



CITY OF GILLETTE

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

MEMORANDUM

TO: Mayor and Members of the City Council
FROM: Patrick G. Davidson, Interim City Administrator
RE: General Information
DATE: August 11, 2017

The following meetings are scheduled for the week of **August 12th – August 18th**

Tuesday, August 15th

6:00 p.m. City Council Pre-Meeting, Agenda Attached

- Citizen Survey Results – Communications Manager Palazzari
- Rodeo Cost of Service Debrief – Public Works Director Wilde *
- Quarterly Updates (less than 10 minutes)
 - Energy Capital Economic Development – Phil Christopherson
 - Campbell County Fire Department – Chief Shank
- Review August 15th Agenda
- Executive Session
- City Hall – 3rd Floor Conference Room
- Dinner Served at 5:30 p.m.

7:00 p.m. City Council Meeting

- City Hall - Council Chambers

1. Attached please find a **notice of intent** regarding **Solid Waste and Recycling** dated **August 1, 2017** provided by **Campbell County Clerk Saunders**. *
2. Attached please find a **letter** regarding **Antelope Coal LLC** provided by **The United States Department of the Interior Bureau of Land Management**.
3. Attached please find the **agenda** for the **Planning Commission** dated **August 8, 2017** and **meeting minutes** dated **July 25, 2017** provided by **Development Services Director Hamilton**.
4. Attached please find the **agenda** for the **Gillette, Wright, Campbell County Protection Joint Powers Board of Directors** dated **August 9, 2017** and **meeting minutes** dated **July 12, 2017** provided by **Campbell County Fire Department**.
5. Attached please find **information** regarding **8 to 14 Day Eclipse Weather Outlook** provided by the **National Weather Service**.

* Item previously discussed by Council

PGD/adw



CITY OF GILLETTE

Administrative Services Department City Clerk Division

Karlene Abelseth, City Clerk/Print Shop
P.O. Box 3003, Gillette, Wyoming 82717-3003
Phone (307) 686-5210 Fax (307) 686-4810
www.gillettewy.gov

Pre-Meeting – 6:00 p.m. City Hall – 3rd Floor Conference Room Tuesday, August 15, 2017 Dinner Served at 5:30 p.m.

Pre-Meeting Topic(s):

- Citizen Survey Results – Communications Manager Palazzari
- Rodeo Cost of Service Debrief * - Public Works Director Wilde
- Quarterly Updates (less than 10 minutes)
 - Energy Capital Economic Development – Phil Christopherson
 - Campbell County Fire Department – Chief Shank
- Review August 15th Agenda
- Executive Session

* Item previously discussed by Council

**NOTICE OF INTENT TO ADOPT RULES
SOLID WASTE AND RECYCLING**

PLEASE TAKE NOTICE THAT the Campbell County Board of Commissioners gives notice of its intent to adopt new rules regarding solid waste and recycling at the north and south landfill facilities.

These rules establish what materials may be disposed of at the north and south landfill, establish hours of operation, rates and general requirements for use of the facilities.

A copy of the proposed rules is available at the Campbell County Office of Public Works, 500 S. Gillette Ave., Ste. 1400, Gillette, Wyoming and on the county's website at ccgov.net. Any interested person may present their views regarding this intended action by submitting written comments to the Board no later than 5 p.m., September 15, 2017, by mail or hand delivery to the foregoing address.

Oral comments will be received at a public hearing to be held on September 19, 2017, at 10:00 a.m. in the Commission Chambers located at the Campbell County Courthouse, 500 S. Gillette Ave., Gillette, Wyoming.

Following the time allotted for public comment, the Board intends to take formal action regarding the adoption of said rules and regulations on September 19, 2017, following the public hearing.

Dated this 13th Day of August, 2017.

SUSAN SAUNDERS
CAMPBELL COUNTY CLERK

BY: Kendra Anderson
Kendra Anderson, Deputy County Clerk



United States Department of the Interior

BUREAU OF LAND MANAGEMENT
Wyoming High Plains District Office
2987 Prospector Drive
Casper, WY 82604-2968
www.blm.gov/wy



WYW 184599

Dear Interested Citizen:

The High Plains District Office of the Bureau of Land Management (BLM) is conducting scoping to gather information from the public that will help us identify issues and concerns regarding an application from Antelope Coal LLC to lease a tract of federal coal adjacent to the existing Antelope Mine.

On August 24, 2015, Antelope Coal LLC filed a lease by application (LBA) with BLM for a tract of federal coal under the provisions of 43 Code of Federal Regulations (CFR) 3425.1. According to the application, the coal in this tract would be mined to extend the life of the Antelope Mine. The "West Antelope 3 tract" was assigned case file number WYW 184599.

The Antelope Mine is a surface coal mine located in Campbell and Converse Counties, approximately 18 miles south of Wright, Wyoming. The enclosed map shows the tract as applied for and the coal lease study area. The tract includes the lands as described below:

Description of the tract:

The West Antelope 3 lease by application plus the additional lands added by the BLM for evaluation, termed the BLM Study Area, and comprise the total area within which a coal lease tract could be delineated, have the following legal description:

T. 40 N., R. 71 W., 6th PM, Wyoming

Section 5: Lots 8, 9, 16, and 17;

Section 6: Lots 8 through 23;

T. 40 N., R. 72 W., 6th PM, Wyoming

Section 1: Lots 5, 12, and 13;

T. 41 N., R. 71 W., 6th PM, Wyoming

Section 8: Lots 1 through 14, NWSE, NESE;

Section 9: Lots 1 through 8;

Section 10: Lots 4 and 5;

Section 17: Lots 1 through 16;
Section 19: Lots 4 through 19;
Section 20: Lots 1 through 13;
Section 29: Lots 4, 5, 12, and 13;
Section 30: Lots 5 through 16;
Section 31: Lots 5 through 20;
Section 32: Lots 4, 5, 12, and 13;

T. 41 N., R. 72 W., 6th PM, Wyoming

Section 24: Lots 1, 8, 9, and 16;

The area described contains approximately 5,179,29 acres, more or less.

The Powder River Regional Coal Team (RCT) reviewed the coal lease by application at a public meeting held on January 27, 2016, in Casper, Wyoming. The RCT recommended that the BLM process the application.

In response to the RCT's recommendations, BLM will analyze the environmental impacts of issuing a lease for the West Antelope 3 Lease By Application Tract, evaluate the need for stipulations regarding mining operations on the tract, and determine the fair market value (FMV) and maximum economic recovery (MER) of the federal coal included in the tract.

BLM proposes to analyze the environmental impacts of leasing the federal coal included in this application, in compliance with the requirements of the National Environmental Policy Act of 1969 (NEPA), by preparing an environmental impact statement (EIS).

As part of the leasing process, BLM has identified a study area, shown on the enclosed study area map, which includes the tract as applied for and some additional adjacent unleased federal coal. BLM is evaluating the potential that some or all of the study area lands adjacent to the tract could be added to the area to be offered for lease. Adding additional land may provide a more efficient recovery of the federal coal and reduce the possibility that some mineable federal coal in this area would be bypassed if it is not included in the tract.

The Office of Surface Mining Reclamation and Enforcement (OSMRE) and several other federal and state government offices will be invited to be cooperating agencies in the preparation of this EIS. If the tract is leased as a maintenance tract, the new lease must be incorporated into the existing mining and reclamation plans for the adjacent mine. The Secretary of the Interior must approve the revision to the mining plan before the federal coal in the tract can be mined. OSMRE is the federal agency responsible for recommending approval, approval with conditions, or disapproval of the revised mining

plan to the office of the Secretary if this tract is leased. Other cooperating agencies may be identified during the scoping process.

As part of the process of preparing an EIS, a public scoping meeting is scheduled for 7:00 pm on September 20th, 2017, at the old Town Hall, currently the new City of Wright Community Center, 201 Wright Blvd, Wright, Wyoming.

At the public scoping meeting and throughout the scoping period, the public is invited to submit comments and resource information and identify issues or concerns that BLM should address in evaluating this lease by application. The scoping period is from July 28, 2017 to September 29, 2017. All comments must be postmarked by September 29, 2017, to be evaluated in the West Antelope 3 Coal Lease By Application EIS.

A few of the issues that have previously been identified related to leasing federal coal to existing mines in the Powder River Basin include concern about the extension of ongoing site-specific and cumulative impacts to air quality, greenhouse gas release, groundwater, surface water, and wildlife, as well as the potential conflicts between overlapping proposed coal mining and existing and proposed oil and gas development.

If you are unable to attend the scoping meeting but wish to submit comments please address them to:

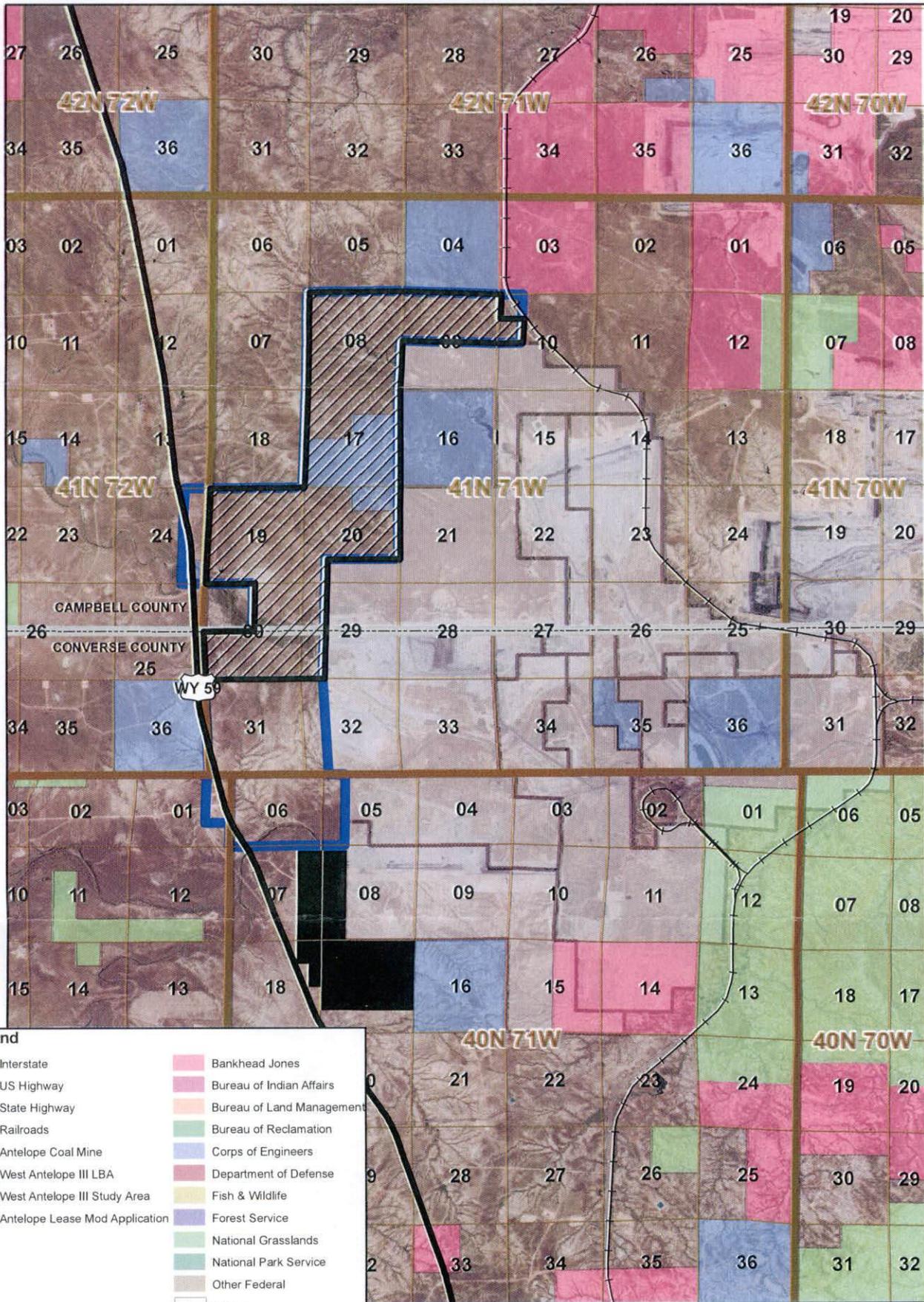
West Antelope 3 Coal Lease By Application Environmental Impact Statement
Teresa Johnson – Project Manager
2987 Prospector Dr.
Casper, Wyoming
82604

Written comments can also be faxed to (307) 261-7587 or e-mailed to **blm_wy_west_antelope_3@blm.gov**

BLM will accept written comments through September 29th, 2017. If you have any questions about the scoping process or need additional information about this lease application, please contact Teresa Johnson at 307-261-7510.

Before including your address, phone number, e-mail address, or other personal identifying information in your comment, you should be aware that your entire comment – including your personal identifying information – may be made publicly available at any time. While you can ask us in your comment to withhold your personal identifying information from public review, we cannot guarantee that we will be able to do so.

West Antelope 3 LBA, Study Area & Surface Owner



Legend

- | | |
|--------------------------------|---------------------------|
| Interstate | Bankhead Jones |
| US Highway | Bureau of Indian Affairs |
| State Highway | Bureau of Land Management |
| Railroads | Bureau of Reclamation |
| Antelope Coal Mine | Corps of Engineers |
| West Antelope III LBA | Department of Defense |
| West Antelope III Study Area | Fish & Wildlife |
| Antelope Lease Mod Application | Forest Service |
| | National Grasslands |
| | National Park Service |
| | Other Federal |
| | Private |
| | State |
| | Water |





CITY OF GILLETTE
PLANNING COMMISSION
Tuesday, August 8, 2017
7:00 PM
Council Chambers
201 E. 5th Street, Gillette, Wyoming 82716
(307) 686-5281

Call To Order

Approval of Minutes

1. Pre-meeting Workshop Minutes - July 25, 2017
Regular Meeting Minutes - July 25, 2017

Cases

Case No. 17.031PUDF
Final PUD Plat – RC Ranch Business Park I

Old Business

New Business

Adjournment

CHAIRMAN

Jim Nielsen

VICE-CHAIRMAN

Cindy Reardon

BOARD MEMBERS

Trevor Matson
Brenda Green

Jennifer Tuomela

Sheryl Martin
Ted Jerred

www.gillettewy.gov

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



**CITY OF GILLETTE
PLANNING COMMISSION
August 8, 2017 7:00:00 PM
Council Chambers
201 E. 5th Street, Gillette, Wyoming
(307)686-5281**

DATE: 8/8/2017 7:00:00 PM

CASE NUMBER AND TITLE:

Pre-meeting Workshop Minutes - July 25, 2017

Regular Meeting Minutes - July 25, 2017

APPLICANT/OWNER:

AGENT:

CASE SUMMARY:

CASE BACKGROUND:

CASE REQUIREMENTS:

STAFF RECOMMENDATION:

CASE MANAGER:

TENTATIVE CITY COUNCIL DATE:

ATTACHMENTS:

Click to download

[Workshop Minutes](#)

[Meeting Minutes](#)

CITY PLANNING COMMISSION
MINUTES OF THE PRE-MEETING WORKSHOP
ENGINEERING CONFERENCE ROOM – CITY HALL
July 25, 2017 – 6:00 p.m.

The July 25, 2017, Pre-Meeting Workshop of the City of Gillette Planning Commission convened at 6:00 p.m. in the Engineering Conference Room, located on the second floor of City Hall. Planning Commission Members present were Jim Nielsen, Cindy Reardon, Brenda Green, Trevor Matson, Sheryl Martin, Jennifer Tuomela, and Ted Jerred. Those present from the City of Gillette were Dustin Hamilton, Development Services Director; Heath VonEye, City Engineer/Planning Manager; Natalie Buchwald, Planner; Clark Sanders, Planner; and Jill McCarty, Administrative Assistant.

Discussion was held on the case to be presented at the regular meeting to follow.

The Pre-Meeting Workshop adjourned at 6:45 p.m.

Minutes taken and prepared by:

Jill McCarty
Administrative Assistant

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
City Council Chambers ~ City Hall
July 25, 2017 ~ 7:00 p.m.

PRESENT

Commission Members Present: Jim Nielsen, Cindy Reardon, Brenda Green, Trevor Matson, Sheryl Martin, Ted Jerred, Jennifer Tuomela.

Commission Members Absent: None.

Staff Present: Dustin Hamilton, Development Services Director; Heath VonEye, City Engineer/Planning Manager; Natalie Buchwald, Planner; Clark Sanders, Planner; and Jill McCarty, Administrative Assistant.

CALL TO ORDER

Jim Nielsen called the meeting to order at 7:00 p.m.

ELECTION OF CHAIR

Brenda Green nominated Jim Nielsen as Chair of the Planning Commission. Cindy Reardon seconded. There being no other nominations, the motion carried 6/0.

ELECTION OF VICE-CHAIR

Jim Nielsen nominated Cindy Reardon as Vice-Chair of the Planning Commission. Brenda Green seconded the nomination. There being no other nominations, the motion carried 6/0/1

APPROVAL OF THE MINUTES

A motion was made by Ted Jerred and seconded by Brenda Green to approve the Pre-Meeting Workshop and Regular Meeting Minutes of the City Planning Commission Meeting of June 13, 2017. Motion carried 7/0.

17.028DP-
DEVELOPMENT PLAN-
Flight Zone

Natalie Buchwald presented Case No. 17.0028DP.

The owner is requesting the construction of a new 25,000 square foot trampoline park and fun zone to be located along Tanner Drive. The facility will be addressed as 4901 Tanner Drive.

The property, known as Tract B4 of the Legacy Pointe Subdivision, is 3.07 acres and was recently subdivided and zoned as C-1, General Commercial in May of this year.

The overall size of the building is around 25,000 square feet and will contain two floors consisting of a trampoline park, arcade area, laser tag area, party rooms and more. The proposed building is less than 30 (thirty) feet in height and is under the maximum height allowed in the C-1, General Commercial District which is 45 (forty-five) feet.

Significant landscaping for the lot has been proposed on the west side of the property, and on the east side of the property. The Landscape Plan will go before the Parks and Beautification Board on July 27, 2017. If the Planning Commission approves this Development Plan, the Planning Commission approval will be contingent upon approval from the Parks & Beautification Board.

Natalie said they City Planning Division received no calls from the public on the case.

Chairman Nielsen asked if there were any questions on the case. Ted Jerred

inquired when the construction was scheduled to begin. Natalie said it would be soon, as a grading permit had already been acquired from the City.

Cindy Reardon made a motion to approve said case. Brenda Green seconded the motion. Motion carried 7/0.

17.029Z-ZONING MAP
AMENDMENT-Dave
Bundy Addition, North
10 ft. of Lot 1

Natalie Buchwald presented Case No. 17.029Z.

The City of Gillette Planning Division recommends that the north ten (10) feet of Lot 1 of the Dave Bundy Addition be rezoned from R-2, Single and Two Family Residential District, to A, Agricultural District, to correct an obvious zoning error.

Currently, there is a 10 (ten) foot portion of Mr. Bundy's property, running along the north lot line of what is now Lot 1 of the Dave Bundy Addition, that was included in the recent resubdivision but not included in the recent rezoning. On Mr. Bundy's behalf, the City is proposing to rezone that ten (10) strip of land so that all of Mr. Bundy's recently rezoned and resubdivided property will have contiguous zoning, and all be zoned as A, Agricultural.

The proposed Zoning Map Amendment is a "housekeeping task" that has been initiated by the City of Gillette to update our existing zoning districts to reflect the actual use of the property and to correct an obvious error as allowed by the Zoning Ordinance.

Natalie said the City Planning Division received no calls from the public on the case.

Jim Nielsen asked if there were any questions on the case. There were no further questions from the commission or the public on this case.

Ted Jerred made a motion to approve said case. Cindy Reardon seconded the motion. Motion carried 7/0.

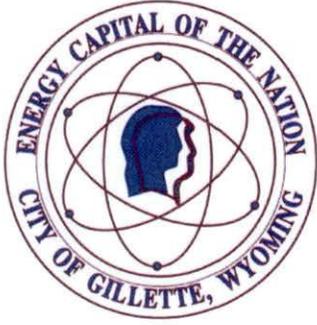
17.030CP-
CONDOMINIUM PLAT-
TC-4 Condominium

Clark Sanders presented Case No. 17.030CP.

The owner is proposing to create a condominium plat for the building located at 39 Town Center Drive.

The owner, TC4 LLC, is proposing to create a condominium which is .58 acres in size on Lot 2G of the East Lakeway Subdivision. The property is located north of East Lakeway Road and East of Highway 59. The original Lot 2G was created with the East Lakeway Subdivision which was recorded in May of 2014. In September, 2014, the owner constructed a building on the lot.

The condominium plat will create two (2) separate units, Unit A, 2,619 square feet in size and Unit B, 1,843 square feet in size. The remaining area will be common area, 20,975 square feet in size, maintained by a condominium association. All utilities for Unit A and Unit B will be separate or maintained by a condominium association. Access to the TC4 Condominium is from Lakeway Road via a 24-foot Public Access Easement and from Highway 59 via a 55-foot Public Access Easement



**CITY OF GILLETTE
PARKS AND BEAUTIFICATION BOARD
AGENDA
AUGUST 10, 2017 – 5:30 P.M.
PUBLIC WORKS CONFERENCE ROOM**

Members:

**Glen Asay – Chairperson
Rollo Williams - Vice-Chairperson
Pam Boger
Adrian Gerrits
Megan McManamen
Matt Stroot
Robin Voigt**

- I. MEETING CALLED TO ORDER**
- II. APPROVAL OF MINUTES**
 - A. July 27, 2017
- III. PUBLIC COMMENT**
- IV. NEW BUSINESS**
 - A. Bee City USA / Tree City Information for Developers – Ms. McManamen
- V. OLD BUSINESS**
 - A. Fall Clean Up Discussion
 - B. Landscape Beautification Award Nominees
- VI. STAFF REPORT**
 - A. Parks Board Tour
- VII. CHAIRPERSON'S / BOARD REPORT**
- VIII. ADJOURNMENT**



CITY OF GILLETTE

Parks and Beautification Board

611 N. Exchange Ave. • Gillette, Wyoming 82716
Phone 307.686.5320
www.gillettewy.gov

**CITY OF GILLETTE
PARKS AND BEAUTIFICATION BOARD
MINUTES
JULY 27, 2017
5:30 P.M.
CITY WEST BREAKROOM**

MEMBERS:

PRESENT

	<u>(YES)</u>	<u>(NO)</u>
Glen Asay, Chairperson	(X)	()
Rollo Williams, Vice-Chairperson	(X)	()
Pam Boger	(X)	()
Adrian Gerrits	(X)	()
Megan McManamen	(X)	()
Matt Stroot	(X)	()
Robin Voigt	(X)	()
Meeting Quorum:	(X)	()

STAFF:

Sawley Wilde, Public Works Director
Janie Kuntz, Parks Manager
Clark Sanders, Planner
Natalie Buchwald, Planner
Kim Klein, Senior Administrative Assistant

I. CALL MEETING TO ORDER

Chairman Asay called the meeting to order at 5:30 p.m.

II. APPROVAL OF MINUTES

Mr. Williams made a motion to accept the minutes from May 25, 2017, and Ms. McManamen seconded. All members voted Aye. Motion passed.

III. PUBLIC COMMENT

None

IV. NEW BUSINESS

A Introduction of New Board Member

Pam Boger was introduced to the Board. Mr. Wilde advised the Board that Ms. Boger recently retired from the City of Gillette, and was looking to continue her service to the city.

B. Case – The Flight Zone

Brian Ellis and Terry Smith attended to present the case to the Board, with the help of Ms. Buchwald from Planning. The project is located at 4901 Tanner Drive. It is a trampoline park, with additional areas for laser tag, an arcade, and refreshments. The Planning Commission, subject to approval from the Parks Board, has already approved the project. Total landscaping is more than required for the site. Mr. Gerrits made a motion to accept the landscape plan with the following conditions. The required number of trees and shrubs shall be installed on the site and that an irrigation system will be provided as required by the Landscape Ordinance. An "as built" plan shall be produced and provided to the Parks Division reflecting the true location and identification of plant materials in the landscape. Ms. Voigt seconded. All members voted Aye. Motion passed.

C. Elections

Mr. Williams made a motion for Mr. Gerrits as Chairperson, and for Ms. Voigt as Vice-Chairperson, seconded by Mr. Stroot. All members voted Aye. Motion passed.

V. OLD BUSINESS

A. Fall Clean Up Discussion

Ms. McManamen reported to the Board that the results of the litter index that is completed by KGB indicated two areas that need clean up: Highway 59 from Southern Drive to Union Chapel, and Highway 50 from Force Road to Lakeway. Another area that Ms. McManamen had heard of that needs attention is Boxelder Road, because of the rodeo. Mr. Asay asked Board members to drive to each of these areas and prioritize their need for cleanup. The tentative date for the event was moved to September 16th.

B. Landscape Beautification Award Nominees

The nominees for July were the Kum & Go at Foothills, and RE/MAX. Mr. Stroot made a motion that Kum & Go at Foothills be the recipient of the July award. Mr. Gerrits seconded. All members voted Aye. Motion passed.

VI. STAFF REPORT

A. McManamen Park

Mr. Wilde advised the Board that bids will be opened on July 28th for the observation deck.

B. Warlow Drive Pathway

Mr. Wilde explained to the Board that the Streets Division will be removing this pathway in-house sometime in early fall.

C. Landscape Beautification Award Winners

A date of August 7th was set to deliver the signs to the winners so far this season.

VII. CHAIRPERSON'S/BOARD REPORT

A. Presentation

Ms. McManamen did a presentation for the Board concerning her recent trip to Portland for a conference.

B. Parks Board Tour

Mr. Williams suggested the Board take a tour of the parks, as it hadn't been done for several years. Mr. Wilde will begin working on this.

C. Petrified Wood

Mr. Williams would like to see if any of the mines have petrified wood they would like to donate for a park. Mr. Wilde will look in to this.

D. July 4th

Ms. Voigt noted that there was a lot of garbage left on the streets after the parade, and suggested that the Board have a float in the parade and distribute garbage bags. This idea will be discussed at a later day.

E. Pathways

Mr. Wilde updated the Board concerning pathways that are in the works.

ADJOURNMENT

This meeting was adjourned at 6:42 p.m.

RESPECTFULLY SUBMITTED,

Sawley Wilde
Public Works Director

SW/kk



Gillette, Wright, Campbell County Fire
 Protection Joint Powers
 Board of Directors
 August 9, 2017 Business Meeting
 Station 1, Community Room

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Note: ⚡ Signifies a Decision Item

GWCCFPJPB Meeting
Meeting at 5:30 p.m.
August 9, 2017
Gillette, Wright, Campbell County
Joint Powers Fire Board of Directors
Business Meeting
August 9, 2017 - Attendance

ATTENDANCE

Board Members:

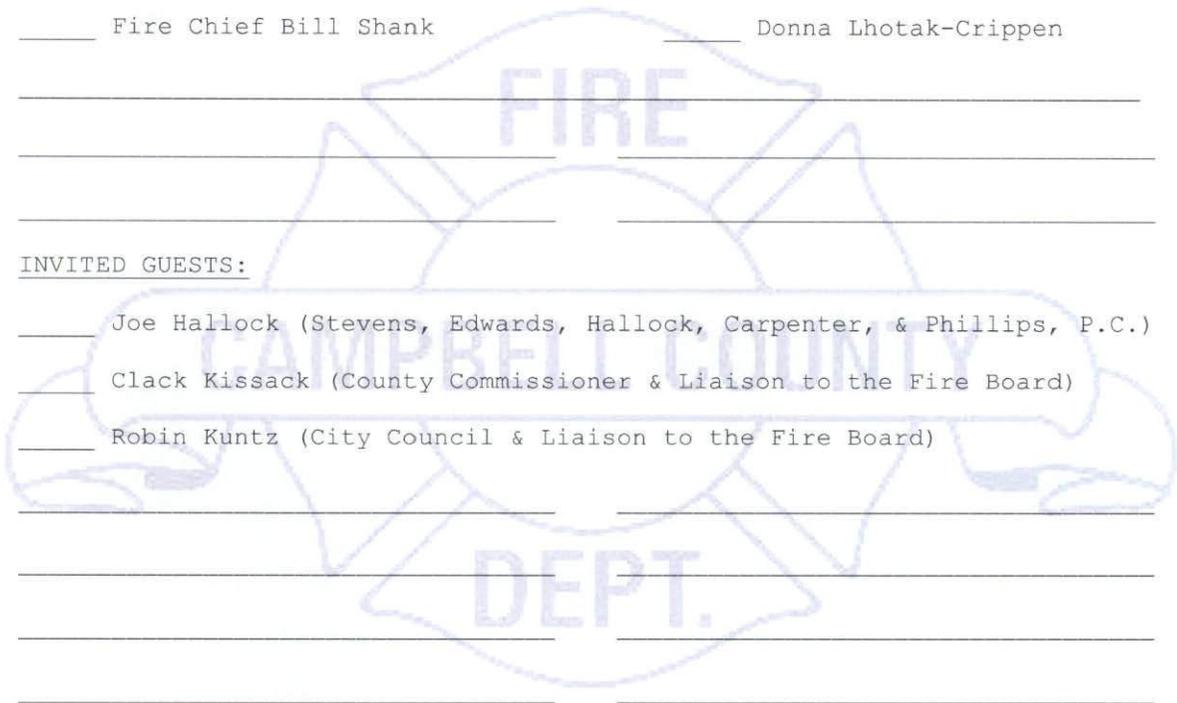
- | | |
|-----------------------|----------------------|
| _____ Cory Bryngelson | _____ Steve Crichton |
| _____ Chuck Davis | _____ Lisa Finkey |
| _____ Ryan Gross | _____ Damon Hart |
| _____ Ron Holmes | |

INVITED STAFF MEMBERS:

- | | |
|-----------------------------|----------------------------|
| _____ Fire Chief Bill Shank | _____ Donna Lhotak-Crippen |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

INVITED GUESTS:

- | |
|--|
| _____ Joe Hallock (Stevens, Edwards, Hallock, Carpenter, & Phillips, P.C.) |
| _____ Clack Kissack (County Commissioner & Liaison to the Fire Board) |
| _____ Robin Kuntz (City Council & Liaison to the Fire Board) |
| _____ |
| _____ |
| _____ |
| _____ |





Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
CALL TO ORDER/INTRODUCTIONS/ADDITIONS & DELETIONS
August 9, 2017

1. CALL TO ORDER

The Meeting was called to order at _____ hours
by _____.

2. PLEDGE OF ALLEGIANCE

3. WELCOME AND INTRODUCTIONS

Guests:

4. BUSINESS ADDITIONS AND DELETIONS:

3.1 Approve the agenda

3.1.1 Approve agenda as amended (if needed)



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
APPROVAL OF EXPENDITURES
August 9, 2017 - Discussion/Approval

4. PUBLIC COMMENTS

5. CONSENT AGENDA:

5.1 Consent Agenda Approval Items:

5.1.1 Regular Board Meeting Minutes

JOINT POWERS FIRE BOARD OF
DIRECTORS' MEETING MINUTES
July 12, 2017

ATTENDANCE: Chuck Davis, Lisa Finkey, Damon Hart, Ryan Gross, Ron Holmes, Steve Crichton, and Cory Bryngelson.

STAFF and GUESTS: Chief William Shank, Donna Lhotak-Crippen, City Liaison Councilman Robin Kuntz, County Commissioner Matt Avery, and County Liaison Commissioner Clark Kissack.

1.0 CALL TO ORDER

Board Chairman, Cory Bryngelson called the meeting to order at 1730 hours at the Campbell County Fire Department Station One in Gillette, Wyoming.

2.0 WELCOME AND INTRODUCTIONS

Chairman Bryngelson introduced the attendees who are listed above under the heading "Staff and Guests."

3.0 BUSINESS ADDITIONS AND DELETIONS

3.1. AGENDA APPROVAL

• Motion Ryan Gross moved, seconded by Chuck Davis, to approve the meeting agenda as presented.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.

4. PUBLIC COMMENTS



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
APPROVAL OF EXPENDITURES
August 9, 2017 - Discussion/Approval

5.1 APPROVE CONSENT AGENDA

☛ Motion Ron Holmes moved, seconded by Lisa Finkey to approve the Consent Agenda as presented.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.

6.1 MANUAL CHECKS

☛ Motion Damon Hart moved, seconded by Ryan Gross, to approve payment of the Manual Checks totaling \$128,173.95.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.

7.1.1 FY CASH POSITION/ 7.1.2 FY 2016-2017 BUDGET VS ACTUAL

Donna Crippen presented and explained that as of July 12th the invoices that we have received we are going to be within budget around \$1,743.47, but there will be a few more invoices coming in that will make us go over budget.

Donna Crippen also explained at the end of June our bank balance was \$123,136.73 and our June invoices are \$173,602.57 which will leave us short in cash around \$50,465.84. We also need to request the last of capital and RRT Grant for the amount of \$4,032.24, so this will leave us short around \$46,433.60. This amount will increase when we receive all June invoices. The board agreed when we receive all invoices and have final amount to request the shortfall with the funding entities.

Ryan Gross stated that we absorb as much as would could from the Fair Labor Standard Act payments made that was not budgeted, and wanted to thank the department from keeping it as close to budget as possible.

7.2.1 CALL REVIEW

Chief Shank stated that we are using a new Emergency reporting system. The call report now breaks down by Battalion, so we can track where the calls are coming from.



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Chief Shank also stated that we had a 162-acre Cow Creek Fire, everyone did a great job to save the house. We used two loads of retardant for our stock, but will have to pay for the SEATs. We also had a fire at Turn crest and lost 6 structures there. Chief Shank stated the BLM have their trucks in the area and are helping with the fires. We also had a 12-acre fire in wright and got help with Weston County and BLM.

7.2.3 TRAINING REPORT

The Training Cadre will be working on dates for practical skills sessions with the probationary members. The Cadre will also be planning several training sessions with acquired structures that need to be burned.

CCFD participated in the airport full scale emergency drill on June 8th went very well
The annual Wildland Field Day was conducted on June 10th. CCFD and BLM personnel conducted the training. This training is provided to the CCFD seasonal personnel and recruits
We conducted training on the new records management system (Emergency Reporting System "ERS") on June 7th, 8th and 9th with a trainer from ERS. Ongoing in-house training will occur as needed.

Chief Shank, Chief Fox and Captain Eischeid attended the International Hazardous Materials Response Teams Conference in Baltimore. Chief Shank stated that he learned a lot and it will help with the RRT program.

The seasonal wildland firefighters completed two weeks of introductory training. This is an upgrade compared to what we used to do. We want our seasonals to get more experience before going into field.

Seasonal Firefighters and two part-time firefighters attended a Wildland Fire Chain Saw class taught by the BLM. We want to thank BLM, they donated their time and everyone went to Wildwood for practical training.

The 2017 Recruit Academy completed on June 21st with their written testing. 9 recruits completed the Academy. They will now go through interviews to become probationary firefighters. They have numerous practical skills to complete and be evaluated on before January 31, 2018. All of them have past their Firefighter I test, but unfortunately, we are going to be losing one since he is moving.

Fire Dispatch training will continue in July as personnel are available.

Firefighter Sullivan will be attending the Hazardous Materials Operating Site Practices course at the National Fire Academy.

Hazmat Team members will attend Preventive Radiological / Nuclear Detection (PRND) training from Wyoming Office of Homeland Security in preparation for the National High School Finals Rodeo, which is beginning on Sunday.

Classes/Hours: January 1, 2017 thru June 30th, 2017 a total of 416 training sessions have been conducted for a total of 6932-man hours.



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7.2.4 FACILITY UPDATES

Station 9

Remains in the "cooking process"

Last report received on June 22 showed the building was still moving and the chemical injection was accepted better in some locations

Pine Tree Station

Construction has begun

Chief Shank will forward a status report from Chief Fox after his inspection on 7/13

Station 3

Warrantee work is being completed the week of July 10th

Will report at next meeting on the status of the work

Division Chief of Operations

Process is complete and all applicants did well

All parts of the assessment have been evaluated

A recommendation to the Board will be made upon their request

GENERAL INFORMATION:

CCFD and CCFD will provide PRND monitoring for the National High School Finals Rodeo.

CCFD will provide stand-by apparatus for the main performances and patrol the grounds periodically.

CCFD will provide fire and medical stand-by for the Shooting Sports competition at the Gillette Gun Club on July 18, 19, 20.

FF Kelly Abelmann is resigning his position and moving to Montana to pursue his passion in the archery industry. His position vacancy has been posting and testing will take place in late August.

The SEAT base is functional and has loaded 2 aircraft for CCFD. 1000 gallons of liquid concentrate retardant has been prepositioned at the base available for use if needed.

A fire department County Wide meeting was held on July 6. Turnout was poor unfortunately. The proposed staffing model was discussed and a start date of September 11 was established with a 90-day trial period proposed.

Our seasonal crew is excellent this year. They are gaining confidence and experience with each fire.



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We are experiencing a large number of mechanical issues with our apparatus. The issues are outside the normal maintenance issue we usually experience.

7.3 CALENDAR OF UPCOMING EVENTS

Donna Crippen mentions that our quarterly meeting with the commissioners will be July 26.

8.1 BOARD ACTION ITEMS

Joe Hallock stated that the agreement has changed a little. The new City attorney changed the parties involved and the notary block of the agreement. This easement is for a fiber optic line at Station 7.

• Motion Steve Crichton moved, seconded by Chuck Davis to approve the General Utility and Electrical Easement.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.

8.2 BOARD ACTION ITEMS

Nomination of Chairman of the Fire Board:

Ryan Gross nominated Lisa Finkey, Lisa Finkey accepted nomination.

Votes in consideration of Lisa Finkey are as follows

Cory Bryngelson	yes
Steve Crichton	yes
Chuck Davis	yes
Lisa Finkey	yes
Ryan Gross	yes
Damon Hart	yes
Ron Holmes	yes

The motion carried.

Nomination of Vice Chairman of the Fire Board:

Ron Holmes nominated Ryan Gross, Ryan Gross accepted nomination.

Votes in consideration of Ryan Gross are as follows



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Cory Bryngelson	yes
Steve Crichton	yes
Chuck Davis	yes
Lisa Finkey	yes
Ryan Gross	yes
Damon Hart	yes
Ron Holmes	yes

The motion carried.

Nomination of Secretary/ Treasurer of the Fire Board:

Cory Bryngelson nominated Damon Hart, Damon Hart accepted nomination.

Votes in consideration of Damon Hart are as follows

Cory Bryngelson	yes
Steve Crichton	yes
Chuck Davis	yes
Lisa Finkey	yes
Ryan Gross	yes
Damon Hart	yes
Ron Holmes	yes

The motion carried.

RECESS

☛ Motion Ron Holmes moved, seconded by Damon Hart to recess meeting at 1839 hours.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.

☛ Motion Chuck Davis moved, seconded by Ryan Gross to reconvene meeting at 1847 hours.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.



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9.0 EXECUTIVE SESSION

☛ Motion Damon Hart moved, seconded by Steve Crichton to move into executive session at 1847 hours for Personnel matters and potential litigation.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.

☛ Motion Ryan Gross moved, seconded by Steve Crichton come out of executive session at 1953 hours.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.

☛ Motion Chuck Davis moved, seconded by Damon Hart to reconvene meeting at 1953 hours.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.

10.1 EXECUTIVE MINUTES

☛ Motion Lisa Finkey moved, seconded by Ron Holmes to approve June 7, 2017 Executive Minutes.

Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	abstain
Ryan Gross	yes		

The motion carried

11.0 ADJOURNMENT

☛ Motion Ryan Gross moved seconded by Lisa Finkey to adjourn meeting at 1954 hours.



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Cory Bryngelson	yes	Damon Hart	yes
Chuck Davis	yes	Ron Holmes	yes
Lisa Finkey	yes	Steve Crichton	yes
Ryan Gross	yes		

The motion carried.

Respectfully Submitted,

Chairman Lisa Finkey

Attest: Donna Lhotak-Crippen

total solar eclipse

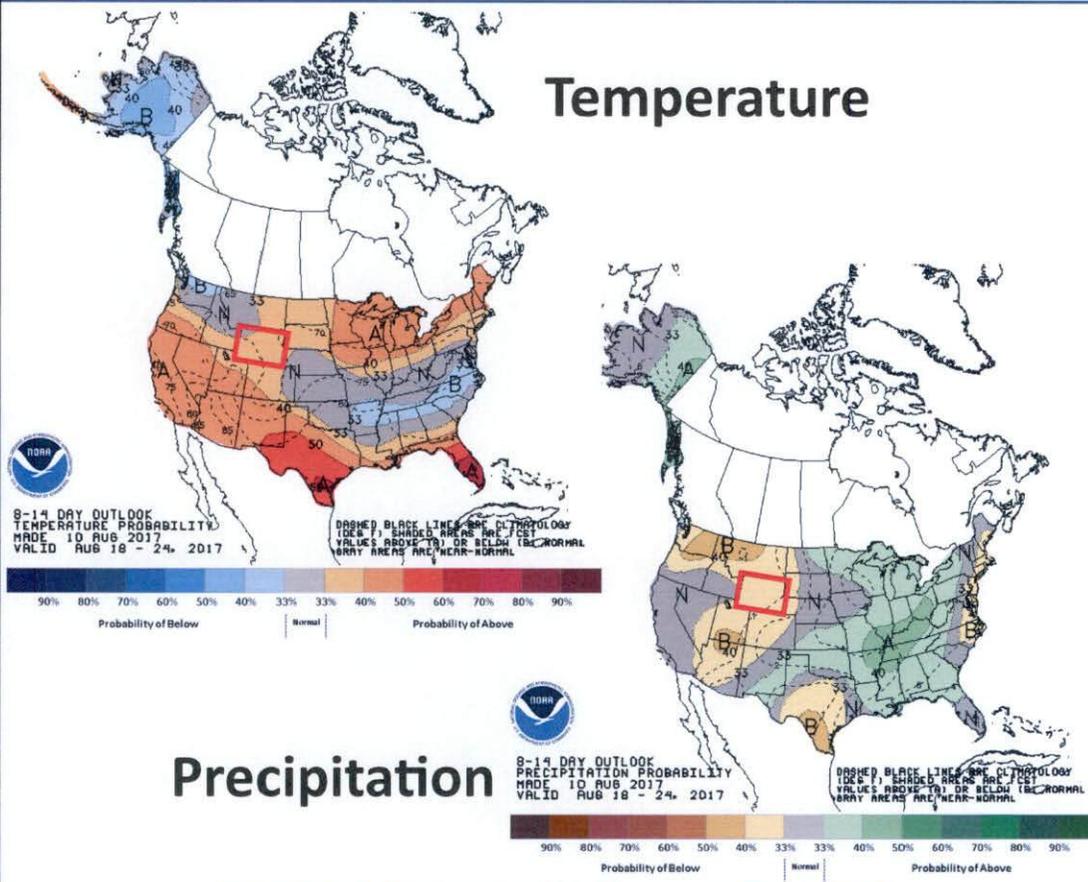
NATIONAL WEATHER SERVICE **august 21, 2017**

RIVERTON
(800) 211-1448

CHEYENNE
(800) 269-6220



8 to 14 Day Eclipse Outlook (Aug. 18-24)



*****Click images for larger view.*****

Discussion:

A very early outlook of the weather pattern around August 21, suggests **ABOVE** normal temperatures along with **BELOW** normal precipitation across Wyoming. Early model trends show high pressure in control over the western U.S. Please remember predictability 10 days from the eclipse is relatively low. Additional information will be provided as the eclipse approaches.

