



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: April 10, 2020

The following meetings are scheduled for the week of **April 11 - April 17, 2020**

Tuesday, April 14th

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

- Agency Funding Requests
 - Council of Community Services
 - Salvation Army
 - Gillette Main Street
- **ACTION ITEM:** An Ordinance to Amend the Gillette City Code Chapter Seventeen Article II §17-21 to Adjust Monthly Wastewater Rates and Define Abandoned Sewer Services, Article III §17-56 to Adjust Monthly Water Rates, and §17-26 to Define Abandoned Water Services. (Ordinance 2nd Reading)
- Splash Pad Bid Review
- Review April 21st Agenda
- Executive Session
- **Teleconference Meeting**
- **Meeting can be viewed on GPA Channel 192 or live streaming at gillettewy.gov/gpa**

1. Attached please find **State of Wyoming Executive Department Executive Order 2020-6** regarding **Restaurant/Bar & Grill Emergency Liquor Service** dated **April 3, 2020** provided by the **Office of Governor Mark Gordon**.
2. Attached please find a **State of Wyoming Executive Department Governor Directive** regarding **Statewide Directive for Individuals Arriving in Wyoming from Another State or Country to Self-Quarantine** dated **April 3, 2020** provided by the **Office of Governor Mark Gordon**.
3. Attached please find a **news release** regarding **Wyoming Hunger Initiative Allocates \$40,000 in April to Feed Families in All 23 Counties** dated **April 7, 2020** provided by the **Office of Governor Mark Gordon**.
4. Attached please find a **news release** regarding **Your COVID-19 Questions Answered** dated **April 7, 2020** provided by **Communications Manager Palazzari**.
5. Attached please find **current sales tax data** provided by **Finance Director Henderson**.
6. Attached please find **resolutions 2033 and 2034** regarding **Fireworks** dated **April 7, 2020** provided by the **Campbell County Commissioners**.
7. Attached please find **Snow Event Report #28** dated **April 1, 2020** provided by **Public Works Director Wilde**.

8. Attached please find the **agenda** for the **Board of Examiners** dated **April 14, 2020** and **meeting minutes** dated **March 10, 2020** provided by **Chief Building Official Rogers**.
9. Attached please find the **agenda** for the **Gillette, Wright, Campbell County Fire Protection Joint Powers Board** dated **April 8, 2020** and **meeting minutes** dated **March 11, 2020** provided by the **Campbell County Fire Department**.

PGD/adw

	<p>Special Meeting Tuesday, April 14, 2020 Teleconference Meeting 6:00 p.m.</p>
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Meeting can be viewed on GPA Channel 192 or live streaming at gillettewy.gov/gpa

Agenda topics:

- Agency Funding Requests
 - Council of Community Services
 - Salvation Army
 - Gillette Main Street
- **ACTION ITEM:** An Ordinance to Amend the Gillette City Code Chapter Seventeen Article II §17-21 to Adjust Monthly Wastewater Rates and Define Abandoned Sewer Services, Article III §17-56 to Adjust Monthly Water Rates, and §17-26 to Define Abandoned Water Services. (Ordinance 2nd Reading)
- Splash Pad Bid Review
- Review April 21st Agenda
- Executive Session

Upcoming Work Session Topics:

April 28 – BUDGET WORKSHOP #1 (2nd Floor Community Room)

- Capital Improvement Project Review
- Review May 5th Agenda
- Executive Session

May 12 – BUDGET WORKSHOP #2 – 5:30 pm (2nd Floor Community Room)

- Review May 19th Agenda
- Executive Session

May 13 – BUDGET WORKSHOP #3 – 5:30 pm (2nd Floor Community Room)

- Executive Session

May 26 (3rd Floor Conference Room)

- Review June 2nd Agenda
- Executive Session

June 9 (3rd Floor Conference Room)

- Review June 16th Agenda
- Executive Session

June 23 – Canceled

June 30 (3rd Floor Conference Room)

- Review July 7th Agenda
- Executive Session

City/County/Town Meeting

April 16 - Tentative

- Budget Review 5:15 p.m., GAMB
 - Campbell County Public Land Board
 - Campbell County Joint Powers Fire Board

Upcoming Council Pre-Meeting Topics

April 21 - Canceled

May 5 - Canceled

May 19 - Canceled

June 2

- Review June 2nd Agenda
- Executive Session

June 16

- Review June 16th Agenda
- Executive Session

Upcoming Activities

Agenda Items for April 21, 2020

1. An Ordinance to Amend the District Zoning Map of the City of Gillette, Wyoming, for Lot E9, Block 9, Keeline Addition Subdivision, City of Gillette, Wyoming, from R-2, Single and Two-Family Residential District to C-1, General Commercial District, Subject to All Planning Requirements. (Planning Commission Vote: 4/0)

(Consent Agenda – Ordinance 2nd Reading)

2. An Ordinance to Amend Chapter 3, Section 3-1 of the Gillette City Code to Expand the Definition of “Intoxication”.

(Unfinished Business – Ordinance 2nd Reading)

3. **ITEM POSTPONED UNTIL MAY 19, 2020:** An Ordinance of the City of Gillette Amending Chapter Fourteen to Include a New Section Titled “Games of Skill” and Providing for an Effective Date.

(Unfinished Business – Ordinance 3rd Reading)

4. An Ordinance to Amend the Gillette City Code Chapter Seventeen Article II §17-21 to Adjust Monthly Wastewater Rates and Define Abandoned Sewer Services, Article III §17-56 to Adjust Monthly Water Rates, and §17-26 to Define Abandoned Water Services.

(Unfinished Business – Ordinance 3rd Reading)

5. Council Consideration of a Bid Award for the ADA Playground, Splash Park, and Pump House/Restroom Facility Project to _____ in the Amount of \$_____ (1% Project).

(New Business – Minute Action)

6. Council Consideration of a Contract Change Order for the Energy Capital Sports Complex Multi-Purpose Fields Project, with DRM, in the Amount of \$X,XXX,XXX.XX.

(New Business – Minute Action)

7. Council Consideration of a Resolution Authorizing the Mayor to Sign the Wyoming Water Development Commission (WWDC) Project Agreement, on Behalf of the City of Gillette, to Fund the Gillette Regional Extensions - Phase V Project.

(New Business – Minute Action)

8. Council Consideration of Amendment No. 8 for the Project Agreement for the Gillette Madison Pipeline Project to Extend the Project Completion Date to July 1, 2022, with the State of Wyoming Water Development Commission (WWDC).

(New Business – Minute Acton)

9. Council Consideration of a Professional Services Agreement to Complete a Risk and Resilience Assessment and an Emergency Response Plan Update in Accordance with the 2018 American Infrastructure Act as Mandated by the Federal Environmental Protection Agency with _____ in the Amount of \$ _____.

(New Business – Minute Action)



STATE OF WYOMING
EXECUTIVE DEPARTMENT
EXECUTIVE ORDER

Order 2020-6
(supersedes and replaces Executive Order 2020-5)

RESTAURANT/BAR & GRILL EMERGENCY LIQUOR SERVICE

WHEREAS, the people of the State of Wyoming are faced with a state of emergency due to the global outbreak of a novel coronavirus named COVID-19; and

WHEREAS, I, Mark Gordon, Governor of the State of Wyoming, declaring a State of Emergency and Public Health Emergency in the State of Wyoming on March 3, 2020 (Executive Order 2020-2); and

WHEREAS, on March 19, 2020, the Wyoming State Health Officer, Alexia Harrist, issued a Statewide Public Health Order Closing Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools Statewide. Under this Order, restaurants may still offer window service, walk-up service, drive-through service, or drive-up service; and

WHEREAS, a number of businesses throughout the state possess either a Restaurant or a Bar & Grill liquor license, granted under Wyoming Statutes §§12-4-407 and/or 413, for purposes of selling alcoholic beverages along with food service. However, under those licenses, alcoholic beverages are limited to on-premise consumption at the business; and

WHEREAS, restaurants and bars & grills throughout the state, due to the emergency, are suffering severe economic deprivations which may be relieved by allowing these licensed businesses to offer alcoholic beverages for off -premise consumption; and

WHEREAS, the State of Wyoming has the ability, through an executive order, to make emergency changes to the policies of the Liquor Division of the Wyoming Department of Revenue, so as to encourage economic stability through the operation of liquor licenses.

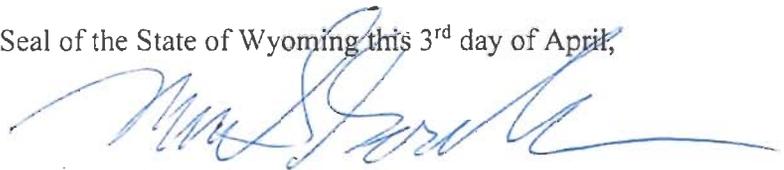
NOW, THEREFORE, pursuant to the authority vested in me by the Constitution and by the laws of the State of Wyoming, I, Mark Gordon, do hereby order, declare, and direct:

1. A state of emergency was declared in Wyoming on March 3, 2020 (Executive Order 2020-2).
2. Businesses which possess a Restaurant or Bar & Grill liquor license, granted under Wyoming Statutes §§12-4-407 and/or 413, are permitted to sell limited off-premise malt beverages and wines with the following conditions and are hereby authorized to allow for take-out and/or curbside pickup:
 - a. The alcohol sale must be made on the same receipt or transaction as the accompanying food sale; and
 - b. Alcohol must be in its original, sealed container; and
 - c. Alcohol sales fall under the same age restrictions and other requirements as all other alcohol sales in this state; and
 - d. Alcohol sales must be made at regular menu prices as were in effect by the business on March 18, 2020, with no further discounts; and
 - e. Alcohol sales are limited to no more than 1500 milliliters of wine and/or no more than 72 ounces of malt beverage; and
 - f. The business must notify local law enforcement that they are temporarily selling off-premise and provide a menu price list; and
 - g. Completion of the alcohol portion of the sale must occur within the licensed building (or through a phone or internet order directly received within the licensed building). Orders must be placed using a credit card, debit or other electronic payment at the business location.
 - h. This Executive Order, and its provisions, only apply to take-out and/or curbside pickup directly at the licensed business location.

Be it further ordered, the Executive Order shall expire upon the conclusion of the emergency, but no later than midnight, April 30, 2020.

This Executive Order is effective midnight April 3, 2020 and rescinds and replaces Executive Order 2020-5.

Given under my hand and the Executive Seal of the State of Wyoming this 3rd day of April, 2020.



Mark Gordon
Governor



STATE OF WYOMING
EXECUTIVE DEPARTMENT
GOVERNOR DIRECTIVE

STATEWIDE DIRECTIVE FOR INDIVIDUALS ARRIVING IN WYOMING FROM
ANOTHER STATE OR COUNTRY TO SELF-QUARANTINE

WHEREAS, COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 150 confirmed cases of COVID-19 in Wyoming as of April 2, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed.

WHEREAS, COVID-19 is a respiratory illness, transmitted through individual-to-individual contact or by contact with surfaces contaminated with the virus. Individuals infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease, including hospitalization, admission to an intensive care unit, and death, especially among older adults and individuals with serious underlying health conditions.

WHEREAS, the World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.

WHEREAS, on March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in "December 2019 a novel (new) coronavirus known as SARS-CoV-2 ("the virus") was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation's communities threatens to strain our Nation's healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States."

WHEREAS, on March 13, 2020, I, Mark Gordon, declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.

WHEREAS, a significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms, and even asymptomatic persons with COVID-19, place other vulnerable members of the public at significant risk.

WHEREAS, a large number of individuals with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.

WHEREAS, COVID-19 has now spread across the United States, with cases in every state and the total number of cases exceeding 200,000. At present, travel is a known source of COVID-19 infections in Wyoming.

WHEREAS, it is essential to the health, safety, and welfare of the citizens of the State of Wyoming during the ongoing public health emergency that all travelers, including Wyoming residents, arriving in Wyoming from another state or country for a non-work-related purpose immediately self-quarantine for 14 days or for the duration of the individual's presence in Wyoming, whichever is shorter.

WHEREAS, to curtail the spread of COVID-19 in Wyoming, and to protect the health and economic wellbeing of all Wyoming citizens, it is necessary to implement the following additional measures to prevent the spread of COVID-19 with respect to travelers arriving in Wyoming for non-work-related purposes. Implementing the following measures will reduce the overall number of infections in the state and preserve increasingly scarce health care resources.

WHEREAS, in accordance with the Wyoming Constitution, and pursuant to Wyoming Statute § 9-1-201, the Governor is the chief executive officer of the State of Wyoming and shall exercise general supervision, direction, and control over executive branch functions.

NOW, THEREFORE, I, Governor Mark Gordon, do hereby direct the following measures to be immediately in place for the State of Wyoming:

1. Any individual coming or returning to Wyoming from another state or country for a non-work-related purpose must immediately self-quarantine for 14 days.
2. If an individual will be present in Wyoming for fewer than 14 days, that individual must self-quarantine for the duration of the visit.
3. Any individual who has already arrived in Wyoming from another state or country for a non-work related purpose before the date of this Directive must immediately self-quarantine for the remainder of a 14-day period, beginning on the date of their arrival in Wyoming, or until their departure from Wyoming - whichever is sooner.
4. Persons or entities listing hotels, rental properties, or other short-term rentals in Wyoming – including by way of example but not limited to, listings on such services as Airbnb, VRBO, HomeAway, and related services – must include notice of the mandatory quarantine for travelers from another state or country in the listing or on their website and at the place of accommodation.

5. These quarantine restrictions shall apply to Wyoming residents and non-residents.
6. These quarantine restrictions do not apply to individuals traveling through Wyoming en route to another destination, volunteers responding to the COVID-19 public health emergency, citizens returning from obtaining medically necessary healthcare services outside Wyoming and parents transporting minor children for custodial purposes.
7. In addition to these restrictions, individuals required to self-quarantine under this Directive shall also comply with the requirements of all other Executive Orders, Statewide Public Health Orders, and County Public Health Orders.
8. This Directive is in effect statewide in Wyoming. In the interest of uniformity of laws and to prevent the spread of disease, all inconsistent County Public Health Orders are preempted by this Directive to the extent the County Public Health Order is less restrictive.

This Directive is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the State of Wyoming, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

This Directive is effective immediately through April 30, 2020.

Given under my hand and the Executive Seal of the State of Wyoming this 3RD day of April, 2020.



Mark Gordon
Governor

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Wyoming Hunger Initiative allocates \$40,000 in April to feed families in all 23 counties

Governor of Wyoming sent this bulletin at 04/07/2020 04:45 PM MDT



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FOR IMMEDIATE RELEASE

April 7, 2020

CONTACT: Trista Ostrom, Chief of Staff, First Lady of Wyoming

Trista.Ostrom@wyo.gov

Wyoming Hunger Initiative allocates \$40,000 in April to feed families in all 23 counties

CHEYENNE, WYO — First Lady Jennie Gordon's Wyoming Hunger Initiative and the Wyoming Governor's Residence Foundation will allocate \$40,000 in April to anti-hunger nonprofit organizations in each of Wyoming's 23 counties. The funds will be directed specifically to feed families during this time of crisis. A second round of funding is planned to be distributed in May to ensure resources continue to be available to those in need.

While grassroots efforts are underway in every Wyoming county dedicated to reducing hunger and combating food insecurity, the current COVID-19 crisis has exponentially increased demand on resources statewide.

“We know that there is no such thing as a one-size-fits-all solution to hunger,” First Lady Jennie Gordon said. “The Wyoming Hunger Initiative is committed to supporting the inspiring anti-hunger warriors who fight every day to find the best answer for their community.”

A portion of the funds will be allocated to Wyoming Food Bank of the Rockies to support mobile food pantries already planned for the month of April. The mobile food pantries are scheduled as follows:

- Albany County - April 11
- Fremont County - April 11
- Crook County - April 16
- Campbell County - April 18
- Sheridan County - April 25

For counties not visited by mobile food pantries in April, local nonprofits will receive funds to support food distribution efforts, either by a local food pantry or a supporting organization identified by the Wyoming Hunger Initiative. Wyoming Food Bank of the Rockies may offer additional matching funds for partner organizations through Wyoming Food Bank of the Rockies.

The Wyoming Hunger Initiative’s efforts are made possible by generous donors, including Black Hills Energy, Rocky Mountain Power Foundation, Tri-State Generation and Transmission Association, Inc., Wyoming Business Alliance, Hughes Family Foundation, and numerous private donors from across the state.

“Jennie and I are so grateful for the generous outpouring of support from Wyoming’s citizens for the First Lady’s Initiative,” said Governor Gordon. “When Jennie chose childhood hunger as her cause, we never imagined it would be this critical for our state. Her work has already made a positive impact on the children of Wyoming. Now, during this crisis, this effort is demonstrating how Wyoming people take care of our neighbors in need.”

The Wyoming Governor’s Residence Foundation Board works closely with the First Lady to ensure small projects around the facilities can be funded; it also provides support for the First Lady’s Initiative. For more information, visit www.nohungerwyo.org.

-END-

News

Your COVID-19 Questions Answered

Joint Media Release from Campbell County Public Health, Campbell County Health, and the City of Gillette

Post Date: 04/07/2020 7:00 PM

JOINT MEDIA RELEASE

FOR IMMEDIATE RELEASE

CONTACT:

Ivy McGowan-Castleberry Public Information Coordinator Campbell County (307) 687-6318 ijm01@ccgov.net	Karen Clarke Community Relations Director Campbell County Health (307) 464-1666 Karen.Clarke@cchwyo.org	Geno Palazzari Communications Manager City of Gillette (307) 686-5393 genop@gillettewy.gov
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Your COVID-19 Questions Answered

Gillette, WY – April 7, 2020 – Campbell County, The City of Gillette and Campbell County Health have received a number of questions from the public on a wide range of topics related to COVID-19 and our community. We have worked together to provide answers to the most common questions we are currently receiving.

Who gets tested for COVID 19?

The Wyoming Department of Health issued updated testing priorities for COVID 19 on Thursday, April 2. The Wyoming Public Health Laboratory will no longer accept samples for patients who do not fall within the priority categories. The testing priorities are:

- Hospitalized patients (including hospitalized patients being tested prior to discharge to a long-term care facility)
- Patients or staff in communal settings such as nursing homes, assisted living facilities or shelters
- Healthcare workers and first responders who provide direct patient care
- People over 65 or with underlying health conditions that put them at risk for severe illness
- People who have close contact with people who are over 65 or who have underlying health conditions

- Pregnant women

The Wyoming Department of Health has requested that Wyoming healthcare providers send samples for other patients to private laboratories.

If you are feeling anxious about not being able to get tested, remember that testing does not change the treatment. If you have symptoms (commonly including fever, dry cough and shortness of breath) related to COVID 19, stay home. You can always call your healthcare provider or 688-1000, with questions.

Why aren't more people being tested for COVID 19?

Campbell County Health (CCH) and other private providers have limited testing availability. Still, they are testing according to the Wyoming Public Health Laboratory guidelines. Eventually, the supplies to increase testing will become available, but as of today, no one truly has a definite time frame. Test results may take 48 hours or longer to be processed by a laboratory.

Does Campbell County Health have enough personal protective equipment for staff?

Personal Protective Equipment (PPE) is in short supply around the world. PPE are things like masks, gowns, gloves, and PAPR (powered, air-purifying respirator). CCH is exhausting every resource possible to obtain needed PPE, and we have been successful to a limited degree. We have also received significant donations from our community and are extremely grateful for that. CCH has also found several ways to extend the life of PPE and clean it appropriately so it can be reused. Still, PPE is in short supply, so we have to be incredibly careful in our usage and planning.

Does CCH have enough ventilators?

Ventilators are machines used to help a patient breathe by inserting a tube (what we call intubation) into a patient's airway, and the ventilator takes over the patient's respirations. CCH has a reasonable inventory of ventilators for a hospital our size. However, it is not just a ventilator that is needed, but the human resources to watch and adjust the ventilator, and to take care of the patient. It is a last resort effort to sustain a patient who can't breathe on their own. It is not to be used for most patients. Ventilators are currently in short supply worldwide, and most of the ventilators in the US are currently going to the most needed areas, such as New York, LA, Michigan, and Seattle.

Why are we seeing workers at the hospital wearing different kinds of masks?

CCH employees and medical staff have been working diligently on a plan for the use and reuse of Personal Protective Equipment (PPE), such as masks. One of the guidelines coming from this group is that all employees and healthcare providers will wear a mask while at the hospital. There are different requirements and types of masks that will be used, depending on their specific job duties. Some employees will be wearing masks made and donated by people in the community.

Are there still mental health resources available in the community?

This is a difficult time in our community and our country, to say the least. There are a number of resources available for the community. If you feel you need immediate assistance, there are a number of resources available:

- Text Wyo to 747-747
- National Suicide Prevention Hotline: (800) 273-8255
- Disaster Distress National Hotline: (800) 985-5990
- Domestic Violence Crisis Line 24/7: (307) 686-8070
- Safe2TellWyoming:
 - App: Safe2Tell Wyoming
 - (844) 996-7233
 - [safe2tellwy.org](https://www.safe2tellwy.org)

Comprehensive resource lists are available at: www.cchwyo.org/preventsuicide and <https://www.campbellcountyresources.com>.

CCH is offering telephone and virtual visits for current Behavioral Health patients or potential patients. Information on scheduling a telephone or virtual appointment can be made by calling 307.688.5000. The Behavioral Health Crisis line is available after 5 pm and on weekends by calling 688-5050, and the National Suicide Prevention Lifeline is a free, 24-hour hotline available to anyone in suicidal crisis or emotional distress at 1-800-273-8255.

What if I need to see a doctor for a medical problem other than a potential case of COVID 19?

The need for other types of medical care does not go away, even during the COVID 19 pandemic. People should continue to call their healthcare provider if they need medical care or call 911 in an emergency. Healthcare providers have adapted to the current situation to help their patients receive the care they need.

Most of CCH's outpatient clinics, including the Walk-in Clinic, have the ability to do telephone or virtual visits. You can speak with a healthcare provider who will do an assessment, make a diagnosis, and can prescribe medication or other treatment for you. They can also give you advice on what additional steps to take if your condition worsens. Call your specific clinic for more information or visit www.cchwyo.org/virtual.

If you do not have a medical provider, contact Campbell County Public Health for a list of doctors in the Campbell County, Wyoming community at 307-682-7275. You can also visit www.cchwyo.org/findadoc for a list of CCH healthcare providers.

Are there enough healthcare workers to be able to care for patients?

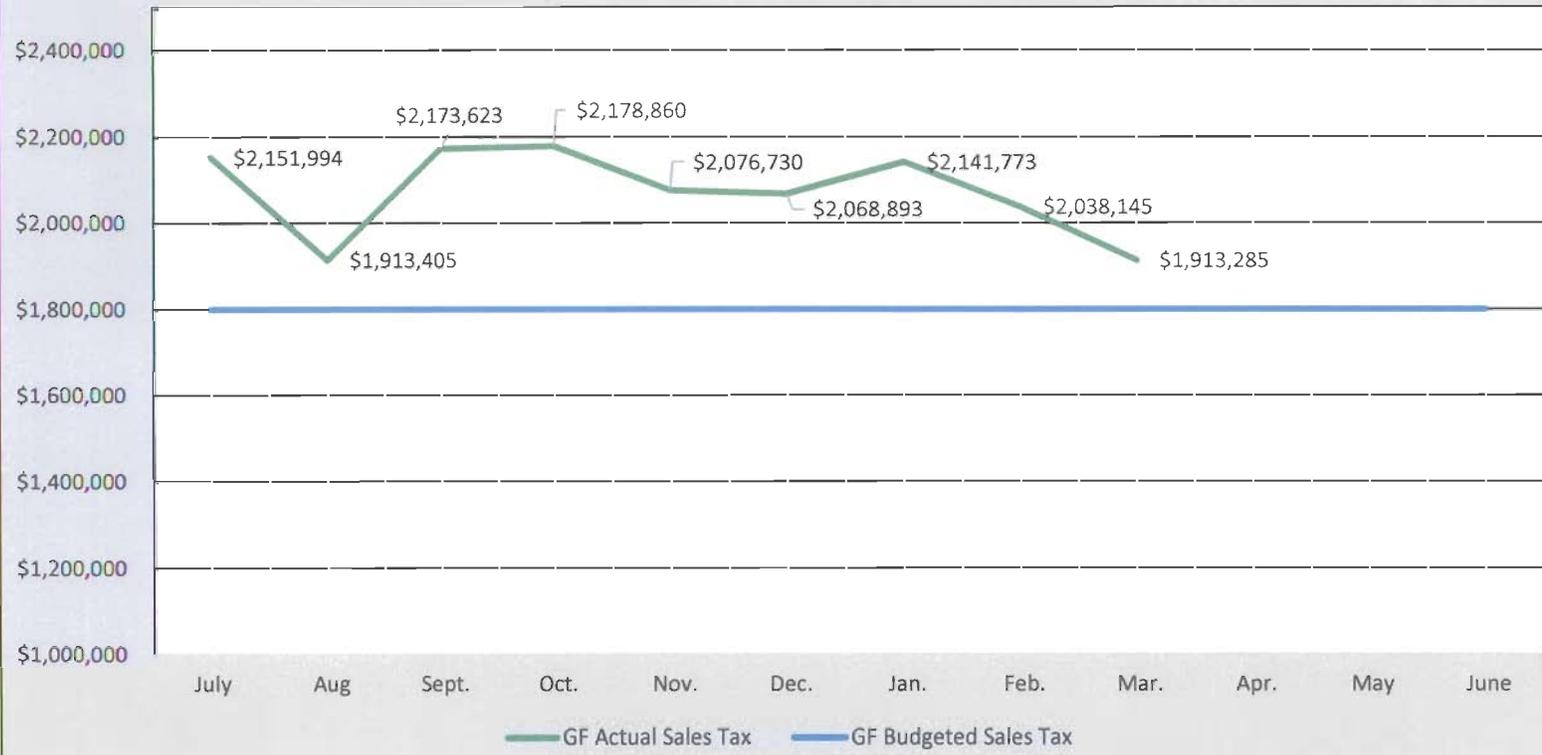
The most valuable component of our fight against COVID 19 is our people. Doctors, nurses, CNAs, respiratory therapists, lab technicians, and the entire team at CCH and Public Health. All of our staff are in this fight for our community. We have been asked many times how the community can support our healthcare workforce, and that answer is simple. STAY HOME!

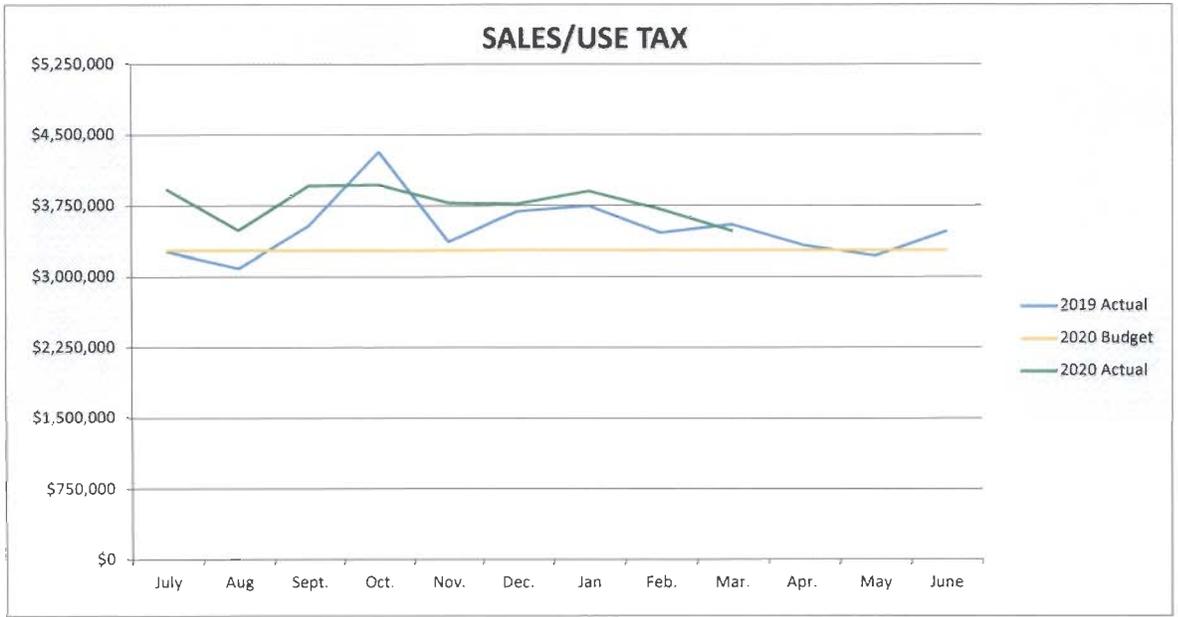
CCH Administration has been asked, "what are we doing to prevent our hospital from being overwhelmed?" The most important effort in this battle is each individual community member. Each of us can act prudently and adhere to social distancing guidelines, or we make the risky choice to ignore those warnings. Going shopping or attending family gatherings as though there were no consequences are precisely the actions that could overwhelm the hospital. If you genuinely want to help CCH, healthcare workers, and Public Health in this battle, STAY HOME!

Will our Hospital and Community Survive this pandemic?

The answer is a resounding yes, but not without some battle scars and casualties. There will be a time when we look back on this national and community disaster and begin living life normally again. We will learn what we didn't do well on a local, state, national, and international basis. None of us have ever been through something like this, so everyone will be able to learn as we look back. All of us will learn many lessons from this experience. The lessons we learn will help us in planning for future events like this one. The most important lesson of all is to remember how precious and tenuous life is. Life is worth the sacrifice each of us is making today, so more of us have a healthy tomorrow. Join healthcare in this fight and stay home!

GENERAL FUND SALES TAX ACTIVITY-FY 2019/20





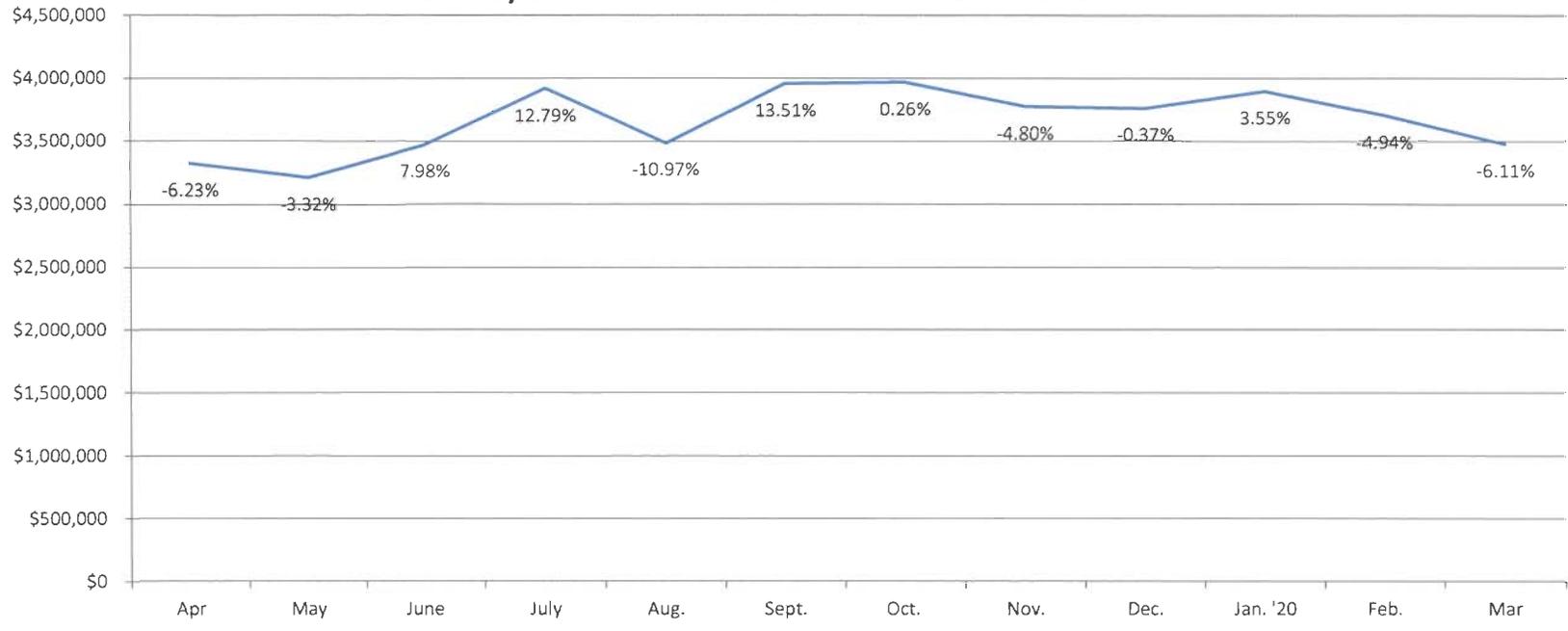
	FY 2019 ACTUAL	FY 2020 ACTUAL	% CHANGE
July	\$3,261,749	\$3,917,305	20.10%
Aug	\$3,088,488	\$3,487,597	12.92%
Sept.	\$3,536,658	\$3,958,803	11.94%
Oct.	\$4,319,280	\$3,969,242	-8.10%
Nov.	\$3,367,186	\$3,778,574	12.22%
Dec.	\$3,684,281	\$3,764,583	2.18%
Jan	\$3,741,139	\$3,898,327	4.20%
Feb.	\$3,457,747	\$3,705,915	7.18%
Mar.	\$3,547,790	\$3,479,392	-1.93%
Apr.	\$3,326,785		-100.00%
May	\$3,216,434		-100.00%
June	\$3,473,169		-100.00%
TOTAL	\$42,020,704	\$33,959,736	-19.18%

FY19 YTD	\$32,004,317	6.11%
FY18 YTD	\$26,726,378	27.06%
FY17 YTD	\$22,044,668	54.05%
FY16 YTD	\$30,008,606	13.17%
FY15 YTD	\$42,140,181	-19.41%

YEAR TO DATE SALES TAX RECEIPTS (March):

	FY 2018	FY 2019	FY 2020
	\$26,726,378	\$32,004,317	\$33,959,736
			YTD BUDGET
			\$29,475,000
			% Over/(Under) Budget: 15.22%

SALES/USE TAX - 12 MONTH CHANGE HISTORY



FIREWORKS STORAGE 2020
Resolution #2033

BE IT RESOLVED, by the Board of County Commissioners, Campbell County, Wyoming, that the enforcement of the prohibition of the storage of fireworks as provided by Resolution of this Board dated July 9, 1985, shall be stayed for the period from and after June 1, 2020, to and including May 31, 2021.

BE IT FURTHER RESOLVED, that the storage of fireworks in Campbell County is subject to compliance with all rules and regulations adopted by the Campbell County Joint Powers Fire Board.

BE IT FURTHER RESOLVED, that this suspension will be reviewed with the Campbell County Fire Department no later than June 2020 for determination of compliance by permittees and advisability of continuing the suspension.

RESOLVED this 7th day of April 2020.

BOARD OF COUNTY COMMISSIONERS
CAMPBELL COUNTY, WYOMING



D.G. Reardon, Chairman



Rusty Bell



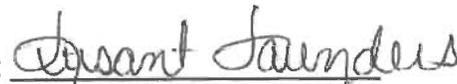
Bob Maul



Del Shelstad



Colleen Faber

ATTEST: 
Susan F. Saunders, County Clerk

FIREWORKS RESOLUTION 2020

Resolution #2034

BE IT RESOLVED, by the Board of County Commissioners, Campbell County, Wyoming, that enforcement of the prohibition of the sale and use of fireworks as provided by Resolution of this Board dated July 9, 1985, shall be stayed for the period from and after 12:01 a.m., June 19, 2020, to and until 12:01 a.m. July 6, 2020.

BE IT FURTHER RESOLVED, that the control and regulation of fireworks is to remain contingent upon weather conditions and fire conditions which may require future consideration; and

BE IT FURTHER RESOLVED, that the sale and use of fireworks during the time periods outlined above, shall be limited by the following terms and conditions:

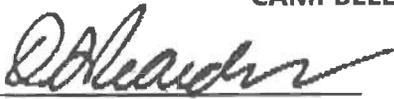
1. No fireworks shall be ignited within 100 feet of a residence.
2. Any fireworks ignited shall be done so that it does not cause a fire.
3. Possession, sale, or use of fireworks, commonly referred to as "pop bottle rockets," is prohibited.
4. All fireworks shall be banned on Public Land Board grounds during the week of June 29th, except for the display presented by Campbell County Parks & Recreation.
5. All Fireworks vendors must register and provide contact information with the Campbell County Fire Department.

BE IT FURTHER RESOLVED, that from and after 12:01 a.m. July 6, 2020, the prohibition prescribed by the Resolution of July 9, 1985, shall be in full force and effect.

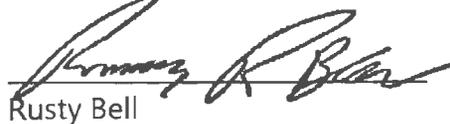
RESOLVED this 7th day of April 2020.

BOARD OF COUNTY COMMISSIONERS

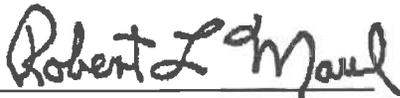
CAMPBELL COUNTY, WYOMING



D.G. Reardon, Chairman



Rusty Bell



Bob Maul



Del Shelstad



Colleen Faber

ATTEST: 
Susan F. Saunders, County Clerk

Snow Event Report # 28

Event Start Date: 4/1/2020 Event Start Time: 7:30 p.m.
Event End Date: 4/2/2020 Event End Time: 3:30 p.m.
Duration of Event: 20 Hours Streets First Responder: Jeremy Hagen

Storm Event Overview:

On 4/1/2020, at 7:00 p.m. Streets Senior Operator Hagen went out to check the main roads. At 7:30 p.m. he called in the night crew to handle ice building up on city streets. The night crew began plowing the priorities and trouble routes. The snow had slowed down, however, at 12:00 a.m. 4/2/2020, it began snowing harder with strong winds, so night shift remained on priority and trouble routes throughout their shift, and were not able to get in to subdivisions. The Parks division came at 5:30 a.m. on 4/2/2020 to begin plowing subdivisions to assist the Solid Waste Division. When day crew came in 7:00 a.m. on 4/2/2020, they continued plowing on priorities and trouble routes. The Parks division worked in subdivisions until all subdivisions had been plowed. Both the Parks and Streets Divisions worked together to wrap the event up on 4/2/2020 at 3:30 p.m.

Number of Pieces of Equipment Used:

Snow Plows:	<u>10</u>	Blades:	<u>0</u>
1-Tons:	<u>8</u>	Snow Blowers:	<u>0</u>
Loaders:	<u>1</u>	Liquid Truck:	<u>0</u>

Amount of Material Used:

Ice Slicer lbs:	<u>103,379.15</u>
Scoria lbs:	<u>103,379.15</u>
Brine Gallons:	<u>51</u>
Apogee Gallons	<u>0</u>

Number of Miles Plowed During Event: 1,780

Personnel:

Day Crew – Nick Scherry, Steve Wilcox, Garrett Wolf, Dale Warren, Kelli O'Dea, Lonnie Meidinger, Toby Fiske, John Carl

Night Crew - Jeremy Hagen, Amy Berkey, Leonard Taylor, Scott Ostlund, Sue Riggle, Jeremy Onsgard, Jaime Valencia, Melissa Bell

Parks Employees – Steve Layman, Wendy Clements, Adan Aguilar, Alyssa Watson, Boyd Abelseth, Gary Schlekeway

Contractor Work Effort:

N/A

Subdivision Activities:

Crews plowed and applied material to trouble areas and some alleys to help with the Solid Waste routes.

Environmental Conditions Present:

Snow: 5" Drifting: Yes Rain: Yes Low Temp: 6 Wind: N 13-17

Equipment Issues:

157 – hydraulic hose; 31 – taillight went out.

Incidents:

None

Complaints/Concerns:

None

Items of Interest:

A Level One Snow Emergency was instituted from April 1, 2020 at 12:00 p.m. and ending on April 2, 2020 at 12:30 p.m.

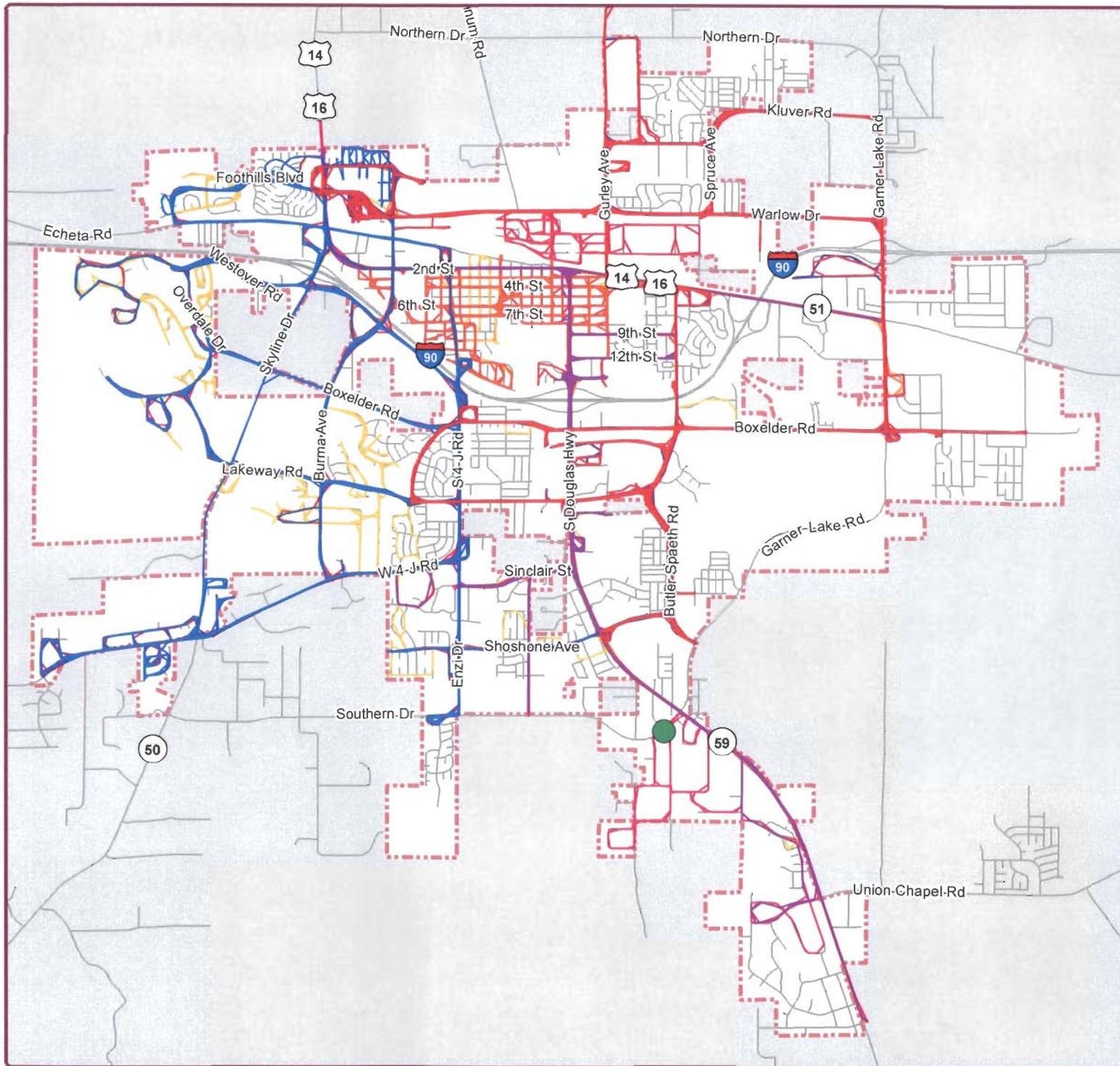
There was 1 weather related crash during event #28.

ESTIMATED SNOW COSTS - 2019/2020

Event #	Date	Labor Cost	Equipment Cost	Material Cost	Contractor Cost	Estimated Cost of Event
1	10/9-10/2019	\$3,978.25	\$3,077.93	\$5,474.18	\$0.00	\$12,530.36
2	10/20/2019	\$1,599.74	\$1,420.20	\$1,377.53	\$0.00	\$4,397.47
3	10/26-27/2019	\$4,512.66	\$4,967.48	\$7,832.41	\$0.00	\$17,312.55
4	10/28-29/2019	\$4,325.55	\$5,905.27	\$8,599.78	\$0.00	\$18,830.60
5	11/1/2019	\$1,471.32	\$2,282.54	\$9,368.20	\$0.00	\$13,122.06
6	11/4/2019	\$1,875.99	\$2,763.02	\$4,424.48	\$0.00	\$9,063.49
7	11/6/2019	\$3,020.38	\$3,390.80	\$6,608.60	\$0.00	\$13,019.78
8	11/10-11/2019	\$3,454.41	\$4,653.15	\$7,554.69	\$0.00	\$15,662.25
9	11/20-21/2019	\$2,981.33	\$4,958.19	\$9,373.25	\$0.00	\$17,312.77
10	11/29-12/1/2019	\$14,269.74	\$16,716.43	\$16,803.77	\$0.00	\$47,789.94
11	12/8-9/2019	\$2,616.23	\$4,196.82	\$7,139.82	\$0.00	\$13,952.87
12	12/9-10/2019	\$2,928.33	\$4,642.50	\$4,891.22	\$0.00	\$12,462.05
13	12/13/2019	\$919.55	\$1,152.92	\$1,313.83	\$0.00	\$3,386.30
14	1/9-10/2020	\$4,046.03	\$5,309.23	\$5,401.56	\$0.00	\$14,756.82
15	1/11/2020	\$967.61	\$1,244.19	\$2,914.93	\$0.00	\$5,126.73
16	1/17/2020	\$1,141.81	\$1,429.89	\$2,123.38	\$0.00	\$4,695.08
17	1/27-28/2020	\$3,670.87	\$5,242.97	\$9,261.35	\$0.00	\$18,175.19
18	1/29-31/2020	\$5,433.10	\$8,064.74	\$15,561.56	\$0.00	\$29,059.40
19	2/2-4/2020	\$8,974.70	\$11,843.73	\$4,804.23	\$0.00	\$25,622.66
20	2/6-7/2020	\$1,768.43	\$3,026.91	\$3,199.59	\$0.00	\$7,994.93
21	2/9/2020	\$3,214.39	\$4,594.76	\$5,048.76	\$0.00	\$12,857.91
22	2/12-13/2020	\$5,176.42	\$8,364.85	\$8,778.70	\$0.00	\$22,319.96
23	2/16-17/2020	\$3,549.50	\$3,701.50	\$5,283.43	\$0.00	\$12,534.43
24	2/24-25/2020	\$8,201.69	\$12,258.21	\$8,743.38	\$0.00	\$29,203.28
25	2/27/2020	\$1,924.68	\$3,173.54	\$3,539.91	\$0.00	\$8,638.13
26	3/12/2020	\$1,679.35	\$2,513.81	\$4,014.06	\$0.00	\$8,207.22
27	3/13-14/2020	\$4,503.69	\$5,081.02	\$8,755.62	\$0.00	\$18,340.33
28	4/1-2/2020	\$4,887.23	\$6,671.34	\$7,276.83	\$0.00	\$18,835.39
29						\$0.00
30						\$0.00
	TOTALS:	\$107,092.97	\$142,647.93	\$185,469.05	\$0.00	\$435,209.95

2019-2020 POUNDS PER LANE MILE SPREADSHEET

Event #	Date of Event	Duration of Event	Temperature	# of Miles Plowed	Pounds Per Lane Mile	Snowfall Total	Emergency Level
1	10/9-10/2019	20.5 Hours	19 Low Temp	1,581	49.46	1.5	1
2	10/20/2019	7 Hours	32 Low Temp	573	34.34	2	
3	10/26-27/2019	19 Hours	17 Low temp	1,554	72	1.5	
4	10/28-29/2019	21 Hours	4 Low Temp	1,946	63.13	2	
5	11/1/2019	9.5 Hours	28 Low Temp	698	67	0.5	
6	11/4/2019	9.5 Hours	28 Low Temp	943	67.2	1	
7	11/6/2019	12 Hours	8 Low Temp	1,066	87.09	0.25	
8	11/10-11/2019	16 Hours	minus 8 Low Temp	1,448	69.34	6	
9	11/20-21/2019	20 Hours	21 Low Temp	1,584	75.99	1.5	
10	11/29-12/1/2019	55 Hours	7 Low Temp	5,181	43.3	7	1
11	12/8-9/2019	17 Hours	3 Low Temp	1,341	73.63	1	
12	12/9-10/2019	20 Hours	3 Low Temp	1,685	38.27	1.5	
13	12/13/2019	7 Hours	27 Low Temp	495	37.91	0.25	
14	1/9-10/2020	21 Hours	minus 2 Low Temp	1,426	51.73	2	
15	1/11/2020	7 Hours	21 Low Temp	477	78.28	1.5	
16	1/17/2020	5.5 Hours	8 Low Temp	486	62.41	0.25	
17	1/27-28/2020	18 Hours	16 Low Temp	1,383	95.67	1	
18	1/29-31/2020	51 Hours	24 Low Temp	2,916	75.97	2	
19	2/2-4/2020	37 Hours	1 Low Temp	4,207	16.04	6	1
20	2/6-7/2020	18.5 Hours	19 Low Temp	1,232	36.5	1.5	
21	2/9/2020	15.5 Hours	19 Low Temp	1,447	49.1	1	
22	2/12-13/2020	28 Hours	6 Low Temp	2,782	44.61	2	
23	2/16-17/2020	12 Hours	26 Low Temp	1,134	66.55	1	
24	2/24-25/2020	35 Hours	19 Low Temp	4,035	30.82	5.5	
25	2/27/2020	11 Hours	29 Low Temp	891	56.43	0.5	
26	3/12/2020	7.25 Hours	26 Low Temp	857	66.91	0.5	
27	3/13-14/2020	20.5 Hours	20 Low Temp	1,780	68.7	1	
28	4/1-2/2020	20 Hours	6 Low Temp	2,445	42.28	5	1
29							
30							
31							
32							
33							
34							
				47,593	57.88	56.75	




CITY OF GILLETTE
 GIS Division
 P.O. Box 3003
 Gillette, Wyoming 82717-3003
 Phone (307) 686-6364
 www.gillettewy.gov

Unit Title

- Unit 100
- Unit 157
- Unit 160203
- Unit 160204
- Unit 25
- Unit 28
- Unit 31
- Unit 40
- Unit 44
- Unit 99

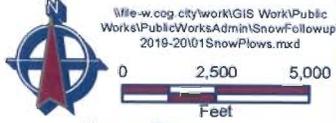
● Streets Crash Reports

According to the AVL system, our snowplows drove a total of 1,872 miles during this event.

Police Report:
 Crashes: 1
 Crashes w/Injuries: 0
 Citations: 1
 Personal Property Damage: \$1,000
 City Property Damage: \$0

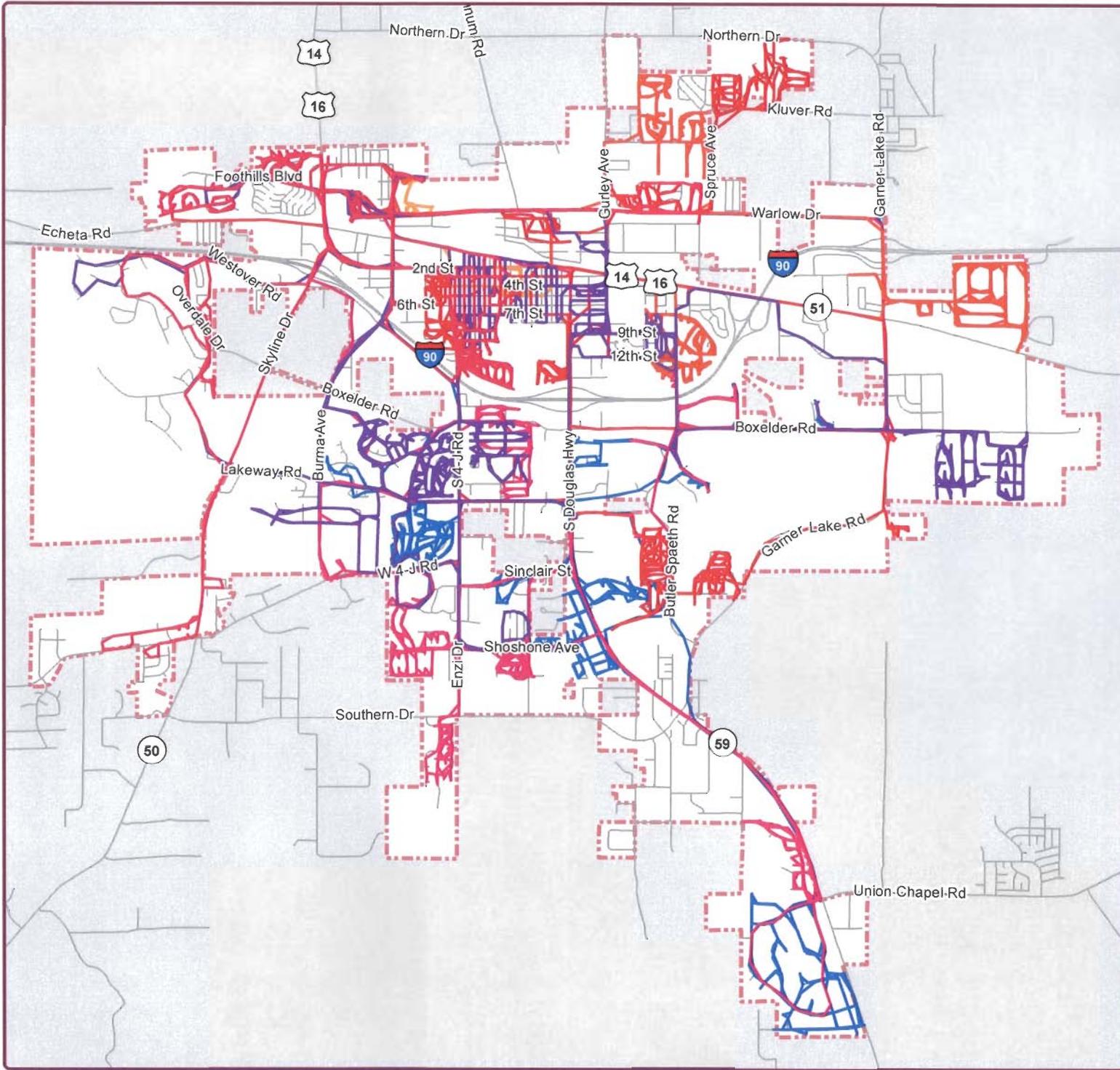
THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.

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Snow Plows
Event Twenty Eight
4/1/2020 7:30:00 PM to
4/2/2020 3:30:00 PM
 April 06, 2020

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



CITY OF GILLETTE

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

Unit Title

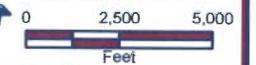
- Unit 1
- Unit 126
- Unit 150055
- Unit 150091
- Unit 163
- Unit 168
- Unit 171
- Unit 184

According to the AVL system, our one ton trucks drove a total of 573 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 Trucks
 Event Twenty Eight
 4/1/2020 7:30:00 PM to
 4/2/2020 3:30:00 PM**

April 06, 2020

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



CITY OF GILLETTE

Development Services
Building Inspection Division
201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5260
www.gillettesy.gov

MEMORANDUM

TO: Board of Examiners – Chris Weight, Chairman; Todd Newlin, Vice-Chairman; Dale Phipps, Bill Currie, Dean Thompson, Chris Mittleider, Nate Sikkenga, Tony Holden, and Richard Cisneros

CC: Administration
Patrick Davidson, City Administrator
Anthony Reyes, City Attorney
Ry Muzzarelli, Development Services Director
Jim Brown, Deputy Building Official
Kim King, Administrative Assistant

FROM: Ken Rogers, Chief Building Official

SUBJECT: Board of Examiners Regular Meeting – April 14, 2020

DATE: April 8, 2020

The Regular Meeting is scheduled for 12:30 p.m. on Tuesday, April 14, 2020 by telephone. Please call 685-5566 to join the meeting.

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

April 14, 2020

12:30 p.m.

City of Gillette – by Teleconference

Call to Order	Chris Weight, Chairman
Approval of Minutes	Regular Meeting of March 10, 2020
New Business	
Unfinished 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, May 12, 2020.
Adjournment	

BOARD OF EXAMINERS
MEETING MINUTES

Regular

March 10, 2020

12:30 p.m.

Board Members present: Chairman Chris Weight, Vice Chairman Todd Newlin, Dale Phipps, Bill Currie, Dean Thompson, Nate Sikkenga, Tony Holden, and Richard Cisneros.

Board Members absent: Chris Mittleider

Staff Members present: Ry Muzzarelli, Development Services Director; Ken Rogers, Chief Building Official; Jim Brown, Deputy Building Official; and Kim King, Administrative Assistant.

Chris Weight, Chairman, called the meeting to order.

Approval of Minutes

Chairman Weight called for approval of the February 11, 2020, Regular Meeting Minutes. It was moved by Tony Holden, seconded by Bill Currie to approve said Minutes. Roll was called on the motion with the following results. Board Members voting aye: Phipps, Thompson, Currie, Holden, Cisneros, Vice Chairman Newlin, and Chairman Weight. Board Member Sikkenga abstained. Motion carried.

New Business

Chairman Weight informed the Board of the Spring Advisory Board Training on March 25th and March 26th. He stated anyone that had not taken the training should take one of the classes.

Chairman Weight called for a motion to discuss and approve the NEC 2020 update. It was moved by Dean Thompson, seconded by Vice Chairman Newlin to discuss and approve the NEC 2020 update. Ken Rogers said the State of Wyoming will be adopting the NEC 2020 in July and the City will be doing the same. He stated he needed the Board's approval and then it would be taken before City Council for final approval. He then detailed some of the changes to the Code.

Roll was called on the motion with the following results. Board Members voting aye: Sikkenga, Holden, Cisneros, Phipps, Thompson, Currie, Vice Chairman Newlin, and Chairman Weight. Motion carried.

Unfinished Business

There was none.

Individual Trade License Applications

The Board reviewed the following Individual Trade License Applications:

ALLEY, HARRY of GILLETTE, WY • MASTER ELECTRICIAN, ALL ELECTRIC LLC Lic# 2131
BAKER, DOUGLAS of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, R & G ELECTRIC INC Lic# 3570
BETZ, WILLIAM of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, SCOTT BROTHERS INC Lic# 3579
BOYER, JOSHUA of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, APEX MECHANICAL LLC Lic# 2169
BOYER, JOSHUA of GILLETTE, WY • JOURNEYMAN PLUMBER, APEX MECHANICAL LLC Lic# 2170
BRYSON, JAMES R of GILLETTE, WY • JOURNEYMAN PLUMBER, CAMPBELL COUNTY SCHOOL DISTRICT Lic# 2179
CAIN, DAMON of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, BLACK HILLS GAS HOLDINGS, LLC Lic# 2189
CATHEY, AMOS of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, R & G ELECTRIC INC Lic# 3571
CRANSTON, ROWDY of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, APEX MECHANICAL LLC Lic# 3798
CRANSTON, ROWDY of GILLETTE, WY • APPRENTICE PLUMBER, APEX MECHANICAL LLC Lic# 3799
DEMAS, NATHANIEL of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, APEX MECHANICAL LLC Lic# 2445
DEMAS, NATHANIEL of GILLETTE, WY • APPRENTICE PLUMBER, APEX MECHANICAL LLC Lic# 2446
DRAKE, MATTHEW of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 2214
DRAKE, MATTHEW of GILLETTE, WY • JOURNEYMAN PLUMBER, POWDER RIVER HEATING & A/C Lic# 2215
FOSKETT, TRAVIS of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 2228
HANSON, DANIEL of GILLETTE, WY • MASTER ELECTRICIAN, SCOTT BROTHERS INC Lic# 2266
HARTL, DREW of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, SCOTT BROTHERS INC Lic# 2267
HIEB, JASON of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2331
MAGNUSON, ARLYN of GILLETTE, WY • MASTER HVAC TECH, POWDER RIVER HEATING & A/C Lic# 2372
MAGNUSON, ARLYN of GILLETTE, WY • MASTER GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 2885
MAGNUSON, TYLER of GILLETTE, WY • APPRENTICE HVAC TECH, POWDER RIVER HEATING & A/C Lic# 2261
MCWILLIAMS, SCOTT of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, RMS INSTRUMENT & ELECTRIC LLC Lic# 1592
MOLLMAN, TIM of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 2270
MOLLMAN, TIM of GILLETTE, WY • JOURNEYMAN PLUMBER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 2271
MORENO, FRANCISCO of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3794
MORENO, FRANCISCO of GILLETTE, WY • JOURNEYMAN PLUMBER, POWDER RIVER HEATING & A/C Lic# 3795
MULDOON, CHAD of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 3566
MUNCH, JOHNNY of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, APEX MECHANICAL LLC Lic# 3796
MUNCH, JOHNNY of GILLETTE, WY • APPRENTICE PLUMBER, APEX MECHANICAL LLC Lic# 3797
OCHELTREE, DEREK of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 2273
OCHELTREE, DEREK of GILLETTE, WY • JOURNEYMAN HVAC TECH, POWDER RIVER HEATING & A/C Lic# 2274
RENKEN, BRYAN of GILLETTE, WY • MASTER GAS PIPEFITTER, RENKEN PLUMBING LLC Lic# 1789
SCOTT, BRANDON L of GILLETTE, WY • MASTER ELECTRICIAN, SCOTT BROTHERS INC Lic# 1831
SCOTT, WESTON of GILLETTE, WY • MASTER ELECTRICIAN, SCOTT BROTHERS INC Lic# 1833
SHANE, JERRY of GILLETTE, WY • MASTER ELECTRICIAN, SHANE ELECTRIC INC Lic# 1844
SHIPLEY, SHANE of GILLETTE, WY • JOURNEYMAN GAS PIPEFITTER, LONG'S PLUMBING & HEATING INC Lic# 1850
SHIPLEY, SHANE of GILLETTE, WY • JOURNEYMAN PLUMBER, LONG'S PLUMBING & HEATING INC Lic# 1851
STRONG, JUSTIN of GILLETTE, WY • MASTER GAS PIPEFITTER, APEX MECHANICAL LLC Lic# 3362
STRONG, JUSTIN of GILLETTE, WY • MASTER PLUMBER, APEX MECHANICAL LLC Lic# 3363
TAYLOR, CARL of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, SCOTT BROTHERS INC Lic# 1927
TORREY, MICHAEL of GILLETTE, WY • MASTER ELECTRICIAN, TORREY ELECTRIC LLC Lic# 3576
TUCKER, LOREN of GILLETTE, WY • MASTER ELECTRICIAN, TUCKER ELECTRIC INC Lic# 1961
WILLIAMS, TIMOTHY of GILLETTE, WY • MASTER GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 2025
WILLIAMS, TIMOTHY of GILLETTE, WY • MASTER HVAC TECH, POWDER RIVER HEATING & A/C Lic# 2026
WILLIAMSON, DONAHUE of PIEDMONT, SD • MASTER ELECTRICIAN, WIRES R US Lic# 2031

It was moved by Dale Phipps, seconded by Bill Currie, to approve the above Individual Trade License Applications. Roll was called on the motion with the following results.

Board Members voting aye: Thompson, Currie, Sikkenga, Holden, Cisneros, Phipps, Vice Chairman Newlin, and Chairman Weight. Motion carried.

Contractor License Applications

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

10d CUSTOM WORKS LLC of GILLETTE, WY • LOGAN TOMER, TRIM CARPENTRY PAINT FLOORING
ALL ELECTRIC LLC of GILLETTE, WY • HARRY ALLEY, ELECTRICAL
ALL PRO INSULATION LLC of RAPID CITY, SD • JEREMY SCHAEFFER, INSULATION
ALPINE DRYWALL & FLOOR COVERINGS of SALT LAKE CITY, UT • DIANE OUZOUNIAN, TRIM CARPENTRY PAINT FLOORING
APEX MECHANICAL LLC of GILLETTE, WY • JUSTIN STRONG, GAS PIPEFITTER
APEX MECHANICAL LLC of GILLETTE, WY • JUSTIN STRONG, PLUMBING
B & B LAWN CARE LLC of PIEDMONT, SD • BRANDON HEID, LANDSCAPING & FENCING
BIG HORN EXCAVATING LLC of GILLETTE, WY • WILL SMITH, WATER & SEWER PIPELAYER
BOSS ENTERPRISES INC of GILLETTE, WY • EMERY WALKER, EXCAVATION & GRADING
CASEY LESSERT of GILLETTE, WY • CASEY LESSERT, TRIM CARPENTRY PAINT FLOORING
CERAMIC DESIGNS MIDWEST INC of RAPID CITY, SD • GEORGE MARTINA, TRIM CARPENTRY PAINT FLOORING
COAL COUNTRY GENERAL SERVICES LLC of GILLETTE, WY • DAVID CLOUD, TRIM CARPENTRY PAINT FLOORING
CSDI CONSTRUCTION INC of BOISE, ID • JACK LUNSFORD III, GENERAL CONTRACTOR
EBERLEIN PAINTING of GILLETTE, WY • TIM DENNIS, TRIM CARPENTRY PAINT FLOORING
G & S DECORATING INC of GILLETTE, WY • STEVE JELLUM, TRIM CARPENTRY PAINT FLOORING
HEART OF THE WEST LLC of GILLETTE, WY • WILL DEEGAN, LANDSCAPING & FENCING
HIGH ROCK LLC of MOORCROFT, WY • BLAKE ERICKSON, BUILDING CONTRACTOR
ITC ELECTRICAL TECHNOLOGIES of MILLS, WY • MICHAEL CARRUTH, ELECTRICAL
JULIO C TEJEDA of GILLETTE, WY • JULIO C TEJEDA, TRIM CARPENTRY PAINT FLOORING
K & K BUILDERS LLC of SUNDANCE, WY • KIT DOORNINK, STRUCTURAL CONCRETE
K & K BUILDERS LLC of SUNDANCE, WY • KIT DOORNINK, EXCAVATION & GRADING
K & K BUILDERS LLC of SUNDANCE, WY • KIT DOORNINK, WATER & SEWER PIPELAYER
LYNNRICH INC of BILLINGS, MT • DAVID J GODWIN, WIND SIDING GUTTER GARAGE DOOR
MCCLELLAN & MACQUEEN INC of WORLAND, WY • JERRY HARVARD, NONSTRUCTURAL CONCRETE
MELGAARD CONSTRUCTION CO INC of GILLETTE, WY • DONITA MUNN, EXCAVATION & GRADING
MENDOZAS SIDING of GILLETTE, WY • SANTIAGO MENDOZA, WIND SIDING GUTTER GARAGE DOOR
MILLER EXTERIORS LLC of GILLETTE, WY • JASON MILLER, SHINGLE ROOFING
MONUMENT HOME BUILDERS INC of CHEYENNE, WY • COLLIN KOSTELECKY, BUILDING CONTRACTOR
MOORE INSULATION CO INC of CHEYENNE, WY • KARL REDLICH, INSULATION
NORTH WEST ROOFING of DENVER, CO • PAUL REED, GENERAL ROOFING
OTIS ELEVATOR COMPANY of CLAYTON, MO • PHILLIP COMPTON, ELEVATOR
PAINTER'S PRIDE of GILLETTE, WY • JAYSON DUNMIRE, TRIM CARPENTRY PAINT FLOORING
PETRIE CONSTRUCTION LLC of STORY, WY • MARK PETRIE, RESIDENTIAL CONTRACTOR
POWDER RIVER HEATING & AIR CONDITIONING of GILLETTE, WY • JAYE DRAKE, GAS PIPEFITTER
POWDER RIVER HEATING & AIR CONDITIONING of GILLETTE, WY • RICHARD CISNEROS JR, MECHANICAL
POWDER RIVER HEATING & AIR CONDITIONING of GILLETTE, WY • JAYE DRAKE, PLUMBING
POWERHOUSE RETAIL SERVICES of CROWLEY, TX • JOSHUA HARGRAVE, GENERAL CONTRACTOR
RENKEN PLUMBING LLC of GILLETTE, WY • BRYAN RENKEN, GAS PIPEFITTER
RMS INSTRUMENT & ELECTRIC LLC of GILLETTE, WY • CHRIS ROHDE, SIGNAGE
ROCKY MOUNTAIN EXTERIORS of SHERIDAN, WY • RYAN LITTLE, WIND SIDING GUTTER GARAGE DOOR
S & S BUILDERS LLC of GILLETTE, WY • JERRY BUTCHER, WATER & SEWER PIPELAYER
S & S BUILDERS LLC of GILLETTE, WY • JERRY BUTCHER, GENERAL CONTRACTOR
SCOTT BROTHERS INC of GILLETTE, WY • DANIEL HANSON, ELECTRICAL
SHANE ELECTRIC INC of GILLETTE, WY • JERRY SHANE, ELECTRICAL
SLATTERY ENTERPRISES INC of GILLETTE, WY • TIM SLATTERY, EXCAVATION & GRADING
SLATTERY ENTERPRISES INC of GILLETTE, WY • TIM SLATTERY, WATER & SEWER PIPELAYER
SWI LLC of POWELL, WY • ALAN OLSON, LANDSCAPING & FENCING
SWI LLC of POWELL, WY • ALAN OLSON, LOW VOLTAGE
TARGET SIGN CO INC of GILLETTE, WY • KEN MUSSER, SIGNAGE
TIMBERLINE SERVICES INC of SUNDANCE, WY • WADE HABECK, EXCAVATION & GRADING

TIMBERLINE SERVICES INC of SUNDANCE, WY • WADE HABECK, WATER & SEWER PIPELAYER
TLC HOME IMPROVEMENT of GILLETTE, WY • TRACY SESSIONS, TRIM CARPENTRY PAINT FLOORING
TORREY ELECTRIC LLC of GILLETTE, WY • MICHAEL TORREY, ELECTRICAL
TUCKER ELECTRIC INC of GILLETTE, WY • LOREN TUCKER, ELECTRICAL
WESTERN FOAM TECHNOLOGIES of GILLETTE, WY • RYAN MCCAFFREY, INSULATION
WIRES R US of PIEDMONT, SD • DONAHUE WILLIAMSON, ELECTRICAL
WRANGLER CONSTRUCTION INC of GILLETTE, WY • RODNEY MAKI, WATER & SEWER PIPELAYER
WRANGLER CONSTRUCTION INC of GILLETTE, WY • RODNEY MAKI, EXCAVATION & GRADING
WYOMING ROOFING LLC of SHERIDAN, WY • RYAN GREGORY, GENERAL ROOFING

It was moved by Vice Chairman Newlin, seconded by Tony Holden, to approve the above Contractor License Applications. Roll was called on the motion with the following results. Board Members voting aye: Currie, Sikkenga, Holden, Cisneros, Phipps, Thompson, Vice Chairman Newlin, and Chairman Weight. Motion carried.

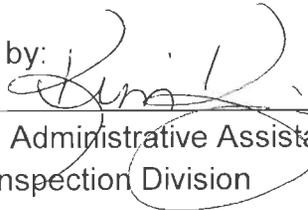
Announcements

The next regularly scheduled meeting will be Tuesday, April 14, 2020.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 12:45 p.m.

Prepared by:



Kim King, Administrative Assistant
Building Inspection Division

FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS

APRIL 14, 2020

1	ANDERSON, RYAN L of OGDEN, UT • JOURNEYMAN HVAC TECH, CFM HEATING & A/C INC Lic# 2912
2	BOCK, LAWRENCE of SUNDANCE, WY • MASTER ELECTRICIAN, SUNDANCE ELECTRIC INC Lic# 2161
3	CHRISTOPHERSON, LON of GILLETTE, WY • MASTER HVAC TECH, POLAR REFRIGERATION INC Lic# 1730
4	CHRISTOPHERSON, LON of GILLETTE, WY • MASTER REFRIGERATION TECH, POLAR REFRIGERATION INC Lic# 1731
5	DALBY, GREG S of MINOT, ND • MASTER PLUMBER, LICENSE ACTIVE ONLY Lic# 2202
6	DIERKS, DUANE of GILLETTE, WY • MASTER GAS PIPEFITTER, SUNDIAL HEATING & REFRIGERATION Lic# 1917
7	DIERKS, DUANE of GILLETTE, WY • MASTER HVAC TECH, SUNDIAL HEATING & REFRIGERATION Lic# 1918
8	ESKELSON, TRAVIS of EVANSTON, WY • MASTER ELECTRICIAN, CD'S ELECTRIC Lic# 3809 **
9	FREEMAN, NICKOLAS of GILLETTE, WY • MASTER ELECTRICIAN, EDGE ELECTRIC INC Lic# 2230
10	FRISTAM, JAKE of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, TUCKER ELECTRIC INC Lic# 2479
11	GEUKE, JASON of BELLE FOURCHE, SD • JOURNEYMAN ELECTRICIAN, HAUCK ELECTRIC & CONTROLS INC Lic# 2394
12	GRAHAM, TRAVIS of WRIGHT, WY • JOURNEYMAN ELECTRICIAN, RASMUSSEN ELECTRIC INC Lic# 2311
13	HAUCK, DEAN of SPEARFISH, SD • MASTER ELECTRICIAN, PHAZE ELECTRIC INC Lic# 2850
14	HERNANDEZ-GONZALEZ, PRESILIANO of GILLETTE, WY • APPRENTICE GAS PIPEFITTER, POWDER RIVER HEATING & A/C Lic# 2328
15	HERNANDEZ-GONZALEZ, PRESILIANO of GILLETTE, WY • APPRENTICE PLUMBER, POWDER RIVER HEATING & A/C Lic# 2329
16	KING, VANCE of WEST POINT, UT • MASTER ELECTRICIAN, V K ELECTRIC INC Lic# 3384
17	KIPLINGER, WARD of GILLETTE, WY • MASTER HVAC TECH, AAA SOLUTION INC Lic# 3368
18	LAKE, TRENTON of GILLETTE, WY • MASTER GAS PIPEFITTER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 1522
19	LAKE, TRENTON of GILLETTE, WY • MASTER PLUMBER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 1523
20	LINDER, MARLIN of LAKEWOOD, CO • MASTER ELECTRICIAN, ENCORE ELECTRIC INC Lic# 2441
21	MASERO, JAKE of OGDEN, UT • JOURNEYMAN HVAC TECH, CFM HEATING & A/C INC Lic# 2911
22	MASSIE, CLAY of MOORCROFT, WY • RES FIRE SUP SYS INSTALLER-MAS, CLEARWATER X-SPURTS INC Lic# 2811
23	MATHIS, RODNEY J of GILLETTE, WY • MASTER ELECTRICIAN, D & P ELECTRIC Lic# 1579
24	NOVAK, CRIS of BELLE FOURCHE, SD • JOURNEYMAN ELECTRICIAN, HAUCK ELECTRIC & CONTROLS INC Lic# 1688
25	OLSON, GEORG of RAPID CITY, SD • MASTER HVAC TECH, TESSIER'S INC Lic# 2298
26	RASMUSSEN, CASPER of WRIGHT, WY • MASTER ELECTRICIAN, RASMUSSEN ELECTRIC INC Lic# 1775

FOR REVIEW INDIVIDUAL LICENSE APPLICATIONS

APRIL 14, 2020

27	REBICH, EDWARD of GILLETTE, WY • JOURNEYMAN ELECTRICIAN, R & G ELECTRIC INC Lic# 1782
28	SICH, JAMES of GILLETTE, WY • MASTER ELECTRICIAN, BIG GAME ELECTRIC LLC Lic# 3587
29	SPRUHAN, THOMAS of GILLETTE, WY • JOURNEYMAN PLUMBER, POWDER RIVER HEATING & AIR CONDITIONING Lic# 1903
30	WENDLING, CAREY of GILLETTE, WY • MASTER HVAC TECH, COMFORT SYSTEMS HEATING & AC Lic# 1999
31	WENDLING, CAREY of GILLETTE, WY • MASTER GAS PIPEFITTER, COMFORT SYSTEMS HEATING & AC Lic# 2000
	**Indicates a new licensee

FOR REVIEW CONTRACTOR LICENSE APPLICATIONS

APRIL 14, 2020

1	AAA SOLUTION INC of GILLETTE, WY • WARD KIPLINGER, MECHANICAL
2	AC TREE SERVICE of MILLS, WY • MARK PORTER, LANDSCAPING & FENCING
3	AFFORDABLE SOLUTIONS of CHEYENNE, WY • GREGORIO TRUJILLO, GENERAL ROOFING **
4	ALLCRETE CONSTRUCTION of GILLETTE, WY • FRANCISCO HUITRON, EXCAVATION & GRADING
5	ALLCRETE CONSTRUCTION of GILLETTE, WY • FRANCISCO HUITRON, LANDSCAPING & FENCING
6	ALLCRETE CONSTRUCTION of GILLETTE, WY • FRANCISCO HUITRON, NONSTRUCTURAL CONCRETE
7	ALLCRETE CONSTRUCTION of GILLETTE, WY • FRANCISCO HUITRON, TRIM CARPENTRY PAINT FLOORING
8	ALLCRETE CONSTRUCTION of GILLETTE, WY • FRANCISCO HUITRON, WATER & SEWER PIPELAYER
9	ALLCRETE CONSTRUCTION of GILLETTE, WY • FRANCISCO HUITRON, WIND SIDING GUTTER GARAGE DOOR **
10	API SYSTEMS INTEGRATORS INC of CASPER, WY • MARTIN MURPHY, LOW VOLTAGE
11	API SYSTEMS INTEGRATORS INC of CASPER, WY • JAMES SOPER, CHEMICAL FIRE SUPPRESSION
12	API SYSTEMS INTEGRATORS INC of CASPER, WY • JAMES SOPER, FIRE ALARM SYSTEMS
13	AUDIO VIDEO SOLUTIONS INC of RAPID CITY, SD • TRACY KRSNAK, LOW VOLTAGE
14	BADGER DAYLIGHTING CORP of BROWNSBURG, IN • APRIL DAUBENSPECK, EXCAVATION & GRADING
15	BAR-D SIGNS INC of CASPER, WY • JERRY GALLES, SIGNAGE
16	BAR-D SIGNS INC of CASPER, WY • JERRY GALLES, LIMITED VOLTAGE
17	BIG GAME ELECTRIC LLC of GILLETTE, WY • JAMES SICH, ELECTRICAL
18	BIG HORN CONSTRUCTION of GILLETTE, WY • LON PIPER, TRIM CARPENTRY PAINT FLOORING
19	BIG SKY EXTERIOR DESIGNS of BILLINGS, MT • MARK MOREHEAD, WIND SIDING GUTTER GARAGE DOOR
20	BRISCO of CHEYENNE, WY • BRUCE RITER, EXCAVATION & GRADING
21	C & L ENTERPRISES of GILLETTE, WY • LICO SIFUENTES, LANDSCAPING & FENCING
22	CD'S ELECTRIC of EVANSTON, WY • TRAVIS ESKELSON, ELECTRICAL **
23	CHENEY BROS CONSTRUCTION INC of OGDEN, UT • DON CHENEY, TRIM CARPENTRY PAINT FLOORING
24	CJ'S LAWN MAINTENANCE LLC of ROZET, WY • AURORA KEFFELER, LANDSCAPING & FENCING
25	COMFORT SYSTEMS HEATING & AC of GILLETTE, WY • CAREY WENDLING, MECHANICAL
26	COMFORT SYSTEMS HEATING & AC of GILLETTE, WY • CAREY WENDLING, GAS PIPEFITTER

FOR REVIEW CONTRACTOR LICENSE APPLICATIONS

APRIL 14, 2020

27	CREATIVE HOME IMPROVEMENTS of GILLETTE, WY • ROBERT WELCH, WIND SIDING GUTTER GARAGE DOOR
28	D & D SPRINKLERS of GILLETTE, WY • DUANE CEBULSKI, LANDSCAPING & FENCING
29	EATON SALES & SERVICE LLC of CASPER, WY • CLAYTON WINN, MISCELLANEOUS
30	EDGE ELECTRIC INC of GILLETTE, WY • NICK FREEMAN, ELECTRICAL
31	ELKHORN EXTERIORS of ROZET, WY • JAMES KIEWEL, RESIDENTIAL CONTRACTOR
32	ELKHORN EXTERIORS of ROZET, WY • JAMES KIEWEL, WATER & SEWER PIPELAYER
33	ENCORE ELECTRIC INC of LAKEWOOD, CO • MARLIN LINDER, ELECTRICAL
34	FIRETECH LLC of GILLETTE, WY • KEEGAN O'BRIAN, SPRINKLER SYSTEMS
35	G & G LANDSCAPING INC of MESA, AZ • GREG SCALLON, LANDSCAPING & FENCING
36	GARCIA GUTTERS LLC of GILLETTE, WY • STACEY GARCIA, WIND SIDING GUTTER GARAGE DOOR
37	GARY'S WELDING INC of GILLETTE, WY • GARY DARLOW, RESIDENTIAL CONTRACTOR
38	GARY'S WELDING INC of GILLETTE, WY • GARY DARLOW, MISCELLANEOUS
39	GILLETTE HANDYMAN LLC of GILLETTE, WY • TRAVIS KOEHN, TRIM CARPENTRY PAINT FLOORING
40	GILLETTE HANDYMAN LLC of GILLETTE, WY • TRAVIS KOEHN, WIND SIDING GUTTER GARAGE DOOR
41	GILLETTE HANDYMAN LLC of GILLETTE, WY • TRAVIS KOEHN, LANDSCAPING & FENCING
42	HOT IRON INC of GILLETTE, WY • BRYAN GARLAND, GENERAL CONTRACTOR
43	HOT IRON INC of GILLETTE, WY • BRYAN GARLAND, WATER & SEWER PIPELAYER
44	INSULATION ENTERPRISES INC of RAPID CITY, SD • BILL MCCAMLY, INSULATION
45	J & M DRYWALL LLC of GILLETTE, WY • MAYRA MACIAS, DRYWALL
46	J & M DRYWALL LLC of GILLETTE, WY • MAYRA MACIAS, TRIM CARPENTRY PAINT FLOORING
47	JOE'S LANDSCAPING AND SERVICES of GILLETTE, WY • JOSEPH BLEMING, EXCAVATION & GRADING **
48	JOE'S LANDSCAPING AND SERVICES of GILLETTE, WY • JOSEPH BLEMING, LANDSCAPING & FENCING **
49	KONE INC of MOLINE, IL • TONY RENN, ELEVATOR
50	LAWNCO CHEMICAL INC of GILLETTE, WY • TONY DIDIER, LANDSCAPING & FENCING
51	MASTER PROTECTION LP of FT MYERS, FL • JIM CLAUSEN, SPRINKLER SYSTEMS
52	MCKIM'S LLC of GILLETTE, WY • DONNIE MCKIM, LANDSCAPING & FENCING

FOR REVIEW CONTRACTOR LICENSE APPLICATIONS

APRIL 14, 2020

53	MOUNTAIN PEAK BUILDERS LLC of GILLETTE, WY • TREVOR SCHILLING, GENERAL CONTRACTOR
54	MOUNTAIN PEAK BUILDERS LLC of GILLETTE, WY • TREVOR SCHILLING, WATER & SEWER PIPELAYER
55	PHAZE ELECTRIC INC of SPEARFISH, SD • DEAN HAUCK, ELECTRICAL
56	POLAR REFRIGERATION INC of GILLETTE, WY • LON CHRISTOPHERSON, MECHANICAL
57	RANGE TELEPHONE COOPERATIVE of FORSYTH, MT • ERIK FRITZ, EXCAVATION & GRADING
58	RANGE TELEPHONE COOPERATIVE of FORSYTH, MT • ERIK FRITZ, LOW VOLTAGE
59	RASMUSSEN ELECTRIC INC of WRIGHT, WY • CASPER RASMUSSEN, ELECTRICAL
60	RISING EDGE SERVICES LLC of GILLETTE, WY • JOEL WESTERMEYER, ELECTRICAL
61	ROBERT A MINOR of GILLETTE, WY • ROBERT A. MINOR, WIND SIDING GUTTER GARAGE DOOR **
62	ROCKY MOUNTAIN MOBILE HOME INC of GILLETTE, WY • RENAE CROWLEY, MANUFACTURED HOME INSTALLATION
63	ROSENBAUM'S SIGNS & OUTDOOR of RAPID CITY, SD • LEWIS KREBS, SIGNAGE
64	SILVERLINE CONSTRUCTION LLC of GILLETTE, WY • CODY IVERSON, STRUCTURAL CONCRETE
65	SUNDIAL HEATING & REFRIGERATION of GILLETTE, WY • DUANE DIERKS, MECHANICAL
66	SUNDIAL HEATING & REFRIGERATION of GILLETTE, WY • DUANE DIERKS, GAS PIPEFITTER
67	TOWER COMMUNICATION & AUTO of GILLETTE, WY • DAVID WRIGHT, LOW VOLTAGE
68	TRAFFIC SAFETY SERVICES INC of BISMARCK, ND • PAUL HARTMANN, MISCELLANEOUS
69	TRANSLOGIC CORP of BROOMFIELD, CO • TERRY LOFTUS, MISCELLANEOUS
70	TREE TRIMMERS of GILLETTE, WY • BONNIE NORFOLK, LANDSCAPING & FENCING
71	TUFF SHED INC of DENVER, CO • TOM SAUREY, RESIDENTIAL CONTRACTOR
72	V K ELECTRIC INC of WEST POINT, UT • VANCE KING, ELECTRICAL
73	V K ELECTRIC INC of WEST POINT, UT • VANCE KING, SIGNAGE
74	WENGER GARAGE DOORS of FRUITDALE, SD • BRENT WENGER, WIND SIDING GUTTER GARAGE DOOR
75	ZAP LAWN CARE of GILLETTE, WY • TONY DIDIER, LANDSCAPING & FENCING
	**Indicates new licensee **Indicates license added for existing contractor



Gillette, Wright, Campbell County Fire
Protection Joint Powers
Board of Directors
APRIL 8, 2020 Business Meeting
Via Zoom Due to Covid-19 Crisis

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Note: *☞* Signifies a Decision Item

GWCCFPJPB Meeting

Meeting at 5:30 p.m.

APRIL 8, 2020

Gillette, Wright, Campbell County

Fire Protection Joint Powers Board of Directors

Business Meeting

APRIL 8, 2020 - Attendance

ATTENDANCE

Board Members:

___ Cory Bryngelson

___ Chris Beltz

___ Bill Sims

___ Joe Case

___ Jason Hawk

___ Jeff Boardman

___ Trent Jones

INVITED STAFF MEMBERS:

___ Fire Chief Jeff Bender

___ Comptroller Juli Pierce

___ Division Chief JR Fox

___ Jerrica Sprague/Geneva Wickham

INVITED GUESTS:

___ Joe Hallock (Stevens, Edwards, Hallock, & Carpenter, P.C.)

___ DG Reardon (County Commissioner & Liaison to the Fire Board)

___ Shay Lundvall (City Council & Liaison to the Fire Board)

Four horizontal lines for additional guest entries.



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors

CALL TO ORDER/INTRODUCTIONS/ADDITIONS & DELETIONS
APRIL 8, 2020

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. WELCOME AND INTRODUCTIONS

Guests:

4. AGENDA APPROVAL

4.1 Business Additions and Deletions

4.2 Approve the Agenda 🌀

4.3 Approve the Amended Agenda (if needed) 🌀

5. PUBLIC COMMENTS



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES
 APRIL 8, 2020 - Discussion/Approval

6. CONSENT AGENDA APPROVAL ITEMS

6.1 Regular Board Meeting Minutes

JOINT POWERS FIRE BOARD
 MEETING MINUTES
 MARCH 11, 2019

ATTENDANCE: Cory Bryngelson, Bill Sims, Joe Case, Trent Jones, Chris Beltz and Jason Hawk
 Absent: Trent Jones

STAFF and GUESTS: Chief Bender, Comptroller Juli Pierce, Chief JR Fox, Chief Bryan Borgialli, Chief Dale Izatt, Admin Assistant Geneva Wickham, Attorney Joe Hallock, City Administrator Pat Davidson and Mayor Carter-King, Wright Mayor Ralph Kingan, County 17 News, Commissioner Chairman DG Reardon.

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.

3.0 WELCOME AND INTRODUCTIONS

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

4.1 BUSINESS ADDITIONS AND DELETIONS

4.2 AGENDA APPROVAL

• Motion Bill Sims moved, seconded by Jeff Boardman, to approve the meeting agenda as presented.

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	yes	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

5.0 PUBLIC COMMENT

6.0 APPROVE CONSENT AGENDA

• Motion Joe Case moved, seconded by Jeff Boardman, to approve the Consent Agenda as amended by Juli Pierce regarding a "NO vote for Cory Bryngelson on 9.1."

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	yes	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES
 APRIL 8, 2020 - Discussion/Approval

7.1 MANUAL CHECKS

➤ Motion Bill Sims moved, seconded by Jason Hawk, to approve payment of the Manual Checks totaling \$31,996.16.

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	yes	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

8.1 FINANCIAL AND POLICY REVIEW

Chief JR Fox discussed the new policy to come into review. The Employee leave policy is several of Campbell County policies that were merged into one; sick leave, military, FMLA, and vacation combining them all into one. There is nothing controversial, just firmed up the language from the County.

Chief Bender discussed the idea of a cash payout for max out vacation time. Then only paying the vacation @ straight time and not vacation at time and a half for filling shifts. It would need to be discussed with County HR as well.

8.1.1 FY CASH POSITION

Comptroller Pierce said we continue to do well on cash balance. We did not have much in revenue this month for a total of \$742.51. We finished up cash balance at \$1,427,117.19.

Fire Vehicle Depreciation account with unencumbered funds: \$4,333,424.11

Maintenance account: \$50,449.51

Equipment replacement: \$376,850.54

8.1.2 BUDGET VS ACTUAL

Comptroller Pierce said we are doing well. We should have just shy of 33% left. Administrative expenses are below that with 26.86% due to insurance payments. Many of those accounts will be spent more towards the end of the year in the next couple of months. The only ones to note that we haven't discussed before are Station 9 telephone account, one-time association fees and full-time uniforms. Nothing of real concern as our operating expenses are still at 41%. It seems that we may have cash carry over, depends on the compensation plan.

8.2.1 ADMINISTRATIVE ITEMS: FIRE CHIEF CALL REVIEW

Chief Bender mentioned impacts and meetings of Covid-19. We have begun to do initial questions and temperatures for the crews and admin. Dispatch will begin asking question regarding infectious disease to make sure protocols are followed regarding PPE. EMS is trying to limit the exposure of the FD on these calls. We are also trying to make sure everyone is trained with other jobs to make sure we are covered.

We did have our District 5 meeting where we meet with State and Federal partners to review our pre fire season for all the resources that are available. It was very clear that the District enjoys working with Campbell County.

On April 13, we will go for the final for Engine 5 and pre-construction on the Hazmat units.

There have been some legal proceedings with Towne Place Suites and insurance companies that the Fire Marshal has had to find records for and part of depositions and folks testifying in a legal death case.

Our call review, you will notice structure fires, some that are well responded to and some are not. We did have a police officer shuttle a fire fighter to the Fire Station to get the support to go back to fill bottles and continue the fire fight.

8.2.2 TRAINING REPORT

February Training Highlights

During February 186 training classes were held. 1,372 hours of training was recorded with 592 participants.



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES
 APRIL 8, 2020 - Discussion/Approval

Department Wide trainings in February focused on apparatus and equipment standardization on structural engines.

S-131 Firefighter Type 1 was instructed with four personnel participating.

ICS-300 was offered by Campbell County Emergency Management. The CCFD had three personnel attend the course.

Firefighter Logan Tomer attended the National Fire Academy. He took the two-week course Hazardous Materials Site Operating Practices.

2020 Recruit Academy

There are still nine participants in the 2020 recruit academy. As of February 26, 2020, they are now able to respond to incidents in a support capacity.

March 2020 Training Schedule

- Wednesday March 4, 2020 – 1900 Hours AMFTC – Recruit Academy SCBA-2
- Thursday March 5, 2020 – 1900 Hours AMFTC – RT-130 Department Wide
- Wednesday March 11, 2020 – 1900 Hours AMFTC – Recruit Academy Fire Extinguishers / Ropes & Knots
- Thursday March 12, 2020 – 1900 Hours Station 9 – RT-130
- Thursday March 12, 2020 – 1900 Hours AMFTC – Benchmark Skills
- Wednesday March 18, 2020 – 1900 Hours AMFTC – Recruit Academy Hazardous Materials Awareness
- Thursday March 19, 2020 – 1900 Hours AMFTC – Benchmark Skills
- Friday – Sunday March 20-22 – AMFTC – Recruit Academy Hazardous Materials Operations
- Wednesday March 25, 2020 – 1900 Hours AMFTC – Recruit Academy Structural Search

8.2.3 FACILITIES UPDATE/GENERAL INFORMATION

Kevin King, County Engineer, will be attending the next meeting regarding the building issues. The training tower will need to be certified. We have some sewer leak problems that will need to be evaluated and fixed.

Chris Beltz asked for statistics regarding what is needed for a response for calls vs what we are getting for calls to present to the Board.

Chief Bender answered concerns regarding what our response to anyone traveling outside of the State during Covid-19.

9.0 BOARD ACTION ITEMS

9.1 LEAVE SELECTION POLICY (103.02)

☛ Motion Chris Beltz moved, seconded by Bill Sims, to approve the Leave Selection Policy.

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	yes	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.2 WORK SCHEDULE POLICY (105.03)

☛ Motion Jeff Boardman moved, seconded by Bill Sims, to approve the work schedule policy.



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES
 APRIL 8, 2020 - Discussion/Approval

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	yes	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.3 OVERTIME POLICY (104.01)

☛ Motion Bill Sims moved, seconded by Chris Beltz, to approve the Overtime Policy.

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	yes	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.4 PENSION CONTRIBUTION INCREASES

☛ Motion Chris Beltz moved, seconded by Bill Sims, to approve the increase of contribution to pensions .5% for Paid Fire.

Cory Bryngelson	no	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	no	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

9.5 2020-2021 Budget

☛ Motion Joe Case moved, seconded by Jason Hawk, to table the budget until the April meeting in enough time before the Budget presentation at the County.

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	yes	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

11.0 EXECUTIVE SESSION MINUTES APPROVAL

☛ Motion Chris Beltz moved, seconded by Bill Sims to accept Executive Session minutes from 2/12/2020.

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	yes	Jeff Boardman	abstain
Jason Hawk	yes		



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
PUBLIC COMMENTS/CONSENT AGENDA/MINUTES
APRIL 8, 2020 - Discussion/Approval

The motion carried.

12.0 ADJOURNMENT

☛ Motion Joe Case moved, seconded by Jeff Boardman to adjourn meeting at 1840 hours.

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	absent
Joe Case	yes	Jeff Boardman	yes
Jason Hawk	yes		

The motion carried.

Respectfully Submitted,

Chairman Cory Bryngelson

Attest: Juli Pierce



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
APPROVAL OF EXPENDITURES
APRIL 8, 2020 - Discussion/Approval

6.2 Monthly Expenditures

Campbell County Fire Department
Check Run **MONTH/YEAR**

(Will be submitted at the Board Meeting)



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
APPROVAL OF EXPENDITURES
APRIL 8, 2020 - Discussion/Approval

7. EXPENDITURE APPROVAL

7.1 Approval of Manual Checks 🍷

MANUAL CHECKS:

IRS	WDL000004043	\$12,944.41
IRS	WDL000004052	\$1,034.24
IRS	WDL000004054	\$11,847.15
IRS	WDL000004056	\$1,173.25
FUSION CLOUD SERVICES, LLC	58710	\$1,411.42
PURCHASE POWER	58711	\$3.02
WYOMING WATER SOLUTIONS	58712	\$140.00
VERIZON WIRELESS	58713	\$777.23
CAMPBELL CO COMMISSIONER	58714	\$2,771.50
VETERANS MFG	58715	\$5,471.48
APOLLO SAFETY	58716	\$920.99
CHARTER COMMUNICATIONS OPERATING LLC	58717	\$163.82
CAMPBELL CO TREASURER	58718	\$3,207.83
ORCHARD TRUST	58719	\$2,113.00
WYOMING CHILD SUPPORT ENFORCEMENT	58720	\$839.70
DIVISION OF CRIMINAL INVESTIGATION	58721	\$507.00
		<hr/>
		\$45,326.04



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
BOARD REVIEW/FYI ITEMS
APRIL 8, 2020 - Information/Review

8. BOARD REVIEW/FYI ITEMS

8.1 Financial and Policy Review

8.1.1 Cash Position

Campbell County Joint Powers Fire Board

Cash Balance
as of 03/31/2020

Beginning Balance as of 03/01/2020 \$1,427,117.19

Revenues:

Misc: Income \$3,563.76

WALMART - Tax refund	\$0.63
AMERIGAS - over payment	\$439.86
POWDER RIVER ENERGY CORP - Capital Credit	\$24.27
PAMELA BAILEY - Donation	\$2,000.00
GUNDERSON PALMER NELSON - Document request	\$90.75
HALL & EVANS LLC - Document request	\$127.25
Sorenson - 2020 Pension	\$180.00
Study - 2020 Pension	\$201.00
Jack Sundquist - Donation	\$500.00

Interest \$126.69 \$126.69

Total Revenue \$3,690.45

Re-issued Check Adjustments \$2,454.41

Balance before Disbursements \$1,433,262.05

Disbursements:

Accounts Payable Approved at 02/12/2020 Board Meeting	\$182,717.96
Manual Checks	\$45,326.04
Payroll	\$134,483.93
Total Disbursements	\$362,527.93

Ending Balance as of 03/31/20 **\$1,070,734.12**



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
BOARD REVIEW/FYI ITEMS
APRIL 8, 2020 - Information/Review

**Joint Powers Fire Board
Vehicle Depreciation Account
FY2020**

Balance as of:	2/29/2020
7/1/2019 Wyostar Balance - Fire Vehicle Depreciation Account	\$ 4,643,522.89
Town of Wright Contribution to Wyostar Account	19,586.00
City of Gillette Contribution to Wyostar Account	850,000.00
Campbell County Contribution to Wyostar Account	969,508.00
Sale of Fire Vehicles	26,234.44
Payment to Fire Department	(843,061.00)
FY2020 Interest:	
July 2019	9,956.90
August 2019	11,559.56
September 2019	10,512.71
October 2019	11,225.51
November 2019	7,911.47
December 2019	8,562.01
January 2020	8,730.62
February 2020	7,841.04
2/29/2020 Ending Balance	<u>\$ 5,742,090.15</u>
Encumbered Funds	
Engine 5 - Final	(452,325.00)
Hazmat Truck - Bid Accepted	(875,000.00)
Command Vehicle for Chief Bender - ordered	(73,500.00)
	<u>\$ (1,400,825.00)</u>
2/12/2020 Unencumbered Funds	<u>\$ 4,341,265.15</u>



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
BOARD REVIEW/FYI ITEMS
APRIL 8, 2020 - Information/Review

**Joint Powers Fire Board
CCFD Facilities Maintenance
FY2020**

	2/29/2020
7/1/2019 Wyostar Balance - CCFD Facilities Maintenance Account	\$ -
Town of Wright Contribution to Wyostar Account	500.00
City of Gillette Contribution to Wyostar Account	24,750.00
Campbell County Contribution to Wyostar Account	24,750.00
Payment to Fire Department	-
FY2020 Interest:	
July 2019	30.61
August 2019	51.80
September 2019	65.24
October 2019	86.06
November 2019	63.66
December 2019	75.33
January 2020	76.81
February 2020	68.98
2/29/2020 Ending Balance	<u>\$ 50,518.49</u>



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
BOARD REVIEW/FYI ITEMS
APRIL 8, 2020 - Information/Review

**Joint Powers Fire Board
CCFD Equipment Replacement
FY2020**

Balance as of:	2/29/2020
Wyostar Balance - CCFD Equipment Replacement	
7/1/2019 Account	-
Town of Wright Contribution to Wyostar Account	2,500.00
City of Gillette Contribution to Wyostar Account	247,500.00
Campbell County Contribution to Wyostar Account	247,500.00
Payment to Fire Department	-
FY2020 Interest:	
July 2019	152.70
August 2019	259.01
September 2019	433.97
October 2019	642.88
November 2019	475.52
December 2019	562.69
January 2020	573.77
February 2020	655.35
2/29/2020 Ending Balance	501,255.89



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 BOARD REVIEW/FYI ITEMS
 APRIL 8, 2020 - Information/Review

8.1.2 FY 2020-2020 Budget vs. Actual Statements

Budget Vs Actual - CCFD
 CAMPBELL COUNTY FIRE DEPT

	Budget	2019	Variance	% LEFT
Appropriations:				
Campbell County Appropriation	3,547,406	2,707,325	(840,081)	(23.68%)
City of Gillette Appropriation	1,962,992	1,498,124	(464,868)	(23.68%)
Town of Wright	98,150	74,907	(23,243)	(23.68%)
Total Appropriations	5,608,548	4,280,356	(1,328,192)	(23.68%)
Fees, Donations & Misc:				
Training Center Rental Fees	6,000	3,600	(2,400)	(40.00%)
Total Fees, Donations & Misc	6,000	3,600	(2,400)	(40.00%)
Other Income:				
Interest Earned	700	1,547	847	121.00%
WYOSTAR Interest	0	61,486	61,486	0.00%
Miscellaneous Income	0	36,715	36,715	0.00%
Insurance Repair Reimbursements	0	288,645	288,645	0.00%
Cash Carry Over	186,712	0	(186,712)	(100.00%)
Total Other Income	187,412	388,393	200,981	107.24%
Total Revenues	5,801,960	4,672,349	(1,129,611)	(19.47%)
Gross Profit	5,801,960	4,672,349	(1,129,611)	(19.47%)
Salary Expenses:				
Salaries	2,034,668	1,364,244	670,424	32.95%
Wellness Incentive Payments	4,500	3,375	1,125	25.00%
Maintenance Overtime	5,000	1,530	3,470	69.40%
Suppression Overtime	70,000	31,137	38,863	55.52%
Project/Meeting Overtime	7,500	6,658	843	11.23%
Shift Coverage OT	100,000	61,528	38,472	38.47%
Training Overtime	20,000	10,516	9,484	47.42%



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 BOARD REVIEW/FYI ITEMS
 APRIL 8, 2020 - Information/Review

Part-time Temporary (Seasonal)	90,000	61,425	28,575	31.75%
Part Time Pay	175,000	68,463	106,537	60.88%
Total Salary Expenses	2,506,668	1,608,875	897,793	35.82%
Employee Taxes & Benefits:				
Tax Expenditures	195,548	94,763	100,785	51.54%
Benefit Expenditures	1,104,863	771,288	333,575	30.19%
Part Time Retirement	12,000	5,484	6,516	54.30%
Total Employee Taxes & Benefits	1,312,411	871,536	440,876	33.59%
Other Employee Expenses				
Total Employee Salaries & Benefits	3,819,079	2,480,410	1,338,669	35.05%
Administration Expenses:				
Board Expenses - JPFB	2,200	2,293	(93)	(4.23%)
Legal Counsel	35,000	27,545	7,455	21.30%
Software Yearly Fees	15,000	6,227	8,773	58.48%
Computer Contract Fees	80,000	57,193	22,807	28.51%
Other Professional Services	5,000	2,315	2,685	53.71%
Criminal Background Checks	2,400	1,794	606	25.25%
Medical Physicals	35,000	26,479	8,521	24.35%
Wellness Program	3,500	2,149	1,351	38.59%
Legal Notices	1,500	390	1,110	74.00%
Postage and Freight	2,500	1,936	564	22.55%
Office Supplies - STA 1	21,500	12,502	8,998	41.85%
Supplies - Pub Ed	10,000	7,441	2,559	25.59%
Firefighter Recognition	15,000	9,317	5,683	37.89%
Volunteer Recruitment and Retention	10,000	6,200	3,800	38.00%
Staff Development - Administration	5,000	1,344	3,656	73.12%
Community Investment	500	312	188	37.69%
Insurance / General Liability	215,000	194,811	20,190	9.39%
Total Administration Expenses	459,100	360,248	98,852	21.53%
Training Expenses:				
Supplies - Training Audio Visual	5,000	4,603	397	7.94%
Supplies - AMFTC Classroom Expenses	8,000	5,817	2,183	27.29%
Staff Development - Training	60,000	29,415	30,585	50.98%
Cadet Program	1,500	0	1,500	100.00%
Recruit Academy	8,000	6,199	1,801	22.51%
Utilities - AMFTC	7,000	4,955	2,045	29.22%
Training Center Repairs	6,000	3,403	2,597	43.28%
Part Time Certification & Training	15,000	5,596	9,404	62.70%
Total Training Expenses	110,500	59,987	50,513	45.71%



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 BOARD REVIEW/FYI ITEMS
 APRIL 8, 2020 - Information/Review

Maintenance Expenses:

Utilities - Shop	15,000	10,615	4,385	29.23%
Janitorial Services - Shop Coveralls	2,500	1,887	613	24.53%
Operating Supplies - Shop	7,000	4,936	2,064	29.48%
Shop Tools	5,000	3,555	1,445	28.90%
Vehicle Maintenance	130,000	62,277	67,723	52.09%
Total Maintenance Expenses	159,500	83,270	76,230	47.79%

Building & Utility Expenses:

Cleaning Supplies	8,000	4,126	3,874	48.43%
Utilities - STA 1	65,000	48,895	16,105	24.78%
Utilities - Sta 2	7,140	3,487	3,653	51.16%
Utilities - Sta 3	11,000	7,126	3,874	35.21%
Utilities - Sta 4	5,200	3,312	1,888	36.30%
Utilities - Sta 7	11,000	6,410	4,590	41.73%
Utilities - Sta 9	18,000	12,408	5,592	31.07%
Utilities - Sta 10	4,000	3,184	816	20.40%
Utilities - Sta 11	4,050	3,098	952	23.50%
Utilities - Sta 12	3,750	1,949	1,801	48.03%
Utilities - Sta 13	4,600	2,616	1,984	43.13%
Utilities - Rural	16,000	12,015	3,985	24.91%
Telephone Expense - STA 1	22,000	16,905	5,095	23.16%
Telephone Expense - Sta 3	2,000	1,053	947	47.35%
Telephone Expense - Sta 7	2,000	1,418	582	29.09%
Telephone Expense - Sta 9	4,100	3,382	718	17.52%
Building Maintenance	228,000	158,429	69,571	30.51%
Total Building & Utility Expenses	415,840	289,813	126,027	30.31%

Suppression & Operations Expenses:

Board Expenses - Chief Officers	750	344	406	54.10%
Dispatch Fees	60,000	45,000	15,000	25.00%
Periodicals - Haz Mat	1,000	0	1,000	100.00%
Periodicals - Inspections /Code Manuals	1,526	0	1,526	100.00%
Association Fees - Inspections	693	540	153	22.08%
Association Fees - Investigations	1,000	220	780	78.00%
Supplies - Inspection	2,000	711	1,289	64.45%
Mobile Phones	10,000	7,160	2,840	28.40%
Personal Protective Gear	85,000	57,416	27,584	32.45%
Full Time Employees Uniforms	28,000	21,524	6,476	23.13%
Part-Time Uniforms	22,000	14,079	7,921	36.00%
Operating Supplies - Medical	9,500	5,552	3,948	41.56%
Operating Supplies - Wildland	18,000	769	17,231	95.73%
Operating Supplies - Haz Mat	10,000	3,095	6,905	69.05%
Operating Supplies - Flags	1,000	998	2	0.20%
Operating Supplies - Investigations	750	255	495	66.02%
Lab Processing - Investigations	1,000	0	1,000	100.00%



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 BOARD REVIEW/FYI ITEMS
 APRIL 8, 2020 - Information/Review

Ladder - Aerial Apparatus Testing	5,439	3,388	2,052	37.72%
Radio Maintenance	13,000	8,635	4,365	33.58%
SCBA Maintenance	25,000	16,992	8,008	32.03%
Equipment Maintenance	33,000	10,511	22,489	68.15%
Gasoline/Fuel	75,000	52,996	22,004	29.34%
Saw Maintenance	3,500	569	2,931	83.73%
Fire Suppression	135,000	17,911	117,089	86.73%
Catastrophic Suppression	295,783	295,783	0	0.00%
Total Suppression & Operations Expenses	837,941	564,449	273,492	32.64%
Other Expenses:				
COVID-19 EXPENSES	0	1,180	(1,180)	0.00%
Total Other Expenses	0	1,180	(1,180)	0.00%
Total Operating Expenses	5,801,960	3,839,358	1,962,602	33.83%
Net Operating Income	0	832,991	832,991	0.00%
Vehicle Replacement Revenue:				
Vehicle Replacement Revenue	2,230,243	1,839,094	(391,149)	(17.54%)
Total Vehicle Replacement Revenue	2,230,243	1,839,094	(391,149)	(17.54%)
Vehicle Replacement Expenses:				
Vehicle Replacement Expenditures	(2,230,243)	(889,662)	1,340,581	(60.11%)
Total Vehicle Replacement Expenses	(2,230,243)	(889,662)	1,340,581	(60.11%)
Grant Revenue:				
Unanticipated Grant Revenue	0	30,000	30,000	0.00%
RRT Grant 17-GPD-RR1-HRT17	46,000	0	(46,000)	(100.00%)
18-SHSP-RR1-RR-HRT18	23,653	0	(23,653)	(100.00%)
Total Grant Revenue	69,653	30,000	(39,653)	(56.93%)
Grant Expenses:				
Volunteer Fire Assistance Grant Expenditure	0	(7,983)	(7,983)	0.00%
Unanticipated Grant Expenditures	0	(25,000)	(25,000)	0.00%
RRT Grant 17-GPD-RR1-HRT17	(46,000)	(6,594)	39,406	(85.66%)
18--SHSP-RR1-RR-HRT18	(23,653)	0	23,653	(100.00%)
19-SHSP-RR1-RR-HRT19 EXPENSES	0	(93,060)	(93,060)	0.00%
Total Grant Expenses	(69,653)	(132,637)	(62,984)	90.43%



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 BOARD REVIEW/FYI ITEMS
 APRIL 8, 2020 - Information/Review

Capital Revenue:

Campbell County Capital	9,554	272,250	262,697	2749.74%
City of Gillette Capital	9,554	159,552	149,998	1570.09%
Town of Wright Capital	193	3,116	2,923	1514.34%
Total Capital Revenue	19,300	434,917	415,617	2153.46%

Capital Expenses:

Computer Hardware	(7,500)	0	7,500	(100.00%)
Shop Tools & Equipment	(11,800)	(11,567)	233	(1.97%)
Total Capital Expenses	(19,300)	(11,567)	7,733	(40.07%)

Net Income

	0	1,153,704	1,153,704	0.00%
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Gillette, Wright, Campbell County Fire Protection

Joint Powers Board of Directors

ADMINISTRATIVE ITEMS

APRIL 8, 2020 - Information/Discussion

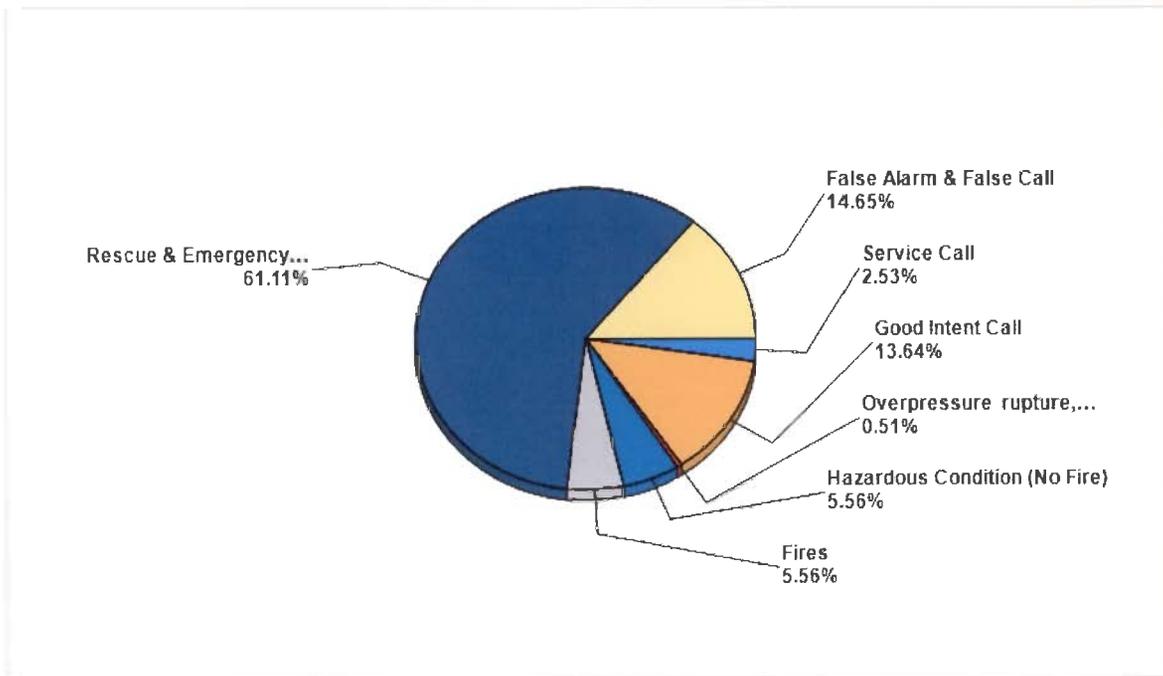
8.1.3 Communicable Diseases Policy & Exposure Control Plan - For Review

**** See Attached**



8.2 Administrative Items: Fire Chef

8.2.1 Call Reviews



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	11	5.56%
Overpressure rupture, explosion, overheat - no fire	1	0.51%
Rescue & Emergency Medical Service	121	61.11%
Hazardous Condition (No Fire)	11	5.56%
Service Call	5	2.53%
Good Intent Call	27	13.64%
False Alarm & False Call	29	14.65%
TOTAL	205	100.00%



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 ADMINISTRATIVE ITEMS
 APRIL 8, 2020 - Information/Discussion

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.49%
114 - Chimney or flue fire, confined to chimney or flue	1	0.49%
118 - Trash or rubbish fire, contained	1	0.49%
121 - Fire in mobile home used as fixed residence	1	0.49%
131 - Passenger vehicle fire	2	0.98%
132 - Road freight or transport vehicle fire	1	0.49%
143 - Grass fire	1	0.49%
162 - Outside equipment fire	1	0.49%
170 - Cultivated vegetation, crop fire, other	1	0.49%
171 - Cultivated grain or crop fire	1	0.49%
251 - Excessive heat, scorch burns with no ignition	1	0.49%
311 - Medical assist, assist EMS crew	99	48.29%
322 - Motor vehicle accident with injuries	4	1.95%
324 - Motor vehicle accident with no injuries.	16	7.80%
352 - Extrication of victim(s) from vehicle	2	0.98%
411 - Gasoline or other flammable liquid spill	1	0.49%
412 - Gas leak (natural gas or LPG)	2	0.98%
413 - Oil or other combustible liquid spill	2	0.98%
424 - Carbon monoxide incident	2	0.98%
442 - Overheated motor	1	0.49%
445 - Arcing, shorted electrical equipment	2	0.98%
461 - Building or structure weakened or collapsed	1	0.49%
551 - Assist police or other governmental agency	2	0.98%
561 - Unauthorized burning	3	1.46%
611 - Dispatched & cancelled en route	18	8.78%
622 - No incident found on arrival at dispatch address	2	0.98%
631 - Authorized controlled burning	1	0.49%
650 - Steam, other gas mistaken for smoke, other	1	0.49%
671 - HazMat release investigation w/no HazMat	5	2.44%
711 - Municipal alarm system, malicious false alarm	1	0.49%
733 - Smoke detector activation due to malfunction	1	0.49%
734 - Heat detector activation due to malfunction	1	0.49%
735 - Alarm system sounded due to malfunction	2	0.98%
736 - CO detector activation due to malfunction	1	0.49%
740 - Unintentional transmission of alarm, other	1	0.49%
743 - Smoke detector activation, no fire - unintentional	7	3.41%
744 - Detector activation, no fire - unintentional	1	0.49%



Gillette, Wright, Campbell County Fire Protection
 Joint Powers Board of Directors
 ADMINISTRATIVE ITEMS
 APRIL 8, 2020 - Information/Discussion

745 - Alarm system activation, no fire - unintentional

14

6.83%

TOTAL INCIDENTS:

205

100.00%

8.2.2 Training Report

Training Division Report – March 2020

March Training Highlights

During March 141 training classes were held. 865 hours of training was recorded with 435 participants.

Department wide trainings for the month of March focused on RT-130. This is the required safety refresher for wildland qualifications.

2020 Recruit Academy

There are still nine participants in the 2020 recruit academy. All recruit academy classes have changed to on online platform where students participate in a virtual classroom.

All recruits passed their Hazardous Materials Awareness class prior to the suspension of classroom instruction and practical's.

COVID-19 Training Plan

Due to COVID-19 all group trainings have been cancelled for the entire fire department. We are currently reevaluating how to proceed with required classes and practical skills for certification requirements. All personnel have been assigned online training for the month of April. This training includes COVID-19 specific hazards, bloodborne pathogen training, and infectious and communicable diseases.

All trainings will be hosted through the Zoom platform until further direction has been established.



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
ADMINISTRATIVE ITEMS
APRIL 8, 2020 - Information/Discussion

8.2.3 Facilities Update/General Information

Report will be presented at the meeting by Chief Bender.



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
ADMINISTRATIVE ITEMS
APRIL 8, 2020 - Information/Discussion

8.2.4 Calendar of Upcoming CCFD/Fire Board Events

January 2020

- January 8, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.
- January 22, 2020: Quarterly Board Meeting W/County Commissioners at 5:30 p.m. at Commissioners Chambers.
- January 30, 2020: County-Wide Business Meeting - Swearing in Ceremony at 7:00 p.m. at Gillette College Tech Center.

February 2020

- February 10, 2020: Fire Board Budget Workshop at 7:00 a.m. at Station One Volunteer Room.
- February 12, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

March 2020

- March 11, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.
- March 28, 2020: Awards Banquet at 5:00 p.m. at the Senior Center.

April 2020

- April 8, 2020: Fire Board Meeting at 5:30 p.m. at ~~Station One Community Room~~ Zoom Meeting
- April 16, 2020: Budget Presentation to Funding Entities at 6:30 p.m. at GAMB-Cottonwood Room.
- ~~April 22, 2020: Quarterly Board Meeting w/County Commissioners at 5:30 p.m. at Commissioners Chambers.~~ **Cancelled**

May 2020

- May 13, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

June 2020

- June 10, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
ADMINISTRATIVE ITEMS
APRIL 8, 2020 - Information/Discussion

July 2020

- July 8, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.
- July 9, 2020: County-Wide Business Meeting at 7:00 p.m. at Alan Mickelson Fire Training Center.
- July 22, 2020: Quarterly Board Meeting w/County Commissioners at 5:30 p.m. at Commissioners Chambers.

August 2020

- August 12, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

September 2020

- September 9, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.
- September xx, 2020: Fire Board Fall Workshop

October 2020

- October 14, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.
- October 21, 2020: Quarterly Board Meeting w/County Commissioners at 5:30 p.m. at Commissioners Chambers.

November 2020

- November 11, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

December 2020

- December 9, 2020: Fire Board Meeting at 5:30 p.m. at Station One Community Room.



9. BOARD ACTION ITEMS

9.1 Sick Time Donations 🐾

Sick Leave Transfer Requests

Employee	Asked for x donations
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The following Employees agreed to donate:

Employee 1	7 hours
Employee 2	3 hours
Employee 3	7 hours
Employee 4	3 hours
Employee 5	7 hours

Also with the Covid 19 crisis there may be need to approve additional sick time donations. I would ask that we allow Chief Bender to approve any requests to receive sick donations. The county has approved sick time be used for those who need to stay home with their children due to the closing of schools & daycare. Those who are not sworn staff will be able to be paid at 2/3 rate after they have used 10 days of sick &/or vacation.



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
BOARD ACTION ITEMS
APRIL 8, 2020 - Information/Discussion

9.2 Emergency Hiring Procedures Request 📄

****See attached Letter**



Gillette, Wright, Campbell County Fire Protection

Joint Powers Board of Directors

BOARD ACTION ITEMS

APRIL 8, 2020 - Information/Discussion

9.3 Employee Leave Policy

**** See attached**



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
BOARD ACTION ITEMS
APRIL 8, 2020 - Information/Discussion

9.4 2020-2021 Budget

1. Proposed budget from last month (w/benefit adjustments)

**-Additional 4-0 Staff
Total Budget \$6,677,284**

**Campbell County - \$3,781,236
City of Gillette - \$2,607,749
Town of Wright - \$ 130,387**

**2. 3-0 Additional 3-0 Staff
Total Budget \$6,394,581**

**Campbell County - \$3,708,857
City of Gillette - \$2,557,832
Town of Wright - \$ 127,892**

****See attached detailed budgets**



Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
EXECUTIVE SESSION/ADJOURNMENT
APRIL 8, 2020 - Discussion/Approval

10. EXECUTIVE SESSION 🌀:

10.1 Matters Posing Threat to Security of Public or Private Property, or Threat to Public Access

10.2 Appointment, Employment, or Dismissal of Public Officer, Employee, or Professional Person

10.3 Litigation Matters

10.4 National Security Matters

10.5 Real Estate Purchases

10.6 Attorney Client Privileged Information

11. EXECUTIVE SESSION MINUTES APPROVAL 🌀

Motion to approve Executive Session Minutes (if needed).

12. ADJOURNMENT 🌀

The meeting was adjourned at _____ hours.