



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

- 
- A. Call to Order.**
  - B. Invocation and Pledge of Allegiance.**
    - 1. [Invocation and Pledge of Allegiance led by Pastor Marty Crump of Family Life 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 15, 2024](#)  
[Executive Session Meeting Minutes - October 15, 2024](#)
- 2. **Other - Consent**
- 3. **Ordinance 3rd Reading - Consent**
- 4. **Ordinance 2nd Reading - Consent**
  - a. [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: Ry Muzzarelli, P.E., Development Services Director
- 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 November 4-11, 2024 as Green Light for Veterans Week. ~ CARE Board](#)

Staff Reference: Michael H. Cole, City Administrator

- b. [A Proclamation Designating November 29, 2024 as Plaid Friday and November 30, 2024 as Small Business Saturday. ~ Gillette Main Street Executive Director Jessica Seders](#)

Staff Reference: Michael H. Cole, City Administrator

#### G. Unfinished Business.

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

#### H. New Business.

##### 1. Presentations

- a. [Things to Know Video for November 2024](#)

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

##### 2. Minute Action

- a. [Council Consideration of a Street Closure on the Front Half of 3rd Street Plaza, and Closure of City Parking Lot B for VIP Seating and Parking, on December 7, 2024 from 2:30 p.m. to 8:00 p.m., Requested by Gillette Main Street.](#)

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

- b. [Council Consideration for the Closure of Burlington Lake Parking Lot on November 9, 2024, from 8:00 a.m. to 12:00 p.m. for a Girls On The Run 5K, Requested by the Boys and Girls Club of Campbell County.](#)

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

- c. [Council Consideration for the Acceptance of Bid to Fremont Motors Riverton, Wyoming in the amount of \\$47,617 for their bid on One \(1\) NEW 2025 – 3/4 TON 4WD Long Wheelbase Extended Cab Pickups](#)

Staff Reference: Sawley Wilde, Public Works Director

- d. [Council Consideration for the Acceptance of Bid to Altec Industries, Birmingham, AL in the amount of \\$185,831 for One \(1\) new Altec AT40-G telescoping aerial device mounted on a 2026 extended cab and chassis.](#)

Staff Reference: Sawley Wilde, Public Works Director

- e. [Council Consideration of a Professional Services Agreement for the Design and Bidding of the Hidden Valley Sanitary Sewer Improvements with KLJ Engineering, LLC, in the Amount of \\$80,550.00. \(1% Project\)](#)

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

- f. [Council Consideration of a Professional Services Agreement for the Design and Bidding of the Killarney Subdivision Water Main Improvements: Phase 1 with KLJ Engineering, LLC, in the Amount of \\$59,885.00. \(1% Project\)](#)

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

- g. [Council Consideration to Authorize the Mayor to Sign Amendment No. 18 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 for the Acceptance of Public Improvements for the Central Control Improvements Project: Phase 1, Installed by Hladky Construction, Inc., in the Amount of \\$1,534,628.46 \(1% Project\).](#)  
Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director
- i.** [Council Consideration for the Acceptance of the Council of Community Services Parking Lot Improvements Project, Installed by Mountain Peak Builders, LLC, in the Amount of \\$351,140.50.](#)  
Staff Reference: **VIDEO** - Ry Muzzarelli, P.E., Development Services Director
- j.** [Council Consideration to Approve 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
- k.** [Council Consideration to Approve an Addendum to the Existing Pre-Annexation Agreement of Lots 5D, 5E, 5F, 5G, 6A, 6B, Wind Dancer II, Between the City of Gillette and Hoskinson Biotechnology Holding LLC for 475 Hwy 50.](#)  
Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director
- l.** [Council Consideration to Approve an Addendum to the Existing Pre-Annexation Agreement of Lots 5D, 5E, 5F, 5G, 6A, 6B, Wind Dancer II, Between the City of Gillette and Sharon Doud & Doud Land Company LLC for Property Located at 3580 Southern Drive.](#)  
Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director
- m.** [Council Consideration of a Resolution Authorizing the Submission of an Application to the Land and Water Conservation Fund Grant Program for the Governing Body of the City of Gillette, Wyoming for the Purpose of the Dalbey Memorial Park Restroom Improvements #7 Project.](#)  
Staff Reference: Michelle Henderson, Finance Director
- n.** [Council Consideration of a Resolution Approving and Authorizing the Minor Subdivision of the Dodrill Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements. \(Planning Commission Vote: 4/0\).](#)  
Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director
- o.** [Council Consideration of a Resolution Approving and Authorizing the Final Plat of Lots 7B, 7C, And 7D, Sharon Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements. \(Planning Commission Vote: 4/0\).](#)  
Staff Reference: **MAP** - Ry Muzzarelli, P.E., Development Services Director
- p.** [Council Permission for City Staff to Solicit Sealed Bids for the Sale of Certain Real Property Located at 101 N. Gillette Ave., Gillette, WY 82716.](#)  
Staff Reference: **MAP** - Sean Brown, Gillette City Attorney.

### 3. Ordinance 1st Reading.

### 4. Appointments

- a.** [Appointments to Advisory Board](#)  
[~CARE Board - One \(1\) Term Expiring on January 31, 2028](#)  
[~Gillette Historic Preservation Commission - One \(1\) Term Expiring on December 31, 2027](#)

Staff Reference: Michael Cole, City Administrator

## I. Public Hearings and Considerations

- 1.** [A Public Hearing for the Issuance of a New Bar and Grill Liquor License, BG-07, to JRP Enterprises LLC, d.b.a. Espresso Lube, located at 605 W. Lakeway Road.](#)  
Staff Reference:
- 2.** [Council Consideration of a New Bar and Grill Liquor License, BG-07, to JRP Enterprises LLC, d.b.a. Espresso Lube, located at 605 W. Lakeway Road.](#)

Staff Reference: Jennifer Toscana, Public Affairs Director

**3. [A Public Hearing to Consider Amendments to the Gillette City Budget for FY2024-2025.](#)**

Staff Reference: Michelle Henderson, Finance Director

**4. [Council Consideration of a Resolution to Approve Amendments to the Gillette City Budget for FY2024-2025.](#)**

Staff Reference: Michelle Henderson, Finance Director

**5. [Council Consideration of an Amendment to a Professional Services Agreement for Design and Bidding Services Associated with the 30" Madison Repair Project, with HDR Engineering, Inc, in the Amount of \\$107,278.60.](#)**

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

**6. [Council Consideration of a Bid Award for the Enzi Practice Field Improvements Project to Powder River Construction, Inc., in the Amount of \\$1,891,308.50.](#)**

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

**7. [Council Consideration of a Bid Award for the Heritage Lift Station Replacement Project, to DRM Inc., in the Amount of \\$3,512,842.89. \(1% Project\)](#)**

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\(a\)\(ii\) and 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**

**WARD 3**

**Heidi Gross**

**Nathan McLeland**

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

