



**CITY COUNCIL AGENDA  
CITY COUNCIL CHAMBERS  
201 E. 5TH ST.**

**Tuesday, September 2, 2025  
6:00 PM**

---

**A. CALL TO ORDER**

**B. INVOCATION AND PLEDGE OF ALLEGIANCE**

1. Invocation and Pledge of Allegiance

**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. **Regular Meeting Minutes - August 19, 2025**  
**Executive Session Meeting Minutes - August 19, 2025**

2. **ORDINANCE 3RD READING**

**Council Consideration of an Ordinance Approving and Authorizing the Partial Vacation of a 20-Foot-Wide General Utility & Water Line Easement Recorded in Book 11 of Plats, Page 241, by the Campbell County Clerk; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 6/0)**

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

3. **ORDINANCE 3RD READING**

**Council Consideration of an Ordinance to Amend the Electrical Line Extension Policy for the City of Gillette and to Amend Chapter 17, 17-5 of the Gillette City code to Include Reference to the Amended Electrical Line Extension Policy.**

Staff Reference: Joff Pilon, Director of Utilities; Sean Brown, City Attorney.

4. **Bills and Claims**

Staff Reference: Michelle Henderson, Finance Director

**E. APPROVAL OF CONFLICT CLAIMS**

**F. COMMENTS**

Council:

Liaison:

Written:

Other - Comments:

## **G. PROCLAMATIONS / PRESENTATIONS**

- 1. A Proclamation Designating September 2025 as *Childhood Cancer Awareness Month*.  
~ Jason's Friends Foundation**

Staff Reference: Michael H. Cole, City Administrator

- 2. A Proclamation Designating September 2025 as *Hunger Action Month*.  
~ Jenny Nell, Salvation Army Executive Director**

Staff Reference: Michael H. Cole, City Administrator

- 3. A Proclamation Designating September 2025 as *Suicide Prevention Month*.  
~ Teddric Walker, Campbell County Prevention Specialist**

Staff Reference: Michael H. Cole, City Administrator

- 4. Things to Know Video for September, 2025**

Staff Reference: VIDEO - Jennifer Toscana, Public Affairs Director

## **H. UNFINISHED BUSINESS**

### **I. NEW BUSINESS**

- 1. Council Consideration of a Special Event Permit including a Street Closure on Gillette Avenue between 5th and 6th Street for a 9/11 run/walk and outdoor service from 7:00 a.m. until 11:30 a.m., on September 7, 2025, Requested by First Baptist Church.**

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

- 2. Council Consideration of a Special Event Permit, including a Street Closure on 3rd Street Plaza, an Open Container Permit and Live Music, for a Mexican Independence Day Celebration on September 13, 2025 from 4:00 PM to 10:00 PM, requested by Cinco De Mayo Restaurant.**

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

- 3. Council Consideration of a Request from the Boys & Girls Club of Campbell County for the City to Donate Materials to Replace Existing Playground Surfacing with Engineered Wood Fiber Material.**

Staff Reference: Michael H. Cole, City Administrator

- 4. Council Consideration of a Professional Services Agreement for Professional Engineering**

**Evaluation Services Associated with the Gurley Overpass Project, to HDR Engineering, Inc., in the Amount of \$56,270.27 (1% Project).**

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

- 5. Council Consideration of a Professional Services Agreement for Construction Management Services Associated with the Foothills Boulevard Reconstruction Project, with Morrison-Maierle, in the Amount of \$415,800.00 (1% Project).**

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

- 6. Council Consideration of a Professional Services Agreement for Engineering Services Associated with the Antelope Valley Subdivision Street Maintenance Project, with KLJ Engineering LLC, in the Amount of \$64,700.00 (1% Project).**

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

- 7. Council Consideration of a Contract Amendment to a Professional Services Agreement with Morrison Maierle, Inc., for Additional Construction Management Services Related to the Gillette Regional Water Supply Project: Priority 5 in the Amount of \$30,000.00.**

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

- 8. Council Consideration of a Resolution Authorizing the Submission of an Application to the Office of State Lands and Investments to request additional loan funds in the amount of \$2,500,000 through the Drinking Water State Revolving Fund on Behalf of the Governing Body of the City of Gillette, Wyoming, for the Purpose of the 30" Madison Water Transmission Main Pipeline Repair Project.**

Staff Reference: Michelle Henderson, Finance Director

- 9. Council Consideration of a Professional Services Agreement for Construction Management Services Associated with the 30-inch Madison Transmission Repairs Project, with HDR Engineering Inc., in the Amount of \$535,640.00.**

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

- 10. Council Consideration of Work Authorization 2 to Enter into an Agreement for a Guaranteed Maximum Price (GMP) for the 30-inch Madison Transmission Repairs Project, to Garney Construction, in the Amount of \$8,632,908.47.**

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

- 11. Council Consideration of a Bid Award for the City Hall Customer Service Renovation Project to Hladky Construction, Inc. in the amount of \$163,488.00.**

Staff Reference: Sawley Wilde, Public Works Director

- 12. Council Consideration of a Bid Award for the Energy Capital Sport Complex Softball Field Bleacher Shelter Project to S & S Builders, LLC in the Amount of \$297,189.00.**

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

13. **Council Consideration of a Resolution Approving and Authorizing the Resubdivision of Lot 10B of Collins Heights Industrial Park Subdivision to be known as Lots 10C & 10D of Collins Heights Industrial 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

14. **Council Consideration of a Resolution Approving and Authorizing the Final Plat of the Opseth Subdivision, to be known as Lot 1 of the Opseth Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 4/0/1 Abstention)**

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

15. **Council Consideration of a Resolution Approving and Authorizing the Resubdivision of Lot 17 & the South ½ of Lot 18, Block 3 of Sunburst Subdivision to be known as Lot 17A, Block 3 of Sunburst Subdivision; 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

16. **ORDINANCE 1ST READING**

**Council Consideration of an Ordinance Approving and Authorizing the Vacation of a 70-foot-wide Stormwater Detention Easement on Lot 1B, of Prestige Park Subdivision; 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. PUBLIC HEARINGS AND CONSIDERATIONS**

1. **A Public Hearing to Amend the District Zoning Map of the City of Gillette, Wyoming, for a Portion Of The Southeast Quarter of Section 27, Township 50 North, Range 72 West, and a Portion of the Southwest Quarter of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive And 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming, from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District, per the Attached Exhibit. (Planning Commission Vote: 5/0)**

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

2. **ORDINANCE 1ST READING**

**Council Consideration of an Ordinance Amending the District Zoning Map of the City of Gillette, Wyoming, for a Portion Of The Southeast Quarter of Section 27, Township 50 North, Range 72 West, and a Portion of the Southwest Quarter of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive And 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming, from R-1, Single Family Residential District**

**and R-2, Two-Family Residential District, to C-O, Office and Institution District, per the Attached Exhibit. (Planning Commission Vote: 5/0)**

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

**K. 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.

**1. Council Meeting Safety & Public Meeting Rules.**

Staff Reference: Michael H. Cole, City Administrator

**L. ADMINISTRATOR'S REPORT**

**M. EXECUTIVE SESSION**

**N. ADJOURNMENT**