



CITY OF GILLETTE

Administration
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone (307) 686-5203
www.gillettesy.gov

MEMORANDUM

TO: Mayor and Members of the City Council
FROM: J. Carter Napier, City Administrator JCN
RE: General Information
DATE: December 23, 2016

The following meetings are scheduled for the week of **December 24th – December 30th:**

Monday, December 26th

- Christmas Holiday – **City Offices CLOSED**

Tuesday, December 27th

6:00 p.m. City Work Session, Agenda Attached - **CANCELED**

1. Attached please find a **Public Notice** regarding **Thermo Fluids Renewal Permit Application**.
2. Attached please find a **Press Release** regarding **WAM Names Former Mayor Interim Director** dated **December 22, 2016** provided by **Wyoming Association of Municipalities**.
3. Attached please a **Newsletter** dated **December 2016** provided by **Wyoming Infrastructure Authority**.
4. Attached please find **Snow Event Report # 5** provided by **Public Works Director Wilde**.
5. Attached please find a **flyer** regarding **Christmas Tree Drop Off** dated **December 26th – January 30th**.

JCN/adw

	Work Session - Canceled Tuesday, December 27, 2016

Work Session Canceled

Productivity **Service With P.R.I.D.E.** Enthusiasm
Responsibility Integrity Dedication

Upcoming Work Session Topics:

January 10 – SPECIAL MEETING

- Public Hearing for Interstate Industrial Park LID & Street Improvements
- **ACTION ITEM:** Approval of a Resolution for Pre-Application to the SLIB for Interstate Industrial Park LID & Street Improvements
- Sustainability Program Update
- Recycling Program Update

January 24 (CANCELED)

January 31

- Self Performance Debrief
- 2nd Street from 4 Lanes to 3 Lanes from Brooks to 4J Road
- Review February 7th Agenda
- Executive Session

February 14

- Mowing Agreement for College Discussion
- Fire Station 3 Discussion
- Review February 21st Agenda
- Executive Session

February 28

- Review March 7th Agenda
- Executive Session

March 14

- Review March 21st Agenda
- Executive Session

March 28

- Review April 4th Agenda
- Executive Session

April 11

- Review April 18th Agenda
- Executive Session

April 25

- Review May 2nd Agenda
- Executive Session

City/County/Town of Wright Meetings

February 8 – 5:30 p.m. (2nd Floor Community Room)

- Legislative Issues (Tentative)
- Budget Calendar (Tentative)

Upcoming Council Pre-Meeting Topics

January 3

- Review January 3rd Agenda
- Executive Session
- 6:30 p.m. Reception for Councilmen Lundvall, McGrath & Montgomery

January 17

- Fleet Progress Report
- Building Abatement Update
- Review January 17th Agenda
- Executive Session

February 7

- Leased Parking Discussion
- Review February 7th Agenda
- Executive Session

February 21

- Review February 21st Agenda
- Executive Session

March 7

- Review March 7th Agenda
- Executive Session

March 21

- Review March 21st Agenda
- Executive Session

April 4

- Review April 4th Agenda
- Executive Session

April 18

- Review April 18th Agenda
- Executive Session

Upcoming Activities

- January 6-7 - City Council Retreat
- January 9 - Dept Head Retreat
- January 11-13 – WAM Winter Workshop in Cheyenne
- January 26 – Senior Luncheon

New Agenda Items for January 3, 2016

1. **TABLED ITEM:** Council Consideration of a Resolution by the City of Gillette in Opposition to the Legalization of Recreational Marijuana in the State of Wyoming.

(Unfinished Business – Other)
2. **ITEM TABLED UNTIL JANUARY 2017:** An Ordinance to Amend Chapter 9 of the Gillette City Code to Prohibit Mixing Yard Waste and Refuse and Rubbish and Providing New Regulations for Recycling. (Tentative)

(Unfinished Business – Other) (Ordinance 1st Reading)
3. Council Consideration for the Sale of Surplus Vehicles Using BigIron Auctions On-Line Service.

(New Business – Minute Action)
4. Council Consideration for the Designation of an Official Newspaper for a One Year Term for 2017.

(New Business – Minute Action)
5. Council Consideration for the Designation of Bank Depositories for Public Funds of the City of Gillette for the Calendar Year 2017.

(New Business – Minute Action)
6. Council Consideration of a Professional Services Agreement for Design Services Associated with the Gurley Avenue Overpass - Barrier Rehabilitation Project, with Consolidated Engineers, Incorporated, in the Amount of \$XXX,XXX.XX.

(New Business – Minute Action)
7. Council Consideration for the Acceptance of Development Improvements for the Gillette College Rodeo Ag Complex Waterline Project, Installed by _____ on Behalf of the Developer, _____.

(New Business – Minute Action)
8. Council Consideration of a Resolution Initiating Annexation of a Tract of Land, Entirely Adjacent and Contiguous to the City of Gillette, Wyoming, Pursuant to W.S. 15-1-404, Known as the Cocklebur Drive Drainage Annexation Island, Located in a Portion of the SE1/4 of the NW1/4 of Section 35, T50N, R72W, and Establishing a Public Hearing Date of March 21, 2017 to Consider the Proposed Annexation.

(New Business – Minute Action)

9. Appointment of City Council President for 2017.
(Appointments)
10. Appointment of R. Douglas Dumbrill as Municipal Court Judge.
(Appointments)
11. Appointment of Matthew R. Sorenson as Municipal Court Judge.
(Appointments)
12. Swearing in of Municipal Court Judges by Judge Wendy Bartlett.
(Appointments)
13. Appointment of Patrick G. Davidson as City Attorney for 2017.
(Appointments)
14. Swearing in of City Attorney by Judge R. Douglas Dumbrill.
(Appointments)
15. Appointment of Christopher R. Ringer as Municipal Court Prosecutor for 2017.
(Appointments)
16. Appointment of J. Carter Napier to the Consolidated Wyoming Municipalities Electric Power System Joint Powers Board (Gillette/Torrington Joint Powers Board) for a Second Term of Three-Years.
(Appointments)
17. A Public Hearing to Consider the Transfer of Ownership of a Restaurant Liquor License from Sakura Japanese Sushi & Steakhouse, Inc., d.b.a. Sakura Japanese Steak House, to Sakura 1984, Inc., d.b.a. Sakura Japanese Steak House, Located at 2550 S Douglas Highway #130.
(Public Hearings and Considerations)
18. Council Consideration for the Transfer of Ownership of a Restaurant Liquor License from Sakura Japanese Sushi & Steakhouse, Inc., d.b.a. Sakura Japanese Steak House, to Sakura 1984, Inc., d.b.a. Sakura Japanese Steak House, Located at 2550 S Douglas Highway #130.
(Public Hearings and Considerations)

PUBLIC NOTICE

In accordance with the provisions of the Wyoming Environmental Quality Act and Chapter 1, Section 1(f) of the Solid Waste Rules and Regulations, Thermo Fluids, Inc. has submitted a renewal permit application for the Thermo Fluids Chapter 6 Transfer/Treatment/Storage Facility.

The 0.377 acre facility is located approximately at 101 Enterprise, Avenue, in Gillette, Wyoming. More specifically, this facility is located in Section 24, T50N, R72W, Campbell County, Wyoming. The facility treats, stores and ships used oil, used oil filters and used antifreeze which have been generated in Wyoming, Montana, and South Dakota. The total volumetric capacity of this facility is estimated at 105,000 gallons of used oil, 21,000 gallons of antifreeze, and 100, 55 gallon drums of used oil filters (annually).

The Department of Environmental Quality, Solid and Hazardous Waste Division (DEQ) has reviewed the permit application and determined that it is complete. The DEQ's solid waste rules, in Chapter 1, Section 2 (b)(i), require that the applicant must provide public notice that the application has been determined to be complete and inform the public that there is an opportunity to file comments on the application. This publication provides notice of that opportunity. Additional information on the permit application and the DEQ's completeness review may be obtained at the address below.

Any interested person has the right to file comments on the permit application and the DEQ's completeness review. The period for providing comments shall begin on **December 12, 2016** and end on **January 18, 2017**. Comments must be received by 5:00 PM on the last day of the notice period. Comments on this application must be submitted in writing to the Department of Environmental Quality, Luke Esch, Administrator, Solid and Hazardous Waste Division, 200 W. 17th Street, Cheyenne, Wyoming 82002.

The Department may, at its discretion, conduct a public hearing on this permit application. If the Department elects to hold a public hearing on the permit application, the Department will provide public notice of the hearing. At the hearing, the Department may solicit additional comments on the application.

The Department is now conducting a detailed review of the application to determine if it complies with applicable technical standards for a facility of this type. If the Department finds that the application complies with technical standards, the Department will issue a proposed permit and provide public notice of the proposed permit.

In accordance with the Americans With Disabilities Act, special assistance or alternative formats will be made available upon request for individuals with disabilities.

NOTE TO PUBLISHER: This legal notice is provided to you as a requirement of the Wyoming DEQ/SHWD rules and regulations and must be published once per week for two (2) consecutive weeks. This legal notice should not be published unless specifically requested by the applicant identified above. If published, the applicant is solely responsible for all costs which are incurred.

Thursday, December 22, 2016

CONTACT: Laurie Heath, Deputy Director
Wyoming Association of Municipalities
lheath@wyomuni.org
307-632-098

FOR IMMEDIATE RELEASE
WAM NAMES FORMER MAYOR INTERIM DIRECTOR

Cheyenne, WY. At their December 21st board meeting, the Board of Directors of the Wyoming Association of Municipalities (WAM) named Rick Kaysen as Interim Executive Director starting on January 4, 2017, as they also accepted the resignation of current Director Shelley Simonton. Mr. Kaysen, an active Board member of WAM, is currently completing his term as Mayor of Cheyenne.

"Rick has been on the WAM board for 7 years and been the Chair of our legislative leadership committee for 8 years," said Board President Brian Dickson, Councilman, Lovell. "He is the perfect fit for this transition. His contract is currently through the end of our fiscal year, June 30, 2016."

Ms. Simonton tendered her resignation earlier in the week citing personal reasons for her leaving. "Seventy percent of Wyoming residents live in city or a town and working for this group of community leaders has been the utmost privilege for the past three years," Simonton said. "I will greatly miss the municipal elected officials, municipal staff, and the WAM staff who have all taught me so much."

"WAM is in a strong position during this transition," stated in-coming President Paul Brooks, Mayor, Sundance. "We have released our Municipal Finance Report, we are working on bill drafts for the upcoming session, and we have strong leadership to carry us forward."

Laurie Heath, Deputy Director will continue on in her current capacity as Deputy Director, as well as absorb more legislative duties that were held by Simonton.

"I'm excited to work with all Wyoming communities in this new role," Kaysen remarked. "I look forward to learning from our 99 members and hopefully lending perspective from my experiences."

-WAM-

Laurie Heath, Deputy Director
Wyoming Association of Municipalities
315 West 27th Street
Cheyenne, WY 82001
307-632-0398
lheath@wyomuni.org
www.wyomuni.org



Angela Williams <angelaw@gillettewy.gov>

Fwd: December Newsletter: 2016 Highlights

1 message

Carter Napier <cartern@gillettewy.gov>
To: Angela Williams <angelaw@gillettewy.gov>

Tue, Dec 20, 2016 at 10:14 AM

For the GI please

----- Forwarded message -----

From: **Wyoming Infrastructure Authority** <sarah.young@wyo.gov>

Date: Tue, Dec 20, 2016 at 10:01 AM

Subject: December Newsletter: 2016 Highlights

To: cartern@gillettewy.gov

WIA Quarterly Newsletter

[View this email in your browser](#)

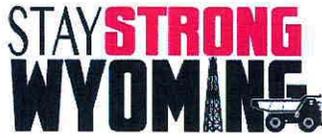
This year has been filled with many exciting developments for Wyoming's energy economy. A variety of projects continue to move forward to help diversify and expand Wyoming's energy industry while utilizing the abundant resources we have available.

We wanted to take a moment and share a few exciting updates with you.



Construction began on the Wyoming Integrated Test Center. Construction is currently estimated to be completed by mid-2017. The Wyoming Integrated Test Center is a public-private partnership that will provide space for researchers to test Carbon Capture, Utilization and Sequestration technologies using 20 MW of actual coal based flue gas.

[Stay up-to-date with all the activity at the ITC.](#)



The Millennium Bulk Terminal process continues to move forward. The public comment period closed in November 2016 and it is expected that the final Environmental Impact Study (EIS) will be released by the Army Corps of Engineers mid-2017. [Learn more about how the Millennium Bulk Terminal affects Wyoming.](#)

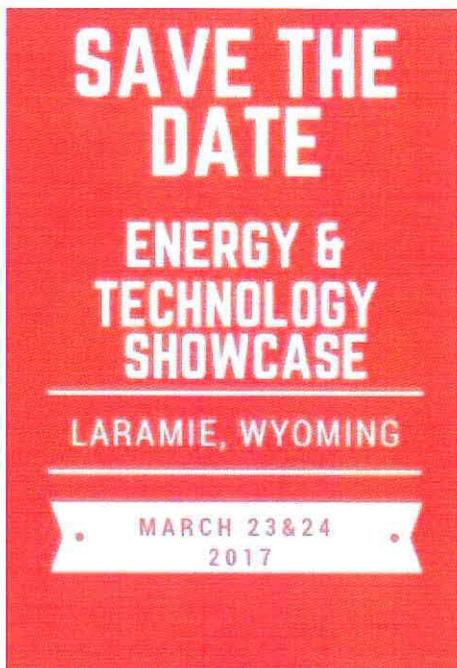


Two large transmission projects got the final decision in the federal environmental review process. TransWest Express Transmission Project and Energy Gateway South Project both received the BLM's Record of Decision earlier this month. Read WIA's [full news release](#) on this exciting progress.

As an energy leader, Wyoming continues to push the envelope on research, technology advancements and commitment to supporting all energy sectors.

Stay tuned for more news, updates, and project progress in 2017!

Save the Date



WIA and University of Wyoming's School of Energy Resources are teaming up to present the Energy &

In the News



BBC Podcast

Jason Begger, WIA's Executive Director, spoke with Tom Heap and BBC about what Wyoming is doing with the Integrated Test Center to advance the technology and research around carbon capture.

[Listen](#)

Snow Event Report #5

Event Start Date:	<u>12/16/2016</u>	Event Start Time:	<u>2:30 a.m.</u>
Event End Date:	<u>12/17/2016</u>	Event End Time:	<u>3:00 p.m.</u>
Duration of Event:	<u>36.5 Hours</u>	Streets First Responder:	<u>Mark Webb</u>

Storm Event Overview:

Night shift was called out by the Streets on call person after PD reported snowfall and slick roads. Night shift began plowing and putting down ice slice on priority 1's and 2's. Snowfall began to increase and temperatures dropped. Day shift arrived and worked with night shift until about 10:00 a.m. at which point the night shift went home.

Day shift continued efforts, working over priority and trouble areas against sometimes heavy snowfall and gusting winds. Volunteer plow drivers arrived to assist at the end of their normal workday. Volunteer drivers took the newly repaired plow trucks and joined day shift teams. Conditions continued to deteriorate as winds blew rapidly accumulating snow into drifts filling areas in behind plow teams.

Falling temperatures and snow rendered ice slice almost useless in some areas. Scoria was used in place of ice slice to provide traction in some snow packed and icy areas. As vehicle traffic began to thin out, plow teams were able to make better progress.

Night shift arrived and took over operations at 7:00 p.m. working in priority and trouble areas until the early morning hours of 12/17/2016, when they were able to begin plowing subdivisions. Night shift focused efforts on subdivisions until shift change at 7:00 a.m.

Day shift took over at shift change and continued working through subdivisions and handling trouble calls for icy spots throughout the day. Day shift completed their work in subdivisions at 3:00 p.m. and met back at City West to work on getting the frozen material loose from their spreaders.

The event was ended and the on call Streets operator handled trouble calls until night shift arrived at 6:00 p.m. to begin post storm clean-up work.

Number of Pieces of Equipment Used:

Amount of Material Used:

Snow Plows:	<u>10</u>	Blades:	<u>0</u>	Ice Slicer lbs:	<u>172,106</u>
1-Tons:	<u>6</u>	Snow Blowers:	<u>0</u>	Scoria lbs:	<u>6,446</u>
Loaders:	<u>1</u>	Liquid Truck:	<u>0</u>	Liquid Gallons:	<u>0</u>

Number of Miles Plowed During Event: 3,592

Personnel:

Day Crew--- Leo Rodell, Leonard Taylor, Dale Harter, Mike McFarlane, Nick Scherry, Toby Fiske, Billy Little, Dustin Younger

Night Crew--- Lonnie Meidinger, Shane Prentice, Jeremy Hagen, TJ Bruce, Dale Warren, Mark Webb, Josh Wright, Rocky Crist

Volunteer Drivers – Drew Dobitz, Brian Hartle, Craig Gill, Lynn Morrison

Contractor Work Effort:

N/A

Subdivision Activities:

Subdivisions were plowed and ice slicer was put down in intersection and trouble areas. Some scoria was required in spots because of cold temperatures.

Parks Division Activities:

Parks plowed City facilities, school zones and City owned parking lot areas. Parks also assisted with work in subdivisions and cul de sac areas.

Environmental Conditions Present:

Snow: 6-8" Drifting: Yes Rain: N/A Low Temp: -22 Wind: 0-18

Equipment Issues:

Two plow trucks were initially down due to mechanical issues but were restored to duty late Friday. Subzero temperatures caused materials to freeze inside of spreaders, making some of them ineffective.

Incidents:

A vehicle slid into a plow at 9th St. and Hwy 59. The investigation revealed that neither vehicle suffered damage.

Complaints / Concerns:

Numerous calls for slick areas and drifting snow.

Items of Interest:

During this weather event the Gillette Police Department investigated 13 vehicle crashes. Eight of those were on a City of Gillette maintained roadway and were influenced by weather conditions.

After the snow event, high winds ensued and significant plowing and cleanup efforts are continuing throughout the week.

Police Department

2016/2017 Weather Event Crash Report V

IR#	Date/Time	Location	Injury	Property Damage	Citation	Cause
30724	12/16/2016 - 0732	Hwy 59 / I-90	None	Private - <\$1,000	Yes	Vehicle was northbound on Hwy 59 at I-90 and attempted to stop in traffic. Vehicle slid on the snow/ice and struck the rear of another vehicle.
30725	12/16/2016 - 0733	Hwy 59 / I-90	None	Private - <\$2,000	Yes	Vehicle was northbound on Hwy 59 at I-90 and attempted to stop in traffic. Vehicle slid on the snow/ice and struck the rear of another vehicle.
30746	12/16/2016 - 1250	7th Street / 4-J Road	None	Private - <\$1,000 City - \$0.00	No	Vehicle was westbound on 7th Street approaching 4-J Road. Vehicle slid on the snow/ice and struck the guardrail.
30771	12/16/2016 - 1549	Gurley Ave / 9th Street	Yes Minor	Private <\$1,000	Yes	Vehicle traveling south on Gurley Ave, slid on the snow/ice while stopping and struck a school bus in transport.
30827	12/17/2016 - 1046	Hwy 59 / Boxelder Rd	None	Private - >\$1,000	Yes	Vehicle turning left onto Boxelder from Hwy 59 and slid on the snow/ice and struck a vehicle at the intersection.
30833	12/17/2016 - 1144	Lakeway Rd. / Burma Ave.	None	Private - >\$1,000	Yes	Vehicle was stopping in traffic, southbound on Burma Ave, slid on the snow/ice and collided with a vehicle stopped at the intersection.
30838	12/17/2016 - 1312	Enzi Dr. / Shoshone Ave	None	Private - >\$1,000	Yes	Vehicle was stopping in traffic, northbound on Enzi Dr., slid on the snow/ice and collided with a vehicle stopped at the intersection.
30848	12/17/2016 - 1312	2nd St / Hwy 59	None	Private - >\$1,000	Yes	Vehicle was turning onto Hwy 59 from 2nd Street, slid on the snow/ice and collided with two vehicles in traffic.

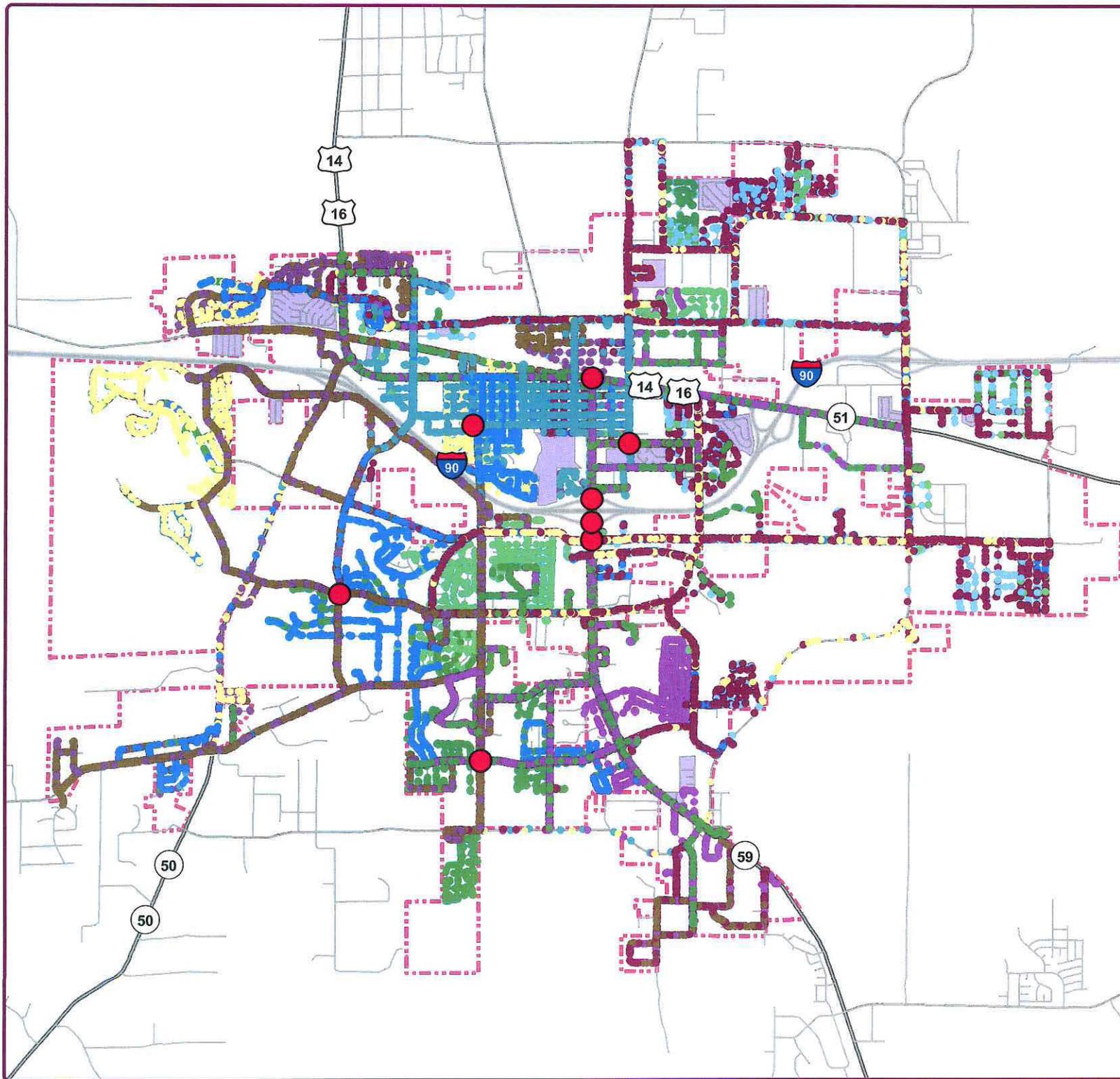
December 16th, 2016 2:30 a.m. to Decmeber 17th, 2016 3:00 p.m.

During this weather event the Gillette Police Department investigated thirteen vehicle crashes. Eight of those crashes occurred on a City of Gillette maintained roadway and were influenced by weather conditions.



CITY OF GILLETTE

GIS Division
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettesy.gov



Legend

Large Snow Plows

Unit # & Description

- Unit 25 Snow Plow
- Unit 28 Snow Plow
- Unit 31 Snow Plow
- Unit 40 Snow Plow
- Unit 44 Snow Plow
- Unit 99 Snow Plow
- Unit 100 Snow Plow
- Unit 157 Snow Plow
- Unit 160203 Snow Plow
- Unit 160204 Snow Plow
- Reported Crashes

According to the AVL system, our snowplows drove a total of 3,399 miles during this event.

Police Report:

Crashes: 8
 Crashes w/Injuries: 1
 Citations: 7
 Personal Property Damage: \$9,000
 City Property Damage: \$0

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



Snowplow AVL

Snow Event Five

12/16/2016 02:30 am to

12/17/2016 03:00 pm

December 19, 2016

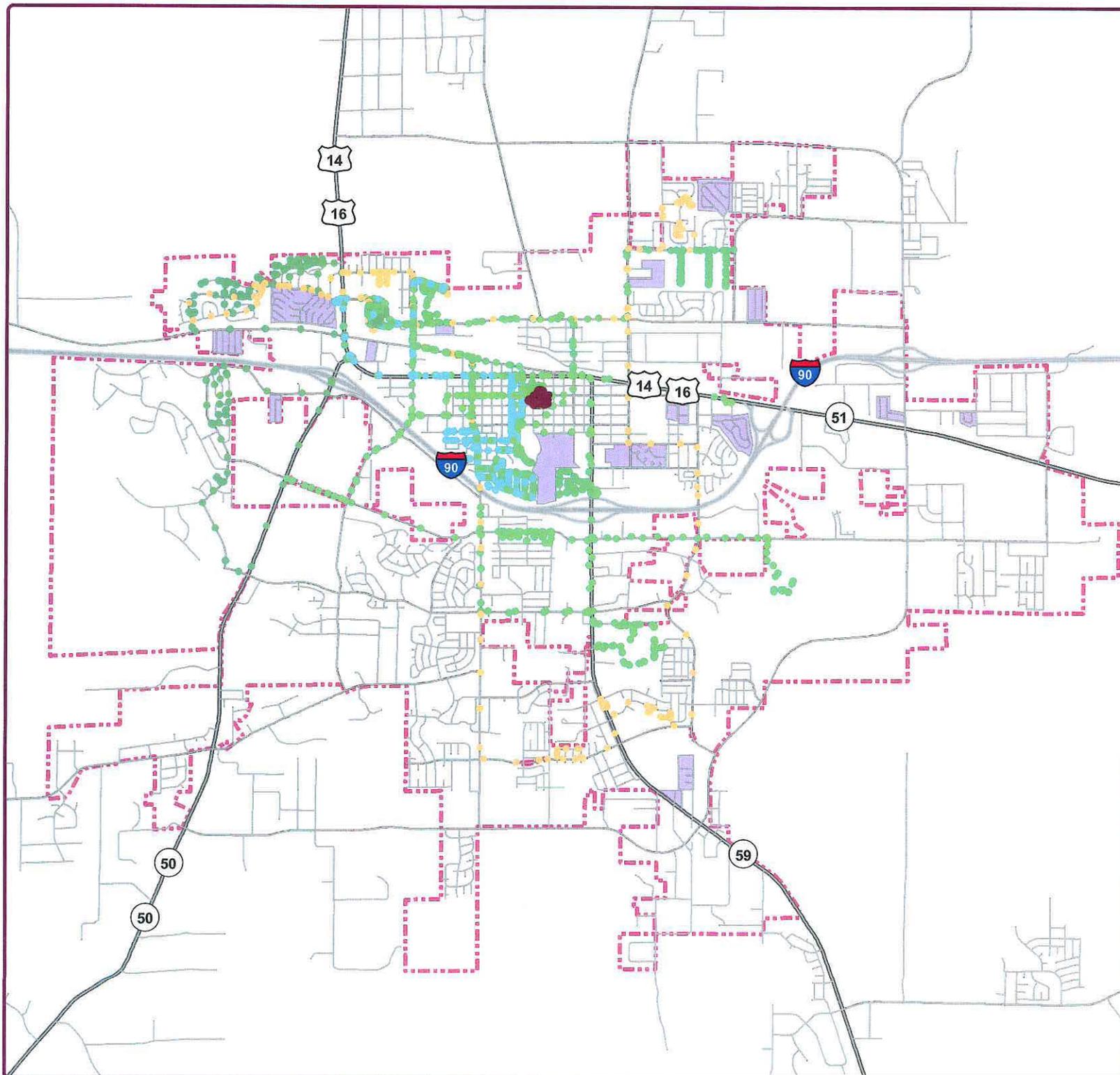
Service With P.R.I.D.E.

Productivity Responsibility Integrity Dedication Enthusiasm



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Legend

One Tons

Unit # & Description

- Unit 126 One Ton Streets
- Unit 168 One Ton Streets
- Unit 1 One Ton Parks
- Unit 163 One Ton Parks
- Unit 184 One Ton Parks
- Unit 171 One Ton

According to the AVL system, our one ton trucks drove a total of 193 miles during this event.

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



Y:\GIS Work\PublicWorks\Public WorksAdmin\ISnowFollowup\2015-16\StreetsWork\Folder\OneTon.mxd

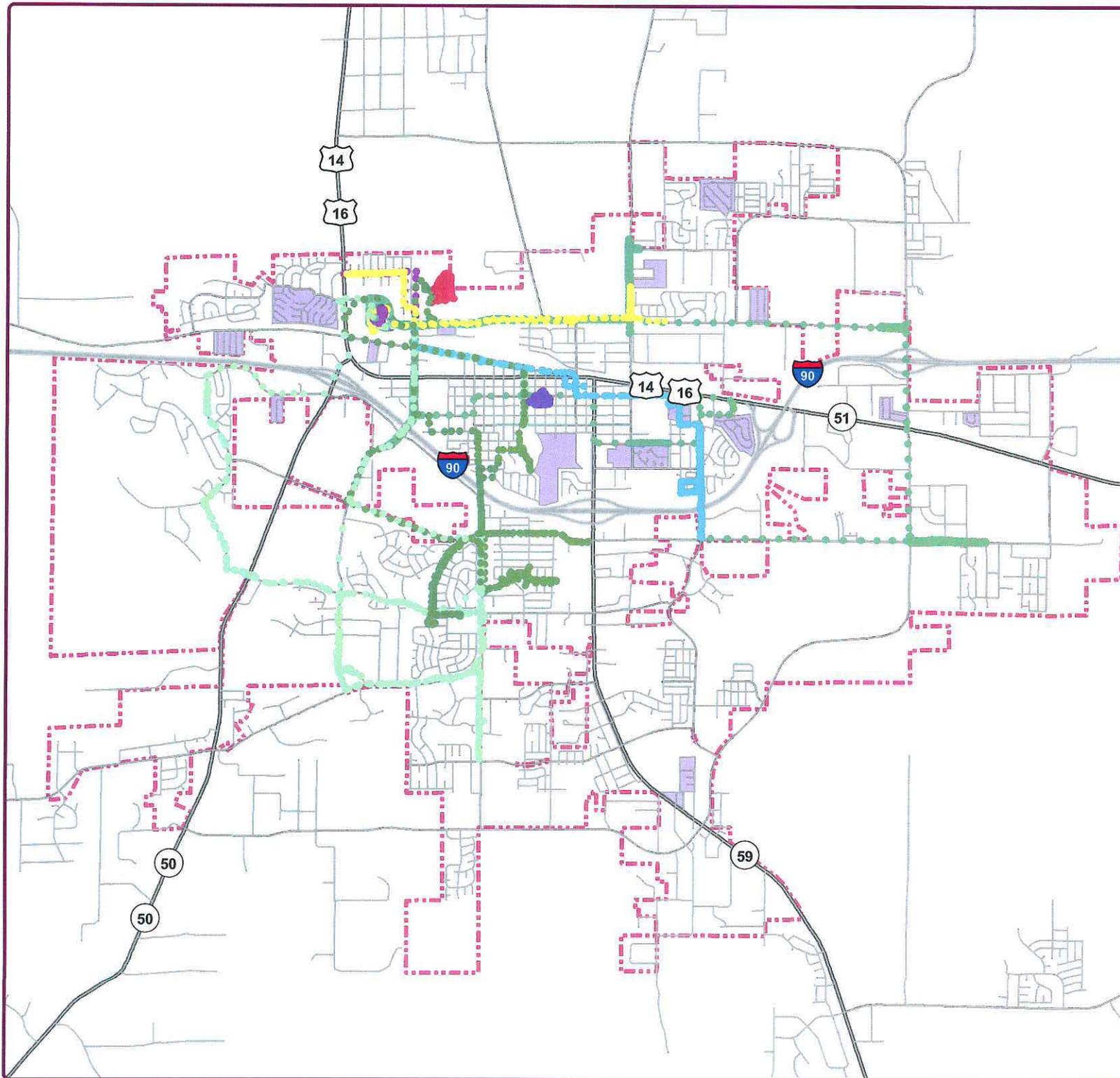
One Ton AVL
Snow Event Five
12/16/2016 02:30 am to
12/17/2016 03:00 pm
December 19, 2016

Service With P.R.I.D.E.
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Legend

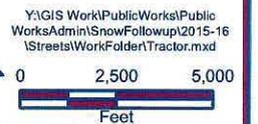
Tractors & Others

Unit # & Description

- Unit 13 Wheel Loader
- Unit 76 Tractor JD
- Unit 96 Wheel Loader
- Unit 161 Tractor JD
- Unit 162 Tractor Tool Cat
- Unit 199 Skidsteer
- Unit 89 Tractor Belos
- Unit 54 Tractor JD
- Unit 193 Loader

According to the AVL system,
our tractors drove a total
of 243 miles during this event.

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



Tractor AVL

Snow Event Five
12/16/2016 02:30 am to
12/17/2016 03:00 pm
December 19, 2016

Service With P.R.I.D.E.
Productivity Responsibility Integrity Dedication Enthusiasm

Christmas Tree Drop Off

December 26th - January 30th

At the Tech Center



Don't know
where to dump
your tree?

•
Let us take care of
that for you!

•
Tech Center
3251 4J Road

•
Please make sure
all trees are free of
decorations

Sponsored By:



 UNIVERSITY
of WYOMING
EXTENSION


master
gardener