



CITY OF GILLETTE

Administration

201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5203 • Fax 307.686.1593
www.gillettewy.gov

MEMORANDUM

TO: Mayor and Members of the City Council
FROM: Patrick G. Davidson, City Administrator
RE: General Information
DATE: September 20, 2019

M. Cole
M. COLE FOR: P.G.D.

The following meetings are scheduled for the week of **September 21 – September 27, 2019**

Saturday, September 21st

8:00 a.m. **NEWY Meeting, Agenda Attached**
• City Hall – 3rd Floor Conference Room

Tuesday, September 24th

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

- Employee Appreciation Day Presentation – Safety Manager Milliron
- Mowing Debrief & Snow Pre-Brief – Public Works Director Wilde
- Snow Route Ordinance Discussion – Public Works Director Wilde
- Animal Control Bid Discussion – Development Services Director Muzzarelli & City Engineer Schoen
- Review October 1, 2019 Council Agenda
- Executive Session
- City Hall – 2nd Floor Community Room
- Dinner Served at 5:30 p.m.

Wednesday, September 25th

11:00 a.m. – 1:00 p.m. **Employee Safety Luncheon**
• City West Breakroom

Thursday, September 26th

12:00 p.m. **Senior Center Luncheon**
• Campbell County Senior Center

1. Attached please find a **memorandum** regarding **Regulatory Signs** dated **September 17, 2019** provided by **Public Works Director Wilde**.
2. Attached please find a **press release** regarding **City of Gillette Finance Department Earns Highest Achievement** dated **September 18, 2019** provided by **Communications Manager Palazzari**.
3. Attached please find **information** regarding a **Crime Stoppers Featured Crime** dated **September 19, 2019** provided by **Communications Manager Palazzari**.
4. Attached please find **information** regarding a **Day of Prevention Event** on **October 4, 2019** at **Casper College** provided by **WASCOP** and the **Wyoming Prevention Action Alliance**.
5. Attached please find **information** regarding **Rockpile Museum Events** provided by the **Campbell County Rockpile Museum**.
6. Attached please find **information** and an **order form** regarding **Wreaths Across America** provided by **Toni Brown** with the **Civil Air Patrol**.

PGD/adw



Saturday, September 21, 2019, 8AM
Location: Gillette City Hall, Gillette, WY
Facilitated by: Mayor Louise Carter-King

- I. Welcome, Introductions & Warm-Up Items
- II. Guest Speakers – Legislative Updates
 - WAM Director Dave Fraser
 - Senator Michael VonFlatern
- III. Old Business
 - Approval of June 13, 2019 Minutes
- IV. New Business
 - Congressional Tour Wrap-Up
 - Future NEWY Agenda Topics & Guests
- V. Upcoming Events
 - WAM Board Meeting – Thursday, September 26 at 10am, Green River
 - WAM Fall Workshop for Finance Directors, Administrators & Managers – October 16-18, 2019, Saratoga
- VI. Set Next NEWY Meeting Date
- VII. Adjourn

	Work Session Tuesday, September 24, 2019 Meeting: 6:00 p.m. 2nd Floor Community Room

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

Agenda Topics:

- Employee Appreciation Day Presentation – Safety Manager Milliron
- Mowing Debrief and Snow Pre-Brief – Public Works Director Wilde
- Snow Route Ordinance Discussion – Public Works Director Wilde
- Animal Control Bid Discussion – Development Services Director Muzzarelli and City Engineer Schoen
- Review October 1st Council Agenda
- Executive Session

Upcoming Work Session Topics:

October 8

- FY20 Budget Amendment Review
- ECSC Bid Alternate Discussion
- City West Bid Discussion
- Review October 15th Agenda
- Executive Session

October 22 - Canceled

October 29

- Review November 5th Agenda
- Executive Session

November 12

- Review November 19th Agenda
- Executive Session

November 26

- Review December 3rd Agenda
- Executive Session

December 10

- Review December 17th Agenda
- Executive Session

December 24 – Canceled

December 31

- Review January 7th Agenda
- Executive Session

City/County/Town Budget Meeting

Upcoming Council Pre-Meeting Topics

October 1

- RV's in Mobile Home Parks Discussion
- Wholesale Power Update
- Review October 1st Agenda
- Executive Session

October 15

- Quarterly Update & Downtown Parking Request
 - Gillette Main Street
- Council of Community Services (tentative)
- Review October 15th Agenda
- Executive Session

November 5

- Review November 5th Agenda
- Executive Session

November 19

- Review November 19th Agenda
- Executive Session

December 3

- Review December 3rd Agenda
- Executive Session

December 17

- Review December 17th Agenda
- Executive Session

Upcoming Activities

September 26 – Senior Center Luncheon
12:00 p.m., CC Senior Center

October 10 – GARF Candlelight Vigil for
Domestic Violence, 6:00 p.m., Council
Chambers

October 16-18 – WAM Fall Workshop,
Saratoga, WY

October 25 – Council Development Workshop,
4:00 p.m. to 8:30 p.m., 3rd Floor Conference
Room

October 26 – Council Development Workshop,
7:30 a.m. to 12:30 p.m., 3rd Floor Conference
Room

October 26 – Boo Fest, 12:00 p.m. to 3:00
p.m., Third Street Plaza

Agenda Items for October 1, 2019

1. An Ordinance Providing for the Vacation of the Easterly 4' Portion of a 15' Wide Utility Easement Located in Lot 5, Block 2, Northland Village Mobile Home Park, First Filing, Phase III Subdivision, as Shown on Exhibit "A" Map, in the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 6/0)

(Ordinance 3rd Reading – Consent Agenda)

2. An Ordinance to Amend Chapter 11, Section 11-10 of the Gillette City Code to Revise City Snow Routes and Snow Emergency Declarations.

(Unfinished Business – Ordinance 2nd Reading)

3. An Ordinance to Amend Chapter 14, Section 14 A of the Gillette City Code to Revise City Park Hours.

(Unfinished Business – Ordinance 2nd Reading)

4. Council Consideration of a Facility Maintenance Agreement for Campbell County Joint Powers Fire Board Facilities.

(Other – Consent)

5. Council Consideration of a Parade Permit on Gillette Avenue, October 10, 2019, from 4:00 p.m. to 4:30 p.m., for the Campbell County High School Homecoming Parade, Requested by Campbell County High School Student Council.

(New Business – Minute Action)

6. Council Consideration of a Parade Permit on Highway 14/16 from 4-J Road to Osborne Avenue, November 11, 2019, from 12:30 p.m. to 2:30 p.m., for a Veteran's Day Parade, Requested by Kerwin Burton.

(New Business – Minute Action)

7. Council Consideration of a Professional Services Agreement for Design and Bidding Services Associated with the 2020 Sanitary Sewer Main Replacement Project, with HDR Engineering, Inc., in the Amount of \$282,325.00 (1% Project).

(New Business – Minute Action)

8. Council Consideration of a Resolution Approving and Authorizing the Final Plat Known as the Antelope Valley Business Park, Phase III, Lots 14A & 14B, Antelope Valley Business Park Subdivision to the City of Gillette, Wyoming, Subject to all Planning Requirements.

(New Business – Minute Action)

9. Council Consideration of a Professional Services Agreement for the Gillette Regional Water Supply Project - Phase IV District Extensions Engineering Services to DOWL in the Amount of \$213,235.00.

(New Business – Minute Action)

10. Council Consideration of a Bid Award for the Animal Control Renovation to Norton Construction, in the Amount of \$864,100.00 (1% Project).

(New Business – Minute Action)

11. An Ordinance Approving and Authorizing an Amendment to Ordinance 3872 and Associated Villas at Tenth Hole Estates, Phase I, Planned Unit Development Plat, to be Known as the Final PUD Plat, a Resubdivision of Lots 17-28, Block 3, Villas at Tenth Hole Estates, Phase I, to the City of Gillette, Wyoming.

(New Business – Ordinance 1st Reading)

12. A Public Hearing for a Zoning Text Amendment to the Zoning Ordinance of the City of Gillette, Wyoming, to Amend Section 16 Definitions, Section 9.B., Off-Street Parking and Loading Requirements, and Section 5, Administration and Enforcement, Subject to All Planning Requirements.

(Public Hearings and Considerations)

13. An Ordinance Approving and Authorizing a Zoning Text Amendment to Amend the Zoning Ordinance of the City of Gillette, Wyoming, to Amend Section 16 Definitions, Section 9.B., Off-Street Parking and Loading Requirements, and Section 5, Administration and Enforcement, Subject to all Planning Requirements.

(Public Hearings and Considerations)

14. A Public Hearing to Consider the Transfer of Ownership of Retail Liquor License RTL-24 from RMH Franchise Corporation, d.b.a. Applebee's Neighborhood Grill & Bar, Located at 1927 Cliff Davis Drive, to AB Gillette WY, LLC, d.b.a. Applebee's Neighborhood Grill & Bar.

(Public Hearings and Considerations)

15. Council Consideration of the Transfer of Ownership of Retail Liquor License RTL-24 from RMH Franchise Corporation, d.b.a. Applebee's Neighborhood Grill & Bar, Located at 1927 Cliff Davis Drive, to AB Gillette WY, LLC, d.b.a. Applebee's Neighborhood Grill & Bar.

(Public Hearings and Considerations)



CITY OF GILLETTE

Public Works
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone (307) 686-5320
www.gillettewy.gov

TO: Patrick G. Davidson, City Administrator
FROM: Sawley Wilde, Public Works Director *SW*
DATE: September 17, 2019
RE: Regulatory Signs

We have researched the MUTCD and industry standards for regulatory signs, (specifically parking in this instance). Our signs meet industry standard. They meet all the size requirements, the language and color requirements, are clearly and visibly posted, and are in good condition. These same standards have been in place for as long as we can remember constructing our own signs. We can only conclude that the individual complaining did not read the sign, or skipped over the operative language. It is the Streets and Sign Division's recommendation that we do not change or alter the signs as we feel it would only add confusion to those who have made use of the existing standards for regulatory signs throughout the City.

Please feel free to contact me if you have questions or would like further information.

SW/kk

City of Gillette Finance Department Earns Highest Achievement

Certificate of Achievement of Excellence in Financial Reporting from the GFAO

The City of Gillette Finance Department has earned the Certificate of Achievement of Excellence in Financial Reporting from the Government Finance Officers Association.

Post Date: 09/18/2019 3:00 PM

The City of Gillette Finance Department has earned the Certificate of Achievement of Excellence in Financial Reporting from the Government Finance Officers Association. This is the seventh year in a row and 20th time overall that the City's Finance Department has been recognized by the GFAO. According to the GFAO, "the Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management." This award goes to less than 20% of the GFAO membership.

"There are only three communities in the State of Wyoming that consistently receive this award and Gillette is one of those," said City Administrator Patrick Davidson. "What that means is staff is diligent. We very much appreciate the work that Finance does to maintain these standards."

About GFOA

The Government Finance Officers Association (GFOA), founded in 1906, represents public finance officials throughout the United States and Canada. The association's more than 19,400 members are federal, state/provincial, and local finance officials deeply involved in planning, financing, and implementing thousands of governmental operations in each of their jurisdictions. **GFOA's mission is to advance excellence in state and local government financial management.** GFOA has accepted the leadership challenge of public finance. To meet the many needs of its members, the organization provides best practice guidance, consulting, networking opportunities, publications including books, e-books, and periodicals, recognition programs, research, and training opportunities for those in the profession.

Crime Stoppers Featured Crime - September 17, 2019

Assault

Crime Stoppers needs your help in solving an Assault.

Post Date: 09/19/2019 1:30 PM

Crime Stoppers need your help in solving an assault that occurred in the Flying J truck stop parking lot on the 1800 block of South Douglas Hwy. On September 10, 2019, between 12:00 a.m. and 6:00 a.m. an unknown male assaulted a truck driver who had been sleeping in his truck. The victim described the man as a stocky Hispanic male in his mid-30's with short hair.

If you have information that can solve this or any other crime please call or text Crime Stoppers at (307) 228-4276 or use the [online reporting tool](#). You can remain anonymous and may earn up to \$1,000 in reward. In order to receive the reward, you must provide contact information.



Angela Williams <angelaw@gillettewy.gov>

Fwd: Day of Prevention highlights power of prevention in building healthy communities

1 message

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

Thu, Sep 19, 2019 at 12:49 PM

For GI

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

From: **WASCOP | Wyoming Prevention Action Alliance** <rhea@wascop.com>
Date: Thu, Sep 19, 2019 at 10:40 AM
Subject: Day of Prevention highlights power of prevention in building healthy communities
To: <admn@gillettewy.gov>



WyoTALKS
A DAY OF PREVENTION

FOR A DAY OF PREVENTION HIGHLIGHTING THE VITAL ROLE OF PREVENTION IN BOTH INDIVIDUAL AND COMMUNITY HEALTH

PRESENTED BY:
Register Now **WPAA**
Wyoming Prevention Action Alliance

"We Are One Wyoming"
8AM - 2 PM | FRIDAY, OCTOBER 4TH, 2019
CASPER COLLEGE | WHEELER CONCERT HALL, 125 COLLEGE DRIVE, CASPER, WY 82401
PLEASE REGISTER NOW TO JOIN US FOR A SERIES OF BRIEF PRESENTATIONS LED BY STATE AND NATIONAL LEADERS WHO WILL OFFER RESOURCES DESIGNED TO EQUIP AND EMPOWER LOCAL LEADERS TO RESPOND TO SUBSTANCE ABUSE AND MENTAL HEALTH ISSUES THAT ARE OVERWHELMING COMMUNITIES ACROSS OUR NATION.



Erica Mathews is the Substance Abuse Prevention Program Manager for the Wyoming Department of Health. For the past 11 years, Erica has been focused on state-level and assisting community-level alcohol and drug prevention efforts. Erica is passionate about creating positive changes that will impact the health of Wyoming.

Dr. John Mansell has been practicing for over 25 years, witnessing the advances in medications and technology that have impacted the treatment of chronic pain. As the founder and CEO of WyoBioTech he also holds several drug and medical device patents and works with university labs on non-opiate solutions for chronic pain problems.



Tracy Young has worked in the field of prevention in Wyoming since 2003. She was the coalition facilitator/director in Albany County from 2004 to 2015, until she moved into a state-wide level with all 23 counties as a Substance Abuse Prevention Skills Trainer for prevention professionals and a Community Engagement and Coalition Consultant.

All are invited to the Day of Prevention, Oct. 4 at Casper College to learn about the power of prevention in building healthy communities

All are invited to the Day of Prevention to hear top state leaders offer WyoTalks (similar to TedTalks) addressing the critical role of prevention in addressing issues around mental health, education, youth, suicide, medical, law enforcement and other current issues.

Continuing education credits will be offered to law enforcement, attorneys, and other professionals for participation in the Day of Prevention. Watch for more information prior to the event.

[Register Now](#)

US Surgeon General, Centers for Disease Control call for increased efforts in prevention in light of public health warnings

A column last Sunday in the Casper Star Tribune called attention to two separate emergency announcements in late August by the Center for Disease Control and Prevention and by the U.S. Surgeon General that highlight the vital role of prevention in building healthy communities in Wyoming.

[Click Here to Read the Column](#)

Call to Action: Join us in making a difference in the lives of Wyoming youth

The Wyoming Association of Sheriffs and Chiefs of Police (WASCOP) invites residents of Wyoming to join us in helping our youth make positive decisions that will help them achieve their goals in life.

[Learn More](#)



The Wyoming Prevention Action Alliance

is a state-wide coalition that equips and empowers leaders across the state to promote substance abuse prevention. The WPAA is comprised of top leaders who gather regularly to hear updates, provide input on strategies, plan events, and activities. For more information,

visit www.WYPrevention.org



WASCOP | Wyoming Prevention Action Alliance | Rhea@WASCOP.com | www.WYPrevention.org

WASCOP | PO Box 518 , Gillette, WY 82717

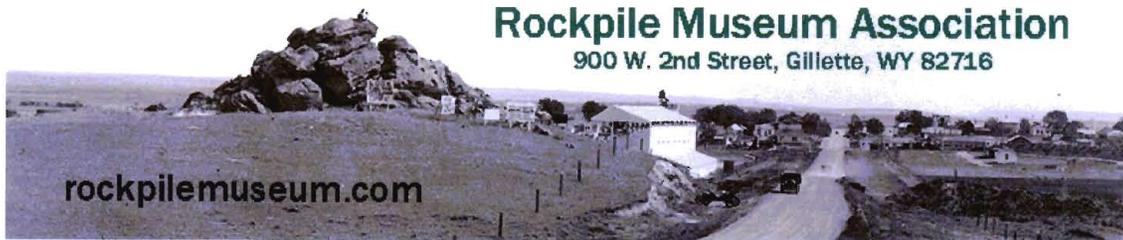
Unsubscribe admn@gillettewy.gov

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Sent by rhea@wascop.com in collaboration with



Try email marketing for free today!



Rockpile Museum Association

900 W. 2nd Street, Gillette, WY 82716



RMA Members and Friends,

This Saturday, September 21, 2019

Dear Folks: Letters Home From WWII

Special programming at 11 AM & 2 PM

This is the last day the exhibit will be open.

Always Free Admission at the Rockpile Museum.

The RMA's mission is to promote, support, and assist the Campbell County Rockpile Museum's offerings of cultural, educational, and recreational opportunities by providing volunteer assistance and financial support.

Campbell County Historical Society's bus trip to Fort Phil Kearney, the site of the Wagon Box Fight and the Jim Gatchell Memorial Museum in Buffalo - the bus will leave from the Public Health Parking Lot at 8:30 AM and will return at 5 PM - \$15 per person. Please contact Mary Kelley for more information 307-685-1231

Support Rockpile Museum Association.

When you shop at smile.amazon.com, Amazon donates.

[Go to smile.amazon.com](https://smile.amazon.com)

amazonsmile

Shop on AmazonSmile to support the RMA!

Saturday, September 28, 2019

1st Annual Northeast Wyoming Archaeology Fair
Experience the science of archaeology in Wyoming and try your hand at prehistoric lifeways. Plans are underway to have an atlatl range, dig boxes, tool identification, flintknapping, buffalo hide tanning, earthen stone hearth cooking, and much more, throughout the Rockpile Museum grounds. Featured presentations will happen at 11 AM and 2 PM This program is made possible in part through funding from the Campbell County One Percent sales tax. Admission is FREE.



Sunday, October 13, 2019

Dom Flemmons, as part of the Smithsonian Folkways Tour, will present "Black Cowboys". Dom Flemmons is a GRAMMY Award winner, two-time



shed light on the music, culture, and the complex history of the golden era of the Wild West. The songs and poems featured in this concert will take guests on an illuminating journey from the trails to the rails of the Old West, following the footsteps of the thousands of African-Americans pioneers who helped to build this country.

The program will take place at the Campbell County High School Auditorium beginning at 6 PM, located at 1000 Camel Drive, Gillette. It is a FREE concert brought to you through the generous support of the Rockpile Museum Association (RMA).



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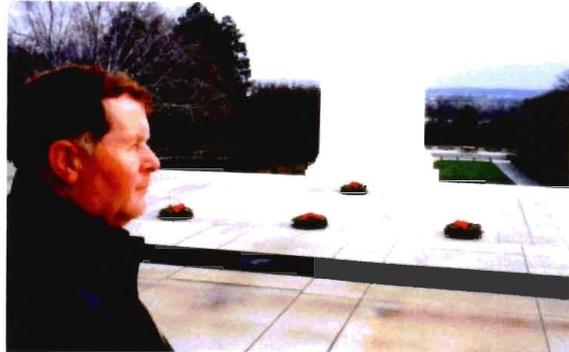
Arlington Wreath Project

Worcester Wreath Co. and its involvement with the Arlington project was inspired when at the early age of 12 years old, as a Bangor Daily News paperboy, Morrill Worcester won a trip to the Nation's Capital. It was a trip he would never forget, and Arlington National Cemetery made an indelible impression. In later life, he recognized that his success as a businessman was in large part, due to the values of this Nation and the Veterans who made the ultimate sacrifice for their country.

In 1992, Worcester Wreath Company of Harrington, Maine found themselves with an excess of wreaths nearing the end of the holiday season. Seeing an opportunity to make a boyhood dream a reality, efforts to do something special with those wreaths began in earnest. With the help of Maine Senator Olympia Snowe and the Maine State Society of DC, arrangements were made for the wreaths to be placed at Arlington. Again an impression was made and he vowed to bring the wreaths every year.

In 2006, in response to thousands of e-mails and letters, Worcester Wreath expanded its wreath donations nationwide. With the help of the Civil Air Patrol and many others, ceremonies were held simultaneously at 230 locations. From the snow banks of Alaska to the sands of Iraq our Nation's heroes were honored. From here Wreaths Across America™ was born.

In 2017, with the help of thousands of individual and, corporate sponsors and volunteers, over 1,204,000 wreaths were donated and placed at 1440 participating locations.



A group in your area is seeking sponsorships for wreaths that will be placed on veterans graves during a nationwide remembrance ceremony at a location near you.

Please send the completed form (inside) along with a check or money order to

Wreaths Across America
P.O. Box 249
Columbia Falls, ME 04623

If you prefer to pay with a credit card, please visit our web site at www.wreathscrossamerica.org for a secure transaction

Please note:

Wreaths Across America's national office is unable to accept requests to place wreaths on specific graves. This local group, or the location, may be willing to honor your request. Use the Identification Number on the order form to look up their contact information on our web site.

Remember~ Honor~ Teach

Thank you.



Wreaths Across America™

By early 2007, with so many requests for cemetery wreaths, the Worcesters reached out to the community and the nonprofit group Wreaths Across America™ was formed. Mr. Worcester doubled his yearly pledge to Arlington to 10,000 wreaths and continued his tradition of sending 2,500 to the Maine Veterans Cemetery along with providing wreaths for the veteran's graves in the local communities of the small county he grew up in. Again in 2010 Ceremonial wreaths for each branch of the military were sent to all of the participating State and National cemeteries along with many local town cemeteries and monuments. Wreaths will also be provided for 24 offshore cemeteries, including Normandy Beach and a large Veteran's commemorative wreath will be sent to each state's State House for the ceremony on the Monday prior to the WAA Saturday event.

Inspired by his commitment Wreaths Across America™ has turned its attention to answering the requests of many to emulate the Arlington project at their State veteran's cemeteries. By offering sponsorships to the public, Wreaths Across America™ hopes that one day every veteran's resting place will be adorned with a wreath. We need your help to make this a reality.

Your wreath sponsorship places a wreath on a Veteran's grave and helps to fund Veteran and educational outreach.

State House Ceremony December 8, 2019 12 Noon EST
National Remembrance Ceremony:
Dec. 14 - Gillette, Dec. 16 - Wright

For more information on the program or to honor a Veteran, visit us on the web at:

www.wreathscrossamerica.org™



Sponsor a Wreath Today for the 2019 National Remembrance Ceremony

Name: _____

Address: _____

City: _____

State: _____ Zip _____

Phone: _____

Do we have permission to publicize your name?
 Yes OR No, I wish to remain Anonymous.



Marines at Camp Al Taqaddum, Iraq
Wreaths Across America Ceremony 2006

Sponsorship Levels	Price	Qty	Total
Individual= 1 Wreath	\$15.00		
Family= 4 Wreaths	\$60.00		
Small Business= 10 Wreaths	\$150.00		
Corporate= 100 Wreaths	\$1500.00		
Wreaths Across America (A Non Profit Corp.)		Grand Total	

Group ID: **WY0003P** Location ID: **WYMPCG**

Call, text or email Toni Brown 307-660-8592 tcbrown27@gmail.com

REMEMBER, HONOR & TEACH
National Remembrance Ceremony
Dec. 14 - Gillette: Dec. 16 - Wright

Cut Here for Receipt ✂

Please make checks payable to Wreaths Across America™ and mail to:
Wreaths Across America™
P.O. Box 249
Columbia Falls, ME 04623
 Any questions please call 877-385-9504

Wreaths Across America would like to **"Thank you"** for your wreath sponsorship.

Date: _____ Name: _____ of City: _____ has _____

Made a donation of (Total Wreath Sponsorships) \$_____ to Wreaths Across America™ of Columbia Falls, ME.
Wreaths Across America is a 501 (c)(3) organization.
 Contributions are tax deductible to the fullest extent allowable by law. You should always consult a tax professional.