



CITY COUNCIL AGENDA
COUNCIL CHAMBERS, 201 E 5TH ST.
CITY OF GILLETTE
Tuesday, October 15, 2024
6:00 PM

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- A. Call to Order.**
 - B. Invocation and Pledge of Allegiance.**
 - 1. [Invocation and Pledge of Allegiance led by Reverend Zachary Viggers with Trinity Lutheran 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 - October 1, 2024](#)
[Executive Session Meeting Minutes - October 1, 2024](#)
- 2. **Other - Consent**
 - a. [Council Consideration for the Write-off of Bad Debt on Uncollectible General Billing Accounts in the amount of \\$12,169.44.](#)
 Staff Reference: Michelle Henderson, Finance Director
 Jennifer Richert, Finance Manager
 - b. [Council Consideration for the Write-Off of Bad Debt on Uncollectible Utility Accounts in the Amount of \\$168,247.45.](#)
 Staff Reference: Michelle Henderson, Finance Director
- 3. **Ordinance 3rd Reading - Consent**
 - a. [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. \(Planning Commission Vote: 4/0\) \(City Council 1st Reading Vote: 6/0, City Council 2nd Reading Vote: 7/0\).](#)
 Staff Reference: Ry Muzzarelli, P.E., Development Services Director
- 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. [A Proclamation Designating October 2024 as *Domestic Violence Awareness Month.* ~ Shawna McDonald, Gillette Abuse Refuge Foundation](#)
Staff Reference: Michael H. Cole, City Administrator
 - b. [Recognition of American Society of Safety Professionals, Safety Professional of the Year Award in the Public Sector - Randy Milliron, Safety Manager](#)
Staff Reference: Déca Wasson, Human Resources Director

G. Unfinished Business.

1. Ordinance 2nd Reading.
2. Ordinance 3rd Reading.
3. Other.

H. New Business.**1. Presentations**

- a. [Employee Appreciation Day.](#)
Staff Reference: Déca Wasson, Human Resources Director

2. Minute Action

- a. [Council Consideration of a Street Closure on the front half of the 3rd Street Plaza, from the alley to Gillette Avenue, on Thursday, October 31st, from 12:00 p.m. to 6:00 p.m. for a Trunk-or-Treat Event, requested by Gillette Main Street.](#)
Staff Reference: **MAP** - Jennifer Toscana, Public Affairs Director
- b. [Council Consideration of a Bid Award for the 2025 O'Henry Court Drainage Project to S & S Builders, LLC, in the Amount of \\$81,108.00 \(1% Project\).](#)
Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director
- c. [Council Consideration for the Acceptance of Public Improvements for the 2024 Crack Seal Project, installed by Z & Z Sealing and Coating, in the Amount of \\$124,987.22 \(1% Project\).](#)
Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director
- d. [Council Consideration for the Acceptance of Public Improvements for the 2024 Chip Seal Project, Installed by Simon Contractors, in the Amount of \\$457,751.00 \(1% Project\).](#)
Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director
- e. [Council Consideration to Authorize the Mayor to Sign Amendment No. 17 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
- f. [Council Consideration of a Resolution Approving and Authorizing the Minor Subdivision of the Peterson Subdivision; to the City of Gillette, Wyoming, Subject to All Planning Requirements. \(Planning Commission Vote: 6/0\)](#)
Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director

3. Ordinance 1st Reading.**4. Appointments****I. Public Hearings and Considerations**

1. [A Public Hearing for the Issuance of a New Restaurant Liquor License, RST-11, to Flores LLC d.b.a. Cinco de Mayo, Located at 103 E 3rd Street.](#)

Staff Reference:

2. [Council Consideration of a New Restaurant Liquor License, RST-11, to Flores LLC d.b.a. Cinco de Mayo, Located at 103 E 3rd Street.](#)

Staff Reference: Jennifer Toscana, Public Affairs Director

3. [A Public Hearing for the Transfer of Ownership of Retail Liquor License No. RTL-13, from Energy Lanes LLC d.b.a. Energy Lanes, to Big D Oil Company d.b.a. Big D #35, and Transfer of Location of said Retail Liquor License from 5700 S Douglas Hwy. to 2951 Dove Rd.](#)

Staff Reference: Jennifer Toscana, Public Affairs Director

4. [Council Consideration of the Transfer of Ownership of Retail Liquor License No. RTL-13, from Energy Lanes LLC d.b.a. Energy Lanes, to Big D Oil Company d.b.a. Big D #35, and Transfer of Location of said Retail Liquor License from 5700 S Douglas Hwy. to 2951 Dove Rd.](#)

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

5. [A Public Hearing to Amend the District Zoning Map of the City of Gillette, Wyoming, for Lot 4 of Block 8, Third Addition, City of Gillette, Campbell County, Wyoming, from R-4, Multi-Family Residential District, to C-2, Central Business District per the Attached Exhibit. Subject to all Planning Requirements. \(Planning Commission Vote: 5/0\)](#)

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

6. [An Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, for Lot 4 of Block 8, Third Addition, City of Gillette, Campbell County, Wyoming, from R-4, Multi-Family Residential District, to C-2, Central Business District per the Attached Exhibit. Subject to all Planning Requirements. \(Planning Commission Vote: 5/0\)](#)

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 Personnel Pursuant to W.S. 16-4-405\(a\)\(ii\)](#)

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**

WARD 3

**Heidi Gross
Nathan McLeland**

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