237.25
7777-MISC ONE TIME VENDOR			
	178794	VSP REIMBURSEMENT	28.36
	178795	VSP REIMBURSEMENT	28.36
	178796	VSP REIMBURSEMENT	10.94
	178797	VSP REIMBURSEMENT	21.88
		VENDOR TOTAL:	89.54
3687-OPTUM HEALTH FINANCIAL SERVICES			
	178789	AUGUST 2024 HSA MONTHLY MAINTENANCE FEES	192.50
	178790	AUGUST 2024 COBRA PARTICIPANT FEE	145.75
		VENDOR TOTAL:	338.25
		DIVISION TOTAL:	29,333.59
		DEPARTMENT TOTAL:	29,333.59
		FUND TOTAL:	29,333.59
		GRAND TOTAL:	29,333.59

Expenditure Approval Report
Check Approval Date of 09/23/2024



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
3960-MII LIFE INSURANCE, INCORPORATED			
	179081	WEEKLY CLAIMS	2,106.40
	179082	WEEKLY CLAIMS	737.12
		VENDOR TOTAL:	2,843.52
		DIVISION TOTAL:	2,843.52
		DEPARTMENT TOTAL:	2,843.52
		FUND TOTAL:	2,843.52

Expenditure Approval Report
Check Approval Date of 09/23/2024



	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
	2493-BLACK HILLS POWER & LIGHT		
	179075	AUGUST 2024 WYGEN III CAPITAL AND O&M	224,284.69
	179076	AUGUS 2024 CTII ENERGY	14,380.79
	179077	AUGUST 2024 WYGEN III ANCILLARY SERVICES	142,162.48
	179078	AUGUS 2024 TRANSMISSION	288,705.86
		VENDOR TOTAL:	669,533.82
	2697-BLACK HILLS WYOMING LLC		
	179079	AUGUST 20224 CTII CAPITAL AND O&M	213,742.81
	179080	AUGUST 2024 CTII ENERGY	314,611.47
		VENDOR TOTAL:	528,354.28
	2365-WYODAK RESOURCES DEVELOPMENT CORP		
	179083	AUGUST 2024 WYGEN III COAL	186,111.38
		VENDOR TOTAL:	186,111.38
		DIVISION TOTAL:	1,383,999.48
		DEPARTMENT TOTAL:	1,383,999.48
		FUND TOTAL:	1,383,999.48

Expenditure Approval Report
Check Approval Date of 09/23/2024



	Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND			
20-HUMAN RESOURCES			
22-HEALTH INSURANCE			
2557-BLUE CROSS BLUE SHIELD OF WYOMING			
	179084	PRESCRIPTION DRUG COSTS, WEEKLY CLAIMS, COTIVITI	64,312.73
	179085	PRESCRIPTION DRUG COSTS, WEEKLY CLAIMS, COTIVITI	467,832.33
		VENDOR TOTAL:	532,145.06
		DIVISION TOTAL:	532,145.06
		DEPARTMENT TOTAL:	532,145.06
		FUND TOTAL:	532,145.06
		GRAND TOTAL:	1,918,988.06



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Employee Benefits Presentation

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Déca Wasson, Human Resources Director

ATTACHMENTS:

[Click to download](#)

No Attachments Available



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Gurley Overpass Presentation

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Click to download](#)

No Attachments Available



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Things to Know Video for October 2024

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

VIDEO - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

[Click to download](#)

No Attachments Available



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration of a Parade Permit Beginning in front of Twin Spruce Junior High, proceeding down Gillette Avenue to 1st street, on December 7th, 2024, from 2:00 p.m. to 2:30 p.m., Requested by ABATE of Northeast Wyoming.

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

Click to download

[Map](#)



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration of a Bid Award for the Wastewater Treatment Facility Administration Building HVAC Replacement and Improvements Project to Powder River Heating and Air Conditioning, in the Amount of \$370,136.00.

BACKGROUND:

This project will include the procurement and installation of a new HVAC system, to include removal, modification and replacement of existing equipment, piping, wiring, conduit, and ductwork. A new indoor air handling unit, outdoor condensing unit, variable air volume dampers, control devices and all associated hydronic heating piping and components are included in this project. The project will also include the replacement of two in-ceiling fan coil units with a new outdoor packaged unit. This project will replace an obsolete and failing 40-year-old main unit and several troublesome aging in-ceiling units, boilers and condensing units. Updated controls and variable dampers will provide much better climate control throughout the building.

ACTUAL COST VS. BUDGET:

The bid price of \$370,136 is budgeted within Account #505-70-75-443-70-47510 (Furn/Fixtures/Equip>\$5000)

SUGGESTED MOTION:

I move for Approval of a Bid Award for the Wastewater Treatment Facility Administration Building HVAC Replacement and Improvements Project to Powder River Heating and Air Conditioning, in the Amount of \$370,136.

STAFF REFERENCE:

Joff J. Pilon, P.E., Utilities Director

ATTACHMENTS:

Click to download

[WWTF Administration Building HVAC Agreement 2024](#)

[WWTF Administration Building HVAC Project Location 2024](#)

SECTION 00500
AGREEMENT
BETWEEN THE OWNER AND CONTRACTOR

THIS AGREEMENT is by and between City of Gillette (OWNER) and _____ (CONTRACTOR).

Owner and Contractor, in consideration of the mutual covenants set forth herein agree as follows:

ARTICLE 1 -- WORK

1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Mechanical systems replacement and upgrades.

ARTICLE 2 -- THE PROJECT

2.01 The Project for which the Work under the Contract Documents may be the whole or only part is generally described as follows:

***CITY OF GILLETTE WASTEWATER TREATMENT FACILITY
ADMINISTRATION BUILDING HVAC REPLACEMENT AND IMPROVEMENTS
25WW01***

ARTICLE 3 -- ENGINEER

3.01 The Project has been designed by MECHANICAL DESIGN WORKS, INC. (Engineer), who is to act as the Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to the Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 4 -- CONTRACT TIME

4.01 Time of the Essence

- A. All time limits for Milestones, if any, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract. When the contract time is on a working day basis, the contract time will begin on the date determined in the Notice to Proceed and continue at the rate of one Working Day charged for each day of the Normal Working Week, except as described otherwise in the Supplementary Conditions or Project Documents, until the work is complete. Working Day contracts do not include an initial allowance for adverse weather days and do not charge a working day for adverse weather days.
- B. Fixed Completion Date contract times include the following allowance for adverse weather days:
For whole or partial months within the contract time, the table "Adverse Weather Days Expected" shows the number of working days included in the anticipation of weather that will preclude work. On the Engineers Weekly Reports, the engineer will show for each month, and for the project to date, the number of actual adverse weather days determined by the engineer and the amount by which this exceeds the number expected and accounted for in the original Completion Date.

The engineer may extend the completion date if the actual number of adverse weather days exceeds the expected number and the contractor has pursued the work diligently during the month.

The Engineer will not count or treat Saturdays, Sundays, or Holidays as adverse weather days.

Adverse Weather Days Expected

Month	Workdays Incorporated in Contract Time in Anticipation of Adverse Weather
January	8
February	8
March	7
April	6
May	4
June	3
July	2
August	2
September	2
October	4
November	5
December	7

4.02 Days to Achieve Milestones and Final Completion.

- A. The Work will be complete and ready for final payment within **6 months** after the date when the Contract Times commence to run as provided in Paragraph 4.01 of the General Conditions but not later than **May 30, 2025**, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions after the date of issuance of the Certificate of Substantial Completion.

4.03 Liquidated Damages

- A. The Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not completed within the times specified in paragraph 4.02 above, plus any extensions thereof allowed, in accordance with Article 11 of the General Conditions. The Parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner **\$500.00** for each day that expires after the time specified in Paragraph 4.02 for Milestone Work until the work is substantially complete. After the Milestone Work is complete, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner **\$250.00** for each day that expires after the time specified in Paragraph 4.02 for completion and readiness for final payment until the Work is completed and ready for final payment.

ARTICLE 5 -- CONTRACT PRICE

- 5.01 Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds according to the Bid, which is attached as an Exhibit.

ARTICLE 6 -- PAYMENT PROCEDURES

6.01 Submittal and Processing of Payments

- A. Contractor shall submit Applications for Payment, in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by the Engineer as provided in the General Conditions.

6.02 Progress Payments

- A. Owner shall make progress payments on account of the Contract Price on the basis of the Contractor's Applications for Payment, as recommended by the Engineer, subsequent to the second Council meeting of each month during construction, as provided below. All such payments will be measured by the schedule of values established in Paragraph 2.03 A of the General Conditions, (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements:

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below, but, in each case, less the aggregate of payments previously made and less such amounts as the Engineer determines or the Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 15.01 of the General Conditions:
 - a. Ninety-five percent (95%) of the Work completed (with the balance being retainage).
 - b. Ninety-five percent (95%) of the materials and equipment not incorporated in the Work (with the balance being retainage).

2. Upon issuance of a Certificate of Substantial Completion, Owner shall cause notice to be published in a newspaper of general circulation once a week for two consecutive weeks, and posted on the State of Wyoming's procurement website or the Owner's official website. The notice shall set forth in substance that the Owner has accepted the Work, or designated portion thereof, as substantially complete according to this Agreement and associated documents, and that the Contractor is entitled to payment of the retained amount, together with any other amount due under this Agreement, less any amount withheld for the portion of the Work that is incomplete or not completed in accordance with this Agreement and associated documents, upon the 41st day after the notice was first published.

6.03 Final Payment.

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 15.06

ARTICLE 7 -- INTEREST

7.01 All moneys not paid when due, as provided in Article 15 of the General Conditions, shall bear interest at the maximum rate allowed by law at the place of the Project.

ARTICLE 8 -- CONTRACTOR'S REPRESENTATIONS

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:
- A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
 - B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 - C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
 - E. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
 - F. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the Site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.
 - G. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
 - H. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

ARTICLE 9 -- CONTRACT DOCUMENTS

9.01 Contents:

- A. The Contract Documents consists of the following:
 - 1. This Agreement
 - 2. Performance bond (by reference).
 - 3. Payment bond (by reference).
 - 4. Notice of Award (by reference).
 - 5. General Conditions (by reference).
 - 6. Supplementary Conditions (by reference).
 - 7. Specifications bearing the title The City of Gillette, 2020 Standard Construction Specifications, as amended.
 - 8. Drawings consisting of 16 sheets with each sheet bearing the following general title: CITY OF GILLETTE WASTEWATER TREATMENT FACILITY ADMINISTRATION BUILDING HVAC REPLACEMENT AND IMPROVEMENTS
 - 9. Project Manual bearing the title: WASTEWATER ADMIN. BUILDING HVAC REPLACEMENT AND IMPROVEMENTS
 - 10. Addenda
 - 11. Exhibits to this Agreement (enumerated as follows):
 - a. Contractor's Bid

b. Documentation submitted by Contractor prior to Notice of Award

12. The following which may be delivered or issued after the Effective Date of the Agreement and are not attached hereto:

a. Notice to Proceed (pages 1 to 1, by reference).

b. Work Change Directives.

c. Change Order(s)

B. The documents listed in Paragraphs 9.01.A are attached to this Agreement, (except as expressly noted otherwise above).

C. There are no Contract Documents other than those listed above in this Article 9.

D. The Contract Documents may only be amended, modified, or supplemented, as provided in Paragraphs 11.01 of the General Conditions.

ARTICLE 10 -- MISCELLANEOUS

10.01 Terms

A. Terms used in this Agreement will have the meanings indicated in the General Conditions and the Supplementary Conditions.

10.02 Assignment of Contract

A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release the assignor from any duty or responsibility under the Contract Documents.

10.03 Successors and Assigns

A. Owner and the Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect of all covenants, agreements, and obligations contained in the Contract Documents.

10.04 Severability

A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provisions.

10.05 Other Provisions

A. **Governmental Immunity.** The Owner does not waive governmental immunity by entering into this Agreement and specifically retains all immunities and defenses available to it pursuant to WYO. STAT. §§ 1-39-101-120 and all other applicable law. Designations of venue, choice of law, enforcement actions, dispute resolution and similar provisions should not be construed as a waiver of governmental immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that

any ambiguity as to governmental immunity shall be construed in favor of governmental immunity.

- B. **Availability of Funds.** Each payment obligation of the Owner is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation. If funds are not allocated and available for the continuance of the services performed by Engineer and/or the Contractor, the Agreement may be terminated by the Owner at the end of the period for which the funds are available. The Owner shall notify Engineer and/or the Contractor at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Owner in the event this provision is exercised, and the Owner shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section. This provision shall not be construed to permit the Owner to terminate this Contract to acquire similar services from another party.

- C. **Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, pandemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays. This provision shall not be effective unless the failure to perform is beyond the control and without the fault or negligence of the nonperforming party. The parties intend and agree that the Owner does not waive governmental immunity by entering into this Agreement and specifically retains all immunities and defenses available to it pursuant to WYO. STAT. §§ 1-39-101-120 and all other applicable law.

- D. **Indemnification.** Contractor shall indemnify, defend, and hold harmless the Owner, and its officers, agents, employees, successors, and assignees from any and all claims, lawsuits, losses, and liability arising out of Contractor's failure to perform any of Contractor's duties and obligations hereunder or in connection with the negligent performance of Contractor's duties or obligations, including but not limited to any claims, lawsuits, losses, or liability arising out of Contractor's actions.

- E. **Applicable Law/Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties, and the venue shall be the Sixth Judicial District, Campbell County, Wyoming. The parties intend and agree that the Owner does not waive governmental immunity by entering into this Agreement and specifically retains governmental immunity and all defenses available to it pursuant to WYO. STAT. §§ 1-39-101-120 and all other applicable law.

IN WITNESS WHEREOF, Owner and Contactor have signed this Agreement in duplicate. One counterpart each has been delivered to the Owner and the Contractor. All portions of the Contract Documents have been signed or identified by the Owner and Contractor or on their behalf.

This Agreement will be effective on _____, 20__ (which is the Effective Date of the Agreement)

OWNER:

CONTRACTOR:

City of Gillette

By: _____

By: _____

Print Name

Print Name

Title: Mayor

Title: _____

[Corporate Seal]
(If Available)

Attest: _____

Attest: _____

Title: City Clerk

Title: _____

Address for giving notices:

Address for giving notices:

City of Gillette
201 E. 5th Street
Gillette, WY 82716

License No.: _____

Agent for service or process: _____

(If Contractor is a corporation or partnership, attach evidence of authority to sign.)

BID BOND

Any singular reference to Bidder, Surety, Owner, or other party shall be consider plural where applicable

BIDDER (Name and Address):

SURETY (Name and Address of Principal Place of Business):

OWNER (Name and Address):

City of Gillette
201 East Fifth Street
Gillette, WY 82716

BID

Bid Due Date:

Project (Brief Description Including Location):

BOND

Bond Number:

Date (Not later than Bid due date):

Penal sum _____ (Words) _____ (Numerals)

Surety and Bidder, intending to be legally bound hereby, subject to the term printed on the reverse side hereof, do each cause this Bid Bond to be duly executed on its behalf by its authorized officer, agent, or representative.

BIDDER

SURETY

_____(Seal) _____(Seal-If Avail)
Bidder's Name and Corporate Seal (If Avail) Surety's Name and Corporate Seal

By: _____ By: _____
Signature and Title Signature and Title
(Attach Power of Attorney)

Attest: _____ Attest: _____
Signature and Title Signature and Title

Note: Above addresses are to be used for giving required notice.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Surety's liability.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:

PROJECT LOCATION





CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration of a Bid Award for the Sunburst Subdivision Valve Replacement Project to Hot Iron, Inc., in the Amount of \$696,135.57 (1% Project).

BACKGROUND:

The project includes replacement of multiple water main isolation valves within the Sunburst Subdivision.

(see attached Vicinity Map).

HISTORY: The water system in the Sunburst Subdivision was installed in the late 1970s and early 1980s. The piping is PVC and appears to be holding up well, but many of the existing ductile-iron valves and fittings are nearing the end of their useful service life and are at risk of failure from corrosion.

WHY NEEDED: The failing valves make it difficult to isolate portions of the Sunburst Subdivision for water system maintenance and repair. The unreliable valves cause large shutdown areas that affect many residents because the valves won't close tightly and additional valves located further away must then be closed to isolate an area for repair or maintenance. This project will replace many critical intersections of water main to allow smaller isolation areas and thus affect fewer residents during maintenance or repair of the water system.

Three (3) additive alternatives were developed with this project to replace fire hydrants and address some isolated sanitary sewer improvements in this area along with the identified base bid replacement of water valves and fittings.

Additive Alternative #1 provides replacement of seven (7) fire hydrants installed in 1976.

Additive Alternative #2 provides replacement of two (2) fire hydrants installed in 1986, isolated sanitary sewer improvements and the addition of a sanitary sewer manhole.

Additive Alternative #3 provide replacement of two (2) Waterous brand hydrants that have presented maintenance and operation challenges.

It is recommended that the Base Bid and Additive Alternative #1 be awarded based on available funding. The areas related to Additive Alternatives 2 and 3 would be addressed through future improvements projects as possible based on scope and budget considerations.

ANTICIPATED SCHEDULE: The contract allows for sixty (60) working days to complete the project with a fina

completion date of June 1, 2025.

ACTUAL COST VS. BUDGET:

This project is fully funded from the 1% Optional Sales Tax fund in the amount of \$750,000.00.

Bids were received at 3:00 p.m. on Tuesday, September 17, 2024, for the above referenced project. Three (3) contractors provided regular and responsive bids.

Contractor	Base Bid: Water Main Valves and Fittings	Bid Alt 1: 1976 Fire Hydrants (7)	Bid Alt 2: 1986 Fire Hydrants (2) and Sewer	Bid Alt 3: Waterous Brand Hydrants (2)	Total Bid	% of Eng. Est.
Hot Iron, Inc.	\$495,850.88	\$200,284.69	\$124,691.93	\$77,777.08	\$898,604.58	95%
DRM, Inc.	\$674,805.58	\$297,160.23	\$177,175.07	\$96,434.54	\$1,245,575.42	131%
Dan Hart Patrol Service LLC	\$510,199.13	\$235,648.63	\$133,917.00	\$92,351.20	\$972,115.96	102%

The bids received have been reviewed and found to be regular and responsive bids. The attached recommendation from WWC Engineering is to award the Base Bid and Additive/Alternative #1 to Hot Iron, Inc. based on available funding.

SUGGESTED MOTION:

I move for Approval of a Bid Award of the Sunburst Subdivision Valve Replacement Project to Hot Iron, Inc., in the Amount of \$696,135.57 (1% Project).

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

Click to download
<input type="checkbox"/> 24EN29-Engineer's Recommendation
<input type="checkbox"/> 24EN29-Ref Map
<input type="checkbox"/> 24EN29-Bid Tabulation



300 SOUTH GILLETTE AVE, SUITE 2001, GILLETTE, WY 82716 | 307-622-9922

September 18, 2024

Toby Fiske
City of Gillette
201 East 5th Street
Gillette, WY 82716

RE: Sunburst Subdivision Valve Project 24EN29

Mr. Fiske,

WWC Engineering (WWC) has reviewed the bids received on September 17, 2024, for the referenced project and summarized the results in the following table. All bidders furnished a 5% bid bond and provided certificates of Wyoming residency. The Engineer's total estimate (Base Bid plus Bid Alternates 1-3) for the referenced project is \$950,901.56.

Contractor	Base Bid	Bid Alt 1	Bid Alt 2	Bid Alt 3	Total Bid	% of Eng. Est.
Hot Iron, Inc.	\$495,850.88	\$200,284.69	\$124,691.93	\$77,777.08	\$898,604.58	95%
DRM, Inc.	\$674,805.58	\$297,160.23	\$177,175.07	\$96,434.54	\$1,245,575.42	131%
Dan Hart Patrol Service LLC	\$510,199.13	\$235,648.63	\$133,917.00	\$92,351.20	\$972,115.96	102%

Based on the bid results, WWC recommends awarding the contract for the referenced project to the lowest bidder, Hot Iron, Inc., in the amount of \$696,135.57 for the work described under the Base Bid schedule and Bid Alternate 1, contingent upon available funding. The next lowest bidder, Dan Hart Patrol Service, LLC had minor computational errors but these deficiencies did not affect the bid results. The bid tabulations are attached to this letter for your records.

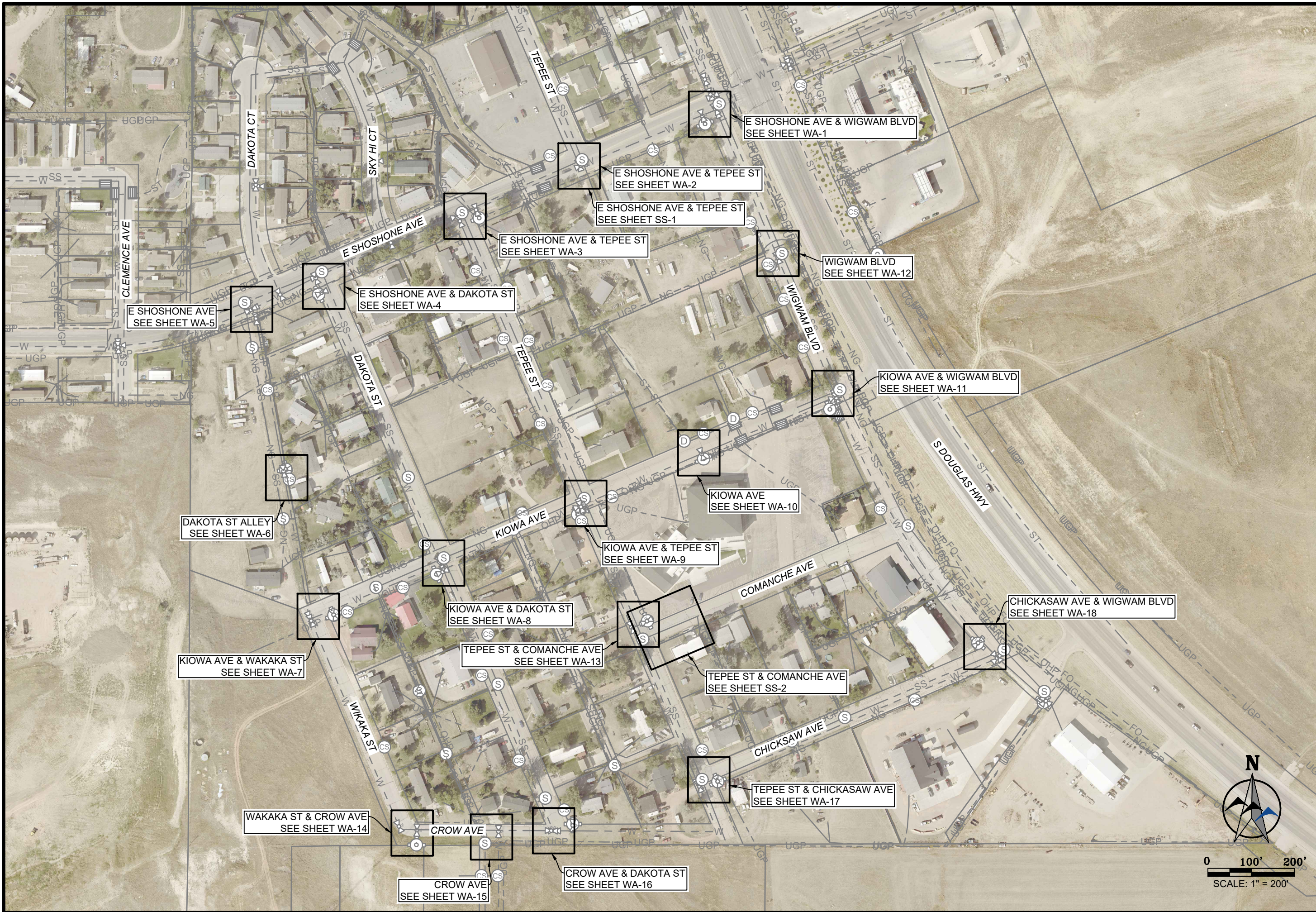
Thank you,

Marcus Dufort, P.E.
Project Manager

Attachments:

1) 24EN29 ENG BID TABS.pdf

K:\Sheridan\City of Gillette\2024264 Sunburst Subdivision Valve Replacement Project\09Construction_Bidding\02_Award\Award Recommendation Letter.docx

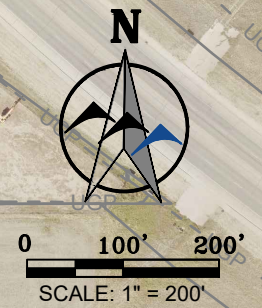


REV. #	REVISION DESCRIPTION	DATE	BY

**SUTHERLAND SUBDIVISION
VALVE PROJECT
VICINITY MAP**

WWC ENGINEERING
 300 S. GILLETTE AVE., SUITE 2001
 GILLETTE, WY 82716
 (307) 622-9922
 www.wwcengineering.com

DATE:	9/18/24
JOB NO.:	2023-140
DRAWN BY:	CIG
APPROVED BY:	LSF





CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration for the Acceptance of the bid to Fremont Motors Riverton, Wyoming in the amount of \$94,234.00 or \$47,117.00 each, for their bid on Two (2) NEW 2025 – 3/4 TON 4WD Long Wheelbase Extended or Double Cab Pickups.

BACKGROUND:

These are CIP requests for FY25 for the Power Division Project Numbers 25VM25 and 25VM26 for the Wastewater Division. Funds remaining will be used for City of Gillette Decals and upfit requirements as needed.

ACTUAL COST VS. BUDGET:

Actual cost is \$94,234; budgeted amount is \$130,000. Difference of \$35,766.

SUGGESTED MOTION:

I move for approval to award the bid to Fremont Motors Riverton, Wyoming in the amount of \$94,234 or \$47,117 each, for their bid on Two (2) NEW 2025 – 3/4 TON 4WD Long Wheelbase Extended or Double Cab Pickups.

STAFF REFERENCE:

Sawley Wilde, Public Works Director

ATTACHMENTS:

Click to download

[Memo](#)



CITY OF GILLETTE

www.gillettewy.gov

TO: Mayor and City Council

FROM: Sawley Wilde, Public Works Director

DATE: September 12, 2024

SUBJECT: Council Consideration for **Two (2) NEW 2025 – 3/4 TON 4WD Long Wheelbase Extended Cab Pickups**

Recommendation:

Council Consideration for the Acceptance of the bid to Fremont Motors Riverton, Wyoming in the amount of \$94,234 or \$47,117 for their bid on **Two (2) NEW 2025 – 3/4 TON 4WD Long Wheelbase Extended or Double Cab Pickups.**

Bidder	Make/Model	Bid Price	Notes
Fremont Motors, Riverton, Wyoming	Two (2) NEW 2025 – 3/4 TON 4WD Chevrolet Silverado 2500HD Long Wheelbase Double Cab Pickups	\$47,117 each or \$94,234 Total	Recommend – No Exceptions
No Other Bids			

Account Number	Budgeted Amount	Amount Charged to Account	Balance
504-70-74-442-70-47610	\$50,000	\$47,117	\$2,883
505-70-75-443-70-47610	\$80,000	\$47,117	\$32,883

Background

These are CIP requests for FY25 for the Power Division Project Numbers 25VM25 and 25VM26 for the Wastewater Division. Funds remaining will be used for City of Gillette Decals and upfit requirements as needed.

JW/jw



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration for the Acceptance of Public Improvements for the 2024 Almon Repair Project Installed by Powder River Construction, Inc., in the Amount of \$168,275.83 (1% Project).

BACKGROUND:

This project included removing and replacing broken and eroded asphalt locations along Almon Drive and Almon Circle (see attached map). The project consisted of removing four feet of asphalt surfacing adjacent to the curb and gutter and replacing it with concrete in various locations.

WHY NEEDED: Almon Drive and Almon Circle were reconstructed with an asphalt surface in 1991. Since then, there has been very little maintenance completed on the street surface. Through the years, the edge of the street surfacing adjacent to the curb and gutter has begun to crack, ravel and spall causing major drop-offs and potholes. These distresses were exaggerated due to the grade of the street and the massive amount of drainage flow in the southside curb and gutter. Repairing these areas will allow the street to last longer before needing reconstruction.

ACTUAL COST VS. BUDGET:

The Project was awarded to Powder River Construction in the amount of \$203,049.00. The actual cost of the project was \$168,275.83 with a savings of \$34,773.17.

This project was fully funded in the FY24 budget with the Optional 1% Sales Tax Fund.

SUGGESTED MOTION:

I move for Approval of the Acceptance of Public Improvements for the 2024 Almon Repair Project Installed by Powder River Construction, Inc., in the Amount of \$168,275.83 (1% Project).

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

Click to download
<input type="checkbox"/> Location Map
<input type="checkbox"/> Cert of Substantial completion
<input type="checkbox"/> Cert of Final Completion
<input type="checkbox"/> Warranty

Almon Repairs Project



October 02, 2023
CITY OF GILLETTE
Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 886-5364
www.gillettewy.gov

0 140 280
Feet

City of Gillette, Campbell

Productivity *Service With P.R.I.D.E.* Enthusiasm
Responsibility Integrity Diligence

**CITY OF GILLETTE
CERTIFICATE OF SUBSTANTIAL COMPLETION**

Project: 2024 Almon Repair

Project No.: 24EN06

Owner: City of Gillette

Date of Contract: 11-7-23

Contractor: PRC

This Certificate of Substantial Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

5-18-24

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared except as stated below.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

 Amended Responsibilities

 X Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

The following documents are attached to and made part of this Certificate:

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

DATED this 9th day of September, 2024

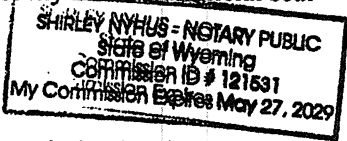
Powder River Construction, Inc.
CONTRACTOR (COMPANY NAME)

Zach Field Estimator
SIGNATURE (TITLE)

STATE OF WYOMING }
COUNTY OF CAMPBELL } SS

The foregoing instrument was acknowledged before me by Zach Field,
this 9th day of September 2024

Witness my hand and official seal



Shirley Nyhus
Notary Public

My commission Expires:

CITY OF GILLETTE

(Name), Mayor Date

(SEAL)
ATTEST:

(Name), City Clerk

**CITY OF GILLETTE
CERTIFICATE OF FINAL COMPLETION**

Project Name: 2024 Almon Repair Project

Project No.: 24EN06

Date of Contract: 11-7-23

Owner: City of Gillette

Contractor: PRC

Engineer: PCA

This Certificate of Final Completion applies to:

All Work under the Contract Documents:

The following specified portions:

5-19-24

Date of Final Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete in accordance with the Contract Documents.

The project will be advertised according to W.S. 16-6-116, and the Affidavit on Behalf of the Contractor is attached to and made part of this Certificate.

DATED this 9th day of September, 2024

Powder River Construction, Inc

CONTRACTOR (COMPANY NAME)

Zach Field
SIGNATURE

Estimator

(TITLE)

WARRANTY

(Contractor)

Powder River Construction, hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the 2024 Almon Street Repair Project 24EN06, FOR A PERIOD OF One Year FROM THE DATE THE PROJECT IMPROVEMENTS ARE ACCEPTED BY FORMAL ACTION OF THE GILLETTE CITY COUNCIL. In the event that a particular item of equipment or major element of the total project improvements was placed into continuous service prior to Substantial Completion of the total project, an Attachment A may be attached to this Warranty to designate the separate warranty periods. Attachment A shall only be used when the requirements of Supplementary Condition 13.07 have been met.

CONTRACTOR further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of ONE YEAR is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to CONTRACTOR that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to CONTRACTOR by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to CONTRACTOR in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of CONTRACTOR shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the one year period specified above if the City sent notice as provided above within the one year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the one year period.

CONTRACTOR and the City of Gillette agree and acknowledge that this Agreement is the consideration for acceptance by the City of Gillette of the Project improvements for maintenance by the City of Gillette including, but not limited to the release of any performance or penal bonds, letters of credit, cash escrows, promissory notes or other securities posted and approved to secure the installation of required Project improvements for 2024 Almon Street Repair Project 24EN06

DATED this 9th day of September, 2024

Powder River Construction, Inc.

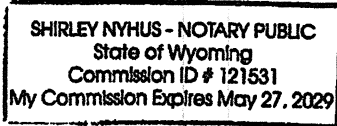
CONTRACTOR (COMPANY NAME)

Zach Field Estimator
SIGNATURE (TITLE)

STATE OF WYOMING }
 } SS
COUNTY OF CAMPBELL }

The foregoing instrument was acknowledged before me by Zach Field,
this 9th day of September 2024

Witness my hand and official seal



Shirley Nyhus
Notary Public

My commission Expires:

APPROVED BY CITY OF GILLETTE

MAYOR, CITY OF GILLETTE

ATTEST:

GILLETTE CITY CLERK



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration to Grant City Staff Permission to Negotiate on Behalf of City Council for the Pre-Annexation Agreement Between the City of Gillette and Hoskinson Biotechnology Holding LLC for Property Located at 460 Hwy 50.

BACKGROUND:

The Owner is seeking a Pre-Annexation Agreement with the City of Gillette for property located at 460 Hwy 50. The landowner is requesting that the Pre-Annexation Agreement grant them water and sewer services. Currently, a 36" water transmission line from the Madison Pipeline runs along the front of the property and across the street runs an 8" water distribution line. The nearest sewer line is across the street running along the east property line of 465 Hwy 50 and is a 12" collector.

The property is Tract A of the Williams Subdivision in the county and is zoned C-1, General Commercial.

ACTUAL COST VS. BUDGET:

N/A

SUGGESTED MOTION:

I move to Grant City Staff Permission to Negotiate on Behalf of City Council for the Pre-Annexation Agreement Between the City of Gillette and Hoskinson Biotechnology Holding LLC for Property Located at 460 Hwy 50.

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

Click to download

[Vicinity Map](#)


[Request for Pre-Annexation](#)

Vicinity Map - 460 Hwy 50



**CITY OF GILLETTE**
Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



1 inch equals 333 feet
1 inch equals 0.06 miles

August 29, 2024
Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm

City of Gillette, GIS Division, Campbell County, State of Wyoming



City of Gillette,

HOSKINSON BIOTECHNOLOGY HOLDING LLC would like to sign a Pre-Annexation Agreement with the City of Gillette for the property located at 460 Hwy 50 Gillette WY 82718. The parcel ID #49720530200100. Legal recording date of 7/6/2023 Reception number 2023-04234. We would like to have the use of the city water and sewer.

Thank You

Hoskinson Biotechnology



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration to Authorize the Mayor to Sign Amendment No. 16 of the Telecommunications Raceway Lease Agreement Between the City of Gillette and Visionary Communications, Inc.

BACKGROUND:

Amendment No. 16 to the original Telecommunications Raceway Lease Agreement, signed February 7, 2018, will allow Visionary Communications, Inc. to lease additional fiber optic raceway in the City of Gillette's multi-raceway fiber optic back haul system. Visionary Communications, Inc. will install fiber optic cable in the City's raceway system to serve their customers.

ACTUAL COST VS. BUDGET:

Revenue received from the Telecommunications Raceway Lease Amendment No. 16 shall be deposited in the City's Fiber Fund No. 506.

Per the terms of the Agreement, the City will lease its raceway at a unit cost of \$0.56121 per lineal foot with an inflationary increase of 3% per calendar year. Upon execution of Amendment No. 16, the annual lease revenue will increase by an estimated \$508.00.

SUGGESTED MOTION:

I Move for Approval to Authorize the Mayor to Sign Amendment No. 16 to the Telecommunications Raceway Lease Agreement Between the City of Gillette and Visionary Communications, Inc.

STAFF REFERENCE:

Joff J. Pilon, P.E., Utilities Director

Sean Brown, City Attorney

ATTACHMENTS:

Click to download

[VCN Fiber Raceway Lease Amendment 16](#)

**AMENDMENT NUMBER SIXTEEN TO LEASE AGREEMENT FOR USE OF
CITY RACEWAY BETWEEN VISIONARY COMMUNICATIONS, INC., AND
THE CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING**

1. **Parties.** This Amendment is made and entered into by and between Visionary Communications, Inc. (“Company”), whose address is 1001 S. Douglas, Suite 201, Gillette, WY; the City of Gillette, Campbell County, Wyoming, (“City”) whose address is 201 East 5th Street, Gillette, WY 82716.

2. **Purpose of Amendment.** This Amendment shall constitute the sixteenth amendment to the Agreement between the Company and the City which was duly executed on February 7, 2018, and which became effective February 7, 2018 (“Original Agreement”). The purpose of this Amendment is to allow the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-051, which is attached as Exhibit Q and made a part of this Agreement.

The Original Agreement, dated February 7, 2018, provided for the initial lease of Raceway(s) to the Company for the total lease amount of (\$0.47) per raceway per foot per year; a three percent (3%) rent increase per year; and payment by the Company of all construction costs associated with the requested conduit system and the Raceway(s) (“Construction Fee”).

Amendment Number One, dated October 22, 2018, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-002 through VCN-A-009.

Amendment Number Two, dated December 4, 2018, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-010 through VCN-A-012.

Amendment Number Three, dated February 5, 2019, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-013 through VCN-A-014.

Amendment Number Four, dated November 19, 2019, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-015 through VCN-A-020.

Amendment Number Five, dated September 15, 2020, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-021 through VCN-A-024.

Amendment Number Six, dated March 2, 2021, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-025 through VCN-A-030.

Amendment Number Seven, dated May 4, 2021, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-

031 through VCN-A-032.

Amendment Number Eight, dated September 21, 2021, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-033 through VCN-A-034.

Amendment Number Nine, dated February 4, 2022, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-035 through VCN-A-037.

Amendment Number Ten, dated April 6, 2022, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-038 through VCN-A-043.

Amendment Number Eleven, dated June 7, 2022, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-044.

Amendment Number Twelve, dated October 6, 2023, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-045.

Amendment Number Thirteen, dated December 19, 2023, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-046.

Amendment Number Fourteen, dated January 16, 2024, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-047.

Amendment Number Fifteen, dated June 10, 2024, allowed the Company to add additional raceway(s) and to provide additional Facility Location Map(s), VCN-A-048 through VCN-A-050.

3. **Term of the Amendment.** This Amendment shall commence upon the date the last required signature is affixed hereto and shall remain in full force and effect through the term of the Original Agreement.

4. **Payment.** The rent to be paid by Company to the City shall be \$0.56121 per raceway per foot per year. The specific area where the Fiber Optics will be installed is described in Exhibit Q - VCN-A-51. Rent shall be paid in advance, on or before the first day of each year, for that period's rental, during the term of this Amendment. The Company understands and agrees that the rent shall automatically increase by three percent (3%) per year on the first day of each calendar year. All rental payments shall be made to the City.

The Company shall pay the Construction Fee within thirty (30) days after receipt of an invoice from the City.

The initial payment shall be made within thirty (30) days after receipt of an invoice following acceptance of the Agreement. This initial payment for the additional raceway(s) segments will be prorated for the remainder of the year in which this Amendment is accepted.

5. **Additional Responsibilities of Contractor.** The Company has not taken on any additional duties.
6. **Additional Responsibilities of Agency.** The City has not taken on any additional duties.
7. **Special Provisions**
 - A. **Same Terms and Conditions.** With the exception of items explicitly delineated in this Amendment, all terms and conditions of the Agreement between the City and the Company, including but not limited to governmental immunity, and including all prior amendments to this Agreement shall remain unchanged and in full force and effect.
8. **General Provisions**
 - A. **Entirety of Contract.** This Amendment, consisting of four (4) pages, and Exhibit P, VCN-A-048 through VCN-A-050 - Facility Location Map(s); the Original Agreement consisting of eight (8) pages, and Exhibit A - Facility Location Map; Amendment Number One consisting of three (3) pages, and Exhibit B – VCN-A-002 through VCN-A-009; Amendment Number Two consisting of three (3) pages, and Exhibit C – VCN-A-010 through VCN-A-012; Amendment Number Three consisting of three (3) pages and Exhibit D – VCN-A-013 through VCN-A-014; and Amendment Number Four consisting of three (3) pages and Exhibit E – VCN-A-015 through VCN-A-020; and Amendment Number Five consisting of three (3) pages and Exhibit F – VCN-A-021 through VCN-A-024; and Amendment Number Six consisting of three (3) pages and Exhibit G – VCN-A-025 through VCN-A-030; and Amendment Number Seven consisting of four (4) pages and Exhibit H – VCN-A-031 through VCN-A-032; and Amendment Number Eight consisting of four (4) pages and Exhibit I – VCN-A-033 through VCN-A-034; and Amendment Number Nine consisting of four (4) pages and Exhibit J – VCN-A-035 through VCN-A-037; and Amendment Number Ten consisting of four (4) pages and Exhibit K – VCN-A-038 through VCN-A-043; and Amendment Number Eleven consisting of four (4) pages and Exhibit L – VCN-A-044; and Amendment Number Twelve consisting of four (4) pages and Exhibit M – VCN-A-045; and Amendment Number 13, consisting of four (4) pages and Exhibit N – VCN-A-046; and Amendment Number Fourteen consisting of four (4) pages and Exhibit O – VCN-A-047; and Amendment Number Fifteen consisting of four (4) pages and Exhibit P

– VCN-A-048 through VCN-A-050 represent the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

9. **Signatures.** The parties to this Amendment through their duly authorized representatives have executed this Amendment, known as Amendment Number Sixteen to the Original Agreement between the City and the Company, on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Amendment as set forth herein.

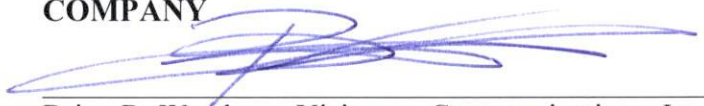
The effective date of this Amendment is the date of the signature last affixed to this page.

CITY OF GILLETTE

Shay Lundvall - Mayor

Date

COMPANY



Brian R. Worthen - Visionary Communications, Inc.



Date

(S E A L)
ATTEST:

Alicia Allen, City Clerk

CITY ATTORNEY'S OFFICE APPROVAL AS TO FORM

Sean Brown

Date



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration of a Resolution to Approve the City's Health Plan Premiums and Plan Design Changes effective January 1, 2025.

BACKGROUND:

The City's Medical Fund Task Force and the Human Resources Department review the status of the City's medical fund on a semi-annual basis and makes recommendations each year to City Council regarding amendments to the health plan design and premium rates for the new plan year beginning every January 1st and related wellness program. City Council held a Council Meeting on October 1, 2024, for the purpose of hearing the Medical Fund Task Force and Human Resources Department recommendations for the 2025 plan year.

ACTUAL COST VS. BUDGET:

N/A

SUGGESTED MOTION:

I move for the approval of the Resolution to Approve the recommendations presented at the Council Meeting on October 1, 2024.

STAFF REFERENCE:

Déca Wasson, Human Resources Director

ATTACHMENTS:

Click to download

[Resolution to Approve the City's Health Plan Premiums and Plan Design Changes Effective January 1, 2025](#)

RESOLUTION NO. __

**A RESOLUTION
APPROVING THE CITY'S HEALTH PLAN PREMIUMS AND PLAN DESIGN
CHANGES EFFECTIVE JANUARY 1, 2025**

WHEREAS, the City's Medical Fund Task Force and the Human Resources Department review the status of the City's medical fund on a semi-annual basis and provide recommendations each year to City Council regarding amendments to the health plan design and premium rates for the new plan year beginning every January 1st; and desires to provide an opportunity for all eligible City employees to participate in the City sponsored group health insurance plans and related wellness programs; and

WHEREAS, the City Council held a Council Meeting on October 1, 2024, for the purpose of hearing the Medical Fund Task Force and the Human Resources Department recommendations for the 2025 plan year; and

WHEREAS, the City Council desires to adopt the recommendations presented at the October 1st Council Meeting;

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, that effective January 1, 2025, the following amendments to health plans and premium rates are adopted:

1. The City currently offers both a Preferred Provider Organization (PPO) Plan and a High Deductible Health Plan (HDHP) Plan;
2. The City is currently in the *BCBS Wyoming Total Choice Network*;
3. The Medical and Dental premiums for the PPO Plan will continue to be a cost share at 15% employee contribution and 85% employer contribution;
4. The Medical and Dental premiums for the HDHP Plan will continue to be paid at 100% by the City;
5. There will be no increase in the Medical premiums for both the PPO and HDHP plans;
6. There will be no increase in the Dental premiums for both the PPO and HDHP plans;
7. All co-insurance will remain the same as the prior benefit year for both the PPO (20%) and HDHP (10%) plans;
8. All deductibles and out-of-pocket maximums will increase from the prior benefit year for both the PPO and HDHP plans;
9. All Retail Prescription Plan and Mail Order Prescription copays and coverage will remain the same as the prior benefit year for both the PPO and HDHP plans;
10. The twenty percent (20%) Wellness Participant Differential Premium Incentive will continue as based on established criteria for the PPO plan;

11. The City will deposit a HSA contribution of \$300 for employees who have been compliant with the Wellness program for the prior calendar year and remain compliant in the Wellness program; for HDHP plan participants only;
12. The City will deposit a combined total HSA contribution of \$600 for employees and their spouse who have been compliant with the Wellness program for the prior calendar year and remain compliant in the Wellness program; for HDHP plan participants only;
13. The City's individual stop loss liability deductible increased from \$210,000 to \$230,000; effective July 1, 2024;
14. Vision insurance will remain a voluntary benefit. The premium will increase from the prior benefit year; and
15. Other separate ancillary benefits and insurance plans remain as per the established plans.

The Human Resources Director shall oversee the City benefits and insurance plans, serve as the contact for the plans and shall receive necessary reports, notices, etc.

The Human Resources Director, as the responsible facilitator of the plans, shall provide necessary reports, notices, etc., to the Council regarding the above plans and programs, as needed.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2024.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration of a Resolution Approving and Authorizing the Minor Subdivision of Lots 3A, 4A, & 5A of Block 2, Homestead Addition; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 5/0)

BACKGROUND:

The applicant seeks to combine three lots into one lot at 601 and 617 E Boxelder Road. 617 E Boxelder Road, or lots 4A and 5A, are two lots that operate as one zone lot with one address. 601 E Boxelder, or lot 3A, is 0.20 acres, Lot 4A is .19 acres, and Lot 5A is .19 acres. All three lots are zoned C-1, General Commercial District. There is no minimum lot size, only a minimum width of 50', in a C-1 District. All three lots currently meet the minimum width requirement. If the lots are combined, the new lot will be 0.59 acres.

The property is currently utilized as a car wash, which is a permitted use in a C-1 Zoning District. The existing structure straddles the shared lot line of lots 4A and 5A. 601 E Boxelder has minimal development with only an asphalt turn around existing on the property. The purpose of this lot consolidation is to facilitate the further expansion of the car wash. A Commercial Site Plan for this expansion has been approved with the stipulation that this minor subdivision be completed and filed with the Campbell County Clerk's Office.

This case was approved by the Planning Commission during their September 24, 2024, meeting with a vote of 5/0.

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I move for Approval of a Minor Subdivision of Lots 3A, 4A, & 5A of Block 2, Homestead Addition; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

Click to download
<input type="checkbox"/> Resolution

[Vicinity Map](#)

[Planning Requirements](#)

[Meeting Minutes 9.24.24](#)

RESOLUTION NO.

**A RESOLUTION APPROVING AND AUTHORIZING THE
MINOR SUBDIVISION OF LOTS 3A, 4A, & 5A OF BLOCK 2,
HOMESTEAD ADDITION; TO THE CITY OF GILLETTE,
WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.**

WHEREAS, the Final Plat of the Resubdivison of Lots 3A, 4A, & 5A of Block 2, Homestead Addition, to be known as Lot 3B of Block 2, Homestead Addition; to the City of Gillette, Wyoming has been approved by the City of Gillette Planning Commission by a majority of its members on September 24th, 2024, with Planning Requirements.

WHEREAS, the recording of the Resubdivison of Lots 3A, 4A, & 5A of Block 2, Homestead Addition, to be known as Lot 3B of Block 2, Homestead Addition; to the City of Gillette, Wyoming; with the Campbell County Clerk and Ex-Officio Recorder of Deeds, is subject to meeting all Planning Requirements approved by the Planning Commission on September 24th, 2024.

THEREFORE, IT IS RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING, THAT:

the Final Plat of the Resubdivison of Lots 3A, 4A, & 5A of Block 2, Homestead Addition, to be known as Lot 3B of Block 2, Homestead Addition; to the City of Gillette, Wyoming, has been approved by the City of Gillette, Wyoming as prepared by Morrison Maierle, signed by Russel B. Blough, Professional Land Surveyor, Wyoming Registration Number 10014, is hereby approved for filing with the Campbell County Clerk and Ex-Officio Recorder of Deeds.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2024.

Shay Lundvall, Mayor

(S E A L)

ATTEST:

Alicia Allen, City Clerk

Minor Subdivision Vicinity Map



Lots to Be Combined



CITY OF GILLETTE

Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

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1 inch equals 83 feet
1 inch equals 0.02 miles

August 26, 2024

Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp

PL2024-0085-Minor Subdivision-601 & 617 E Boxelder Road

Planning Requirements

1. All comments from the staff review process shall be addressed.
2. The existing water service for 601 E Boxelder shall be abandoned at the water main.

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall ~ September 24, 2024 ~ 5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Vice-Chair Ryan Conklin, Cristal Pratt, Richard Cone, and Matthew Nelson

Commission Members Absent: Jack Colson and Ian Scott.

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, Planner; Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Shaun Hottell called the meeting to order at 5:15 p.m.

APPROVAL OF THE MINUTES

A motion was made by Vice-Chair Conklin to approve the meeting minutes of September 10, 2024. Chair Hottell seconded the motion. Motion carried 5/0.

Case No.
PL2024-0085
MINOR
SUBDIVISION
– 601 & 617 E
Boxelder Road

The applicant, Zane Green, seeks to combine three lots into one lot at 601 and 617 E Boxelder Road. 617 E Boxelder Road, or lots 4A and 5A, are two lots that operate as one zone lot with one address. 601 E Boxelder, or lot 3A, is 0.20 acres, Lot 4A is .19 acres, and Lot 5A is .19 acres. All three lots are zoned C-1, General Commercial District. There is no minimum lot size, only a minimum width of 50', in a C-1 District. All three lots currently meet the minimum width requirement. If the lots are combined, the new lot will be 0.59 acres.

The property is currently utilized as a car wash, which is a permitted use in a C-1 Zoning District. The existing structure straddles the shared lot line of lots 4A and 5A. 601 E Boxelder has minimal development with only an asphalt turn around existing on the property. The purpose of this lot consolidation is to facilitate the further expansion of the car wash. A Commercial Site Plan for this expansion has been approved with the stipulation that this minor subdivision be completed and filed with the Campbell County Clerk's Office.

Shannon Stefanick said the city received no inquiries from the public on the case.

Chair Hottell asked if there were any comments from the public or Commission on the case.

There being no further comments or questions Cristal Pratt made a motion to approve the case, and Richard Cone seconded. The Motion carried 5/0.

Case No.
PL2024-0087
ZONING MAP
AMENDMENT
– 206 Ross
Avenue

The owner, Jeff Wandler, is proposing to rezone 206 Ross Ave from R-4, Multi-Family Residential District, to C-2, Central Business District. The property is 0.16 acres and there is an existing building on the east side that has utility services to it.

The minimum district size for a C-2 zoning district is 20 acres. This rezone would meet the minimum district requirements as the adjacent C-2 zoning district that the property would merge with is 40.887 acres.

This proposed rezone recognizes changing conditions within the city. Across the street at 206 Ross and 211 W Second Street, the Frontier Auto Museum has expanded in recent years. As this property is also owned by the museum's owner, Mr. Wandler has relayed to staff his intention of further expanding the museum offerings to the community and visitors.

The traditional mix of residential and commercial uses seen downtown remains present, however the northern area of downtown has seen commercial demand as more businesses are finding value in the walkable, community feel of the traditional downtown area. This rezone would recognize that the adjacent properties bordering downtown Gillette is becoming a more mixed-use neighborhood and addresses the public health and welfare aspect of the changing conditions requirements.

- Public Health – promotes walkability
- Public Welfare – increased opportunity for museum expansion, thus promoting history and cultural experiences

Meredith Duvall said the city received no inquiries from the public on the case.

Chair Hottell asked if there were any comments from the public or Commission on the case.

Richard Cone asked if 202, 204, and 206 Ross were owned by the same person. Meredith Duvall said all the lots except 202, 208 and 210 on the block are owned by Mr. Wandler. Mr. Cone asked if the rezoning was taking into consideration all his property in the vicinity. Ms. Duvall said if the property does not meet the minimum district size requirement as a standalone property, the surrounding property will be looked at as it is allowed to be merged with an adjacent zoning district, and the overall zoning district does meet the minimum requirement.

Chair Hottell asked if the zoning change would fit in with the city's comprehensive plan. Ms. Duvall said the city is currently working on the land use map and while it is not finalized, discussions had with the community to compile the comprehensive plan, and the zoning does meet with what the community is saying what they want as far as walkable downtown attractions.

Chair Hottell asked what the minimum acreage for residential zoning was, as the residential lots are getting less and less in the area, he said. Ms. Duvall said it is two acres for R4 zoning, and the remaining lots would still be compliant with that.

Richard Cone asked if Mr. Wandler had stated if he had any plans for the lot he wanted rezoned. Ms. Duvall said there was a news article in the Cowboy State Daily where Mr. Wandler stated he was going to be further expanding the museum by having an outdoor neon sign museum. Mr. Cone asked if the neighbors at 208 Ross were aware of the plans for the lot and Ms. Duvall said they were aware, and surrounding property letters had gone out to area residents as well.

There being no further comments or questions Richard Cone made a motion to approve the case, and Matthew Nelson seconded. The Motion carried 5/0.

OLD BUSINESS None.

NEW BUSINESS Meredith Duvall said the next meetings will be October 8, 2024, and October 22, 2024.

ADJOURNMENT The meeting was adjourned at 5:26 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.

DRAFT



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration of a Resolution Approving and Authorizing Updated Customer Service Fees for the City of Gillette Public Utilities (2024).

BACKGROUND:

The City previously adopted Resolution 2657 that established certain customer services fees for utility services.

The City subsequently updated these fees effective January 2024.

This Resolution is another update to these fees. Attached are both a clean copy of the updated resolution and a tracked changes version showing the adjustments.

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

I move for approval of the Resolution Approving and Authorizing Updated Customer Service Fees for the City of Gillette Public Utilities (2024).

STAFF REFERENCE:

Sean A. Brown, City Attorney.

Michelle Henderson, Finance Director.

ATTACHMENTS:

Click to download

[Updated Resolution \(Clean\)](#)

[Updated Resolution \(Track Changes\)](#)

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND AUTHORIZING UPDATED
CUSTOMER SERVICE FEES FOR THE CITY OF GILLETTE PUBLIC
UTILITIES (2024)**

Recitals

WHEREAS, Chapter 17 of the Gillette City Code identifies Customer Service Fees that shall be established per Resolution;

WHEREAS, the City of Gillette previously adopted Resolution No. 2657, which established Customer Service Fees effective May 1, 2018, and adopted Resolution No. 2858, which established Customer Service Fees effective January 1, 2024; and,

WHEREAS, the City of Gillette wishes to authorize and approve updated Customer Service Fees.

THEREFORE, IT IS RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

For Customer Service Fees incurred on and after January 1, 2025, Resolution No. 2858 is hereby rescinded and replaced with the below.

The following Customer Service Fees for Public Utilities described within Chapter 17 of the Gillette City Code are hereby adopted with an effective date of January 1, 2025.

Miscellaneous Customer Service Charges

Electric Meter Deposit (Residential)	\$200.00 (refundable)
Electric Meter Deposit (Commercial).....	\$400.00 (refundable)
Bulk Water Deposit	\$150.00 (refundable)
Credit Report.....	\$5.00 / each
UB NSF Check Fee.....	\$30.00 / each
Cut Meter Lock / Meter Tampering.....	\$50.00 / each
Collection Fee	\$20.00 / each
Serving Fee.....	\$50.00 / each
Postage	at City cost

Service Fees

Connect Charge	\$ 32.00 / each
Disconnect Charge.....	\$32.00 / each
Reconnect Charge	\$32.00 / each
Electric Temp Meter Charge	\$250.00 / each
Disconnect Notice	\$32.00 / each

After Hours Electric Connect ⁽¹⁾	\$90.00 / each
After Hours Water On ⁽¹⁾	\$50.00 / each
Same Day Connect Fee	\$57.00 / each
Electrical Disconnect at Service Location	\$250.00 / each
Electrical Reconnect at Service Location	\$250.00 / each
After Hours Water Trouble Calls ⁽¹⁾	\$75.00 / each
Water Trouble Calls (during business hours)	\$50.00 / each
Misc. (Locksmith, Towing Company, etc.)	at City cost

(1) "After Hours" Service Fees shall apply to work performed outside the normal business hours of 7 am to 4 pm Monday through Friday, and work performed on all Saturdays, Sundays and Legal Holidays recognized by the Gillette City Council.

Water Meter Costs (for new installations) ⁽²⁾, ⁽³⁾

1" or Less Meter & with Pit Radio (materials only)	\$875.44
1" or Less Meter & with Wall Radio (materials only)	\$887.86
1.5" Meter & Pit Radio (materials only)	\$1,272.11
1.5" Meter & Wall Radio (materials only)	\$1,284.53
2.0" Meter & Pit Radio (materials only)	\$1,540.00
2.0" Meter & Wall Radio (materials only)	\$11,552.42
Meters & Radios larger than 2"	at City cost

(2) Customers requesting City water service shall pay the new Water Meter Cost in addition to the Water Plant Investment Fee or the Water System Development Charge.

(3) With respect to Water Meter Costs for both new installations and applicable replacements or repairs, "at City cost" is established by the City Warehouse annually on May 1.

Water Meter Costs (replacement or repair for damaged meters or appurtenances pursuant to G.C.C. 17-53)

Meter – 1.0" or Less	\$455.43 / each
Meter – 1.5"	\$1,112.11 / each
Meter – 2.0"	\$1,380.00 / each
Pit Radio – All meter sizes	\$160.00 / each
Wall Radio – All meter sizes	\$172.42 / each
Flange/Gaskets/Nuts/Bolts 1.5" Meter	\$75.94 / each
Flange/Gaskets/Nuts/Bolts 2.0" Meter	\$84.94 / each
Pressure Reducing Valve – 1" or less if required	\$105.24 / each
Meter Yolk – 1" or Less Meter	\$190.76 / each
Ball Valve – 1" or Less Meter	\$17.64 / each
Dual Check Valve – 1" or Less Meter	\$51.61 / each
25' Cable – All meter sizes if required	\$34.00 / each
Composite Lid – All meter sizes if required	\$86.21 / each

Meters & Appurtenances Larger than 2.0”at City Cost

Estimated Water Meter Installation Time:

Small Residential	1.0 hour
Large Meter (1.5” or Larger)	2.0 hours

City’s Labor and Equipment Costs for Water Meter Installation or Replacement/Repair:

Truck	\$65.00 / hour
Operator	\$40.00 / hour
Mileage	\$0.66 / mile

Wastewater Services

TV Inspection of Sewer	\$0.75 per lineal foot of sewer main
Compost Class “A” Biosolids	\$20.00 per cubic yard (\$37.04 per ton)
Compost Yard Waste	\$20.00 per cubic yard (\$32.26 per ton)
Wood Chips (as permitted under Res. No. 2692) .	\$20 per cubic yard (\$86.96 per ton)
Septage (excluding grease)	\$60.00 per 1,000 gallons (\$14.38 per ton) (to be pro-rated accordingly)
Grease (originating in Campbell County)	\$0.25 per gallon (\$53.59 per ton)
Grease (not originating in Campbell County)	\$0.50 per gallon (\$107.18 per ton)

PASSED, APPROVED, AND ADOPTED this 1st day of October, 2024.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND AUTHORIZING UPDATED
CUSTOMER SERVICE FEES FOR THE CITY OF GILLETTE PUBLIC
UTILITIES (2024)**

Recitals

WHEREAS, Chapter 17 of the Gillette City Code identifies Customer Service Fees that shall be established per Resolution;

WHEREAS, the City of Gillette previously adopted Resolution No. 2657, which established Customer Service Fees effective May 1, 2018, and adopted Resolution No. 2858, which established Customer Service Fees effective January 1, 2024; and,

WHEREAS, the City of Gillette wishes to authorize and approve updated Customer Service Fees.

THEREFORE, IT IS RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

For Customer Service Fees incurred on and after January 1, 2024~~2025~~, Resolution No. 2657-2858 is hereby rescinded and replaced with the below.

The following Customer Service Fees for Public Utilities described within Chapter 17 of the Gillette City Code are hereby adopted with an effective date of January 1, 2024~~2025~~.

Miscellaneous Customer Service Charges

Electric Meter Deposit (Residential)	\$200.00 (refundable)
Electric Meter Deposit (Commercial)	\$400.00 (refundable)
Bulk Water Deposit	\$150.00 (refundable)
Credit Report	\$5.00 / each
UB NSF Check Fee	\$30.00 / each
Cut Meter Lock / Meter Tampering	\$50.00 / each
Collection Fee	\$20.00 / each
Small Claims Filed	\$10.00 / each
Serving Fee	\$50.00 / each
Postage	at City cost
Mobile Home Hook Up Permit	\$1.00 / each

Service Fees

Connect Charge	\$ 32.00 / each
Disconnect Charge	\$32.00 / each
Reconnect Charge	\$32.00 / each
Electric Temp Meter Charge	\$142 <u>250</u> .00 / each
Disconnect Notice	\$32.00 / each

After Hours Electric Connect ⁽¹⁾	\$90.00 / each
After Hours Water On ⁽¹⁾	\$50.00 / each
Same Day Connect Fee	\$57.00 / each
Disconnect at Transformer <u>Electrical Disconnect at Service Location</u>	\$142 <u>250</u> .00 / each
Reconnect at Transformer <u>Electrical Reconnect at Service Location</u>	\$142 <u>250</u> .00 / each
After Hours Water Trouble Calls ⁽¹⁾	\$50 <u>75</u> .00 / each
Water Trouble Calls (during business hours)	\$32 <u>50</u> .00 / each
Misc. (Locksmith, Towing Company, etc.)	at City cost

⁽¹⁾ "After Hours" Service Fees shall apply to work performed outside the normal business hours of 7 am to 4 pm Monday through Friday, and work performed on all Saturdays, Sundays and Legal Holidays recognized by the Gillette City Council.

Water Meter Costs (for new installations) ^{(2), (3)}

1" <u>or Less</u> Meter & with Pit Radio (materials only)	\$756.59 <u>875.44</u>
1" <u>or Less</u> Meter & with Wall Radio (materials only)	\$631.42 <u>887.86</u>
1.5" Meter & Pit Radio (materials only)	\$1,417.77 <u>1,272.11</u>
1.5" Meter & Wall Radio (materials only)	\$1,292.60 <u>1,284.53</u>
2.0" Meter & Pit Radio (materials only)	\$1,590.55 <u>540.00</u>
2.0" Meter & Wall Radio (materials only)	\$1,465.38 <u>1,552.42</u>
Meters & Radios larger than 2"	at City cost

⁽²⁾ Customers requesting City water service shall pay the new Water Meter Cost in addition to the Water Plant Investment Fee or the Water System Development Charge. The Water Meter Cost includes the meter, radio, lid, and cable, where applicable.

⁽³⁾ With respect to Water Meter Costs for both new installations and applicable replacements or repairs, "at City cost" is established by the City Warehouse annually on May 1.

Water Meter Costs (replacement or repair for damaged meters or appurtenances pursuant to G.C.C. 17-53)

<u>Meter – 1.0" or Less</u>	<u>\$455.43 / each</u>
<u>Meter – 1.5"</u>	<u>\$1,112.11 / each</u>
<u>Meter – 2.0"</u>	<u>\$1,380.00 / each</u>
<u>Pit Radio – All meter sizes</u>	<u>\$160.00 / each</u>
<u>Wall Radio – All meter sizes</u>	<u>\$172.42 / each</u>
<u>Flange/Gaskets/Nuts/Bolts 1.5" Meter</u>	<u>\$75.94 / each</u>
<u>Flange/Gaskets/Nuts/Bolts 2.0" Meter</u>	<u>\$84.94 / each</u>
<u>Pressure Reducing Valve – 1" or less if required</u>	<u>\$105.24 / each</u>
<u>Meter Yolk – 1" or Less Meter</u>	<u>\$190.76 / each</u>
<u>Ball Valve – 1" or Less Meter</u>	<u>\$17.64 / each</u>
<u>Dual Check Valve – 1" or Less Meter</u>	<u>\$51.61 / each</u>
<u>25' Cable – All meter sizes if required</u>	<u>\$34.00 / each</u>

Composite Lid – All meter sizes if required	\$86.21 / each
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Meters & Appurtenances Larger than 2.0".....at City Cost

Estimated Water Meter Installation Time:

Small Residential	1.0 hour
Large Meter <u>(1.5" or Larger)</u>	2.0 hours

City's Labor and Equipment Costs for Water Meter Installation or Replacement/Repair:

Truck	\$65.00 / hour
Operator	\$40.00 / hour
Mileage	<u>\$0.655-66</u> / mile

Wastewater Services

TV Inspection of Sewer	\$0.75 per lineal foot of sewer main
Compost Class "A" Biosolids	\$20.00 per cubic yard (<i>\$37.04 per ton</i>)
Compost Yard Waste	\$20.00 per cubic yard (<i>\$32.26 per ton</i>)
Wood Chips (as permitted under Res. No. 2692)	\$20 per cubic yard (<i>\$86.96 per ton</i>)
Septage (excluding grease)	\$60.00 per 1,000 gallons (<i>\$14.38 per ton</i>) (to be pro-rated accordingly)
Grease (originating in Campbell County)	\$0.25 per gallon (<i>\$53.59 per ton</i>)
Grease (not originating in Campbell County)	\$0.50 per gallon (<i>\$107.18 per ton</i>)

PASSED, APPROVED, AND ADOPTED this 19th-1st day of ~~December~~October, 20243.

Shay Lundvall, Mayor

(SEAL)
ATTEST:

Alicia Allen, City Clerk



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Appointment to Citizen Advisory Board

~ Investment Advisory Committee - One (1) Partial Term Expiring on June 30, 2023

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

[Click to download](#)

No Attachments Available



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

A Public Hearing for the Extension of Expiration Date from February 6, 2025, to March 31, 2025, for a Retail Liquor License Held by DA Peterson & Associates, LLC, d.b.a. Gillette Travel Center, located at 200 N Garner Lake Road, formerly known as 400 N Garner Lake Road, Gillette, WY.

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

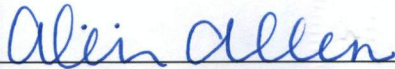
Click to download

[Public Hearing Notice](#)

NOTICE OF PUBLIC HEARING FOR THE EXTENSION OF THE
EXPIRATION DATE FOR A RETAIL LIQUOR LICENSE

Notice is hereby given that a Public Hearing will be held for the extension of expiration date from February 6, 2025, to March 31, 2025, for a Retail Liquor License held by DA Peterson & Associates, LLC d.b.a. Gillette Travel Center, located at 200 N Garner Lake Road, formerly known as 400 N Garner Lake Road, Gillette, WY 82716. Protests if any there be against the approval of such extension of license will be heard at the hour of 6:00 P.M., October 1, 2024, or as soon thereafter as ordered by the City Council of Gillette, Wyoming, in the City Council Chambers of the City of Gillette located at 201 East Fifth Street, Gillette, Wyoming.

Dated this 4th day of September 2024.



Alicia Allen, City Clerk

Publish: September 17, 2024
 September 24, 2024



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration of an Extension of Expiration Date from February 6, 2025, to March 31, 2025, for a Retail Liquor License Held by DA Peterson & Associates, LLC, d.b.a. Gillette Travel Center, located at 200 N Garner Lake Road, formerly known as 400 N Garner Lake Road, Gillette, WY.

BACKGROUND:

The foregoing property was officially annexed into city limits on May 21, 2024. Prior to the annexation, the Licensee obtained a County Retail Liquor License.

Per W.S.S. 12-4-602(a), "The licensed premises of a license issued by a county which is located within an area annexed into the corporate limits of a city or town shall be transferred to the licensing jurisdiction of that city or town."

This Liquor License Extension process is required, as the County and City licensing periods do not align. Upon approval of the extension, the annexed license will be fully in line with all other licenses in our jurisdiction.

There is not a liquor license application process required by Title 12 for annexations, however, copies of the official annexation documents were sent to and approved by the Wyoming Liquor Division.

ACTUAL COST VS. BUDGET:

N/A

SUGGESTED MOTION:

I move to approve the Extension of Expiration Date from February 6, 2025, to March 31, 2025, for a Retail Liquor License Held by DA Peterson & Associates, LLC, d.b.a. Gillette Travel Center, located at 200 N Garner Lake Road, formerly known as 400 N Garner Lake Road, Gillette, WY.

STAFF REFERENCE:

Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

Click to download

[County Approved Liquor License Application](#)

[Ordinance 4045 Approving Annexation](#)

[Operation Plan](#)

APPROVAL CARD

The liquor license or permit application for the Applicant and Location listed below has been heard by the licensing authority **CAMPBELL COUNTY**

on 12 / 19 / 2023 and the application was:

- APPROVED** **Date Issued:** _____ / _____ / _____
- APPROVED- NOT ISSUED***
- TABLED** **New Hearing Date:** _____ / _____ / _____
- DISAPPROVED**
- WITHDRAWN**

*Approved-Not Issued: Please provide a brief reason for this status, or also provide additional documentation as applicable.
Non operational until construction is complete

D A PETERSON & ASSOCIATES LLC

(Applicant)

GILLETTE TRAVEL CENTER

(Trade Name - D/B/A)

400 N GARNER LAKE RD GILLETTE WY 82716

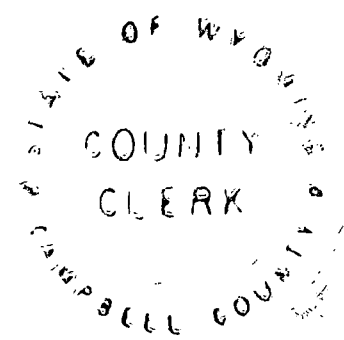
(Premise address) / (City) / (State) / (Zip)

County Name: CAMPBELL

406 10TH ST WEST LEMMON SD 57638

(Mailing address) / (City) / (State) / (Zip)

for the term of: 2/7/2024 through: 2/6/2025.



[Handwritten Signature]

(Clerk of Authorized signature)

TYPE OF LICENSE OR PERMIT:	APPLICATION TYPE:
<u>RETAIL LIQUOR LICENSE</u>	<input type="checkbox"/> New
	<input checked="" type="checkbox"/> Renewal
	<input type="checkbox"/> Transfer of Ownership
	<input type="checkbox"/> Transfer of Location
	<input type="checkbox"/> Transfer of Ownership and Location

Special Statutory Designations (None if blank):

RENEWAL OF LIQUOR LICENSE OR PERMIT APPLICATION

FOR LIQUOR DIVISION USE ONLY	
Customer #:	C6690
Trf from:	
Reviewer:	Initials Date
Agent:	/ /
Mgr:	/ /

Where completed by City/Town/County/Clerk Local License #: 692

License Fees
 Annual Fee: \$ 1500.00 Date filed with clerk: / /
 Prorated Fee: \$ _____ Advertising Dates: (2 Consecutive Weeks Prior to Hearing)
 Transfer Fee: \$ _____ 12/9/2023 & 12/16/2023
 Publishing Fee: \$ 40.00 Public Hearing Date: 12 / 19 / 2023

Publishing Fee Direct Billed to Applicant:

License Term: 2 / 7 / 2024 Through 2 / 6 / 2025
 Month Day Year Month Day Year

LICENSING AUTHORITY SHALL NOT APPROVE OR DENY THE APPLICATION UNTIL THE LIQUOR DIVISION HAS CERTIFIED THE APPLICATION IS COMPLETE

Applicant (Business Name): DA PETERSON & ASSOCIATES, LLC

Doing Business As (DBA) / Trade Name: GILLETTE TRAVEL CENTER

Building to be licensed / Building Address: 400 N. GARNER LAKE RD.
GILLETTE, WY 82718 CAMPBELL

Local Mailing Address: 406 10TH ST. WEST
LEMMON, SD 57638

Local Business Telephone Number: (605)374-7091 Fax Number: (605)374-5383

Business E-Mail Address: dapetersoncompanies@gmail.com

Business Primary Contact: Douglas Peterson
 First Name Last Name

FILING IN: COUNTY OF CAMPBELL FILING AS: LLC

TYPE OF LICENSE OR PERMIT: RETAIL LIQUOR LICENSE

RETAIL LIQUOR LICENSE HOLDERS ONLY: PRIMARY BUSINESS TYPE (CHOOSE ONLY ONE)

ON-PREMISE BAR OFF-PREMISE PACKAGE STORE ON & OFF PREMISE BAR & PACKAGE STORE

SPECIAL STATUTORY DESIGNATIONS (NONE IF BLANK)

OPERATIONAL STATUS (To Assist the Liquor Division with scheduling inspections (W.S. 12-1-101(a)(xxi) / 12-2-301(c) / 12-4-103(a)(iv)))

FULL TIME MONTHS OF OPERATION from Jan to Dec All Year (Jan-Dec)

SEASONAL DAYS OF WEEK OF OPERATION from Mon to Sun Every Day (Mon-Sun)

NON-OPERATIONAL / PARKED HOURS OF OPERATION from 10am to 10pm 24 Hours a Day

ALL APPLICANTS MUST COMPLETE QUESTIONS 1-3

1. BUILDING OWNERSHIP: W.S. 12-4-103(a)(iii)

Does the Applicant own or lease the licensed building?

- (a) The Applicant **OWNS** the licensed building. YES (own)
- (b) The Applicant **LEASES** the licensed building. YES (lease)
- (c) The Lease is current and on file with the licensing authority and Liquor Division. YES NO

If the building is leased and the lease is not current, please submit a copy of the lease and indicate:

(i) Lease term expiration date; located on page _____ paragraph _____

Note: The lease term **MUST** continue at least through the term of the liquor license or permit

(ii) Sales provision for alcoholic or malt beverages; located, on page _____ paragraph _____

Note: The lease **MUST** contain a provision for **SALE OF ALCOHOLIC or MALT BEVERAGES**.

2. LIQUOR BUSINESS CONTROL: W.S. 12-4-601(b)

(a) To operate the liquor business, has the business or license/permit been assigned, leased, transferred or contracted with any other person (entity) to operate and assert total or partial control of the license or permit or the licensed building? YES NO

(b) If the answer was YES to 2(a) above, explain fully and submit any documents in connection there within.

3. INTEREST IN LICENSE OR PERMIT: W.S. 12-5-401, 12-5-402, 12-5-403

Does any alcohol manufacturer, brewer, rectifier, wholesaler, or through a subsidiary affiliate, officer, director or member of any such firm:

(a) Hold any interest in the license/permit applied for? YES NO

(b) Furnish by way of loan or any other money or financial assistance for purposes hereof in the business? YES NO

(c) Furnish, give, rent or loan any equipment, fixtures, interior decorations or signs other than standard brewery or manufacturer's signs? YES NO

(d) If the answer was YES to any of the above, explain fully and submit any documents in connection there within.

4. RETAIL LIQUOR LICENSE-COUNTY LOCATIONS ONLY: W.S. 12-4-201(f)(ii)

Is the licensed building within five (5) miles of an incorporated town or city? YES NO

5. RETAIL LIQUOR LICENSE-COMMERCIAL SERVICE AIRPORTS ONLY: W.S. 12-4-201(m)

(a) Will food and beverage services be contracted or subcontracted? YES NO

1. If YES to (a), is a copy of the current food and beverage contract on file with the licensing authority and Liquor Division? YES NO

2. If NO to (a) (1.), please attach a copy of the current contract.

6. RESTAURANT LIQUOR LICENSE ONLY: W.S. 12-4-407(a) / W.S. 12-4-408

(a) Gross sales figures and percentages of income derived from:	(Line 1) Liquor Sales:	\$ _____	(_____) %
		-)
	(Line 2) Food Sales:	\$ _____	(_____) %
		-)
(Line 1 + Line 2 must = Line 3)	(Line 3) Gross Sales:	\$ _____	(_____) %
		-)

(b) Is a copy of the valid food service permit or the approved permit application attached? YES NO

7. BAR AND GRILL LICENSE LIQUOR LICENSE ONLY: W.S. 12-4-413(a) / W.S. 12-4-413(h),(j),(k)

(a) Gross sales figures and percentages of income derived from:	(Line 1) Liquor Sales:	\$ _____	(_____) %
		-)
	(Line 2) Food Sales:	\$ _____	(_____) %
		-)
	(Line 3) Entertainment Sales:	\$ _____	(_____) %
		-)
(Line 1 + Line 2 + Line 3 must = Line 4)	(Line 4) Gross Sales:	\$ _____	(_____) %
		-)

(b) Is a copy of the valid food service permit or the approved permit application attached? YES NO

8. MICROBREWERY PERMIT ONLY: PRODUCTION AND WHOLESALE DISTRIBUTION

(a) Did the microbrewery at this location produce at least 50 barrels (1,550 gallons) but less than 50,000 barrels (1,550,000 gallons) during the previous license term? (W.S. 12-1-101(a)(xix)) YES NO

(b) Are microbrewery products from this location being distributed to other alcohol retailers in Wyoming? (W.S. 12-2-201(a)) YES NO

If YES, a wholesale malt beverage license from the Liquor Division will be required.

9. RESORT LIQUOR LICENSE: W.S. 12-4-401 through W.S. 12-4-403(b)

Does the resort complex:

(a) Have an actual valuation of at least one million dollars, or have committed or expended at least one million dollars (\$1,000,000.00) on the complex, excluding the value of the land? W.S. 12-4-401(b)(i) YES NO

(b) Include a restaurant and a convention facility; a convention facility that will seat at least one hundred (100) persons? W.S. 12-4-401(b)(ii) YES NO

(c) Include motel, hotel or privately owned condominium, town house or home accommodations approved for short term occupancy with at least one hundred (100) sleeping rooms? YES NO

- (d) If no on question (c), have a ski resort facility open to the general public in which has been committed or expended not less than 10 million dollars (\$10,000,000.00)? W.S. 12-4-401(b)(iv) YES NO
- (e) Will food and beverage services be contracted or subcontracted? W.S. 12-4-403(b) YES NO
- 1 If YES to (e), is a copy of the current food and beverage contract on file with the licensing authority and Liquor Division? YES NO
- 2 If NO to (e) (1.), please attach a copy of the current contract.

10. LIMITED RETAIL (CLUB) LIQUOR LICENSE: FRATERNAL CLUBS W.S. 12-1-101(a)(iii)(B)

- (a) Has the fraternal organization been actively operating in at least thirty-six (36) states? YES NO
- (b) Has the fraternal organization been actively in existence for at least twenty (20) years? YES NO

11. LIMITED RETAIL (CLUB) LIQUOR LICENSE: VETERANS CLUBS W.S. 12-1-101(a)(iii)(A)

- (a) Does the Veteran's organization hold a charter by the Congress of the United States? YES NO
- (b) Is the membership of the Veteran's organization comprised only of Veterans and its Duly organized auxiliary? YES NO

12. LIMITED RETAIL (CLUB) LIQUOR LICENSE: GOLF CLUBS W.S. 12-1-101(a)(iii)(D) / W.S. 12-4-301(e)

- (a) Does the golf club have more than fifty (50) bona fide members? YES NO
- (b) Does the Applicant, maintain, or operate a bona fide golf course together with a clubhouse? YES NO
- (c) Is the Applicant a Political Subdivision of the state that owns, maintains, or operates this golf course? YES NO
1. Will food and beverage services be contracted or subcontracted? W.S. 12-4-301(e) YES NO
2. If YES to (c) (1), is a copy of the current food and beverage contract on file with the licensing authority and Liquor Division? YES NO
3. If NO to (c) (1.), please attach a copy of the current contract.

13. LIMITED RETAIL (CLUB) LIQUOR LICENSE: SOCIAL CLUBS W.S. 12-1-101(a)(iii)(E) / W.S. 12-4-301(b)

- (a) Does the club have more than one hundred (100) bona fide members who are residents of the county in which the club is located? YES NO
- (b) Is the social club incorporated and operating solely as a nonprofit organization under the laws of this state? YES NO
- (c) Is the club qualified as a tax-exempt organization under the Internal Revenue Service? YES NO
- (d) Has the club been in continuous operation for a period of not less than one (1) year? YES NO
- (e) Has the club received twenty-five dollars (\$25.00) from each bona fide member as recorded by the secretary of the club and are club members at the time of this application in good standing by having paid at least one (1) full year in dues? YES NO
- (f) Does the club hold quarterly meetings and have an actively engaged membership carrying out the objectives of the club? YES NO
- (g) Is a true copy of the club bylaws on file with the licensing authority and Liquor Division? YES NO
- 1 If NO to (g), please attach a current copy the club bylaws.
- (h) Is a detailed statement with itemized expenditures of the club's activities during the last year attached? YES NO

14. If the Applicant is Filing As an Individual, Partnership, Political Subdivision, Organization or Other W.S. 12-4-102(a) (ii) & (iii)

Each individual, partner or club officer must complete all of the information below.
(If more information is required, list on a separate piece of paper and attach to this application.)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip DO NOT LIST PO BOXES	Residence Phone Number	Have you been a DOMICILED resident for at least 1 year and not claimed residence in any other state in the last year?	Have you been convicted within the previous 10 years of:	
					a Felony Violation Relating to Alcoholic Liquor or Malt Beverages?	any Violation Relating to Alcoholic Liquor or Malt Beverages?
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
				YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

				NO	NO	NO
--	--	--	--	----	----	----

15. If the Applicant is Filing As a Corporation, Limited Liability Company, Limited Liability Partnership or Limited Partnership W.S. 12-4-102(a)(iv) & (v)

Each stockholder holding, either jointly or severally, ten percent (10%) or more of the outstanding and issued capital stock or ownership of the corporation, limited liability company, limited liability partnership, or limited partnership.

Each Officer, Director or LLC member must complete all of the information below.
(If more information is required, list on a separate piece of paper and attach to this application)

True and Correct Name	Date of Birth	Residence Address No. & Street City, State & Zip <i>DO NOT LIST PO BOXES</i>	Residence Phone Number	No. of Years in Corp or LLC	% of Corporate Stock or Ownersh p Held	Have you been convicted within the previous 10 years of:	
						a Felony Violation Relating to Alcoholic Liquor or Malt Beverages?	any Violation Relating to Alcoholic Liquor or Malt Beverages?
Douglas A. Peterson	12/6/50	853 23rd St NE Lemmon, SD 57688	701-376- 3115	7 yrs	100%	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
						YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

REQUIRED ATTACHMENTS

- A copy of any lease agreements. W.S. 12-4-103(a)(iii)
- Bar & Grill or Restaurant liquor license Applicants, attach a copy of the current Food Service Permit or the approved permit application for the Applicant and for the licensed building location. 12-4-413(a) / W.S. 12-4-407(a)
- If food and beverage services will be contracted or subcontracted attach a copy of the contract or lease agreement W.S. 12-4-201(m) / W.S. 12-4-301(e) / W.S. 12-4-403(b)

OATH OR VERIFICATION

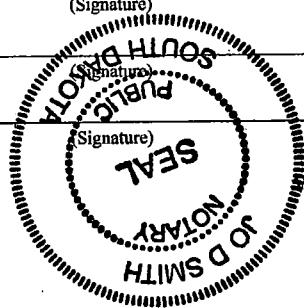
Requires signatures by **ALL** Individuals, **ALL** Partners, **ONE (1)** LLC Member, or **TWO (2)** Corporate Officers or Directors except that if all the stock of the corporation is owned by **ONE (1)** individual then that individual may sign and verify the application upon his oath, or **TWO (2)** Club Officers. W.S. 12-4-102(b)

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

STATE OF South Dakota)
~~WYOMING~~)
COUNTY OF Perkins) SS.

Signed and sworn to before me on this 14 day of November, 2023 that the facts alleged in the foregoing instrument are true by the following:

- | | | |
|-------------------------|---|---------------------------|
| 1) _____
(Signature) | <u>Douglas Peterson</u>
(Printed Name) | <u>President</u>
Title |
| 2) _____
(Signature) | _____
(Printed Name) | _____
Title |
| 3) _____
(Signature) | _____
(Printed Name) | _____
Title |
| 4) _____
(Signature) | _____
(Printed Name) | _____
Title |
| 5) _____
(Signature) | _____
(Printed Name) | _____
Title |



Witness my hand and official seal: J. D. Smith
Signature of Notary Public

My commission expires: 10/05/27

(SEAL)

This document serves to correct the previously recorded Document No. 2024-03239, recorded on 5/28/2024, to add an Exhibit A.

ORDINANCE NO. 4045

AN ORDINANCE APPROVING AND AUTHORIZING THE EXTENSION OF THE BOUNDARIES OF THE CITY OF GILLETTE, WYOMING, AND ANNEXATION OF A TRACT OF LAND KNOWN AS THE CAPPS ANNEXATION SECOND ADDITION, ENTIRELY ADJACENT AND CONTIGUOUS TO THE PRESENT BOUNDARIES OF THE CITY OF GILLETTE, WYOMING, PURSUANT TO W.S. 15-1-403, AND ESTABLISHING A C-1, GENERAL COMMERCIAL ZONING DISTRICT, SUBJECT TO ALL PLANNING REQUIREMENTS

ANNEXATION PLAT PARCEL LOCATED IN A PORTION OF SECTION 19, TOWNSHIP 50 NORTH, RANGE 71 WEST OF THE SIXTH PRINCIPAL MERIDIAN, CAMPBELL COUNTY, WYOMING

WHEREAS, The Landowner has initiated the annexation of a tract of land entirely adjacent and contiguous to the City of Gillette, Wyoming pursuant to Wyoming Statute 15-1-403, known as the Capps Annexation Second Addition;

WHEREAS, The Governing Body of the City of Gillette passed and approved Resolution No. 2866 at its regular meeting on March 5th, 2024; directing the preparation and distribution of an Annexation Report in accordance with Wyoming Statutes; directing the publication of a public hearing notice, establishing a date for a public hearing at the hour of 6:00 o'clock p.m., on April 16th, 2024 in the City Council Chambers, City Hall, Gillette, Wyoming and ordering that Notice be sent to the owners of the tracts described therein;

WHEREAS, a Notice of Hearing in compliance with Wyoming Statutes 15-1-405, was published in the Gillette News Record on March 16th, 2024 and April 6th, 2024; and the public hearing notice were mailed to the owners of the tracts of land as required by law, by certified mail at least 15 business days prior to the public hearing along with a copy of the Annexation Report pursuant to Wyoming Statutes 15-1-402; the public hearing was held as advertised, on April 16th, 2024, in the City Council Chambers, City Hall, Gillette, Wyoming, at which time the City Council did unanimously find that the requirements of Wyoming Statutes 15-1-402, were satisfied and that the area to be annexed is adjacent and contiguous to the corporate limits of the City of Gillette and that said areas should be annexed to the City;

WHEREAS, the City Council did find by Resolution dated March 5th, 2024 the necessary tests enunciated by Wyoming Statutes 15-1-402 were satisfied; and that the said Governing Body has determined that the area should be included within the corporate limits of said City of Gillette, Wyoming;

WHEREAS, a Public Hearing for the March 12th, 2024 City of Gillette Planning Commission Meeting was duly advertised; and

WHEREAS, the City of Gillette Planning Commission by a majority vote of its members on March 12th, 2024 reviewed the request and recommended that the request for Annexation be approved by the Gillette Governing Body and further recommended that the tract to be annexed be zoned C-1, General Commercial Zoning District.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

Section 1. That pursuant to the petition filed with the City Council of the City of Gillette, Wyoming, there is hereby annexed to and included in the boundaries of the City of Gillette, Wyoming, the tract of land more fully described within the Annexation Plat attached hereto and incorporated herein by this reference.

Section 2. That all previous Ordinances defining the boundaries of the said City of Gillette, Wyoming, shall be and the same are hereby amended to include the area as herein described; and all Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed to the extent of any inconsistency.

Section 3. That an area of land known as the Capps Annexation Second Addition, as

shown on the Annexation Plat, Campbell County, Wyoming is composed of two Tracts of land. The parcels of land for the Annexation are to be zoned C-1, General Commercial Zoning District. The property to be zoned is legally described as follows:

The following property is to be zoned C-1, General Commercial Zoning District:

Legal Description

CAPPS ANNEXATION SECOND ADDITION SECTION 19, TOWNSHIP 50 NORTH, RANGE 71 WEST

Tract A

Following is a parcel of land situated in a portion of the SW1/4NW1/4 and NW1/4SW1/4 of Section 19, T50N, R71W, of the Sixth Principal Meridian, Campbell County, Wyoming, more particularly described as follows:

Commencing at the northwest corner of said section 19, from which the west one-quarter of said Section 19 bears S00°53'22"E, a distance of 2634.65', basis of bearing for this description; thence S44°56'46"E, a distance of 1870.23' to the ne corner of tract b; thence S0°59'16"E, a distance of 1301.92' to the true point of beginning and the ne corner of subject tract; thence S0°59'16"E, a distance of 1019.83' to a point on the north right-of-way line of interstate 90; thence along said right-of-way through a curve to the right having a radius of 16986.25', a central angle of 0°25'00", an arc length of 123.51', a chord bearing of N 88°02'36" W, and a chord length of 123.51'; thence N63°25'45"W, a distance of 871.36'; thence N87°06'06"W, a distance of 328.34'; thence departing from said I-90 right-of-way, along the east right-of-way line of north garner lake road, N0°46'56"W; 491.25'; thence N89°13'07"E, a distance of 40.01'; thence N0°51'38"W, a distance of 155.08'; thence departing from said right-of-way and closing S88°10'21"E, a distance of 1182.74'; to the point of beginning. Containing 22.47 acres, more or less.

Tract B

Following is a parcel of land situated in a portion of the SW1/4NW1/4 and NW1/4SW1/4 of section 19, T50N, R71W, of the Sixth Principal Meridian Campbell County, Wyoming, more particularly described as follows:

Commencing at the northwest corner of said Section 19, from which the west one-quarter of said section 19 bears S00°53'22"E, a distance of 2634.65', basis of bearing for this description; thence S44°56'46"E, a distance of 1870.23' to the NE corner of subject tract and the true point of beginning; thence N89°42'20"W, a distance of 1266.05', to the east right-of-way line of north garner lake road; thence along said right-of-way S0°57'30"E, a distance of 426.88'; thence N89°18'07"E, a distance of 20.89'; thence S0°51'10"E, a distance of 307.20'; thence departing from said right-of-way, S88°39'39"E, a distance of 455.03'; thence S0°56'17"E, a distance of 495.27'; thence N88°34'24"W, a distance of 390.00', to the east right-of-way line of North Garner Lake Road; thence along said right-of-way S0°51'38"E, a distance of 40.67'; thence S88°10'21"E, a distance of 1182.74' to the point of beginning. Containing 31.73 acres, more or less.

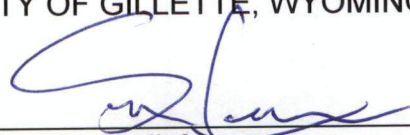
Subject to all covenants, reservations, easements, conditions and rights appearing of record.

The Capps Annexation Second Addition is shown on the following Map, marked Vicinity Map.

Section 4. That the Annexation Plat of the Capps Annexation Second Addition, Campbell County, Wyoming as prepared by DOWL, Signed by Tad Rosenlund, Registered Land Surveyor, Wyoming Registration No. 15057, is made a part hereof and incorporated herein by this reference and is hereby approved for filing with the Campbell County Clerk and Ex-officio Recorder of Deeds.

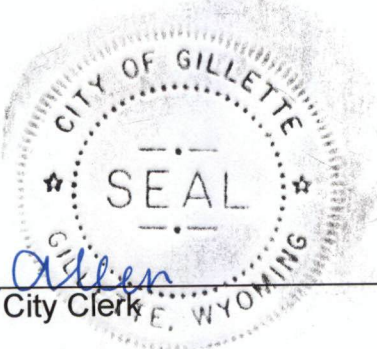
First Reading: April 16, 2024
Second Reading: May 7, 2024
PASSED, APPROVED AND ADOPTED this 21st day of May, 2024.

CITY OF GILLETTE, WYOMING


Shay Lundvall, Mayor

(SEAL)

ATTEST:


Alicia Allen
City Clerk

Publication Date:

State of Wyoming)
) ss.
County of Campbell)

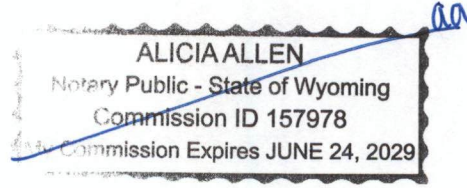
On this 18 day of June, 2024, before me personally appeared Shay Lundvall, to me personally known, who being by me duly sworn, did say that he is the Mayor of the City of Gillette, and that the seal affixed to said instrument is the corporate seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its City Council, and said Shay Lundvall acknowledged said instrument to be a free act and deed of said corporation.

Witness my hand and official seal.

Alicia Allen
Notary Public

My Commission Expires:

06.24.2029


ALICIA ALLEN
Notary Public - State of Wyoming
Commission ID 157978
My Commission Expires JUNE 24, 2029

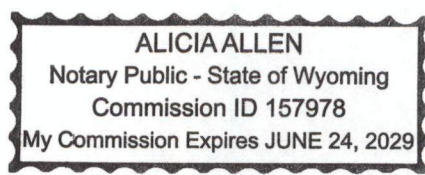
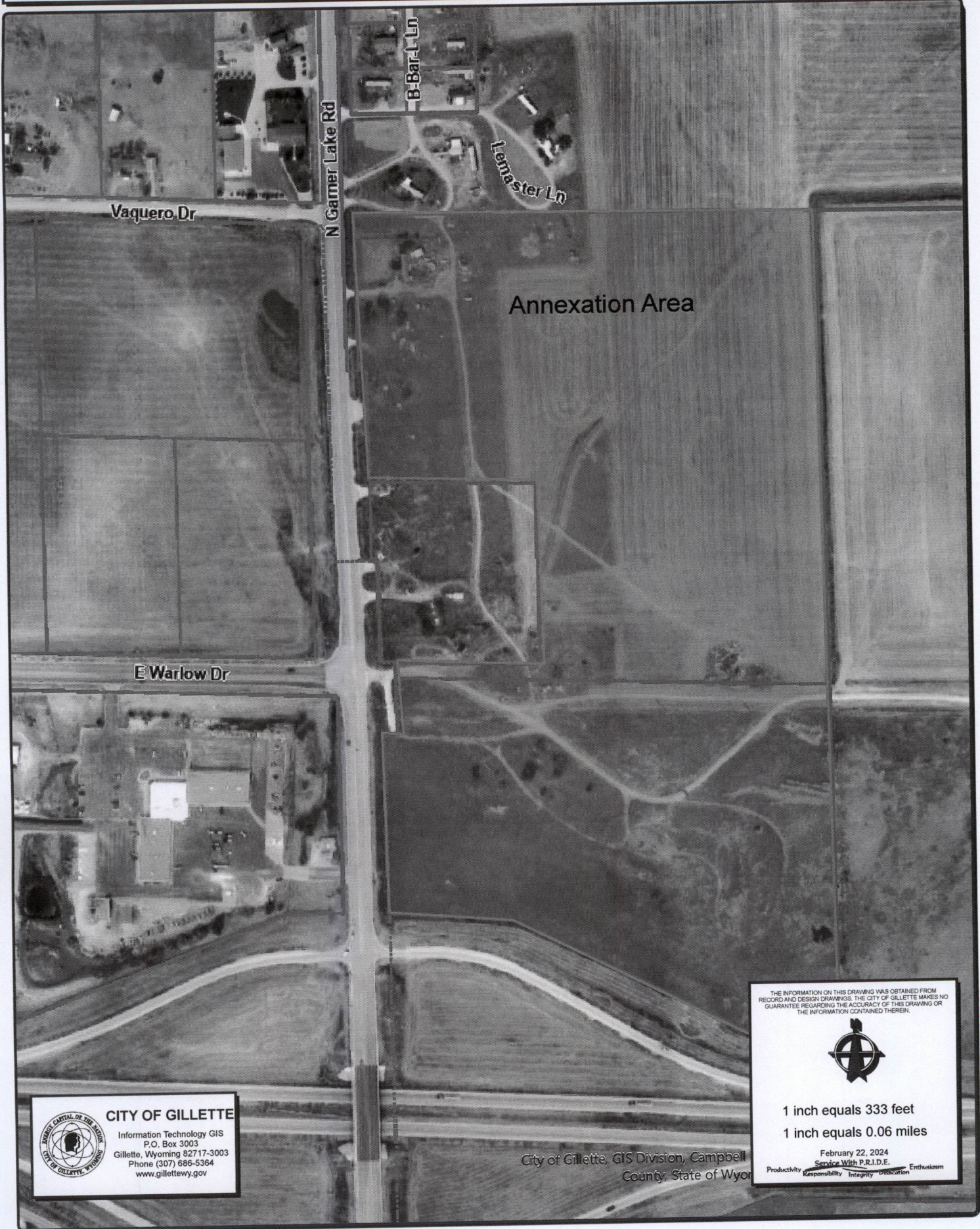


ALICIA ALLEN
Notary Public - State of Wyoming
Commission ID 157978
My Commission Expires JUNE 24, 2029


Exhibit A - Annexation Vicinity Map

CITY OF GILLETTE
 Information Technology GIS
 P.O. Box 3003
 Gillette, Wyoming 82717-3003
 Phone (307) 686-5364
 www.gillettewy.gov

City of Gillette, GIS Division, Campbell
 County, State of Wyoming

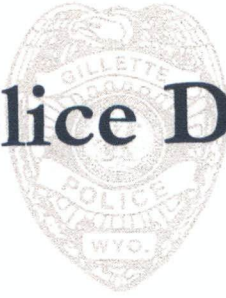
THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



1 inch equals 333 feet
 1 inch equals 0.06 miles

February 22, 2024
 Service With P.R.I.D.E.
 Productivity Responsibility Integrity Dedication Enthusiasm

Gillette Police Department



P.O. Box 518
Gillette, WY 82717
Website: www.gillettewy.gov

Administration: (307) 686-5232
Non-Emergency: (307) 682-5155
Administration Fax: (307) 686-0396

Chief of Police
Chuck Deaton

LIQUOR LICENSE OPERATION PLAN

Name as it appears on license: Gillette Travel Center
Common name (doing business as): Gillette Travel Center
Street address: 200 N. Garner Lake Rd, Gillette, WY 82718
Phone #: 605-374-7091

Type of license: Retail Limited Restaurant Bar & Grill Delivery

Hours of Operation

Our planned hours of operation are: Full time; All year; Every day;
twenty-four hours

Last call will be ___ minutes before closing and last service will be ___ minutes before closing.

Format

The premises will be operated as: Off-premise package store

- | | | | |
|----------|---------------------------|-----------------------|---------------------------------|
| Include: | <u>Nature of business</u> | <u>Regular Events</u> | <u>Special Events</u> |
| | Bar | Happy hour | Competitions of strength |
| | Package Liquor | Live Entertainment | Sexually oriented entertainment |
| | Restaurant | | Other special events |

(All outside events require a malt beverage or catering permit.)

Security / Crowd Control / Capacity Limits

The official capacity limit for our business is: Retail Only
In order to comply with our capacity limits we shall: Retail Only

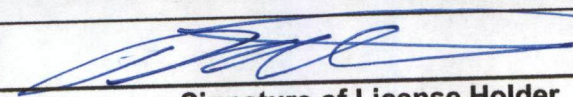
We shall maintain peace and order in and around our business by: through security, employees and management team.

Rules of the establishment shall be enforced by: through security, employees and management team.

Alcohol Management

To comply with laws regarding alcoholic and malt beverages, including the use of eighteen to twenty year old servers in restaurants if applicable, our establishment will: Retail Only

If you retain full retail license, do you plan on alcohol delivery? Yes or No
What is your operational plan to ensure compliance with state statute if you answered yes?



Signature of License Holder

9/04/2024

Date

Douglas Peterson

Printed Name



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

A Public Hearing to Amend Section 6 – to Authorize K-12 Transportation Facility as a Permitted Use in Section 6.m.(2)(bbbbb); as Defined in the Zoning Ordinance. (Planning Commission Vote: 4/0)

BACKGROUND:

Please see attached memo from City Administrator Cole.

This case was approved by the Planning Commission during their September 10, 2024, meeting with vote of 4/0.

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

Click to download

[Public Hearing Notice](#)

PUBLIC HEARING NOTICE

THE CITY COUNCIL WILL HOLD A PUBLIC HEARING ON OCTOBER 1ST, 2024, BEGINNING AT 6:00 P.M. IN CITY HALL, 201 EAST FIFTH STREET, TO CONSIDER A REQUEST FOR AN ORDINANCE TO AMEND SECTION 6-DISTRICT REGULATIONS OF THE CITY OF GILLETTE ZONING ORDINANCE, TO INCLUDE SECTION 6.m.(2)(bbbbb) AUTHORIZING K-12 TRANSPORTATION FACILITY AS A PERMITTED USE IN C-1, GENERAL COMMERCIAL ZONING DISTRICTS.

ANYONE DESIRING FURTHER INFORMATION MAY CONTACT THE DEVELOPMENT SERVICES DEPARTMENT, PLANNING DIVISION, SECOND FLOOR OF CITY HALL, OR CALL 686-5281.

RY MUZZARELLI, P.E.

DEVELOPMENT SERVICES DIRECTOR

DATED: SEPTEMBER 11, 2024

PUBLISH: SEPTEMBER 14, 2024



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Council Consideration of an Ordinance to Amend Section 6 – to Authorize K-12 Transportation Facility as a Permitted Use in Section 6.m.(2)(bbbbb); as Defined in the Zoning Ordinance. (Planning Commission Vote: 4/0) (City Council 1st Reading Vote: 6/0)

BACKGROUND:

Passed and approved Ordinance 1st Reading 09/17/2024: 6/0

Please see attached memo from City Administrator Cole.

This case was approved by the Planning Commission during their September 10, 2024, meeting with vote of 4/0.

ACTUAL COST VS. BUDGET:

N/A

SUGGESTED MOTION:

I move to Approve an Ordinance to Amend Section 6 – to Authorize K-12 Transportation Facility as a Permitted Use in Section 6.m.(2)(bbbbb); as Defined in the Zoning Ordinance.

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

Click to download
<input type="checkbox"/> Ordinance
<input type="checkbox"/> Memo from City Administrator Cole
<input type="checkbox"/> Letter from CCSD
<input type="checkbox"/> C-1 zoning map
<input type="checkbox"/> Meeting Minutes 9.10.24
<input type="checkbox"/> Finding of Facts

ORDINANCE NO.

AN ORDINANCE TO AMEND SECTION 6 – TO AUTHORIZE K-12 TRANSPORTATION FACILITY AS A PERMITTED USE IN SECTION 6.m.(2)(bbbbb); AS DEFINED IN THE ZONING ORDINANCE

WHEREAS, the Governing Body of the City of Gillette desires to amend Section 6 – to Authorize K-12 Transportation Facility as a Permitted Use as Section 6.m.(2)(bbbbb); of the City of Gillette Zoning Ordinance.

THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

SECTION ONE. Section 6.m.(2)(bbbbb) is added to Section 6 District Regulations – General Commercial District (C-1) of the City of Gillette Zoning Ordinance and shall read as follows:

(2) Permitted Uses. The following uses may be operated as permitted uses in the district:

(bbbbb) K-12 Transportation Facility

PASSED, APPROVED, AND ADOPTED this 15th day of October 2024.

Shay Lundvall, Mayor

(SEAL)
ATTEST:

Alicia Allen, City Clerk
Publication Date:



CITY OF GILLETTE

www.gillettewy.gov

Administration

307.686.5203

MEMO

TO: City of Gillette Planning Commission

FROM: Michael H. Cole, City Administrator *Michael H. Cole*

COPY: Mayor and City Council
Ry Muzzarelli, PE, Development Services Director
Meredith Duvall, Planning Manager

DATE: September 03, 2024

RE: **Zoning Text Amendment; C-1 General Commercial Zoning District**
Proposed CCSD#1 Transportation Facility

Background

My office has been working closely with the CCSD#1 Administration for the past 15 months to identify a suitable location for a new K-12 Public School Transportation Facility ("Facility") to replace the current bus barn located at 1000 W. 8th Street, immediately south of the Hospital. The existing bus barn is currently zoned C-O, Office & Institution Zoning District. It is old, too small, and has outgrown its current location.

It is my understanding CCSD#1 has considered three locations for the new Facility.

- The first location is a parcel of land, currently outside the city limits, located between the existing Sheriff's Office at 600 W. Boxelder Rd. and the old landfill. This site is owned by the County, is contiguous to the city limits, and is adjacent to the City's C-O, Office & Institution zoning district. Due to significant environmental concerns, this site was eliminated from further consideration by CCSD#1.
- The second location is a vacant land parcel located at 201 W. Warlow Drive, immediately south of the Bicentennial Park soccer fields. This parcel is currently zoned R-S, Suburban Residential zoning district, and is owned by the School District. Due to the current residential zoning designation, and proximity to an established residential neighborhood located immediately east of this site, CCSD#1 was encouraged to explore other locations.
- At this time, CCSD#1 is interested in building the new transportation facility on a vacant land parcel at the intersection of Southern Drive and Enzi Drive. This parcel is currently C-1, General Commercial zoning district.

Staff Recommendation

City Staff supports the development of the new School District Transportation Facility on the vacant site at the intersection of Southern Drive and Enzi Drive for the following reasons:

1. Heavy vehicle and bus traffic will access this site from the City's transportation network on established arterial roads. Primary access points will be located on Southern Drive and at the south end of Enzi Dr.
2. All necessary utility services like water, sewer, power, fiber optics, natural gas and other communication systems necessary to serve the proposed Facility exist along Enzi/Southern.

3. Adequate buffer and screening opportunities exist to separate the proposed Facility from existing residential neighborhoods. It is my understanding that only the south portion of this land parcel will be used for the proposed Facility. The north portion will remain undeveloped and will be reserved for a future elementary school site. A school site located on the north portion of this parcel is compatible with existing residential uses within the RC Ranch neighborhood, and will provide adequate transition, buffering and screening from the proposed Facility. Existing land uses south of the proposed site include commercial office space (VA Outpatient Clinic) and rental storage units. The City owns the large, vacant tract of land immediately east of the proposed site. The City's parcel is currently zoned C-O, Office & Institution zoning district. Aside from improvements to the existing, temporary softball/baseball practice fields, the City has no plans to develop this parcel in the future.
4. Available funding from the State School Facilities Commission for the proposed Facility requires a site to be selected soon. It is my understanding the funding for this new Facility is highly competitive and could exceed \$20 million. Any delays in selecting the site and any public criticism resulting from the site selection might jeopardize this funding.
5. Replacement of the existing bus barn and construction of the proposed CCSD#1 Transportation Facility at the intersection of Southern Drive and Enzi Drive is imperative; City Staff considers this type of Facility an essential public service.

Appropriate Zoning District

Although not ideal, a Zoning Text Amendment is an appropriate method prescribed by our existing zoning ordinance to add this type of use to the C-1, General Commercial zoning district.

Similar land uses exist in other commercial zoning districts. These are listed below.

- As previously mentioned, the current CCSD#1 bus barn, located at 1000 W. 8th Street, is currently zoned C-O, Office & Institution zoning district.
- The Campbell County Senior Center operates a fleet of smaller buses. Their transportation facility, located at 701 Stocktrail Ave, is currently zoned C-O, Office & Institution zoning district.
- Powder River Transportation d.b.a. Coach USA operates a fleet of large buses. They are located at 1700 E. Hwy 14-16 and currently zoned C-1, General Commercial zoning district.
- Finally, while the City of Gillette does not own or maintain a transit fleet, the City's vehicle maintenance and fleet/equipment storage facility at City West, located at 611 Exchange Ave, is currently zoned C-3, Business and Services District.

Additionally, similar permitted uses are currently allowed within the C-1, General Commercial zoning district. Some of these permitted uses include:

- essential public utility and public service installation
- garage (public and private)
- gasoline filling station
- parking of vehicles; must comply with all the provisions of Section 9.b., relating to the design, use and maintenance of off-street parking
- public or private school for elementary or secondary education
- tire repair shop

The City's current land use plan from 2013 intended this parcel to be used for "Public Facilities." A School District Transportation Facility is an example of a "Public Facility." Until our future land use plan is updated next year, the current zoning and intended land uses are compatible with the proposed Facility.

Some type of Industrial Zone was initially considered by staff to be located adjacent to Southern Drive. However, a change in zoning from C-1, General Commercial, to either I-1, Light Industrial, or I-2, Heavy Industrial, would be problematic if the parcel were to remain undeveloped and a change in ownership from the School District to a private landowner were to occur.

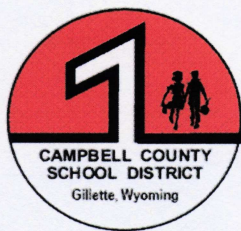
Our only concern with the proposed zoning text amendment is that all other land parcels within the C-1, General Commercial zoning district would be eligible for this type of use. As such, the proposed zoning text amendment was crafted with the intent that only a Transportation Facility serving a K-12 Public School District be considered as a specific, allowed use.

Conclusion

In summary, City Staff supports the development of the new School District Transportation Facility on the vacant site at the intersection of Southern Drive and Enzi Drive.

Enclosure(s): CCSD#1 Zoning Text Amendment Application and Supporting Documentation

- End of Memo -



109 North Gurley Avenue - FAX (307) 685-4157 - Phone (307) 682-2750
GILLETTE, WYOMING 82716-2905

Teaching Effectively — Learning Successfully

Alex Ayers, Ed.D.
Superintendent of Schools
Kirby Eisenhauer
Deputy Superintendent
David Bartlett
Associate Superintendent

August 30, 2024

Ry Muzzarelli, Development Services Director
City of Gillette
PO Box 3003
Gillette, WY 82717

RE: Zoning Text Amendment

Dear Mr. Muzzarelli,

The Campbell County School District (District) submitted a zoning text amendment request on July 31, 2024 following coordination with the City on how best to proceed with development of a new transportation facility on the District's property known as Tract B2 RC RANCH PH 1. The purpose of the text amendment is to provide clarity and specifically include "K-12 public school transportation facility" as a permitted use within the C-1 zoning District.

The District has worked for several years to acquire the funding and obtain approval for a new transportation facility and we are committed to replace the existing transportation facility which we have outgrown and which has been deemed unsuitable and impeding education in Campbell County. We are also committed to being a good neighbor, with the transportation facility being a positive addition to the neighborhood. As such, we will comply with all City zoning and landscape ordinances and also:

- Locate the transportation facility in the southern portion of the parcel to provide an expanded buffer between the facility and the residential area
- Incorporate expanded bufferyard, 20% of lot depth between a minimum of 20 feet and a maximum of 40 feet
- Provide landscaping and screening towards residential areas
- Work with the architect to create aesthetic building elevations fitting for the neighborhood

Time is of the essence for the District to utilize the appropriated funds, secure a design team, and bid the project in 2025. The City's approval of the proposed transportation facility as a permitted use in the C-1 zoning district is a critical next step and a prerequisite to design. We look forward to reaching this important milestone and working with City planning and engineering throughout design.

Feel free to contact Dave Bartlett if you have any questions at dbartlett@ccsd.k12.wy.us or 307.687.4540.

Sincerely,

Dr. Alex Ayers
Superintendent

Dave Bartlett
Associate Superintendent



PL2023-0081 - Zoning Text Amendment – K-12 Transportation Facility

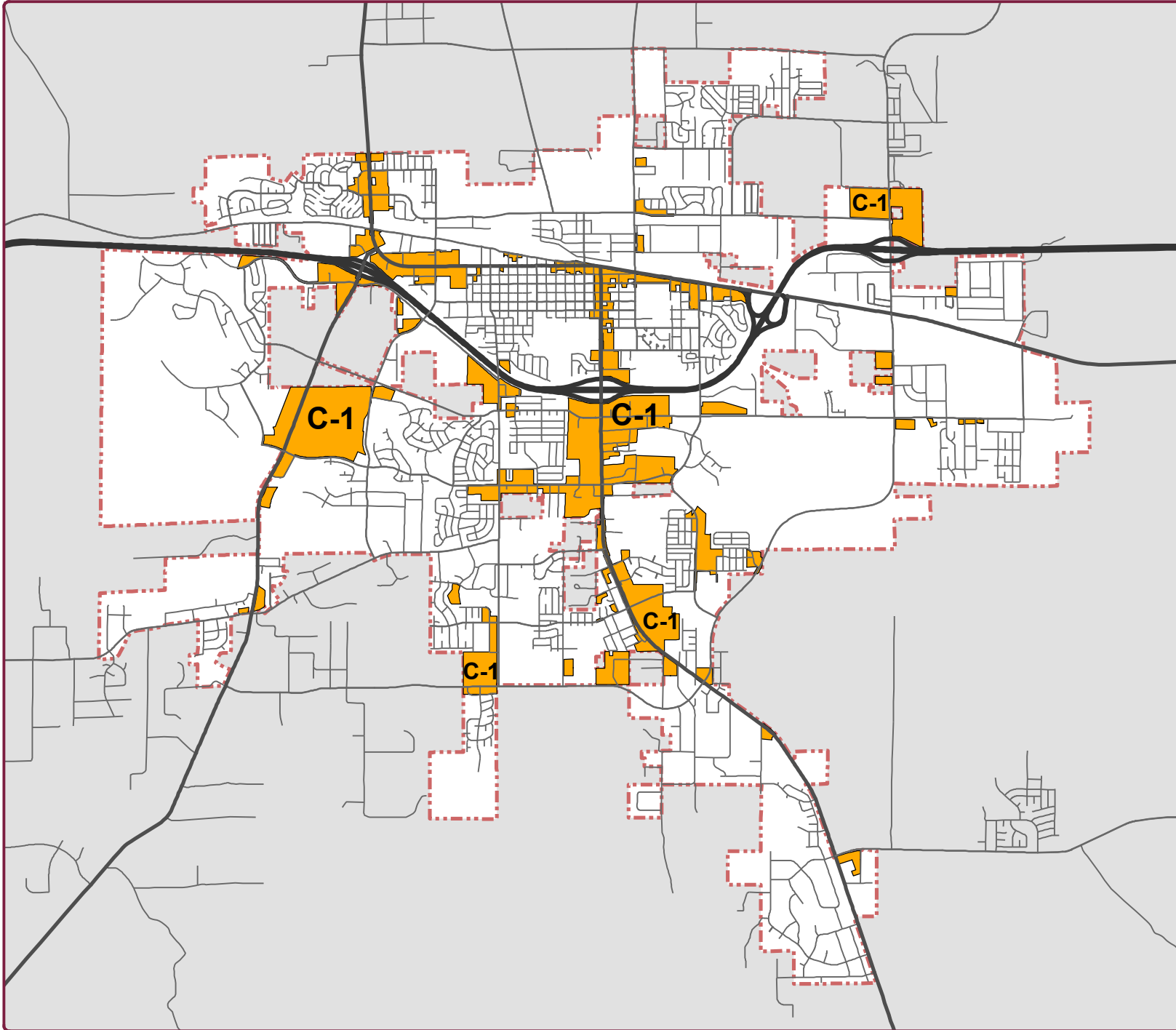


CITY OF GILLETTE

Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

Legend

-  C-1 Zoning District
-  City Limits



H:\PL\PlanningCommissionMaps\PL2023-0081.mxd

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



PL2023-0081
Zoning Text Amendment
K-12 Transportation Facility

September 03, 2024

Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall ~ September 10, 2024 ~ 5:15 pm

PRESENT

Commission Members Present: Vice-Chair Ryan Conklin, Richard Cone, Matthew Nelson and Jack Colson,

Commission Members Absent: Chair Shaun Hottell, Cristal Pratt, and Ian Scott.

Staff Present: Shannon Stefanick, Planner; Ry Muzzarelli, Development Services Director; Mike Cole, City Administrator; Sean Brown, City Attorney; Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Vice-Chair Ryan Conklin called the meeting to order at 5:15 p.m.

APPROVAL OF THE
MINUTES

A motion was made by Richard Cone to approve the meeting minutes of August 27, 2024. Jack Colson seconded the motion. Motion carried 4/0.

Case No.
PL2024-0081
ZONING TEXT
AMENDMENT
– K-12
Transportation
Facility

CCSD#1 Administration has been working to identify a suitable location for a new K-12 Public School Transportation Facility to replace the current bus barn located at 1000 W. 8th Street, immediately south of the Hospital. The existing bus barn is currently zoned C-O, Office & Institution Zoning District. It is too small and has outgrown its current location.

CCSD#1 is interested in building the new transportation facility on a vacant land parcel at the intersection of Southern Drive and Enzi Drive. This parcel is currently C-1, General Commercial Zoning District.

The city's current land use plan from 2013 intended this parcel to be used for "Public Facilities." A School District Transportation Facility is an example of a "Public Facility." Until the city's future land use plan is updated next year, the current zoning and intended land uses are compatible with the proposed Facility.

Some type of Industrial Zone was initially considered by city staff to be located adjacent to Southern Drive. However, a change in zoning from C-1, General Commercial, to either I-1, Light Industrial, or I-2, Heavy Industrial, would be problematic if the parcel were to remain undeveloped and a change in ownership from the School District to a private landowner were to occur.

With the proposed zoning text amendment all other land parcels within the C-1, General Commercial zoning district would be eligible for this type of use. As such, the proposed zoning text amendment was crafted with the intent that only a Transportation Facility serving a K-12 Public School District be considered as a specific, allowed use.

Director Muzzarelli said if the zoning text amendment passed the necessary city council readings, the school district would have to submit a commercial site plan or development plan for review by the Planning Division. Director Muzzarelli said the proposed site was originally intended to be used by the school district for a future junior high school, and the bus barn would be in the middle of the property with buffers on the north and south with a school on the north end of the property and possible commercial development on the south portion of the property.

Richard Cone asked if there had been any traffic studies done for the area to see if the roadway could handle the additional traffic that would come with the new facility. Director Muzzarelli said the traffic study would be part of the plan review process and would be submitted at that time.

Mr. Cone asked how many buses the school district owns and would be on the property. Jaime Tarver, agent for the case was present, and introduced from the school district Dave Bartlett, Associate Superintendent of Instructional Support and Sean Mathes, Supervisor of Building and Grounds. Ms. Tarver said the school district had around 150 buses and had about 250 staff and fleet vehicles.

Mr. Cone asked if the 150 buses were entering and exiting the facility daily. Dave Bartlett said while a portion of the buses are activity buses, approximately 125 are school route buses with about 20 of the route buses are being used at rural schools and Wright. Ms. Tarver said also the buses are typically leaving and entering the property in a staggered timing and not all at once.

Mr. Cone asked if using the south portion of the property as commercial development and northern portion for a school, if all the exits and entrances would be off of Enzi Drive. Ms. Tarver said with the site design process the traffic will be evaluated and optimized. Ms. Tarver said this site is more ideal over others as it has two arterial roads.

Vice-Chair Conklin asked what the current zoning needed for a bus barn was. Administrator Mike Cole there was not a current zoning for a bus barn in city code. Administrator Cole said while the city code has existing similar uses in C-1 General Commercial District, it does not include a bus barn facility.

Vice-Chair Conklin asked if there was a minimum acreage needed for this type of facility and Administrator Cole said there was not and since this property was already zoned C-1 it meets the minimum zoning district size for that purpose.

Vice-Chair Conklin asked about the complaints the current bus barn has gotten regarding fumes, etc. and if there was a concern of the surrounding developments having the same issues. Mr. Bartlett said while they go through the design process, they want to make sure they are good neighbors as well and will ensure proper buffering. Mr. Bartlett said they have looked at many other communities and how they are doing their bus barn facilities within their communities and dealing with their growth.

Matthew Nelson asked what the acreage was at the current facility and what the zoning was. Ms. Tarver said it was approximately five acres and it was zoned C-O, Office and Institution District. Mr. Nelson asked what the proposed lot acreage was, and Ms. Tarver said it was just over 35 acres, and for the proposed transportation facility 15 acres would be needed but they would like 20 acres for buffering.

Matthew Nelson asked if the school district felt that the bus barn would be sufficient at the size it would be at for the next 50 years on the 20 acres that is being proposed. Mr. Bartlett said the original site was 14 acres, and they have added in six acres to give themselves room to grow.

Vice-Chair Conklin asked if there were any comments received from the public on the case by Planning staff. Director Muzzarelli and Shannon Stefanick said there had been

no comments from the public on the case. Administrator Cole said the City Council was anxious to look at this text amendment as they have been looking at this as well.

There being no further comments or questions Matthew Nelson made a motion to approve the case, and Richard Cone seconded. The Motion carried 4/0.

OLD BUSINESS None.

NEW BUSINESS Shannon Stefanick said the next meetings will be September 24, 2024, and October 8, 2024.

ADJOURNMENT The meeting was adjourned at 5:43 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.

DRAFT

BEFORE THE CITY OF GILLETTE PLANNING COMMISSION

CAMPBELL COUNTY SCHOOL DISTRICT)	PL2024-0081
)	
)	ZONING TEXT AMENDMENT RE
)	SECTION 6(M) OF THE
)	CITY OF GILLETTE ZONING ORDINANCE
)	
PETITIONER)	

FINDINGS OF FACT; CONCLUSIONS OF LAW; RECOMMENDATION

THIS MATTER came before the City of Gillette Planning Commission (“Commission”) on September 10, 2024, for hearing on the Zoning Text Amendment filed by Petitioner, Campbell County School District. Petitioner seeks to add a k-12 Transportation Facility as a Permitted Use in Section 6.m – General Commercial District (C-1) of the City of Gillette Zoning Ordinance. Ryan Conklin, Vice-Chairman of the Commission presided. Commissioners Richard Cone, Matthew Nelson, and Jack Colson were also present.

Ry Muzzarelli, Development Services Director for the City of Gillette, acted as Case Manager for the proceedings. Jaime Tarver, acting as agent for the Petitioner, was present, as was David Bartlet and Sean Mathes from the Campbell County School District. The Commission, having heard the statements and evidence presented by the Petitioner and Case Manager, reviewed the case herein, and being otherwise fully advised in the premises, makes the following findings of fact, conclusions of law, and recommendation to the Gillette City Council.

FINDINGS OF FACT

1. These matters are a request by the Petitioner to change the City of Gillette Zoning Ordinance (“Ordinance”) and the required notice of the hearing date and time for such request was published in the local newspaper of record, as required by W.S.15-1-602 and Section 12(c)(1) of the Ordinance.

2. Specifically, Petitioner is requesting to add k-12 Transportation Facility as a Permitted Use in Section 6.m.(2) – General Commercial District (C-1), of the Ordinance.

3. By allowing the above-reference text amendment, Petitioner would be allowed to install a k-12 Transportation Facility at the intersection of Southern Drive and Enzi Drive, which is currently classified as a General Commercial District (C-1) under the Ordinance.

4. Currently, Section 6.m.(2) of the Ordinance does not explicitly designate a k-12 Transportation Facility as a Permitted Use in a General Commercial District (C-1) area.

5. However, based on credible information presented by the Case Manager and City staff, the current many of the current permitted uses in the General Commercial District (C-1) designation are substantially similar to the function of a k-12 Transportation Facility, meaning that this designation can rationally accommodate a k-12 Transportation Facility as a Permitted Use.

6. The Case Manager credibly argued that, particularly given the recent growth and development of the City of Gillette, the proposed changes will not adversely affect the residential character of nearby neighborhoods with the addition of k-12 Transportation Facility as a Permitted Use.

7. In addition to providing materials for review, Petitioner addressed the Commission and noted that allowing a k-12 Transportation Facility as a Permitted Use in a General Commercial District (C-1) would be of a great benefit to not only Petitioner, but to school students and parents within the City of Gillette and Campbell County, Wyoming as well.

8. The Case Manager and City staff stated that all parties agree that the property owned by Petitioner is the ideal location for a k-12 Transportation Facility.

9. According to the Case Manager, in response to the published notice of this hearing, City staff received no inquiries, complaints, or protests regarding this proposed text amendment. stated that were no inquiries after publication of the case in the local newspaper.

10. Additionally, no member of the public addressed the Commission through public comment regarding this matter.

CONCLUSIONS OF LAW

1. Under W.S. 15-1-602, the governing body shall specify how regulations and the district boundaries are to be determined, established, enforced, amended, supplement or otherwise changed.

2. As stated in Section 12.a of the Ordinance:

[i]t is the intent of the City of Gillette that the zoning ordinance, which includes both the ordinance and the district zoning map have been established for the purpose of promoting sound and desirable development and for maintaining stable land use patterns. In harmony with this purpose, the ordinance and map shall not be amended, except to (1) correct an obvious error or oversight in the regulations; or to: (2) recognize changing conditions in the City, which require that amendments be adopted for the promotion of the public health, safety or general welfare.

3. Based on the Findings of Fact above, and in particular, Findings of Fact ¶¶ 5-8, the Commission concludes that Section 6.m.(2) should be amended to permit a k-12 Transportation Facility as a Permitted Use in a General Commercial District (C-1) as requested by Petitioner.

4. The basis for this Conclusion is that permitting such use reflects a recognition of changing conditions in the City due to growth and development; moreover, such changes require the proposed amendments as it promotes safety and welfare of the City's citizens.

RECOMMENDATION TO THE GILLETTE CITY COUNCIL

By virtue of a unanimous 4-0 vote, the Commission recommends that the Gillette City Council approve a zoning text amendment to the Ordinance; namely, by amending Section 6.m add a k-12 transportation facility as a Permitted Use in Section 6.m.(2).

DATED THIS _____ day of September, 2024.

CITY OF GILLETTE PLANNING COMMISSION

Ryan Conklin, Commission Vice-Chair

ATTEST: _____
Jill McCarty, Administrative Coordinator



CITY OF GILLETTE
201 E. 5th Street
Phone (307)686-5200
CITY OF GILLETTE

www.gillettewy.gov

DATE: 10/1/2024 6:00:00 PM

SUBJECT:

Executive Session for Potential Litigation Pursuant to W.S. 16-4-405(a)(iii).

BACKGROUND:

ACTUAL COST VS. BUDGET:

SUGGESTED MOTION:

STAFF REFERENCE:

Sean Brown, City Attorney

ATTACHMENTS:

[Click to download](#)

No Attachments Available