



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, City Administrator
RE: General Information
DATE: December 8, 2017

The following meetings are scheduled for the week of **December 9th – December 15th**

Saturday, December 9th

8:00 a.m. Fire Academy for Public Officials

- Alan Mickelson Fire Training Center

Tuesday, December 12th

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

- ACTION ITEM: An Ordinance Amending Sections 6-4, 6-5 and 6-6 of the Gillette City Code to Revise the Boundaries of City Wards One, Two and Three to Include Antelope Valley and Crestview Estates Addition Following Annexation. (Ordinance First Reading)
- Interviews for City Council Ward 1 Vacancy
- Review December 19th Agenda
- Executive Session
- City Hall – 3rd Floor Conference Room
- Dinner Served at 5:30 p.m.

Wednesday, December 13th

11:30 a.m. Finance Committee Meeting – Audit Review

- 3rd Floor Conference Room

1. Attached please find the **City Council Ward 1 Applicants Interview Schedule** for **December 12, 2017** provided by **City Administrator Davidson**.
2. Attached please find **Snow Event #4** dated **December 3, 2017** provided by **Public Works Director Wilde**.
3. Attached please find a **news release** regarding **Energy Share of Wyoming Kicks Off for 2017-18** dated **December 6, 2017** provided by **Energy Share of Wyoming**.
4. Attached please find the **agenda** for the **Board of Examiners** dated **December 12, 2017** and **meeting minutes** dated **November 14, 2017** provided by **Chief Building Official Rogers**.
5. Attached please find the **agenda** for the **Campbell County Public Land Board** dated **December 14, 2017** and **meeting minutes** dated **November 9, 2017** provided by **Cam-Plex**.
6. Attached please find **information** regarding **Dinosaur Family Day** on **January 13, 2018** from **10:00 a.m. – Noon** provided by the **Rockpile Museum Association**.

* Item previously discussed by Council

PGD/adw

	Special Meeting Tuesday, December 12, 2017 Meeting: 6:00 p.m. 3rd Floor Conference Room

Dinner served at 5:30 in the 2nd Floor Community Room

Agenda Topics:

- **ACTION ITEM:** An Ordinance Amending Sections 6-4, 6-5 and 6-6 of the Gillette City Code to Revise the Boundaries of City Wards One, Two and Three to Include Antelope Valley and Crestview Estates Addition Following Annexation. (Ordinance First Reading)
- Interviews for City Council Ward 1 Vacancy
- Review December 19th Agenda
- Executive Session

Upcoming Work Session Topics:

December 26 – CANCELED

January 9

- Gillette Main Street MOU Revisions
- Liquor License Compliance Check Violations Update
- Private Security Ordinance Discussion
- Review January 16th Agenda
- Executive Session

January 23 - CANCELED

January 30

- Waste Water Cost of Service Discussion
- Street Cut Ordinance Discussion
- Utility Rate Discussion
- Review February 6th Agenda
- Executive Session

February 13

- Chapter 17 Revision Discussion
- Review February 20th Agenda
- Executive Session

February 27

- Review March 6th Agenda
- Executive Session

March 13

- Review March 20th Agenda
- Executive Session

March 27

- Review April 3rd Agenda
- Executive Session

Upcoming Council Pre-Meeting Topics

December 19

- Introduction of Citizen Advisory Appointments
- Audit Review
- Wastewater Facility Upgrades Update
- Emergency Operations Plan Discussion
- Review December 19th Agenda
- Executive Session

January 2

- Legends Liquor License Discussion
- Review January 2nd Agenda
- Executive Session
- Reception for New Council Member (Hallway Outside of Council Chambers)

January 16

- Antelope Valley & Crestview Parks Discussion
- Review January 16th Agenda
- Executive Session

February 6

- Wireless Communication Facilities Ordinance Update
- Review February 6th Agenda
- Executive Session

February 20

- Review February 20th Agenda
- Executive Session

March 6

- Review March 6th Agenda
- Executive Session

March 20

- Review March 20th Agenda
- Executive Session

Upcoming Activities

- **January 5-6** – Council Retreat
- **January 8** – Department Head Retreat

City/County/Town Meeting

New Agenda Items for December 19, 2017

1. Emergency Operations Plan

(Other – Consent)

2. An Ordinance Amending Sections 6-4, 6-5 And 6-6 of the Gillette City Code to Revise the Boundaries of City Wards One, Two and Three to Include Antelope Valley and Crestview Estates Addition Following Annexation.

(Unfinished Business – Ordinance 2nd Reading)

3. Council Consideration for the Acceptance of the City's Financial Audit Report for Fiscal Year 2017.

(New Business – Minute Action)

4. Resolution Supporting Fire Truck Purchase

(New Business – Minute Action)

5. Citizen Advisory Board Appointments

- Campbell County Joint Powers Lodging Tax Board (1) One Full Term, Expiring December 31, 2020
- Board of Examiners (3) Full Terms, Expiring December 31, 2020
- Public Works/Utilities Advisory Committee (4) Four Full Terms, Expiring December 31, 2020, and One (1) Partial Term, Expiring December 31, 2018
- Parks & Beautification Board (To Be Determined)

(Appointments)

CITY COUNCIL WARD 1 APPLICANTS

Interview Schedule for December 12, 2017

Name	Phone	Time
Michael Surface		6:10 p.m. - 6:25 p.m.
Terry Sjolin		6:25 p.m. - 6:40 p.m.
Ty Case		6:40 p.m. - 6:55 p.m.
Bruce Brown		6:55 p.m. - 7:10 p.m.
Jason Stovall		7:10 p.m. - 7:25 p.m.
BREAK		7:25 p.m. - 7:40 p.m.
Shawn Neary		7:40 p.m. - 7:55 p.m.
Pam Boger		7:55 p.m. - 8:10 p.m.
Darin Edmonds		8:10 p.m. - 8:25 p.m.
Matthew Williamson		8:25 p.m. - 8:40 p.m.
Lynne Huskinson		8:40 p.m. - 8:55 p.m.
Rodger Solomon		8:55 p.m. - 9:10 p.m.

Snow Event Report #4

Event Start Date: 12/3/2017 Event Start Time: 10:00 p.m.
Event End Date: 12/4/2017 Event End Time: 3:00 p.m.
Duration of Event: 17 Hours Streets First Responder: Melissa Bell

Storm Event Overview:

The Streets on-call person was called out by the Police Department at 10:00 p.m. on 12/3/17 due to rain changing to snow causing slick areas. At the same time, Public Works Director Wilde asked that the Streets night crew members be called in as the snow was beginning to stick to the streets.

The night crew was called in and began checking known trouble areas between 10 and 11p.m. Snowfall then became heavier and the night crew focused on priority streets.

The snowfall on top of wet and freezing streets coupled with high winds, made it difficult initially, to maintain good results from plowing and material application. Material had to be re-applied to many areas due to weather conditions. Strong winds caused Boxelder, East Warlow and other areas to drift over right behind the plows.

About 4:30 a.m. the snowfall began to let up and the crew was able to get better results for their efforts. The night crew focused on priority streets and subdivision trouble areas throughout the city until they were relieved by day crew.

The plowing efforts continued through the day as trouble areas and slick spots were plowed and treated with brine or scoria / ice slice blend. As the day progressed, skies cleared and the applied material began to work better.

By 3:00 p.m. 12/4/2017 street conditions had improved and the applied material was working well. The day crew completed their areas and returned to City West. The event was ended at that time.

Number of Pieces of Equipment Used:

Snow Plows:	<u>9</u>	Blades:	<u>0</u>
1-Tons:	<u>3</u>	Snow Blowers:	<u>0</u>
Loaders:	<u>1</u>	Liquid Truck:	<u>1</u>

Amount of Material Used:

Ice Slicer lbs:	<u>72,433.5</u>
Scoria lbs:	<u>76,451.5</u>
Brine Gallons:	<u>4,500</u>
Apogee Gallons	<u>0</u>

Number of Miles Plowed During Event: 1,739

Personnel:

Night Crew – Dale Harter, Jeremy Hagen, Dale Warren, Leonard Taylor, Mark Webb, Josh Wright

Day Crew – Leo Rodell, Nick Scherry, Melissa Bell, Shane Prentice, Cammryn Nelson, Lonnie Meidinger, Ryan Waliser

Contractor Work Effort:

N/A

Subdivision Activities:

Crews applied material to hills, corners, trouble areas and major intersections within subdivisions during this event.

Parks and Building Maintenance Division Activities:

Parks and Building Maintenance Divisions plowed City owned parking lots and facility sidewalks, as well as bike paths and school zone areas.

Environmental Conditions Present:

Snow: 2" Drifting: yes Rain: yes Low Temp: 19 Wind: NW 18-45

Equipment Issues:

Plow 157 wipers

Incidents:

None

Complaints / Concerns:

During the storm, we received two calls concerning icy areas.

Items of Interest:

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

Gillette Police Department 2017/2018 Weather Event Crash Report IV

IR#	Date/Time	Location	Injury	Property Damage	Citation	Cause
26818	12/04/2017 - 0816	Wilson Wy. / Force Rd.	None	Private - >\$1,000	No	vehicle was stopping in traffic, north on Wilson Way, slid on the snow/ice and entered Force Rd. where it was struck by another vehicle.
26846	12/04/2017 - 1249	2nd. St. / Garner Lake Rd.	None	Private - >\$1,000	Yes	vehicle was eastbound on 2nd. Street, lost control on the snow/ice and struck a vehicle in the westbound lane.

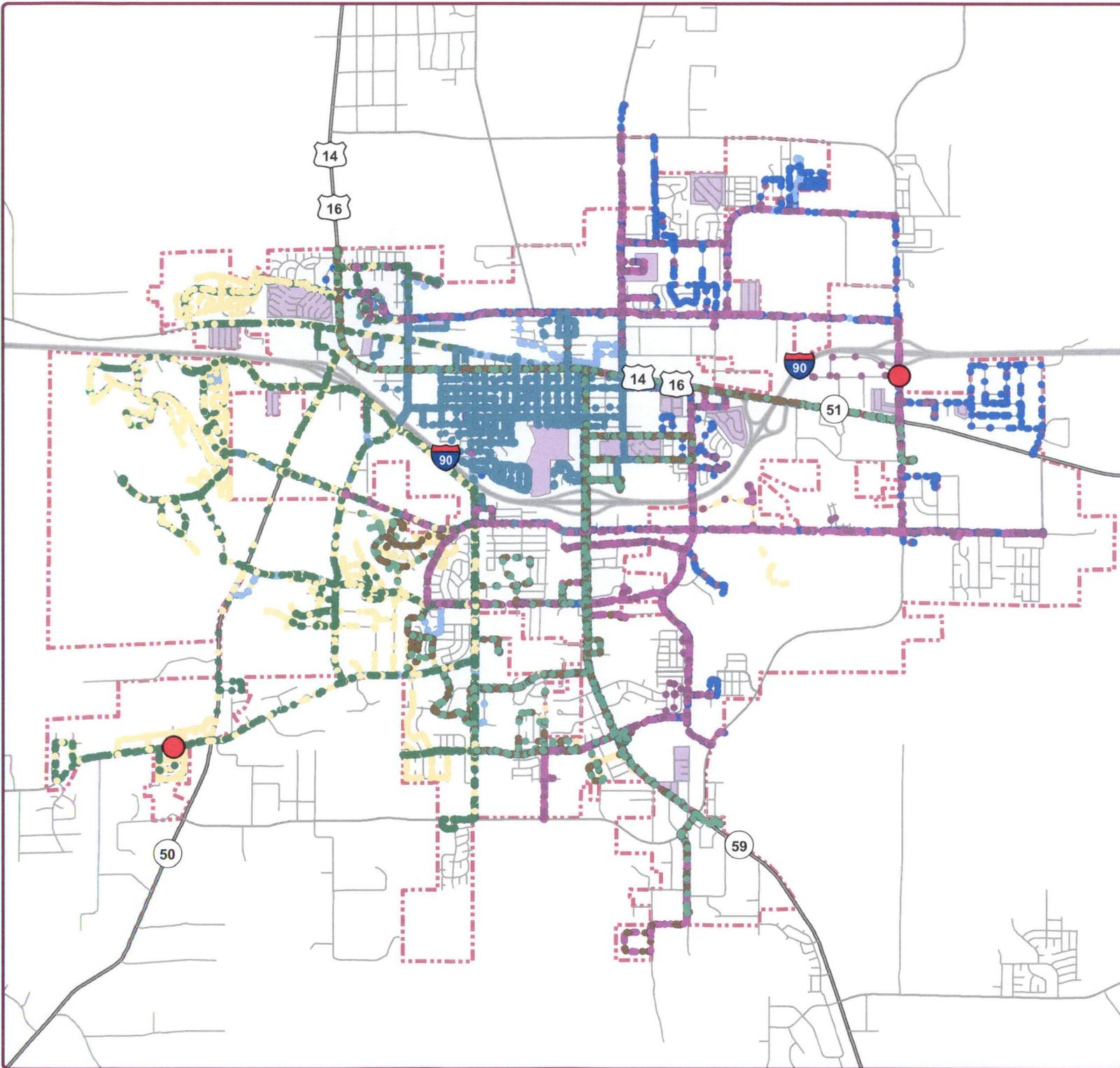
December 3, 2017 10:00 p.m. to December 3, 2017 3:00 p.m.

During this weather event the Gillette Police Department investigated three vehicle crashes. Two 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.gillettewy.gov



Legend

Unit # & Description

- Unit 25 Snow Plow
- Unit 28 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 1,648 miles during this event.

Police Report:

Crashes: 2
Crashes w/Injuries: 0
Citations: 1
Personal Property Damage: \$2,000
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.



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Snowplow AVL
Snow Event Four
12/03/2017 10:00 pm to
12/04/2017 03:00 pm
December 05, 2017

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



CITY OF GILLETTE

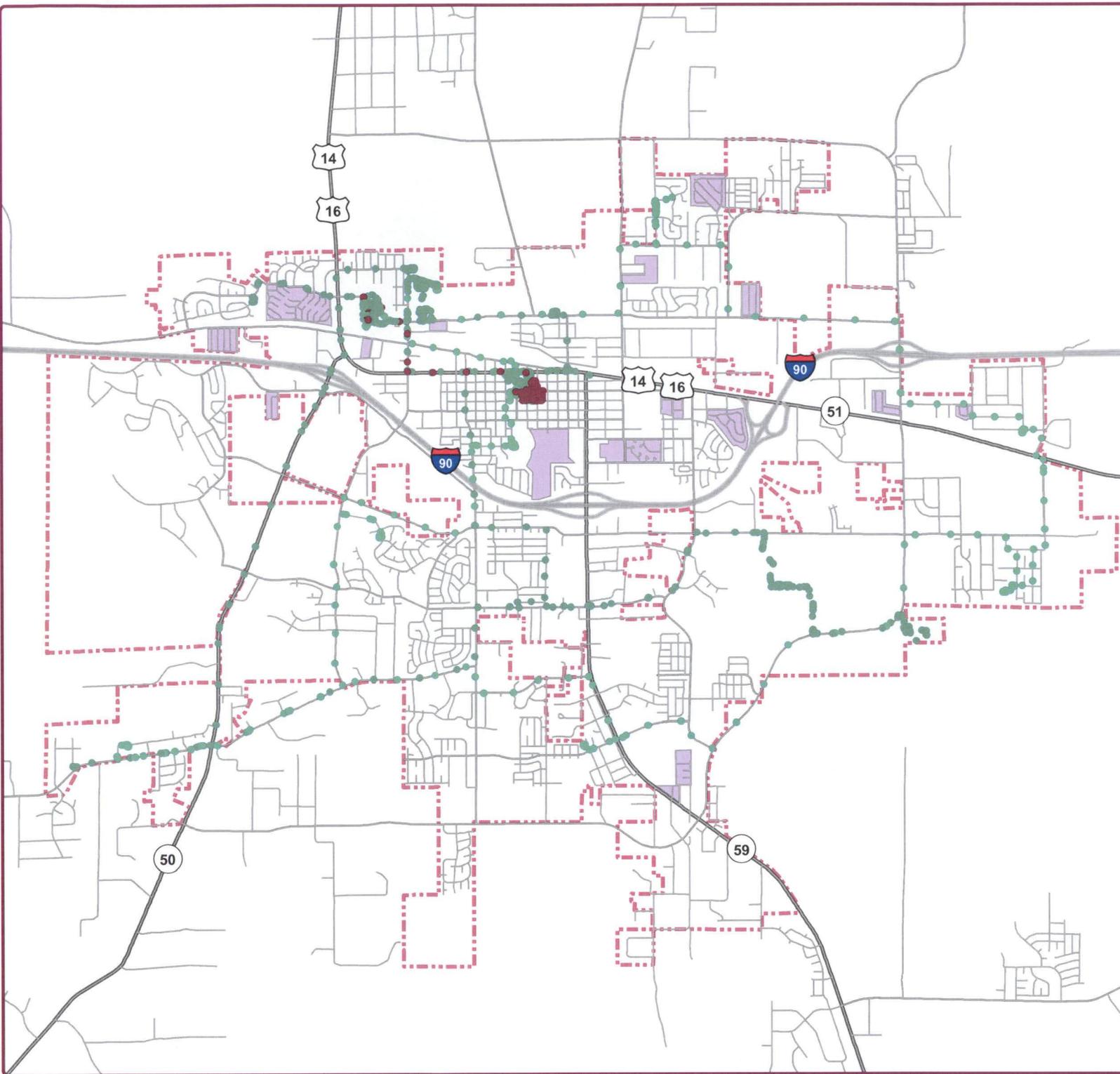
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Legend

One Tons

Unit # & Description

- Unit 1 One Ton Parks
- Unit 163 One Ton Parks
- Unit 184 One Ton Parks

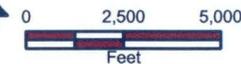


According to the AVL system, our one ton trucks drove a total of 91 miles during this event.

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.



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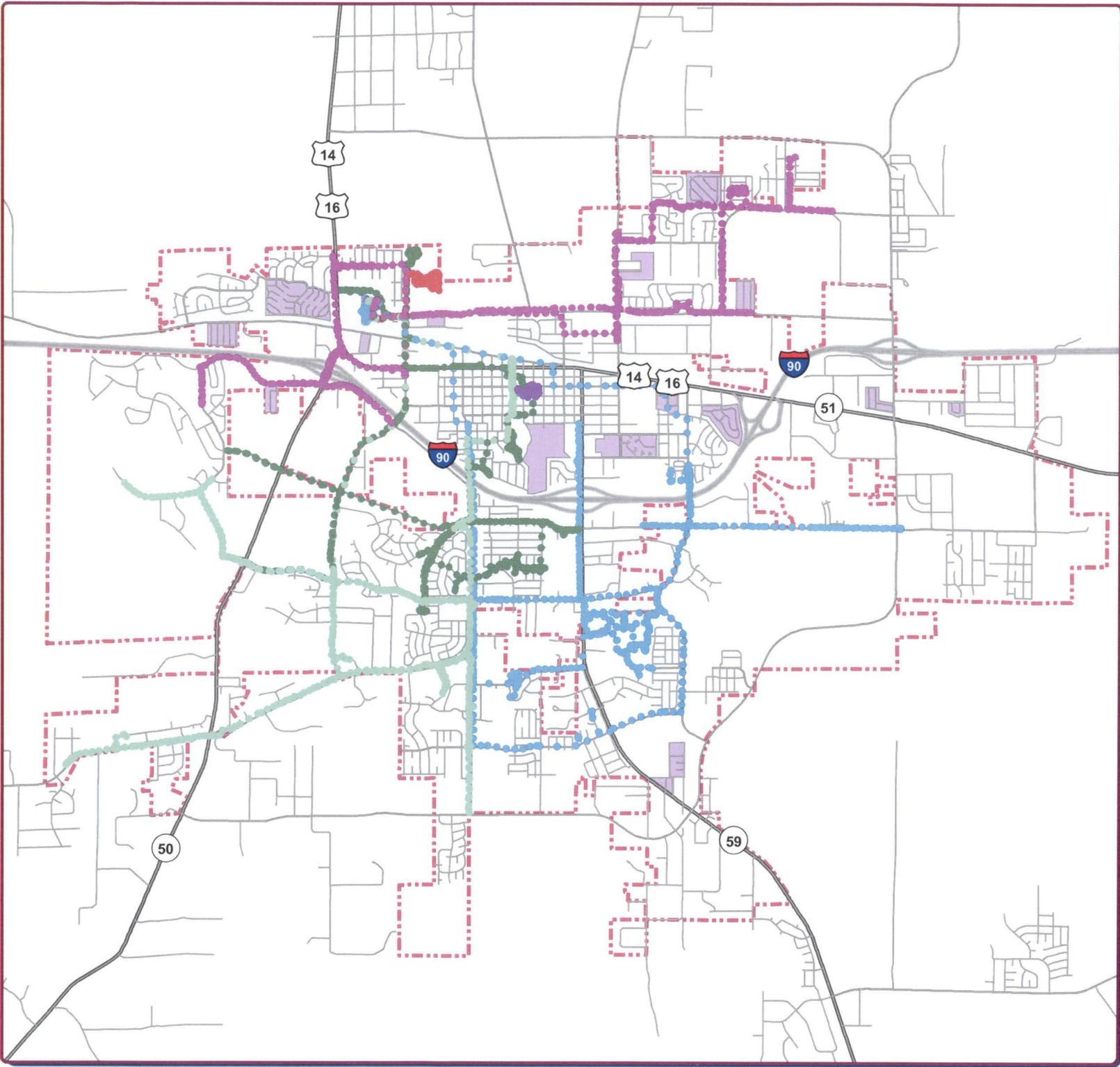
One Ton AVL

Snow Event Four
12/03/2017 10:00 pm to
12/04/2017 03:00 pm

December 05, 2017

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

Productivity Responsibility Integrity Dedication Enthusiasm



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Legend

Tractors & Others

Unit # & Description

- Unit 76 Tractor JD
- Unit 161 Tractor JD
- Unit 162 Tractor Tool Cat
- Unit 89 Tractor Belos
- Unit 54 Tractor JD
- Unit 193 Loader

According to the AVL system,
 our tractors drove a total
 of 137 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.



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Tractor AVL
Snow Event Four
 12/03/2017 10:00 pm to
 12/04/2017 03:00 pm
 December 05, 2017

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

Energy Share of Wyoming Kicks Off for 2017-2018

Share the Warmth

Celebrating 30 years of serving Wyoming families, Energy Share of Wyoming kicks off its 2017-18 season Friday, Dec. 1, with goals of raising more than \$100,000 and assisting more than 350 families statewide.

Post Date: 12/06/2017 11:30 AM

Numerous Wyoming businesses, organizations and communities sponsor the program that assists individuals with energy-related emergencies when unusual circumstances create financial needs not met through existing assistance programs. Funding comes from voluntary contributions for the program that runs through spring 2018.

During its 29th season last year, Energy Share raised nearly \$62,000 in private and corporate donations to assist 176 households throughout the state. Recipients of funding resided in 20 of Wyoming's counties, with an average bill being paid of \$303.

According to **Leslie Blythe**, Energy Share past president from Rocky Mountain Power, "We are very fortunate in Wyoming to have so many generous people who want to help their neighbors through the rough times. For 30 years, our program has been very successful and been able to assist thousands of families in need. We look forward to the next 30 years!"

A nonprofit organization, Energy Share of Wyoming is a partnership of numerous organizations, utilities and businesses. Sponsoring groups include The Salvation Army; Montana-Dakota Utilities; Rocky Mountain Power and Rocky Mountain Power Foundation; Black Hills Energy and Black Hills Corporation; Townsquare Media Group; Wyoming Rural Electric Association; City of Gillette; Powder River Energy Corporation; Town of Lusk; Dominion-Questar; City of Powell; Align; and Kelly Rizley Advertising & PR.

Energy Share funding is available to pay energy bills when all other resources and assistance have been exhausted. First priority goes to individuals and families at or above 185 percent of the Federal Poverty Level. Special consideration is given to senior citizens and the disabled. Energy Share provides for a one-time expenditure of up to \$400 per household, and all applicants must be Wyoming residents.

Funding decisions are made by The Salvation Army, which reviews applications and assesses eligibility based on need, lack of other resources and available Energy Share funds. Individuals interested in applying for funds should contact their local Salvation Army, or call **toll-free 1-877-461-5719**, to determine your local Salvation Army field representative.

For those wishing to make a tax-deductible contribution, sponsoring utilities include instructions in their fall and winter billing statements. In areas without a sponsoring utility, individuals may send their tax-deductible donations to Energy Share of Wyoming, c/o Align, [1401 Airport Parkway Suite 300, Cheyenne, WY 82001-1543](#).

For more information, contact Leslie Blythe, Past President at (307) 259-6904.

SPONSORING ORGANIZATIONS AND UTILITIES

The Salvation Army
Montana-Dakota Utilities
Rocky Mountain Power & Rocky Mountain Power Foundation
Black Hills Energy & Black Hills Corporation
Townsquare Media Group
City of Gillette
Wyoming Rural Electric Association

Town of Lusk
Dominion-Questar
City of Powell
Powder River Energy Corporation
Kelly Rizley Advertising & PR
Align



CITY OF GILLETTE

Development Services Department
Building Inspection Division
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone 307.686.5260
www.gillettewy.gov

MEMORANDUM

TO: Board of Examiners – Jaye Drake, Chairman; Dean Thompson, Vice-Chairman; John Alt, Chad Renken, Weston Scott, Dale Phipps, Scott Heibult, Todd Newlin, and Chris Weight.

CC: Administration
Patrick Davidson, Interim City Administrator
Anthony Reyes, Interim City Attorney
Heath VonEye, City Engineer/Interim Development Services Director
Jim Brown, Deputy Building Official
Kim King, Administrative Assistant

FROM: Ken Rogers, Chief Building Official

SUBJECT: Board of Examiners Regular Meeting – December 12, 2017

DATE: December 7, 2017

The Regular Meeting is scheduled for 12:30 p.m. on Tuesday, December 12, 2017 at City Hall, in the Community Conference Room, 2nd Floor. Lunch will be served at 12:00 p.m.

Enclosed please find the Meeting Agenda and Packet.

If you have questions or concerns prior to the meeting, please contact me.

Thank you.

Agenda

BOARD OF EXAMINERS REGULAR MEETING

**December 12, 2017
12:00 p.m. to 2:00 p.m.
City of Gillette – City Hall
2nd Floor
Community Conference Room**

Call to Order

Jaye Drake, Chairman

Approval of Minutes

Regular Meeting of November 14, 2017

Unfinished Business

New Business

**Approval of
Contractor License
Applications**

Individual Trade License Applications

Contractor License Applications (Class A, B, C, D, F and R)

Announcements

The next Regular Meeting will be on Tuesday, January 9, 2018.

Adjournment

BOARD OF EXAMINERS
MEETING MINUTES

Regular

November 14, 2017

12:30 p.m.

Board Members present: Chairman Jaye Drake, John Alt, Chad Renken, Weston Scott, Dale Phipps, Scott Heibult, Todd Newlin, and Chris Weight.

Board Members absent: Vice Chairman Dean Thompson.

Staff Members present: Ken Rogers, Chief Building Official; Jim Brown, Deputy Building Official; Kim King, Administrative Assistant.

Staff Members absent: Heath VonEye, City Engineer/Interim Development Services Director.

Jaye Drake, Chairman, called the meeting to order.

Approval of Minutes

Chairman Drake called for approval of the October 10, 2017, Regular Meeting Minutes. It was moved by Chris Weight, seconded by Dale Phipps to approve said Minutes. Roll was called on the motion with the following results. Board Members voting aye: Alt, Renken, Scott, Phipps, Heibult, Newlin, Weight, and Chairman Drake. Motion carried.

Unfinished Business

Ken Rogers informed the Board that he and Heath VonEye went before the City Council on November 7th to propose the NEC 2017 Ordinance Adoption. He stated the Council had some questions regarding cost and were assured there would not be a cost increase due to the Code change. He stated it passed first reading and will have the second reading on November 21, 2017. He stated when it passes third reading, the Ordinance will go into effect on January 1, 2018. He said the City Attorney will set it up so that in the future, these Ordinance updates will automatically be revised to the next code when it comes out, similar to the State's policy.

Ken added the State would be adopting the 2018 ICC Codes in January and the City will plan to adopt them in July of 2018.

Ken stated the City may go to the Board to approve requiring continuing education units for individuals that are the Master of Record for the licensed Contractors in the City. He stated the City could hold some code classes to help with the continuing education units.

New Business

There was none.

Individual Trade License Applications

The Board reviewed the following Individual Trade License Applications:

ALLISON, MATTHEW of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, RMS INSTRUMENT & ELECTRIC LLC Lic# 2132
ANDERSON, DIRK of GILLETTE, WY • JOURNEYMAN HVAC TECH, COMFORT SYSTEMS HEATING & AC Lic# 2744
ANDERSON, VAUGHN of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, CSI ELECTRICAL LLC Lic# 2135
ANDREWS, RICHARD of DOUGLAS, WY • MASTER ELECTRICIAN, ARROW ELECTRIC INC Lic# 3069
BAUMANN, TANNER of GILLETTE, WY • APPRENTICE PLUMBER, MILLER MECHANICAL LLC Lic# 2762
BELL, RICK of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, R & G ELECTRIC INC Lic# 2152
BONE, CODY of GILLETTE, WY • MASTER GAS PIPEFITTER, BONES PLUMBING Lic# 1617
BONE, CODY of GILLETTE, WY • MASTER PLUMBER, BONES PLUMBING Lic# 1618
BOWAR, KEITH of GILLETTE, WY • MASTER HVAC TECH, CAMPBELL COUNTY Lic# 2167
BOWAR, KEITH of GILLETTE, WY • MASTER PLUMBER, CAMPBELL COUNTY Lic# 2168
BRITTON, ALFRED of GILLETTE, WY • MASTER ELECTRICIAN, CSI ELECTRICAL LLC Lic# 2175
BUSH, STEVE of SHERIDAN, WY • MASTER PLUMBER, WESTIN MECHANICAL LLC Lic# 2186
BUSH, STEVE of SHERIDAN, WY • MASTER HVAC TECH, WESTIN MECHANICAL LLC Lic# 2187
BUSH, STEVE of SHERIDAN, WY • MASTER GAS PIPEFITTER, WESTIN MECHANICAL LLC Lic# 2188
CARRUTH, MICHAEL of MILLS, WY • MASTER ELECTRICIAN, ITC ELECTRICAL TECHNOLOGIES Lic# 2193
COREY, ARON of CASPER, WY • MASTER HVAC TECH, AIR COMFORT COMPLETE INC Lic# 2772
CRANSTON, KENT of GILLETTE, WY • MASTER ELECTRICIAN, CRANSTON ELECTRIC LLC Lic# 2748
DAVID, ANDREW of CASPER, WY • JOURNEYMAN ELECTRICIAN, SPRECHER ELECTRIC Lic# 3308
ERWIN, MIKHAL of SHERIDAN, WY • APPRENTICE HVAC TECH, LEE METAL WORKS Lic# 3301
ERWIN, MIKHAL of SHERIDAN, WY • APPRENTICE REFRIGERATION TECH, LEE METAL WORKS Lic# 3302
EVENSON, DOUG of GILLETTE, WY • MASTER PLUMBER, CAMPBELL COUNTY Lic# 2220
FERGUSON, TERRY of SHERIDAN, WY • MASTER HVAC TECH, LEE METAL WORKS Lic# 3304
HAIGHT, SHAWN of GILLETTE, WY • MASTER GAS PIPEFITTER, ACCURATE BACKFLOW TESTING WYO Lic# 3290
HAIGHT, SHAWN of GILLETTE, WY • MASTER PLUMBER, ACCURATE BACKFLOW TESTING WYO Lic# 3291
HANSULD, BEN of CASPER, WY • MASTER ELECTRICIAN, CASPER ELECTRIC INC Lic# 2318
HAYMAN, KEITH of DOUGLAS, WY • JOURNEYMAN ELECTRICIAN, ARROW ELECTRIC INC Lic# 3070
HIXSON, NATHAN of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, LICENSE ACTIVE ONLY Lic# 2332
HIXSON, NATHAN of GILLETTE, WY • JOURNEYMAN PLUMBER, LICENSE ACTIVE ONLY Lic# 2333
HOFFMAN, EDGAR R of GILLETTE, WY • MASTER ELECTRICIAN, PROELECTRIC INC Lic# 2335
JUBY, CURTIS E of GILLETTE, WY • MASTER ELECTRICIAN, PROELECTRIC INC Lic# 2349
LEE, ALEX of SHERIDAN, WY • APPRENTICE HVAC TECH, LEE METAL WORKS Lic# 3297
LEE, ALEX of SHERIDAN, WY • APPRENTICE REFRIGERATION TECH, LEE METAL WORKS Lic# 3298
LEE, CARL G of SHERIDAN, WY • MASTER HVAC TECH, LEE METAL WORKS Lic# 3295
LEE, CARL G of SHERIDAN, WY • MASTER REFRIGERATION TECH, LEE METAL WORKS Lic# 3296
MINICK, LORRAN of GILLETTE, WY • MASTER HVAC TECH, EASTERN WYOMING MECHANICAL PLUMBING HEAT Lic# 1615
PETERMAN, CHRISTOPHER of DOUGLAS, WY • JOURNEYMAN ELECTRICIAN, ARROW ELECTRIC INC Lic# 3071
ROTH, HEATH of SHERIDAN, WY • APPRENTICE HVAC TECH, LEE METAL WORKS Lic# 3299
ROTH, HEATH of SHERIDAN, WY • APPRENTICE REFRIGERATION TECH, LEE METAL WORKS Lic# 3300
SCOTT, DOUGLAS of GILLETTE, WY • MASTER ELECTRICIAN, MINING ELECTRICAL SERVICES LLC Lic# 3303
SIEGMUND, DONALD of CASPER, WY • APPRENTICE HVAC TECH, AIR COMFORT COMPLETE INC Lic# 3073
SPRECHER, GREGORY of CASPER, WY • JOURNEYMAN ELECTRICIAN, SPRECHER ELECTRIC Lic# 3307
SPRECHER, STEVE of CASPER, WY • MASTER ELECTRICIAN, SPRECHER ELECTRIC Lic# 3306
STEWART, TIMOTHY of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, LONG'S PLUMBING & HEATING INC Lic# 2120
STEWART, TIMOTHY of GILLETTE, WY • APPRENTICE PLUMBER, LONG'S PLUMBING & HEATING INC Lic# 2121
TOWNLEY, RYAN of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, CSI ELECTRICAL LLC Lic# 2766
URICH, JEREMY of GILLETTE, WY • MASTER GAS PIPEFITTER, LICENSE ACTIVE ONLY Lic# 1972
URICH, JEREMY of GILLETTE, WY • MASTER PLUMBER, LICENSE ACTIVE ONLY Lic# 1973
WACKER, JASON of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3292
WACKER, JASON of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & A/C Lic# 3293

It was moved by Chris Weight, seconded by John Alt, to approve the above Individual Trade License Applications. Roll was called on the motion with the following results. Board Members voting aye: Renken, Phipps, Heibult, Newlin, Weight, Alt, and Chairman Drake. Board Member Scott abstained. Motion carried.

Contractor License Applications

The Board reviewed the following Contractor License Applications (Class A, B, C, D, F and R):

ACCURATE BACKFLOW TESTING WYO of GILLETTE, WY • SHAWN HAIGHT, GAS PIPEFITTER
ACCURATE BACKFLOW TESTING WYO of GILLETTE, WY • SHAWN HAIGHT, PLUMBING
AIR COMFORT COMPLETE INC of CASPER, WY • ARON COREY, MECHANICAL
ALLIANCE ROOFING INC of AURORA, CO • DAVE LASECKE, GENERAL ROOFING
ARMSTRONG EXTINGUISHER SERVICE INC of RAPID CITY, SD • GERALD ARMSTRONG, CHEMICAL FIRE SUPPRESSION
ARROW ELECTRIC INC of DOUGLAS, WY • RICHARD ANDREWS, ELECTRICAL
ASSOCIATED GLASS INC of GILLETTE, WY • CASEY BARNES, MISCELLANEOUS
ASSOCIATED GLASS INC of GILLETTE, WY • CASEY BARNES, WIND SIDING GUTTER GARAGE DOOR
B & L OILFIELD SERVICE INC of GILLETTE, WY • LINDA STEEG, LANDSCAPING & FENCING
B & L OILFIELD SERVICE INC of GILLETTE, WY • LINDA STEEG, EXCAVATION & GRADING
BLACK HAWK CRANE & RIGGING INC of GILLETTE, WY • KIRSTEN ELIASSEN, MISCELLANEOUS
BUILDER SERVICES GROUP INC of DAYTONA, FL • JOSHUA WOLITZKY, INSULATION
CASPER ELECTRIC INC of CASPER, WY • BEN HANSULD, ELECTRICAL
CHAMPION WINDOWS CO of LOVELAND, CO • SCOTT LENZ, RESIDENTIAL CONTRACTOR
CLAUS LLC of GILLETTE, WY • WADE BURR, MISCELLANEOUS
CONCRETE STABILIZATION TECHNOLOGIES INC of DENVER, CO • DAMIEN ARCHEY, NONSTRUCTURAL CONCRETE
CONRAD'S BIG C SIGNS of RAPID CITY, SD • DANIEL ANDERSON, ELECTRICAL
CORPORATE PROTECTIVE SERVICES INC of CHEYENNE, WY • QUINN MATHEWS, FIRE ALARM SYSTEMS
CRANSTON ELECTRIC LLC of GILLETTE, WY • KENT CRANSTON, ELECTRICAL
CSI ELECTRICAL LLC of GILLETTE, WY • ALFRED BRITTON, ELECTRICAL
ELCO DRILLING CO of CASPER, WY • RICHARD LUDWIG, MISCELLANEOUS
FIELDTURF USA INC of MONTREAL, QC • LISA LANTAU, EXCAVATION & GRADING
FIELDTURF USA INC of MONTREAL, QC • LISA LANTAU, MISCELLANEOUS
G M NORTHRUP CORPORATION of PRIOR LAKE, MN • JEFF JOHNSON, GENERAL CONTRACTOR
GOODSELL HARDWOOD FLOORING of RAPID CITY, SD • CHRIS STANIFER, TRIM CARPENTRY PAINT FLOORING
HARRELL'S BOBCAT SERVICE LLC of GILLETTE, WY • LARRY HARRELL, EXCAVATION & GRADING
HARRELL'S BOBCAT SERVICE LLC of GILLETTE, WY • LARRY HARRELL, LANDSCAPING & FENCING
HERNANDEZ SNOW REMOVAL of GILLETTE, WY • JULIA HERNANDEZ, EXCAVATION & GRADING
HIGH ROCK LLC of MOORCROFT, WY • BLAKE ERICKSON, INSULATION
HIGH ROCK LLC of MOORCROFT, WY • BLAKE ERICKSON, TRIM CARPENTRY PAINT FLOORING
INFINITY BUILDERS LLC of GILLETTE, WY • MICHAEL KUGLIN, WATER & SEWER PIPELAYER
INNOVATIVE BUILDERS of GILLETTE, WY • JOE LAHR, GENERAL CONTRACTOR
ISEC, INCORPORATED of GREENWOOD VILLAGE, CO • BRANDEN DERKS, TRIM CARPENTRY PAINT FLOORING
JDP SNOW REMOVAL of GILLETTE, WY • JOSEPH PETTIT, EXCAVATION & GRADING
JDP SNOW REMOVAL of GILLETTE, WY • JOSEPH PETTIT, TRIM CARPENTRY PAINT FLOORING
JTJ INTERIOR WOODWORKS of SHERIDAN, WY • JOEL HOLLENBECK, TRIM CARPENTRY PAINT FLOORING
LEE METAL WORKS of SHERIDAN, WY • CARL LEE, MECHANICAL
LIECHTY HOMES INC of JAMESTOWN, ND • CURTIS LIECHTY, MANUFACTURED HOME INSTALLATION
LONG'S PLUMBING & HEATING INC of GILLETTE, WY • MIKE WINTERHOLLER, GAS PIPEFITTER
LONG'S PLUMBING & HEATING INC of GILLETTE, WY • MIKE WINTERHOLLER, PLUMBING
MALON INSULATION SERVICE INC of RAPID CITY, SD • STEVEN MALON, INSULATION
MH CONSTRUCTION & PAINTING LLC of NORTH GLENN, CO • RICHARD MILLS, BUILDING CONTRACTOR
MIDWEST LANDSCAPING of GILLETTE, WY • CLIFF TOOLE, LANDSCAPING & FENCING
O'LEARY HOME REPAIR/HOME SYSTEMS of GILLETTE, WY • WAYNE SCHNEIDER, FRAMING
OPIE'S MOBILE HOME TRANSPORT of SHERIDAN, WY • JEFFREY O'BRIEN, MANUFACTURED HOME INSTALLATION

OVERHEAD DOOR CO OF CASPER of CASPER, WY • ROY PARMELY, WIND SIDING GUTTER GARAGE DOOR
PAVEMENT RESTORATION INC of TAMPA, FL • HUBERT BEASLEY, NONSTRUCTURAL CONCRETE
PRECISION SIDING & CONSTRUCTION CO of DENVER, CO • HAROLD GRAHAM, WIND SIDING GUTTER GARAGE DOOR
PROELECTRIC INC of GILLETTE, WY • EDGAR HOFFMAN, ELECTRICAL
PROELECTRIC INC of GILLETTE, WY • EDGAR HOFFMAN, SIGNAGE
R & R ENTERPRISES/CWC PAINTING of GILLETTE, WY • RAYMOND RAMIREZ, TRIM CARPENTRY PAINT FLOORING
RAMIRES BROTHERS STONE & STUCCO of GILLETTE, WY • JOSE RAMIRES, MASONRY (VNR)
RICHARDS PAINTING of GILLETTE, WY • TIMOTHY RICHARDS, TRIM CARPENTRY PAINT FLOORING
ROCKING SPEAR A of GILLETTE, WY • JON CRAFT, BUILDING CONTRACTOR
RUBY DRILLING CO INC of GILLETTE, WY • CLINT RUBY, MISCELLANEOUS
S2M CONSTRUCTION INC of GLENWOOD SPRINGS, CO • SCOTT MILLER, STRUCTURAL CONCRETE
SMITH CONSTRUCTION INC of GILLETTE, WY • TERRY SMITH, GENERAL CONTRACTOR
SMITH CONSTRUCTION INC of GILLETTE, WY • TERRY SMITH, WATER & SEWER PIPELAYER
SPRECHER ELECTRIC of CASPER, WY • STEVE SPRECHER, ELECTRICAL
STRAND'S LAWN CARE of GILLETTE, WY • ETHAN STRAND, EXCAVATION & GRADING
TBN BUILDERS LLC of WRIGHT, WY • TROY NOEL, RESIDENTIAL CONTRACTOR
TRI MOUNTAIN CONSTRUCTION INC of GILLETTE, WY • JOHN ALT, GENERAL CONTRACTOR
WESTERN WATER CONDITIONING INC of GILLETTE, WY • MARK MARLENEE, MISCELLANEOUS
WESTIN MECHANICAL LLC of SHERIDAN, WY • STEVE BUSH, GAS PIPEFITTER
WESTIN MECHANICAL LLC of SHERIDAN, WY • STEVE BUSH, MECHANICAL
WESTIN MECHANICAL LLC of SHERIDAN, WY • STEVE BUSH, PLUMBING
WESTON ENGINEERING INC of UPTON, WY • JERRY HUNT, EXCAVATION & GRADING
WILSON WELDING INC of GILLETTE, WY • JOEL WILSON, MISCELLANEOUS

It was moved by Dale Phipps, seconded by Chris Weight, to approve the above Contractor License Applications. Roll was called on the motion with the following results. Board Members voting aye: Phipps, Heibult, Newlin, Weight, Renken, Scott, and Chairman Drake. Board Member Alt abstained. Motion carried.

Announcements

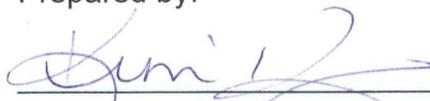
Jim Brown informed the Board that Ken Rogers is now the President of the Wyoming Conference of Building Officials. Jim stated there was a good turnout for the meeting and that approximately 50 people signed up.

The next regularly scheduled meeting will be Tuesday, December 12, 2017.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 12:37 p.m.

Prepared by:



Kim King, Administrative Assistant
Building Inspection Division

FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS

DECEMBER 12, 2017

1	ADAM, JOE of RAPID CITY, SD • APPRENTICE HVAC TECH, HERMY'S HEATING & A/C LLC Lic# 2801
2	ALCON, ROBERT of CHEYENNE, WY • MASTER PLUMBER, AC MECHANICAL INC Lic# 1472
3	APSHER, GARY of GILLETTE, WY • MASTER PLUMBER, LICENSE ACTIVE ONLY Lic# 2137
4	BORTZ, DAN of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, BLACK HILLS GAS HOLDINGS, LLC Lic# 3319 **
5	BORTZ, DAN of GILLETTE, WY • APPRENTICE HVAC TECH, BLACK HILLS GAS HOLDINGS, LLC Lic# 3320 **
6	DRAKE, JAYE of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 3322 **
7	DRAKE, JAYE of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 3323 **
8	DUNN, JARRED of RAPID CITY, SD • APPRENTICE HVAC TECH, HERMY'S HEATING & A/C LLC Lic# 2800
9	ELLSWORTH, ROY of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3312 **
10	HAGUE, TRAVIS of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & A/C Lic# 3329 **
11	HAGUE, TRAVIS of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3330 **
12	HERMANSON, BRYAN of BLACK HAWK, SD • MASTER HVAC TECH, HERMY'S HEATING & A/C LLC Lic# 2794
13	HIEB, JASON of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3314 **
14	HUYCK, AARON of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, RENKEN PLUMBING LLC Lic# 3309 **
15	HUYCK, AARON of GILLETTE, WY • APPRENTICE HVAC TECH, RENKEN PLUMBING LLC Lic# 3310 **
16	HUYCK, AARON of GILLETTE, WY • APPRENTICE PLUMBER, RENKEN PLUMBING LLC Lic# 3311 **
17	JOHNSON, BRANDON of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3313 **
18	KENITZER, KENNETH of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, BLACK HILLS GAS HOLDINGS, LLC Lic# 3099
19	KENITZER, KENNETH of GILLETTE, WY • APPRENTICE HVAC TECH, BLACK HILLS GAS HOLDINGS, LLC Lic# 3100
20	MILLS, LARRY of GILLETTE, WY • MASTER ELECTRICIAN, MILLS ELECTRIC LLC Lic# 2761
21	MITCHELL, SHANNON of CASPER, WY • MASTER ELECTRICIAN, S & M ELECTRIC Lic# 2093
22	OCHELTREE, DEREK of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3321 **
23	PETERSEN, MATTHEW of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3324 **
24	PFLEGER, KELLAN of RAPID CITY, SD • JOURNEYMAN ELECTRICIAN, TEMPERATURE TECHNOLOGY INC Lic# 2119
25	PLATO, ALAN of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3318 **
26	REHDER, DENNIS of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, BLACK HILLS GAS HOLDINGS, LLC Lic# 3101
27	REHDER, DENNIS of GILLETTE, WY • APPRENTICE HVAC TECH, BLACK HILLS GAS HOLDINGS, LLC Lic# 3102

FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS

DECEMBER 12, 2017

28	RIVES, RANDALL of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3316 **
29	SCHUBERT, JOE of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, BLACK HILLS GAS HOLDINGS, LLC Lic# 3090
30	SMITH, GARR of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3317 **
31	VENSTAD, LANCE of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & A/C Lic# 3331 **
32	VENSTAD, LANCE of GILLETTE, WY • JOURNEYMAN REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3332 **
33	WALKER, RYAN of GILLETTE, WY • MASTER REFRIGERATION TECH, POWDER RIVER HEATING & A/C Lic# 3315 **
	**Indicates new licensee **Indicates additional license

**FOR REVIEW CONTRACTOR LICENSE APPLICATIONS
DECEMBER 12, 2017**

1	360 LANDSCAPING of GILLETTE, WY • REICHER OESTERLE, LANDSCAPING & FENCING
2	360 LANDSCAPING of GILLETTE, WY • REICHER OESTERLE, NONSTRUCTURAL CONCRETE
3	ACCENT MASONRY of GILLETTE, WY • SCOTT BENNETT, MASONRY (STRUC)
4	AMERICAN REMODELING INC of LITTLETON, CO • KENA BLAIS, WIND SIDING GUTTER GARAGE DOOR
5	API INC of NEW BRIGHTON, MN • REID FINN, INSULATION
6	BUCHANAN EXCAVATING of GILLETTE, WY • CHAD BUCHANAN, WATER & SEWER PIPELAYER
7	BUCHANAN EXCAVATING of GILLETTE, WY • CHAD BUCHANAN, EXCAVATION & GRADING
8	CASCADE CONSTRUCTION INC of MOORCROFT, WY • STEVEN WALIEZER, GENERAL CONTRACTOR
9	CHICK LAWN SERVICES LLC of GILLETTE, WY • JOHN CHICK, LANDSCAPING & FENCING
10	CITY OF GILLETTE of GILLETTE, WY • TIM GALES, PLUMBING
11	CORNERSTONE LAWN SERVICES LLC of GILLETTE, WY • DEAN SMITH, LANDSCAPING & FENCING
12	HAYWARD BAKER INC of COMMERCE CITY, CO • JULIA BANDIMERE, MISCELLANEOUS
13	HERMY'S HEATING & A/C LLC of RAPID CITY, SD • BRYAN HERMANSON, MECHANICAL
14	HOM' SOLUTIONS INC of DENVER, CO • JAMES AMBROSE, RESIDENTIAL CONTRACTOR
15	HORSLEY SPECIALTIES INC of RAPID CITY, SD • GARY CHALK, MISCELLANEOUS
16	JERKE INC of GILLETTE, WY • GARY JERKE, WATER & SEWER PIPELAYER
17	JERKE INC of GILLETTE, WY • GARY JERKE, EXCAVATION & GRADING
18	JERKE INC of GILLETTE, WY • GARY JERKE, NONSTRUCTURAL CONCRETE
19	JOHNSON CONTROLS SECURITY SOLUTIONS LLC of BOCA RATON, FL • GREG LAMBDIN, FIRE ALARM SYSTEMS **
20	KOBALT CONSTRUCTION INC of SALT LAKE CITY, UT • MATTHEW JEPSON, GENERAL CONTRACTOR
21	MCKINNON FLOORING of GILLETTE, WY • KATHY KOTTRABA, TRIM CARPENTRY PAINT FLOORING
22	MILLER ROOFING & SHEET METAL of GILLETTE, WY • DOUG MILLER, GENERAL ROOFING
23	MILLER ROOFING & SHEET METAL of GILLETTE, WY • DOUG MILLER, WIND SIDING GUTTER GARAGE DOOR
24	MILLS ELECTRIC LLC of GILLETTE, WY • LARRY MILLS, ELECTRICAL
25	NEW HORIZONS ALTERNATIVE ENERGY of GILLETTE, WY • CURT GRAUMANN, WIND SIDING GUTTER GARAGE DOOR
26	NEW HORIZONS ALTERNATIVE ENERGY of GILLETTE, WY • CURT GRAUMANN, GENERAL ROOFING
27	PARKINSON CONCRETE of GLENROCK, WY • AARON PARKINSON, NONSTRUCTURAL CONCRETE

**FOR REVIEW CONTRACTOR LICENSE APPLICATIONS
DECEMBER 12, 2017**

28	PINERIDGE CLEANING & RESTORATION LLC of ROZET, WY • DUSTIN LINDER, TRIM CARPENTRY PAINT FLOORING **
29	PORTERS MOUNTAIN VIEW SUPPLY of RIVERTON, WY • LEONARD KOSIREG, LOW VOLTAGE
30	R & O CONSTRUCTION CO of OGDEN, UT • J. SLADE OPHEIKENS, GENERAL CONTRACTOR
31	R T CONSTRUCTION of GILLETTE, WY • RAUL TORRES, STRUCTURAL CONCRETE
32	RAPID FIRE PROTECTION INC of RAPID CITY, SD • MATTHEW HAMMON, CHEMICAL FIRE SUPPRESSION
33	RAPID FIRE PROTECTION INC of RAPID CITY, SD • MATTHEW HAMMON, SPRINKLER SYSTEMS
34	REAL ESTATE SYSTEMS of GILLETTE, WY • ROGER BOSCHEE, GENERAL CONTRACTOR
35	RENEGADE PLUMBING HEATING & A/C of GILLETTE, WY • MIKE BAUGHMAN, GAS PIPEFITTER **
36	RENEGADE PLUMBING HEATING & A/C of GILLETTE, WY • MIKE BAUGHMAN, PLUMBING **
37	S & M ELECTRIC of CASPER, WY • SHANNON MITCHELL, ELECTRICAL
38	SHAD HEUSSNER PAINTING of GILLETTE, WY • SHAD HEUSSNER, TRIM CARPENTRY PAINT FLOORING **
39	SUPERIOR SEAMLESS GUTTERS of GILLETTE, WY • JESSE RILEY, WIND SIDING GUTTER GARAGE DOOR
40	TAMARACK CONSTRUCTION CO INC of VICTOR, MT • MIKE NICHOLS, BUILDING CONTRACTOR **
	**Indicates new licensee **Indicates additional license for existing Contractor **Indicates name change



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

December 14, 2017 – 6:30 P.M.

ITEM #	AGENDA ITEM (CCPLB Governing Policies Manual Number or By-Laws) <i>NOTES IN GREEN – Guidance for the handling of the item.</i>
1.	CALL TO ORDER/ATTENDANCE (2.5.10)
2.	QUARTERLY COMMISSIONER'S MEETING AGENDA (refer to County provided agenda)
3.	APPROVAL OF AGENDA (2.3.3)
4.	APPROVAL OF MINUTES (2.3.3) for the A. November 9, 2017 Board meeting (ATTACHMENT "A")
5.	CONSENT AGENDA (2.3.4). A. APPROVAL OF WARRANTS (ATTACHMENT "B") B. EXECUTIVE SESSION MEETING MINUTES FROM NOVEMBER 9, 2017
6.	CITIZEN INPUT (2.2.1)
7.	BOARD PROCESS A. BOARD GOVERNANCE POLICIES i. Update Policy 2.7 B. BOARD COMMITTEE ASSIGNMENTS: i. Governance Committee (2.7.1.C)-Board appointment to replace one member to this committee. ii. Community Linkage Committee (2.7.2.C)- Board appointment to replace one member to this committee. C. BUDGET MEETING DATES i. Board/Staff Planning Meeting ii. Board/Manager Budget Meeting D. WEBSITE UPDATE E. FOLLOW UP ITEMS FROM PREVIOUS MEETING (2.3.3) i. Stall Parking Policy Power Update F. CONTRACTING/PURCHASING DECISIONS (2.2.7): (no actions to be taken at this meeting)



CAMPBELL COUNTY PUBLIC LAND BOARD

MEETING AGENDA

December 14, 2017 – 6:30 P.M.

<p>8.</p>	<p>OPERATIONS REPORT/UPDATE (3.8.1.C)</p> <p>A. Items Interim GM ReNae Keuck will discuss:</p> <ul style="list-style-type: none"> i. CAM-PLEX Event Data for November 2017 (ATTACHMENT "C") ii. Quarterly Financial Summary Report (ATTACHMENT "D") iii. NHSFR Mid-Winter Meeting iv. City of Gillette Utility Update v. General Manager Search/Staffing
<p>9.</p>	<p>MATTERS FOR NOTING:</p> <p>A. MAJOR CORRESPONDENCE: (None)</p> <p>B. BOARD CALENDAR: (ATTACHMENT "E")</p> <ul style="list-style-type: none"> i. Upcoming Board Meetings: <ul style="list-style-type: none"> a. CAM-PLEX Holiday Party b. January 11, 2018 at 6:30 p.m. (Workshop at 6:00 p.m.) c. February 8, 2018 at 6:30 p.m. (Workshop at 6:00 p.m.) d. Other meetings/events: (none) <p>C. SUMMARY OF FOLLOW-UP ITEMS: (items from this meeting to be followed up at the next meeting)</p>
<p>10.</p>	<p>BOARD MEETING EVALUATION (2.1.8) - Board members will share observations/opinions as to:</p> <ul style="list-style-type: none"> • what worked really well at this meeting? • what we could have done to make it more productive?
<p>11.</p>	<p>ADJOURNMENT</p>

Campbell County Public Land Board (CCPLB)

Meeting Minutes
November 9, 2017

Members	Staff
Present: Mary Silvernell, Duane Evenson, Skyler Pownall, Troy Allee, Kevin Couch Absent: Don Hamm, Charlene Camblin	Present: ReNae Keuck, Greg Rook, Kathy Ashton
Legal Counsel	Guests
Present: Frank Stevens	Present: Billy Montgomery <i>City Liaison</i> ; Matt Avery <i>County Liaison</i> ; Delcy Graham <i>Citizen</i> ; Patrick Filbin representing the <i>News-Record</i>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
1.	Call to Order/Attendance	The meeting was called to order at 6:30 p.m. MDT on November 9, 2017, by Chair Mary Silvernell.		
2.	Approval of CCPLB Agenda	The November 9, 2017, agenda was reviewed and revised. Added to the agenda was an Executive Session for personnel after Item 9.	Mr. Evenson made a motion to approve the revised November 9, 2017, agenda. Mr. Allee seconded the motion, and it passed unanimously.	
3.	Approval of Minutes	The October 12, 2017, CCPLB meeting minutes were reviewed.	Mr. Allee made a motion to approve the October 12, 2017 meeting minutes as presented. Mr. Pownall seconded the motion, and it passed unanimously.	
4.	Consent Agenda	<p>A. Approval of Warrants:</p> <p>The Warrants for the November 9, 2017, meeting were reviewed.</p> <ul style="list-style-type: none"> - October 2017 Accounts Payable Voucher Numbers 47030-47118 (General Fund/Special Events) in the amount of \$56,497.15. - October 2017 Manual Purchase Order Numbers 9722-9744 in the amount of \$123,782.58. - October 2017 Payroll Warrants in the amount of \$154,022.39 for the period of 9/24/2017-10/21/2017. 	Mr. Pownall made a motion to approve the Warrants. Mr. Couch seconded the motion, and it passed unanimously.	
5.	Citizen Input	Commissioner Avery introduced his granddaughter, Delcy Graham. She is writing a report for her government class on community service.		

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
6.	Board Process	<p>A. The Board discussed the new marquee for CAM-PLEX.</p> <ul style="list-style-type: none"> • Mrs. Keuck described where the new sign will be located on CAM-PLEX grounds. The new sign will be a foot taller than the specs given in the previously submitted bid and will be of "TV" quality. The new unit will use smaller bulbs which produce higher quality visual effects. The company Sign Boss have signed the contract documents with Pepsi. The timeframe is approximately 6-weeks out for the display with construction of the base starting sooner. • Mr. Rook would like to discuss the idea with Sign Boss of the possibility of putting up a static sign on the old marquee instead of tearing it down. <p>B. Upcoming meeting dates for the Board were discussed.</p> <ul style="list-style-type: none"> i. The last time the members met for the Annual Board Planning Meeting was on September 9, 2016. This is a planning meeting for the Board and General Manager only. The objective is to look at the static plan and Board processes for the upcoming year. Staff will send out information from last year. The meeting was set for Wednesday, December 6, 2017, at 5:00 p.m. ii. Mrs. Keuck will schedule the 2018/2019 Board/Staff Planning Meeting and the CCPLB Budget meeting with the Managers after she receives the budget calendar from the County. The meeting will take place after the budget is submitted to the Board and before final approval at the Board meeting. <p>C. Follow up items from the previous meeting.</p> <ul style="list-style-type: none"> i. The Board approved the approved City and County Special Events Language documents. The Board would like to see a better vehicle for growth in a savings account. 	<p>Ci. Mr. Evenson made a motion that the Board approve the Special Events Account Language agreed by both the City and County as presented. Mr. Pownall seconded the motion and it passed unanimously.</p>	<p>B. Mrs. Keuck will send out information from the 2016 Annual Board Planning Meeting and send out a request to attend.</p>

ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
	<p>ii. The request to use funds from the Special Events Account for the new website was approved by both the City and County. Janell Paris has been in contact with Saffire. They will start on November 20, 2017. Staff is excited for this update. Ms. Paris was given high accolades on her presentation once again.</p> <p>D. There were no contracting or purchasing decision at this meeting.</p>		
7.	<p>Operations Report/Update</p> <p>A. Interim GM ReNae Keuck discussed the following items:</p> <p>i. Wyoming Horse Racing Contract.</p> <ul style="list-style-type: none"> • The document has been sent to Mr. Joyce and staff is waiting for him to sign and send back. Mr. Joyce was happy with the June dates on the contract and the prospect of better weather. The dollar value was increased to \$65,000. The attendance for horse racing was reported as better this year. The Newmar RV Rally attendees will be on grounds during this timeframe, which would be favorable for racing attendance. The Indian Relay Races may partner with the Wyoming Horse Racing. <p>ii. NJHFR</p> <ul style="list-style-type: none"> • The Board had discussion on this subject in the workshop meeting. Staff will have NJHFR bids turned in by due date of December 1, 2017. They will have a proposal prepared for the Mid-Winter meeting scheduled in Jackson Hole, WY. <p>iii. AIE Position</p> <ul style="list-style-type: none"> • Heather Rodriguez will start November 20, 2017 in this position. Staff is looking forward to her start. <p>iv. Mrs. Keuck distributed to the Board a proposed event data report. The Board agreed the data was</p>		<p>ii. Staff will provide a copy of the NJHFR bid for the Board.</p>

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
		useful and relevant. She will include the prior year's data for comparison and start providing them for the monthly CCPLB meetings.		iv. Mrs. Keuck will include prior year data on the event data report which will be included on future CCPLB meeting agendas.
8.	Matters for Noting Board Meeting	<p>A. Major Correspondence (none)</p> <p>B. Board Calendar: updated to contain CAM-PLEX events, holidays, and other rental events.</p> <p> ia. The December 6, 2017 CCPLB Annual Planning Meeting was added to the Members schedule.</p> <p> ib. New Board Member Orientation at will take place in the Board Room Wednesday November 15, 2017 at 1:00 p.m. ReNae will present a budget overview with the new members.</p> <p> ic. The December 14, 2017 CCPLB meeting is scheduled at 6:30 p.m. MDT with the Quarterly Commissioners Meeting at 6:00 p.m. MDT.</p> <p> id. The January CCPLB Meeting will be at 6:30 PM MDT on January 11, 2018, with the pre-meeting workshop at 6:00 PM MDT.</p> <p>C. Summary of Follow-Up Items: Actions to be taken noted.</p>		
9.	Evaluation	No comments.		

	ITEM	DISCUSSION	ACTIONS TAKEN	ACTIONS TO BE TAKEN
10.	Executive Session	<p>A. The Board went in to Executive Session for personnel.</p> <p>B. The meeting returned to regular session at 7:43 PM MDT.</p>	<p>A. Mr. Evenson made a motion to go into Executive Session for personnel. Mr. Pownall seconded and it passed unanimously.</p> <p>B. Mr. Evenson made a motion to have the Chair work with staff to make an offer to Mr. Rob Peterson for the General Manager position and to have an Executive Board meeting to approve the offer. Mr. Pownall seconded. Mr. Evenson, Mr. Pownall, Mrs. Silvernell approved the motion. Mr. Allee apposed.</p>	
11.	Adjournment	CCPLB meeting adjourned to go into Executive Session at 6:57 PM MDT. The Executive Session adjourned at 7:40 PM MDT, resumed back into regular session, and the CCPLB meeting adjourned at 8:00 PM MDT.		

Respectfully submitted,

Duane Evenson, Secretary



ATTACHMENT B

CCPLB MEMBERS WILL BE E-MAILED

WARRANTS

FOR THIS MONTH'S

APPROVAL

PRIOR TO MEETING.

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EVENT DATA FOR NOVEMBER 2017

	Current Year		Previous Year		Increase/Decrease	
	MTD	YTD	MTD	YTD	MTD	YTD
# Events	29	296	28	294	1	2
# Repetitive Events	12	172	11	174	1	-2
# Event Days	35	498	39	513	-4	-15
# Building Event Days	37	878	39	710	-2	168
# User Setup/Teardown Days	16	485	11	116	5	369
Estimated Attendance	16,867	219,794	30,495	317,898	-13,628	-98,104
# Inquiries	26	217	14	219	12	-2
# Inquiries Booked	4	58	6	68	-2	-10

**Estimated Attendance does not include general rider numbers.*

**Inquiries/Inquiries Booked does not include Marketing or CAM-PLEX Sponsored Bookings*

Highlights:

Customer Satisfaction Surveys: 195 sent out, 68 responded very satisfied
Stock Dog Trials cancelled Jan date (still using EP in February)
Cloud Peak Refresher Training: cancelled 3 of their 5 training dates in January 2018.



Campbell County Public Land Board
Revenue Budget Variance Report
General Fund
Summary of All Departments
For the Three Months Ending September 30, 2017

12/7/2017
 11:09 AM

	September Actual	YTD Actual	2017 Budget	% Used	Amount Remaining	% Remaining
REVENUES						
Grants	\$10,000.00	\$67,405.00	\$187,694.00	35.91%	\$120,289.00	64.09%
Interest Income	372.27	712.39	1,550.00	45.96%	837.61	54.04%
Sponsorships	0.00	0.00	12,000.00	0.00%	12,000.00	100.00%
Rent/Lease	41,304.03	67,948.21	725,680.00	9.36%	657,731.79	90.64%
Events Revenue	0.00	1,253.00	51,500.00	2.43%	50,247.00	97.57%
Appropriations	224,386.25	831,060.25	3,324,241.00	25.00%	2,493,180.75	75.00%
Other Income	6,460.95	48,815.80	159,778.00	30.55%	110,962.20	69.45%
Cash Carry Over	0.00	0.00	142,000.00	0.00%	142,000.00	100.00%
Total Revenue	\$282,523.50	\$1,017,194.65	\$4,604,443.00	22.09%	\$3,587,248.35	77.91%
EXPENDITURES						
Personnel Services	202,700.08	726,782.92	3,132,368.00	23.20%	2,405,585.08	76.80%
Communication/Transportation	1,390.87	4,175.73	22,000.00	18.98%	17,824.27	81.02%
Printing/Duplication	747.89	7,690.73	30,850.00	24.93%	23,159.27	75.07%
Publicity	2,090.76	8,759.74	89,500.00	9.79%	80,740.26	90.21%
Dues & Subscriptions	95.00	2,071.96	7,025.00	29.49%	4,953.04	70.51%
Utility Services	34,678.94	77,190.72	459,000.00	16.82%	381,809.28	83.18%
Professional Services	12,289.21	49,079.45	280,150.00	17.52%	231,070.55	82.48%
Maint / Licensing Agreements:	550.00	1,650.00	7,000.00	23.57%	5,350.00	76.43%
Travel - Employee Business	75.43	294.41	18,300.00	1.61%	18,005.59	98.39%
Training & Development	0.00	0.00	4,000.00	0.00%	4,000.00	100.00%
Other Contractual	3,513.84	3,513.84	10,500.00	33.47%	6,986.16	66.53%
Supplies	7,403.13	35,719.49	221,550.00	16.12%	185,830.51	83.88%
Repairs & Maintenance	7,951.30	20,060.16	130,700.00	15.35%	110,639.84	84.65%
Rent / Lease	284.00	852.00	6,000.00	14.20%	5,148.00	85.80%
Fixed Charges	12,465.28	37,404.84	160,000.00	23.38%	122,595.16	76.62%
Investment Costs	0.00	0.00	20,000.00	0.00%	20,000.00	100.00%
Other	49.14	111.95	5,500.00	2.04%	5,388.05	97.96%
Other Capital Outlay	12,335.00	37,414.98	0.00	0.00%	(37,414.98)	0.00%
Total Expenditures	\$298,619.87	\$1,012,772.92	\$4,604,443.00	22.00%	\$3,591,670.08	78.00%
Net Change in Fund Balances	(\$16,096.37)	\$4,421.73	\$0.00	0.00%	(\$4,421.73)	0.00%

January 2018

January 2018						
Su	Mo	Tu	We	Th	Fr	Sa
12/31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 31 BUCK & BALL: 16th Annual Kissack Water & Oil along with CINCH	Jan 1, 18 New Years Day-Closed Holiday	2	3	4	5 7:30 pm CAM-PLEX Holiday Party (Dinner at Fiesta Tequila; Bowling to follow at Frontier Lanes)	6 Rockin W Ropins Team Ro Dance Outreach Community Workshop Series
7 Rockin W Ropins Team R	8	9 Missoula Children's Theatre-Auditions	10	11 6:00pm CCPLB Workshop; 6:30 CCPLB Board Meeting (Board Room) - Kathy Ashton	12	13 Missoula Children's Theatre-Performance Stock Dog Trials
14	15 Martin Luther King Jr.-Closed Holiday	16	17	18	19	20
21	22	23	24	25	26 Eastside RV's Outdoor Fun Show Bar J Wranglers	27
28 Eastside RV's Outdoor Fu	29	30	31	Feb 1	2	3

February 2018

February 2018							March 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	8	9	10	11	12	13	14
8	9	10	11	12	13	14	15	16	17	18	19	20	21

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 28	29	30	31	Feb 1	2	3
4	5	6	7	8 6:00pm CCPLB Workshop; 6:30 CCPLB Board Meeting (Board Room) - Kathy Ashton	9 Burch Rodeo & Dance	10 CAM-PLEX Chuckwagon Dinner & Show Featuring Luke Rollins
11	12	13	14	15	16 Magic Of Bill Blagg Live!	17 Fun On The Go Birthday Party
18	19 President's Day-Open Holiday	20	21	22	23	24 Dance Outreach Community Workshop Series
25	26	27	28	Mar 1	2	3



Angela Williams <angelaw@gillettewy.gov>

Fwd: Registration is now open for Dinosaur Day!

ADMN ADMN <admn@gillettewy.gov>
To: Angela Williams <angelaw@gillettewy.gov>

Wed, Dec 6, 2017 at 10:55 AM

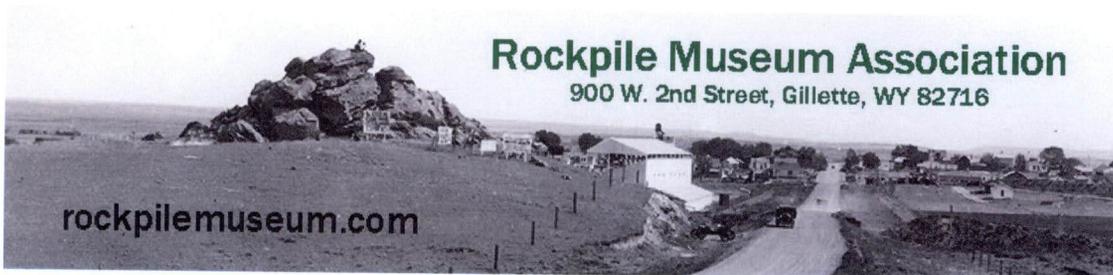
For GI

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

From: **Rockpile Museum Association** <rockpile@vcn.com>
Date: Wed, Dec 6, 2017 at 9:04 AM
Subject: Registration is now open for Dinosaur Day!
To: Gillette <admn@gillettewy.gov>

News and Event Update from the Rockpile Museum Association

[View this email in your browser](#)



Open now at the Rockpile Museum: **Terror in the Theater: Fifties Fears!** This traveling exhibit from the University of Wyoming's American Heritage Center showcases full-color prints of posters from the classic 1950s' science-fiction cinema.

January 13th

Dinosaur Family Day!

Rockpile Museum
10:00 - noon



Friends of the Rockpile Museum,

Registration opens today, December 6th, for the Rockpile Museum's second winter Family Day. On January 13th, we will host special guest Russell Hawley of the Tate Geological Museum for an exciting **Dinosaur Day!** Families, don't miss this opportunity to learn about dinosaurs and prehistoric life in Wyoming. This program is open to

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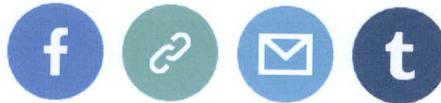
Donate



students age 5-12 years, accompanied by a parent or grandparent. It runs from 10:00 a.m. to noon.

Families will visit dinosaur activity stations, watch demonstrations, and see fossils from northeast Wyoming at this free Family Day! Students will also make some take-home projects..

Be sure to sign up early as there are limited slots available! The Rockpile Museum's Family Days are free of charge. Call 307-682-5723 or email rockpile@vcn.com to register or for more information.



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