



**CITY COUNCIL AGENDA**  
**COUNCIL CHAMBERS, 201 E 5TH ST.**  
**CITY OF GILLETTE**  
**Tuesday, September 3, 2024**  
**6:00 PM**

- 
- A. Call to Order.**
  - B. Invocation and Pledge of Allegiance.**
    1. [Invocation and Pledge of Allegiance led by Reverend Phil Jones of Roadway Alliance Church.](#)
  - 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 - August 20, 2024](#)  
[Special Meeting Minutes - August 27, 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**
    - a. [Recognition of the City of Gillette 2024 2nd Quarter P.R.I.D.E. Award Recipient, Vavi Domingo, Police Officer.](#)  
Staff Reference: Michael H. Cole, City Administrator

- b. [\*\*A Proclamation Designating September 2024 as Childhood Cancer Awareness Month. ~ Katey Stevenson, Jason's Friends Foundation\*\*](#)  
Staff Reference: Michael H. Cole, City Administrator
- c. [\*\*A Proclamation Designating September 2024 as Hunger Action Month. ~ Jill Stillwagon & Danica Sveda, Wyoming Food Bank\*\*](#)  
Staff Reference: Michael H. Cole, City Administrator
- d. [\*\*A Proclamation Designating September 2024 as Suicide Awareness and Prevention Month ~ Ashley McRae, Campbell County Prevention Council\*\*](#)  
Staff Reference: Michael H. Cole, City Administrator

## G. Unfinished Business.

- 1. Ordinance 2nd Reading.
- 2. Ordinance 3rd Reading.
- 3. Other.
  - a. [\*\*TABLED ITEM: Council Consideration to Enter into an Advance Agreement Between the City of Gillette and Robert Ostlund for 2500 E Hwy 14-16. \(Planning Commission Vote: 5/0\)\*\*](#)  
Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director
  - b. [\*\*TABLED ITEM: Council Consideration to Enter into an Advance Agreement Between the City of Gillette and North Park Transportation Co, Inc. for 700 Axel's Avenue. \(Planning Commission Vote: 5/0\)\*\*](#)  
Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director

## H. New Business.

- 1. Presentations
- 2. Minute Action
  - a. [\*\*Council Consideration of a Street Closure on Gillette Avenue from East 5th Street to East 6th Street on September 4, 2024 from 5:30 p.m. to 7:30 p.m. for a Fall Kickoff event Requested by Gillette First Baptist.\*\*](#)  
Staff Reference: MAP - Jennifer Toscana, Public Affairs Director
  - b. [\*\*Council Consideration of a Street Closure on 10th Street from 4-J Road to Richards Ave. on September 16, 2024 from 3:00 p.m. to 8:00 p.m. for the Memory of the 8 Run/Walk Event Requested by Razor City Runners.\*\*](#)  
Staff Reference: MAP - Jennifer Toscana, Public Affairs Director
  - c. [\*\*Council Consideration of a Parade Permit from Twin Spruce to 1st Street on September 11, 2024 from 3:30 p.m. to 5:30 p.m. for Campbell County High School's Homecoming Parade, Requested by Joshua Dillinger.\*\*](#)  
Staff Reference: MAP - Jennifer Toscana, Public Affairs Director
  - d. [\*\*Council Consideration of a Parade Permit on Elon Street, 12th Avenue, Church Avenue, and 9th Street on September 21, 2024 from 1:00 p.m. to 2:00 p.m. for a St. Matthew's Church event, Requested by Mariana Garcia.\*\*](#)  
Staff Reference: MAP - Jennifer Toscana, Public Affairs Director
  - e. [\*\*Council Consideration of a Parade Permit on Sinclair, Enzi Road, College Drive, Slate Street, and Christinck Ave on September 23, 2024 from 4:30 p.m. to 5:30 p.m. for Thunder Basin High School's Homecoming Parade, Requested by Amy Muzzarelli.\*\*](#)  
Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

- f. [Council Consideration for the Acceptance of Public Improvements for the 2024 4-J Road/6th Street and Shoshone Avenue Street Improvement Project to S & S Builders, in the Amount of \\$322,858.36 \(1% Project\).](#)  
Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director
- g. [Council Consideration of a Bid Award for the 2024 Pothole Concrete Repair Phase 2 Project, to S & S Builders, LLC \(1% Project\).](#)  
Staff Reference: Ry Muzzarelli, P.E., Development Services Director
- h. [Council Consideration of a Bid Award to Eaton Sales and Service, Casper, Wyoming, for a Fuelmaster FMIlive Fuel Management Unit \(FMU\) with AIM System Upgrade in the amount of \\$92,855.00.](#)  
Staff Reference: Sawley Wilde, Public Works Director
- i. [Council Consideration of a Quote Award for the Abatement of 407 Oregon Avenue and 427 Oregon Avenue, to Silver Nail Construction, in the Amount of \\$35,400.00.](#)  
Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director
- j. [Council Consideration of a Request from Energy Capital Economic Development to Adjust Expenditures for the \\$25,000 Start-Up Challenge Funding approved by the City of Gillette for FY2025.](#)  
Staff Reference: Michael H. Cole, City Administrator
- k. [Council Consideration to Authorize the Mayor to Sign a Utility Pole Attachment Lease Agreement Between Powder River Energy Corporation and the City of Gillette, Campbell County, Wyoming.](#)  
Staff Reference: Joff Pilon, P.E., Utilities Director

**3. Ordinance 1st Reading.**

**4. Appointments**

**I. Public Hearings and Considerations**

**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**

**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**

**WARD 3**

**Heidi Gross  
Nathan McLeland**

[www.gillettewy.gov](http://www.gillettewy.gov)

