



CITY OF GILLETTE

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ADMINISTRATION

PHONE 307-686-5203

MEMORANDUM

TO: Mayor and Members of the City Council

FROM: Michael Cole, City Administrator

RE: General Information

DATE: July 10, 2026

There are no meetings scheduled for the week of **July 11-17, 2026**

1. Attached please find a **Development Services Update** dated **June 2026** provided by **Development Services Director Muzzarelli**.
2. Attached please find an **agenda** for the **Gillette, Wright, Campbell County Fire Protection Joint Powers Board of Directors** on **July 8, 2026** provided by the **Campbell County Fire Department**.
3. Attached please find an **agenda** dated **July 9, 2026** and **meeting minutes** dated **June 18, 2026** for the **Campbell County Public Land Board** provided by **Cam-Plex Executive Director Aaron Lyles**.

MC/adw



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Development Services Department | Building Inspection

June 2026

BUILDING INSPECTION UPDATES: Code adoption for the 2026 NEC is coming July 1st. City projects are continuing to progress. Travel Center is open on a TCO. And Building permits are picking up.

Permitting and Inspection Activity

Month	New Housing Units	New Building Valuation	Commercial Projects	Commercial Total Valuation	Total Permits Issued	Total Inspections
January	1	\$400,000	3	\$465,356	85	323
February	0	\$0	2	\$750,000	54	182
March	5	\$1,655,000	2	\$36,000	108	320
April	9	\$3,470,000	0	\$0	191	313
May	5	\$2,225,000	3	\$20,467,192	126	250
June	1	\$450,000	0	\$0	106	434
July						
August						
September						
October						
November						
December						
TOTAL						

Commercial Project Building Descriptions

January	Commercial storage building, 2 Commercial Signs
February	Powder River Construction New Wash bay, Shade structures and netting for Sports Complex
March	Qounset Building for storage, Cell Tower Alteration
April	9 new Single Family Dwelling units
May	3 Pavilion Buildings, Control Building and Park Covered Shelters
June	CO for Tanner apartments and The Travel Center
July	
August	
September	
October	
November	
December	



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Development Services Department | Planning Services Division

June 2026

Operational Updates: There were two Planning Commission meetings.

Planning Division Active Cases

Case No.	Case Type	Address	PC	CC	Owner	Applicant	Scope/Notes
PL2026-0039	Minor Subdivision	603 E 2nd Street	8/11/2026	8/18/2026	BDG LLC	Cevin Imus (LSI)	Subdividing one lot into two
PL2026-0038	Minor Subdivision	1150 E Shoshone Ave	8/11/2026	8/18/2026	Dan Barton	Cevin Imus (LSI)	Subdividing one lot into two
PL2026-0036	Commercial Site Plan	10744 S Hwy 59	—	—	Doud Land Company LLC	Cevin Imus (LSI)	New building for Tower Tools
PL2026-0035	Administrative Plat	1210 Melissa Drive	—	—	Andrea & Russell Williams	Cevin Imus (LSI)	Combining two existing lots into one
PL2026-0029	Administrative Plat	166 Royal Circle	—	—	Cory West (C&J Real Estate)	Cevin Imus (LSI)	Adjusting the lot lines between two existing lots
PL2026-0026	Major Subdivision - Preliminary Plat	4500 Force Road	7/28/2026	8/4/2026	Arlyn Magnuson (LM Properties, LLC)	Joel Klassen (Earth Works Solutions)	Subdividing one lot into 16 residential lots to create rural residential homesites
PL2026-0025	Map Amendment	Chara Hills Estates	7/28/2026	1st: 8/04/2026 2nd: 8/18/2026 3rd: 9/01/2026	Chara Hills, LLC	Sheila Slocum (PCA)	Rezone from R-S to C-1; running concurrently with Minor Subdivision PL2026-0024
PL2026-0024	Minor Subdivision	Chara Hills Estates	7/28/2026	8/4/2026	Chara Hills, LLC	Sheila Slocum (PCA)	Subdividing one lot into three
PL2026-0023	Commercial Site Plan	920 E Boxelder Rd	—	—	Kent Jeffries	Sami Herdt (CEPI)	New restaurant with drive-thru
PL2026-0022	Minor Subdivision	2602 E 2nd Street	6/23/2026	7/7/2026	Schilling (Trevor Schilling)	Cevin Imus (LSI)	Adjusting the lot lines between three existing lots and creating a fourth lot
PL2026-0019	Minor Subdivision	3800 College Drive	5/28/2026	6/16/2026	Gillette College	Justin Stearns (WLC Inc)	Combining six existing lots into two

Case No.	Case Type	Address	PC	CC	Owner	Applicant	Scope/Notes
PL2026-0018	Administrative Plat	405 W Walnut St	—	—	Alicia Burg	Kris Anderson (Anderson Surveying)	Combining two existing lots into one
PL2026-0017	Minor Subdivision	830 Mountain Meadow	6/1/2026	6/16/2026	Schilling (Trevor Schilling)	Cevin Imus (LSI)	Subdividing 1 lot into 2
PL2026-0011	Map Amendment	1011 E 8th St	5/12/2026	Original Dates: 1st: 05/19/2026 2nd: 06/02/2026 3rd: 06/16/2026 New Dates: 1st: 07/07/2026 2nd: 07/21/2026 3rd: 08/04/2026	Hoskinson	Gerald Williams (Ingberg-Miller)	Rezoning from C-O to C-1
PL2026-0009	Wireless Communication Facilities	4800 S Butler Spaeth Rd			Doug Baker	Doug Baker	New 100 ft. tower
PL2026-0007	Commercial Site Plan	5700 S Douglas Hwy	—	—	Trevor Schilling	CJ Sloan	Adding a secondary approach for an existing development
PL2026-0003	Minor Subdivision	1137 Country Club Road	2/24/2026	3/3/2026	KAJ Management	Sheila Slocum (PCA)	Ajusting an existing property line bewteen two properties
PL2025-0048	Map Amendment	Pronghorn Ranch Phase 3	12/9/2025	1st: 12/16/2025 2nd: 01/06/2026 3rd: 01/20/2026	Tom Civin/Lance Walker	Cevin Imus (LSI)	Rezone from R-4 to R-R
PL2025-0042	Minor Subdivision	2701 Lakeway Road	12/9/2025	12/16/2025	Lance Walker	Cevin Imus (LSI)	Subdividing one lot into two
PL2025-0027	Commercial Site Plan	2002 Smithie Rd	—	—	Karen Enriquez	Tony MacDonald (KLJ)	New building on vacant lot
PL2025-0026	Commercial Site Plan	4000 Ariel Ave	—	—	Tony Wille	Adrienne Hahn (KLJ)	Storage units on vacant lot
PL2025-0025	Administrative Plat	7861 Chukar Dr	—	—	Christine Case	Cevin Imus (LSI)	Lot line adjustment between properties
PL2025-0015	Minor Subdivision	Tucker Subdivision	6/10/2025	6/17/2025	Sheldon Tucker	Cevin Imus (LSI)	Combining 2 lots into 1
PL2025-0004	Minor Subdivision	Khan Subdivision	4/8/2025	4/15/2025	Zulfiquar Khan	Cevin Imus (LSI)	Subdividing 2 lots into 3. Requires leins to be addressed before filing
PL2024-0064	Minor Subdivision	4401 Daylight Court	5/28/2024	6/4/2024	Mark Eischeid	Sheila Slocum (PCA)	Combining 3 lots into 2. Waiting on Consent to Subdivide



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Development Services Department | Code Compliance Division

June 2026

Code Compliance Division Active Cases

Case Type	Number of Cases
Water Harborage	1
Appliances	11
Construction Debris	2
Rodent	0
Sidewalk Blockage	3
Unlicensed/Inoperable Vehicle	69
Debris Removal	55
Tall Grass & Weeds	181
Living in a Motorhome/Camper	0
Zoning Ordinance Violation	0
Political Signs	5
Total cases started	327



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DEVELOPMENT SERVICES DEPARTMENT | ENGINEERING DIVISION

MAJOR PROJECTS UPDATE

June 2026

ENGINEERING DIVISION UPDATES (Joe Schoen)

- Development Projects – being constructed
 - Campbell County High School (Matt Olsen) - **Water** and **Sewer main extensions to serve the new concession stand and new high school. Water will be completed in phases over the next 2 years, anticipating starting in summer of 2026. Sewer main will remain private.**
 - Family Life Church Sewer Extension (Alex Bresina) - **Sewer main extension to church (480 Hwy 50). No movement. Hoping construction later this year.**
 - Titan sewer service line (Alex Bresina) - **sewer extension to Titan Solutions (3580 Southern Dr). No movement. Hoping construction later this year.**
 - 4125 Overdale Dr (Matt Olsen) - **Grading for future driveway for future home. Water and Sewer main stubouts are being proposed with Permit to Construct (PTC).**
 - 1137 Country Club Road (Toby Fiske) - **Water and Sewer main extensions to serve a new hotel. PTC approved, waiting on construction to begin.**
 - 830 Mountain Meadow Lane (Clark Sanders) - **new Autozone watermain improvements. Submitted PTC no construction yet.**

ACTIVE CAPITAL CONSTRUCTION PROJECTS

WATER PROJECTS

Madison 30" CMAR - 23WA03 (Clark Sanders)

- Design Consultant: HDR
- Contractor (CMAR): Garney Construction (Awarded)
- Drinking Water State Revolving Fund (DWSRF) funded
- Scope of work - repair hole in 30" watermain
- Construction anticipated to begin July 7, 2026
- Final Completion December 2026

Killarney Subdivision Watermain PH 1 - 25EN22 (Toby Fiske) - 1% Project

- Project complete and accepted by Council - In warranty

PS #1 Upgrades Project - 20UT01 (Toby Fiske)

- Design Consultant: HDR
- Contractor: S&S
- Work progress:

- Building going up

Gillette Madison Project & Regional Water

- Regional Extensions
 - There are 23 districts signed up for regional water with 13 fully hooked up. Ongoing project updates are as follows:
 - Regional Water Phase 5 (Toby Fiske) - Airport
 - Design Consultant: MMI
 - Contractor: DRM
 - Work progress:
 - Air-Vacuum Reliefs are being installed
 - Filling, Flushing and Testing of the line will proceed through June
 - Pursuing possible extension of project to Hoy and Section 4 water service districts. Will know mid summer if added to project.
 - Completion anticipated fall of 2026
 - Regional Water Phase 7 (Clark Sanders) - Grace Land
 - Water Service Agreement to City Council - July 21, 2026
 - Application for Water Development Commission Due August 2026

Warren Ave (6th St-9th St) Waterline Replacement - 26EN19 (Matt Olsen) - 1% Project

- Design Consultant: KLJ
- Contractor: TBD
- Scope of work:
 - Replace water main, valves, and hydrants on Warren Ave between 6th - 10th
 - Replace wastewater main and manholes on Warren Ave between 8th-9th
 - Replace water main, valves, and hydrants on Ross Ave between 5th-8th (bid alt?)
 - Replace water main, valves, and hydrants on Gillette Ave between 7th-9th (bid alt?)
 - Street resurfacing/repairs as needed
- Work Progress:
 - Design started, 20% complete
- Anticipated to bid project in fall 2026 with construction starting spring 2027

Collins Heights Water Fittings Replacement - 1% Project

- Design Consultant: WWC
- Contractor: TBD
- Scope of Work
- Replacing some water fittings and fire hydrants in the Collins Heights subdivision area.
- Work Progress:
 - Bidding in July 2026
 - Anticipated construction starting in late fall 2026.

SEWER PROJECTS

Hidden Valley Sewer Repairs - 25EN21 (Toby Fiske) - 1% Project

- Design Consultant: KLJ

- Contractor: Halme, Inc.
- Scope of work:
 - Repair and replace portions of sanitary sewer around the Hidden Valley Subdivision.
- Work started in June.
- Anticipated completion in fall 2026.

WWTP Phase II - 24UT01 (Matt Olsen)

- Design Consultant: HDR
- Contractor (CMAR): Sletten Construction
- State Revolving Fund (SRF) funded
- Scope of work:
 - Bid opening for first bid package consisting of the UV Building, Dewatering, and Sludge Thickening process completed in June.
- Anticipating award of the work mid August
- Work to begin in late fall 2026 with completion in spring 2028.

Heritage Lift Station Replacement - 23EN20 (Clark Sanders) - 1% Project

- Design Consultant: HDR
- Contractor: DRM
- Scope of work:
 - Force Main is installed
 - Contractor installing gravity main from lift station to Heritage Village
 - On Hold awaiting Wet Well Delivery
- Anticipated completion winter 2026

Butler Spaeth & 6th Street Sewer/Water Improvements - 26EN10 (Alex Bresina) - 1% Project

- Design Consultant: KLJ
- Contractor: TBD
- Scope of work:
 - Replace the existing clay sewer pipe that runs North/South on private property
 - Look into relocating the existing sewer that falls on private property to the alley
 - Replace the existing cast iron water main that runs from Butler Spaeth to one block east of El Camino.
- Preliminary design has reached 50% plans
- Anticipated to begin advertising fall of 2026

2026 Alley Sewer and Reconstruct Project - 25EN07 (Kerwin Burton) - 1% Project

- Project complete and accepted by Council - In warranty

Pronghorn Industrial Project Lift Station (Matt Olsen)

- HDR is the consultant for the County
- Contractor: Halme, Inc
- 100% funded by a Wyoming Business Council grant awarded to Campbell County
- Scope of work:
 - New sewer lift station to be installed by the County in the southernmost area of the industrial park. Force main to be installed to the manhole in Fox Park and gravity feed to WWTP from there
- Anticipated sewer lift station completion is summer 2027

Stone Pile Intercept Manhole Rehab Project - 26EN09 (Alex Bresina) - 1% Project

- Design Consultant: Morrison-Maierle, Inc.
- Contractor: TBD
- Scope of work:
 - Remove existing T-Lock liner
 - Clean existing concrete manholes
 - Repair delaminated concrete with high strength grout
 - Install a new lining system
- Bid Opening: Early Fall
- Anticipated completion - Fall 2026-Spring 2027

Echeta Road Reconstruction - 25EN03 (Clark Sanders) - 1% Project

- Design Consultant: PCA Engineering
- Contractor: Hot Iron
- Scope of work:
 - Two parallel sewer mains will be incorporated into one from Hwy 14/16 to Burma Road
 - Replacing the aged water line
 - Decreasing road width, replacing sidewalk for a bike path on the north side of the road and adding a sidewalk on the south
 - Construction started June 1, 2026
 - Burma Avenue/Echeta Road Intersection Closed June 22 - Aug 22.

PARKS AND IRRIGATION PROJECTS

Antelope Valley Park Improvements - 25EN29 (Alex Bresina) - 1% Project

- Design Consultant: Steiner Thuesen
- Contractor: Falcon Construction
- 50-50 funding through the Land and Water Conservation Fund (LWCF)
- Scope of work:
 - Replace playground equipment
 - Misc irrigation and parking lot improvements
- Work Progress:
 - Existing equipment has been removed
 - Existing concrete has been removed
 - Installation of the bottle fill station water line
 - Installation of new storm drain

Heritage Village Park Improvements - 25EN28 (Toby Fiske) - 1% Project

- Design Consultant: Second Nature Consulting
- Contractor: Falcon Construction
- 50-50 funding through the Land and Water Conservation Fund (LWCF)
- Scope of work:
 - Replace playground equipment

Shoshone Ave Beautification PH 1 - 24EN19 (Kerwin Burton) - 1% Project

- Design Consultant: Steiner Thuesen
- Contractor: G&G Landscaping
- Scope of work:
 - Redo irrigated areas and plantings on Shoshone Ave from Enzi to Heart X
- Work progress:
 - All trees have been placed in the center meridian along with boulders, rock mulch and irrigation system.
 - Concrete work has begun this week (June 2nd)
- Anticipated completion in July

ECSC Softball Field Shelters - 25EN31 (Matt Olsen)

- Design-Build Contractor: S&S Builders
- 50-50 funding through the Land and Water Conservation Fund (LWCF)
- Scope of work:
 - New shelters over the softball field bleachers and picnic table areas
- Project is complete.

Central Control Phase II - 24PK09 (Toby Fiske) - 1% Project

- Design Consultant: Wayne Eckas, P.E.
- Construction Management Consultant: PCA Engineering
- Contractor: Hladky Construction
- Work progress:
 - Work has resumed at following sites
 - Hwy 14/16 at Decker Court (aka Hong Kong)
 - Lakeside Park
 - McManamen Park
 - Spruce Ave at Kluver Rd
 - Westover Hills Park
 - Westridge Park
 - Willamette Park
 - Gurley Park
 - Hwy 59 at 1001 Plaza (aka Subway)
 - Hwy 59 work has begun
 - Anticipated completion Summer 2026

4J Irrigation Improvement PH 2A - 26EN16 (Alex Bresina) - 1% Project

- Design Consultant: RVi Planning + Landscape Architecture
- Contractor: TBD
- Scope of work:
 - Ph 2A will focus on the section from Lakeway to Boxelder
 - New irrigation from Walnut to Boxelder (East side)
 - Look at running irrigation "loops" under 4J
 - Concrete behind C&G for increased safety during mowing operations
 - Remove the existing white building SE of Boxelder
- Bid in late October/early November 2027

ROAD, DRAINAGE, AND BUILDING PROJECTS

Foothills Boulevard Reconstruction - 24EN02 (Clark Sanders) - 1% Project

- Design Consultant: Morrison Maierle, Inc (MMI)
- Contractor: DRM
- Work progress:
 - Foothills Blvd Closed at Hwy 14/16 to Mountain Meadow. Removing surfacing and installing storm sewer and doing water repairs, installing storm water.
 - Curb and Gutter and Paving from Hwy 14/16 through Mountain Meadows in the next 3 weeks.
- Anticipated completion spring of 2027

2026 Chip Seal Project - 26EN13 (Kerwin Burton) - 1% Project

- Design Consultant: PCA Engineering
- Contractor: Hardrives Construction
- This project will chip seal Boxelder from Home Depot to Garner Lake Rd.
- Schedule - Work will begin late summer 2026

Spruce-Kluver Surfacing Project - 26EN02 (Alex Bresina) - 1% Project

- Design Consultant: CEI
- Contractor: Croell
- Scope of work:
 - Rotomill and overlay on Spruce Ave from Warlow Dr to Boysencreek Dr
- Anticipated construction to start in July 2026

Westover/4-J Intersection Improvements (Clark Sanders) - 1% Project

- Design Consultant: Morrison Maierle, Inc
- Scope of work:
 - Evaluation ongoing to determine the most economical improvements to be made at the Westover and 4-J intersection

Westover Retaining Wall - 24EN22 (Matt Olsen) - 1% Project

- Design Consultant: Dowl
- Contractor: TBD
- Scope of work:
 - Considerations for erosion control, consisting of concrete retaining wall blocks or steel caged gabions at the toe of the problem slopes, with some minor soil removal/grading
- Bid opening end of June
- Anticipated construction is fall 2026

RC Ranch R&O Project - 26EN18 (Alex Bresina) - 1% Project

- Design Consultant: WWC
- Contractor: TBD
- Scope of Work:
 - Rotomill and overlay, with select areas of patching Brorby, Christnick, Saunders, Lexington

- Design has started (25%)
- Project will bid early fall/winter 2026

Sutherland Subdivision Resurfacing Project - 25EN20 (Toby Fiske) - 1% Project

- Design Consultant: WWC
- Contractor: Croell
- Scope of Work:
 - Various road surface improvements in the Sutherland Subdivision
- Work progress
 - Overlaying (paving) will be completed this month!

Overdale-Oregon R&O Project - 26EN07 (Kerwin Burton) - 1% Project

- Design Consultant: WWC
- Contractor: Simon Contractors
- Scope of Work:
 - Mill and Overlay of Overdale Drive from Westover Road to Boxelder Road and Oregon Avenue from Westover Road to Overdale Drive.
- Anticipated construction to begin early July
- The project will be completed mid August.

Cottonwood Park Drainage Improvements - 25EN14 (Clark Sanders) - 1% Project

- Design Consultant: KLJ
- Contractor: DRM, Inc
- Scope of work:
 - Drainage Upgrades in Cottonwood Park
- Construction to begin in Fall 2026

Remington Drainage Improvements - 26EN03 (Clark Sanders) - 1% Project

- Design Consultant: KLJ
- Contractor: Glen Construction
- Scope of work:
 - Installation of 8" Storm Sewer and Inlets. Connecting currently running sump systems to storm drain. Providing connection points for other properties.
- Construction to begin July 7

Senator Mike Enzi Memorial Overpass Design - 26EN24 (Matt Olsen)

- Design Consultant: TBD
- Contractor: TBD
- Design services are 100% funded by a Federal Highway Administration (FHWA) grant
- Scope of work:
 - Consultant RFP process is completed and negotiations have begun for design services agreement.
 - Design services will include, but are not limited to, the following: design, utility locates and utility design, roadway impact analysis, assistance in funding acquisition, permitting with Burlington Northern Santa Fe (BNSF) and the Wyoming Department of Transportation (WYDOT), working with stakeholder committees, real estate services such as right-of-way procurement, and Federal National Environment Protection Agency (NEPA) process with multiple site options.

- Design is anticipated to begin in the Summer 2026

City Hall Remodel and Chiller Replacement (Jeff Hogan/Matt Olsen)

- Design Consultant: Arete Design Group
- Contractor: Apex (Chiller Replacement), Van Ewing (City Hall Remodel)
- Scope of Work:
 - The project will include remodel of selective areas on each of the 4 floors of City Hall as was determined by the outcome of the Space Utilization Study.
 - The scope will also include the replacement of the poorly functioning chiller system.
- Project Phasing and Estimated Schedule:
 - PHASE 1 - GPA, Judicial Services
 - Completed
 - PHASE 2A - Engineering, Building Inspection, Code Compliance
 - Complete
 - PHASE 2B - City Attorney, Public Affairs, GIS (2nd Floor), Planning
 - Schedule: completion mid-July.
 - PHASE 3 - Finance, IT (3rd Floor)
 - Schedule: TBD, based on duration of Phase 2B. Estimated to be a 7-month duration (Aug - Feb 2027)

Council of Community Services Renovation - 25EN33 (Matt Olsen)

- Design-Build Contractor: Hladky Construction
- 100% funded by the Wyoming Community Development Authority (WCDA) Community Development Block Grant (CDBG)
- Work progress:
 - Addition of approximately 2,000 sf of building space, upgrades to HVAC, upgrades for fire detection/alarm system, and other miscellaneous renovations
- Project completion is August 2026

City Hall - 4th Dispatch Station Addition (Jeff Hogan/Matt Olsen)

- Design Consultant: Arete Design Group
- Contractor: Van Ewing
- Scope of Work:
 - Beginning July 1, 2026, the City of Gillette will take over dispatch functions for the Fire Department and EMS.
 - To accommodate the increased responsibilities, a 4th dispatch station is to be installed.
- Upgrades to the electrical room have been completed
- Selective demolition of existing cabinets have been completed
- Workstation to be operational for commissioning in June

Winland Drive Surfacing Project - 26EN21 (Alex Bresina) - 1% Project

- Design Consultant: WWC Engineering
- Contractor: TBD
- Scope of work:
 - Rotomill and overlay on Winland Drive from HWY 59 to 650' south
 - Remove and replace valley gutter east of Winland Ct

- Install storm sewer manhole within HWY 59 ROW to remove an existing construction joint. This will increase storm flows and add a point of entry for maintenance.
 - Replace manhole #1409027 and 8" sewer main 5' north and south of manhole
- Anticipated Bid Opening: Late July
- Anticipated Construction: Fall 2026



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
July 8, 2026

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Campbell County Public Land Board Meeting

July 09, 2026 @ 6:30 PM

CAM-PLEX Energy Hall Board Room

- | | |
|---|---------------|
| 1. Call Meeting to Order and Introductions | Laura Chapman |
| 2. Approval of Agenda | Laura Chapman |
| 3. Consent Agenda | Laura Chapman |
| 3.1 Minutes – 06/18/2026 Regular Meeting (Attachment A) | |
| 3.2 Warrants & Transfers (Attachment B) | |
| 4. Citizen Input | Laura Chapman |
| 5. Staff Reports | |
| 5.1 Executive Director | Aaron Lyles |
| 5.2 Operations | Aaron Beyerl |
| 5.3 Events | Chris Baker |
| 5.4 Finance | Wendy Balo |
| 6. Board Process | Laura Chapman |
| 6.1 Motocross Track Improvement Request | |
| 6.2 August Board Meeting Date – PGI | |
| 6.3 Barn 2 Storage Building Maintenance Fund Amendment | |
| 7. MATTERS FOR NOTING | |
| 7.1 Correspondence | Laura Chapman |
| 8. Other Business | |
| 9. Board Calendar | Laura Chapman |
| August 13, 2026 (Tentative 8/20/26) – Regular Board Meeting | |
| September 10, 2026 – Regular Board Meeting | |
| 10. Adjourn | Laura Chapman |



CCPLB MEETING MINUTES:

June 18, 2026

MEMBERS PRESENT: Laura Chapman, Jake Boller, Rocky Marquiss, Brian Norstegaard, and Jerry Means

MEMBERS ABSENT: Terry Leu and Heidi Gross

LEGAL COUNSEL & BOARD LIASONS PRESENT: Dave Horning - *Horning, Horning & McGrath*

STAFF: Aaron Lyles, Aaron Beyerl, Wendy Balo, Chris Baker, and Doug Griffis

GUESTS: Stephanie Murray and Bill Brown – *Campbell County Rockpile Museum*, Kyle Ferris – *Campbell County Attorney's Office*, and Terri Lyles

1. CALL TO ORDER

Campbell County Public Land Board meeting was held on June 18, 2026, at the CAM-PLEX. The meeting was called to order by Board Chair Chapman at 6:30 p.m.

2. APPROVAL OF CCPLB AGENDA

Motion: To approve the agenda with the modification to move the Rockpile Museum MOU discussion from item 6.5 to the top of Board Process for the convenience of the Rockpile Museum Board Members present.

Moved: Jake Boller; **Second:** Rocky Marquiss; **Discussion:** None

Vote: Passed Unanimously

3. CONSENT AGENDA; APPROVAL OF WARRANTS (Attachment A & B)

Motion: To approve the consent agenda.

Moved: Brian Norstegaard; **Second:** Jake Boller; **Discussion:** None

Vote: Passed Unanimously

4. CITIZEN INPUT

None

5. STAFF REPORTS

5.1 Executive Director

Executive Director Lyles reported on the progress being made to Wrangler Arena. Thanked Campbell County Road and Bridge for bringing in dirt to put bleachers on. CAM-PLEX grounds are looking good. Celebrated the work Chris Baker has done and thanked him for his time at CAM-PLEX. Cirque Ma'Ceo created a post on social media celebrating the CAM-PLEX staff and thanking the Gillette community for attending the show. CAM-PLEX staff have been receiving a lot of accolades lately.

5.2 Operations

Nothing additional to report. Director Beyerl's operations report was presented at the preceding Commissioner's meeting.

5.3 Events

Director Baker reported on the variety of the many events taking place at CAM-PLEX. Arts Academy is currently presenting the Disney musical *Frozen*. Staff are answering inquiries about 2027 graduation parties, several AG events, and an RV rally in 2027 and 2028. Reviewed

upcoming events. Distribution of 150 table tent advertisers for June events around Gillette. Vertical hanging sign banners for CAM-PLEX with the America 250 theme. Staffing celebrations with the birth of a baby girl, marriage of another staff member, and the return of one staff member from maternity leave.

5.4 Finance

Director Balo reported that the end of year is going well. Our Financial Coordinator is keeping invoices and POs up to date and under control. Investment accounts are doing well and rates are stabilizing.

6. BOARD PROCESS

6.5 Museum MOU (Attachment C)

Motion: To approve the MOU between Rockpile Museum and Campbell County Public Land Board with the sentence in Paragraph 3.C. deleted.

Moved: Jake Boller; **Second:** Brian Norstegaard; **Discussion:** The Board reviewed the proposed changes in Paragraph 3.C. of the Rockpile Museum MOU. Attorneys for the Rockpile Museum and CAM-PLEX to amend the MOU with the deleted sentence in Paragraph 3.C. and deliver the amended document signed for execution.

Vote: Motion Passed with 4 Aye and 1 Abstained

6.1 Official Newspaper Designation

Motion: To officially designate the Gillette News Record as our official newspaper.

Moved: Brian Norstegaard; **Second:** Jerry Means; **Discussion:** Governing organizations are required to annually designate an official newspaper. The Gillette News Record is the only printed newspaper in Gillette.

Vote: Passed Unanimously

6.2 Annual Depository Designation

Motion: To officially designate the annual depositories, First National Bank, Wyoming Government Investment Fund, Wyoming Community Foundation and the Wyoming State Treasury.

Moved: Jake Boller; **Second:** Brian Norstegaard; **Discussion:** None

Vote: Passed Unanimously

6.3 Attorney Designation

Motion: To designate Attorney David Horning and his law office of Horning, Horning & McGrath as the official attorney of the Campbell County Public Land Board.

Moved: Jerry Means; **Second:** Brian Norstegaard; **Discussion:** None

Vote: Passed Unanimously

6.4 Motocross Leasehold Improvements

Executive Director Lyles reported leasehold improvements to the land by the tenants at the motocross track without prior approval. The improvements were reviewed with the leaseholder and accepted. Executive Director Lyles will meet with Attorney Horning to properly ratify the improvements. Future improvements will be requested through official correspondence.

6.6 Board Member Disclosure Form

The Board was asked to return their completed annual Board Member Disclosure Form to Director Balo by the end of the meeting.

7. MATTERS FOR NOTING

7.1 Correspondence

None

8. EXECUTIVE SESSION

Motion: To enter executive session pursuant to 16-4-405 on matters concerning personnel at 7:03 p.m.

Moved: Jake Boller; **Second:** Brian Norstegaard; **Discussion:** None

Vote: Passed Unanimously

Resumed regular session at 7:21 p.m.

9. OTHER BUSINESS

None

10. BOARD CALENDAR

Upcoming Board Meetings:

- July 9, 2026 @ 6:30 p.m. – CCPLB Regular Meeting – Energy Hall Conference Room
- August 13, 2026 @ 6:30 p.m. – CCPLB Regular Meeting - Energy Hall Conference Room
- September 10, 2026 @ 6:00 p.m. – Commissioners Quarterly Meeting - Energy Hall Conference
- September 10, 2026 @ 6:30 p.m. – CCPLB Regular Meeting - Energy Hall Conference Room
- October 8, 2026 @ 6:30 p.m. – CCPLB Regular Meeting - Energy Hall Conference Room

ADJOURNMENT

Meeting adjourned at 7:25 p.m.

Minutes Prepared By: Charis Grey

Date: 07/01/2026

Minutes Approved By:

***Campbell County
Public Land board***

Date