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** 5/15/20

RE: **General Information**

DATE: **May 15, 2020**

The following meetings are scheduled for the week of **May 16 – May 22, 2020**

Tuesday, May 19th

6:30 p.m. City Council Pre-Meeting, Agenda Attached

- Games of Skill Ordinance Update – City Attorney Reyes
- Review May 19, 2020 Council Agenda
- Executive Session
- City Hall – 2nd Floor Community Room
- Dinner Served at 6:00 p.m.

7:00 p.m. City Council Meeting

- City Hall – Council Chambers

1. Attached please find a **memorandum** and **attachment** regarding **Recent Sutherland Subdivision Cable Failures** dated **May 14**, **2020** provided by **Utilities Director Cole**.

2. Attached please find a **memorandum** and **attachment** regarding **2019 and 2020 Water and Sewer Connections** dated **May 15**, **2020** provided by **Utilities Director Cole**.

3. Attached please find the **Fourth Continuations and Modifications of Statewide Public Health Orders #1**, **#2**, and **#3** dated **May 15**, **2020** provided by the **Office of Governor Mark Gordon**.

4. Attached please find **Campbell County Public Health Orders 2020-1** and **2020-2** dated **May 8**, **2020** provided by the **Campbell County Commissioners**.

5. Attached please find a **letter** regarding an **Environmental Assessment for Antelope Mine** dated **May 8**, **2020** provided by the **United States Department of the Interior Office of Surface Mining Reclamation and Enforcement**.

6. Attached please find a **news release** regarding **Filing Period for City Council Seats Will Open on May 14th** dated **May 8**, **2020** provided by **Communications Manager Palazzari**.

7. Attached please find a **news release** regarding **Filing Period for City Council Seats Is Now Open** dated **May 14**, **2020** provided by **Communications Manager Palazzari**.

8. Attached please find a **news release** regarding **Update on City Services** dated **May 14**, **2020** provided by **Communications Manager Palazzari**.

9. Attached please find a **news release** regarding **Law Enforcement Memorial** dated **May 13**, **2020** provided by **Communications Manager Palazzari**.

10. Attached please find a **Covid-19 Update for Elected Officials** dated **May 13**, **2020** provided by **Wyoming Workforce Services**.

11. Attached please find an **article** from the **Building Safety Journal** regarding **City of Gillette Deputy Building Inspection/Plans Examiner Jim Brown** dated **May 11**, **2020**.

12. Attached please find **agendas** for the **Parks & Beautification Board** dated **April 23**, **2020** and **May 14**, **2020** and **meeting minutes** dated **March 12**, **2020** and **April 23**, **2020** provided by **Public Works Director Wilde**.

13. Attached please find the **agenda** for the **Gillette**, **Wright**, **Campbell County Fire Protection Joint Powers Board of Directors** dated **May 13**, **2020** and **meeting minutes** dated **April 8**, **2020** provided by **Campbell County Fire Department**.

PGD/adw

CITY OF GILLETTE

Finance Department - City Clerk Division
Cindy Staskiewicz, City Clerk
201 E. 5th Street • Gillette, Wyoming 82716
Phone 307.686.5210 • Fax 307.686.4081
clerk@gillettewy.gov

Pre-Meeting – 6:30 p.m.
City Hall - 2nd Floor Community Room
Tuesday, May 19, 2020
Dinner Served at 6:00 p.m.

Pre-Meeting Topic(s):

- Games of Skill Ordinance Update – City Attorney Reyes
- Review May 19th Council Agenda
- Executive Session

CITY OF GILLETTE
Utilities - Electrical Services
611 N. Exchange Ave. • Gillette, Wyoming 82716
Phone 307.686.5277
www.gillettewy.gov

MEMO

TO: Michael H. Cole, PE, Utilities Director Michael H. Cole

FROM: Mick Wolf, Electrical Services Superintendent

DATE: May 14, 2020

RE: Recent Sutherland Subdivision Cable Failures

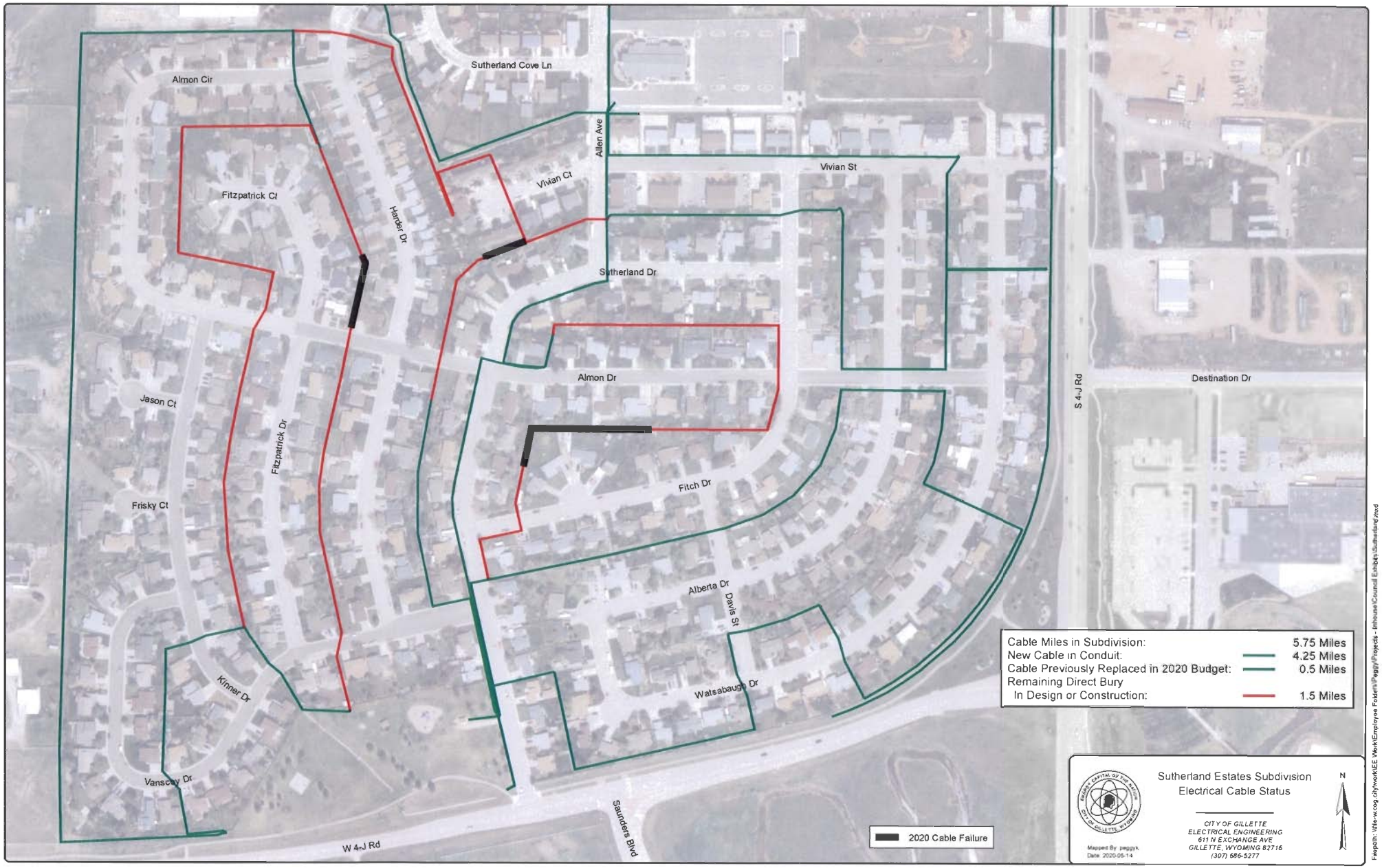
During the past six weeks, the City experienced three power outages in the Sutherland Estates Subdivision due to primary cable failures. We had a similar outage last fall in the same area for the same reason. The primary cable in this subdivision is direct buried, over 40 years old, and has exceeded its useful life. The enclosed exhibit describes the current status of older direct bury cable versus new cable in conduit within this subdivision.

Presently in Sutherland Estates, we have a total of 5.75 miles of cable with 1.5 miles of old cable still in service. We have four projects planned for this subdivision. Our contractor is currently installing conduit for two of these projects. The other two are being designed. Our goal is to have all four projects complete by November of this year.

Over the past decade, we have proactively installed new primary cable in conduit, not only in Sutherland Estates, but throughout the entire City. We currently have 23.92 miles of direct buried cable within the City's electric system. Our goal is to replace a minimum of three miles per year. At this rate, we are hopeful to replace all direct bury cable with new cable in conduit by the end of 2028.

Direct bury cable also exists in the Crestview and Antelope Valley subdivisions. These subdivisions are currently served by PRE-Corp.

Please contact me if you have any questions.


Almon Cir
Sutherland Cove Ln
Allen Ave
Vivian Ct
Vivian St
Fitzpatrick Ct
Harder Dr
Sutherland Dr
Almon Dr
Destination Dr
S 4-J Rd
Jason Ct
Fitzpatrick Dr
Fitch Dr
Frisky Ct
Alberta Dr
Davis St
Kinner Dr
Watsabaugh Dr
Vanscoy Dr
Saunders Blvd
W 4-J Rd
2020 Cable Failure
Cable Miles in Subdivision: 5.75 Miles
New Cable in Conduit: 4.25 Miles
Cable Previously Replaced in 2020 Budget: 0.5 Miles
Remaining Direct Bury
In Design or Construction: 1.5 Miles
Sutherland Estates Subdivision
Electrical Cable Status
CITY OF GILLETTE
ELECTRICAL ENGINEERING
611 N EXCHANGE AVE
GILLETTE, WYOMING 82716
(307) 686-5277
Mapped By: peggyk
Date: 2020-05-14
N
Filepath: \\fs-w.cog.city\work\EE Work\Employee Folders\Peggy\Projects - Inhouse\Council Exhibits\Sutherland.mxd

CITY OF GILLETTE
Utilities
P.O. Box 3003 • Gillette, Wyoming 82717-3003
Phone (307) 686-5262
www.gillettewy.gov

MEMO

TO: Patrick Davidson, City Administrator

FROM: Michael H. Cole, PE, Utilities Director Michael H. Cole

COPY: Ry Muzzarelli, PE, Development Services Director

DATE: May 15, 2020

RE: 2019 and 2020 Water and Sewer Connections

During the May 13 Budget Workshop #3, Councilman Lundvall requested the total number of water and sewer taps issued by the City during the past year.

Attached is a spreadsheet, prepared by the City's Building Division, summarizing the total number of residential and commercial taps issued in 2019 and 2020.

In CY 2019, the City issued 11 Commercial Water Taps and 6 Commercial Sewer Taps. Also in CY 2019, the City issued 39 Residential Water Taps and 36 Residential Sewer Taps.

Through May 14, 2020, the City has issued 2 Commercial Water Taps, 2 Commercial Sewer Taps, 5 Residential Water Taps and 5 Residential Sewer Taps since January 1, 2020.

From January 1, 2019 through May 14, 2020, the City has issued a total of 57 Water Taps and 49 Sewer Taps.

Please feel free to contact Mike Cole or Ry Muzzarelli if you have any questions.

CITY OF GILLETTE WATER &/OR SEWER CONNECTIONS 01/01/2019 - 05/14/2020		
COMMERCIAL		
	Water Connections	Sewer Connections
2019	11	6
2020	2	2
SUB-TOTALS	13	8
RESIDENTIAL		
	Water Connections	Sewer Connections
2019	39	36
2020	5	5
SUBTOTALS	44	41
TOTAL COMBINED WATER & SEWER CONNECTIONS		**106**
Per Building Inspection Data as of 05/14/2020		

FOURTH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC HEALTH ORDER REGARDING BARS, RESTAURANTS, THEATERS, GYMNASIUMS, CHILD CARE FACILITIES, K-12 SCHOOLS, COLLEGES, UNIVERSITIES, AND TRADE SCHOOLS

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

Due in part to the vigilance of Wyoming residents, the metrics measuring outbreak progress and healthcare system capacity allow for the Wyoming Department of Health to continue the process of incrementally lifting restrictions in previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order authorizes countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved by the County Health Officer and the State Health Officer. This Order also authorizes restaurants, bars, and theaters to re-open under certain conditions. This Order also authorizes K-12 schools, colleges, universities, and trade schools to provide limited on-site instruction to students who need specialized assistance or services, or for technical courses that require specific equipment for instruction under certain conditions.

This Order is effective on May 15, 2020, and shall remain in effect through May 31, 2020, unless the Wyoming Department of Health revokes or extends this Order before May 31, 2020.

FINDINGS

1. 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 513 confirmed cases of COVID-19 in Wyoming as of May 12, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 7 deaths in Wyoming related to COVID-19.

2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons 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 persons with serious underlying health conditions. New information about the implications of this virus is ongoing.

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

4. 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."

5. On March 13, 2020, Wyoming Governor 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.

6. Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.

7. 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.

8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.

9. Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, M.D., PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; to close theaters, schools, and other public places; and to forbid gatherings of people when necessary to protect public health.

10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

ORDER

1. Pursuant to Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv), beginning on May 15, 2020, and continuing through May 31, 2020, unless revoked or extended by the Wyoming Department of Health before May 31, 2020, restaurants, food courts, cafes, coffeehouses, bars, taverns, brew pubs, breweries, microbreweries, distillery pubs, wineries, tasting rooms, special licensees, clubs, cigar bars, and other places of public accommodation offering food, beverages, or alcoholic beverages for on-premises consumption may provide services (indoors and outdoors) under the following restrictions, to be enforced by the business owner:

a. All patrons shall be seated at tables (for purposes of this Order, booths are included in the definition of tables);

b. Tables must be limited to groups of 6, preferably of the same household, however, a business may make exceptions for groups greater than 6 if the group is solely comprised of members from the same household;

c. Tables with patrons must be positioned such that patrons at different tables are at least 6 feet apart (and preferably 10 feet apart) on all sides when seated; the number of people in a confined area at any time must be limited in such a way as to allow for adequate distancing between tables;

d. Signage must be positioned on premises reminding separate parties to stand at least 6 feet apart; designated waiting areas must have floor markers to indicate proper spacing;

e. Physical distancing guidelines must be maintained while customers enter and remain on premises;

f. Staff that come within 6 feet of customers or other staff shall wear face coverings; staff shall perform hand hygiene between interactions with each table;

g. Cups, lids, napkins, and straws must be handed directly to customers by staff;

h. Tables must not be set prior to customer arrival; staff shall avoid touching items that have been placed on the table; tables must be cleared by dedicated staff once all guests have left the table;

i. Dedicated staff shall sanitize all areas occupied by customers upon customer departure, including tables, menus, pens, salt and pepper shakers, tables, chairs, etc. (consider the use of disposable items as necessary);

j. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;

k. Hand sanitizer shall be available at the business entrance and immediately adjacent to all bathrooms;

l. Cleaning and disinfecting shall be performed in the morning, afternoon, and evening; all tables, chairs, door handles, floors, and bathrooms, and any high-touch surfaces must be cleaned and disinfected;

m. No self-serve food service or buffet options shall be available unless food is pre-packaged; drink refills are not allowed in the same containers;

n. Gloves shall be worn when handling to-go boxes, pizza boxes, paper cups, and any other paper product that touches food;

o. Staff shall use gloves when handling ready-to-eat foods (including ice); gloves are not required when handling foods that have yet to be cooked;

p. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity must be kept and made available for inspection by the local health officer;

q. Self-service condiments shall not be used, unless the condiments can be cleaned adequately between customers;

r. The business shall encourage contactless and non-signature payment; if not possible for the customer, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options and food containers;

s. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;

t. Playgrounds at the business must remain closed;

u. No dart/pool leagues, dances, events, or karaoke may take place at the business; and

v. Signage must remind customers not to enter the business if they have symptoms of COVID-19 and must be displayed at the business entrance.

2. Gymnasiums may re-open or continue to operate in a limited capacity, under the following restrictions, to be enforced by owner of the facility:

a. Staff that come within 6 feet of customers or other staff shall wear face coverings;

b. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity must be kept and made available for inspection by the local health officer;

c. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;

d. Close-contact group activities, including close-contact sports, are prohibited; personal training is permitted;

e. Locker rooms may be open, provided that lockers are assigned by patron and are disinfected by staff after each use; showers may be open, provided that proper cleaning is performed; at all times, physical distancing must be maintained in locker rooms;

f. Workout equipment must be no less than 6 feet apart (and preferably 10 feet apart), enforced by staff during operation;

g. Workout equipment must be cleaned by staff in between each patron use;

h. Handwashing stations, or hand sanitizer, must be readily available for all patrons;

i. Group workout classes are permitted, provided that at all times, each participant can remain at least 6 feet away from other participants of the class; class sizes shall be limited to 25 participants;

j. Overall number of patrons in the entire facility must not exceed 1 person per 120 square feet, and patrons must maintain physical distancing during their workout;

k. Swimming pools shall be limited to one swimmer per lane;

l. Spas and saunas shall remain closed;

m. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies; and

n. Signage must be displayed reminding customers not to enter the business if they have symptoms of COVID-19, and the signage must be displayed at the business entrance.

3. Movie theaters, performance theaters, opera houses, concert halls, and music halls may re-open in a limited capacity, under the following restrictions to be enforced by the owner of the facility:

   a. Groups of patrons seated together must be limited to 6, preferably of the same household, however, a business may make exceptions for groups greater than 6 if the group is solely comprised of members from the same household;

   b. A 6-foot distance must be maintained between individual groups at all times, including in waiting areas and while seated in the facility;

   c. The number of people in a confined area at any time must be limited to allow for adequate distancing between groups;

d. Close contact between members of different groups is prohibited before, during, and after each performance;

e. Signage must remind patrons to remain at least 6 feet apart from other groups of people; waiting areas must have floor markers to indicate proper spacing;

f. Staff shall perform hand hygiene between interactions with each customer or party;

g. Staff that come within 6 feet of customers or other staff shall wear a face covering;

h. Patrons should be encouraged to wear face coverings to the greatest extent practicable;

i. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity must be kept and made available for inspection by the local health officer;

j. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;

k. Hand sanitizer must be available at the entrance to the facility and immediately adjacent to the bathrooms;

l. The facility must be thoroughly cleaned and disinfected prior to and after each performance; all countertops, seating, armrests, door handles, floors, bathrooms, and any high-touch surfaces must be cleaned and disinfected according to CDC guidelines for cleaning;

m. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;

n. The business shall encourage contactless and non-signature payment; if not possible for the customer, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options;

o. Signage must remind customers not to enter the business if they have symptoms of COVID-19, and the signage must be displayed at the business entrance; and

p. Food service must follow the provisions for restaurants in paragraph 1 above.

4. For clarity, this Order does not apply to any of the following:

a. Places of public accommodation that offer food and beverage not for on-premises consumption, including grocery stores, markets, retail stores that offer food, convenience stores, pharmacies, drug stores, and food pantries;

b. Room service in hotels;

c. Health care facilities, residential care facilities, congregate care facilities, and juvenile justice facilities;

d. Crisis shelters or similar institutions;

e. Airport concessionaires; and

f. Any emergency facilities necessary for the response to the events surrounding the public health emergency and state of emergency caused by COVID-19.

5. In order to help protect the health and safety of children, child care centers or home daycares may re-open or continue to operate under the following conditions:

a. The child care provider shall restrict groups of people (children and providers) to 25 in each separate room in accordance with all rules governing child to provider ratios. The child care provider may allow 25 or more people in the facility only if each group of 25 individuals is in a room separated by walls from other groups in accordance with all rules governing child to provider ratios;

b. The child care provider shall ensure that all people (children and providers) wash hands with soap and water upon arrival to the facility;

c. The child care provider shall ensure that staff and children are screened for symptoms of COVID-19 at the beginning of the day on arrival and may not allow any symptomatic individuals to enter the facility; logs of the employee screening activity must be kept and made available for inspection by the local health officer;

d. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;

e. In the event of a confirmed case of COVID-19 within the facility, the provider shall close the facility and consult with their local county health officer on next steps and when to re-open;

f. The child care provider shall ensure that enrolled children are met at the entrance and that parents, or other individuals dropping off or picking up children, do not enter the facility, unless absolutely necessary; and

g. The child care provider shall ensure that surfaces and areas that are used and touched often are cleaned and sanitized after each use (e.g. shared toys, keyboards, desks, remote controls) or at least twice a day (e.g. doorknobs, light switches, toilet handles, sink handles, countertops).

6. Child care providers operating under the measures in paragraph 5 shall prioritize providing child care for children of essential personnel. "Essential personnel" include:

   a. Staff and providers of childcare and education services, including custodial and kitchen staff and other support staff, who do not do their work remotely;

   b. Providers of healthcare including, but not limited to, employees of clinics, hospitals, nursing homes, long-term care and post-acute care facilities, respite houses, designated agencies, emergency medical services, as well as necessary custodial, kitchen, administrative, and other support staff;

   c. Criminal justice personnel including those in law enforcement, courts, and correctional services;

   d. Public health employees;

   e. Firefighters, Wyoming National Guard personnel called to duty for responding to COVID-19, and other first responders;

   f. Government (Federal, State, and local) employees determined to be essential for response to the COVID-19 crisis;

   g. Active duty military staff;

   h. Pharmacy staff;

   i. Foster families with children through grade 8;

   j. 2-1-1 and 9-1-1 call center staff; critical infrastructure and utility workers, including electrical, plumbing, telecommunications, water, and wastewater operators, workers, and staff;

   k. State, municipal, and commercial public works and sanitation crews;

   l. Grocery and food supply workers;

   m. Supply chain, postal, and delivery drivers and warehouse workers;

   n. Manufacturers of medical devices, equipment, testing equipment, and supplies; and

o. Fuel distribution workers.

7. In addition to the measures noted above, a child care center or home daycare that remains open is required to follow all health guidelines from the CDC and Wyoming Department of Health for limiting the risk of transmission of COVID-19, to the extent possible when caring for children.

8. As child care is a critical part of the infrastructure of Wyoming, allowing essential systems to function, in the event a County Health Officer closes a child care facility under the direction and supervision of the State Health Officer, the County Health Officer shall work with local child care providers to make available limited child care services for essential personnel, as described above.

9. All K-12 schools, colleges, universities, and trade schools shall not hold in person classes until no sooner than June 1, 2020 unless an exception is granted under paragraph 11 or a Countywide Variance Order is granted under paragraph 12. Staff and teachers may continue to work in school or facility buildings to facilitate adaptive learning/instruction or to complete required administrative tasks. Food may still be prepared to be made available to those in need.

10. K-12 schools, colleges, universities, and trade schools may provide limited on-site instruction to students who need specialized assistance or services, or for technical courses that require specific equipment for instruction. K-12 schools, universities, colleges, and trade schools offering these services shall operate under the following provisions:

    a. Groups shall be limited to 25 people (students and teachers); the facility shall restrict groups of people to 25 in each separate room; the facility may allow more than 25 people in the facility only if each group of 25 is in a room separated by walls from other groups;

    b. Spacing of at least 6 feet between people must be maintained whenever possible; face coverings shall be worn in situations where 6 feet of separation cannot be maintained;

    c. Students and staff shall be screened each day for symptoms of COVID-19, or exposure to an individual with COVID-19; students or staff who are ill shall not participate in onsite activities; students and staff who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to participate in onsite activities; staff logs of screening must be kept and made available for inspection by the local health officer;

    d. All facilities, and surfaces therein, shall be cleaned and disinfected according to CDC guidelines before and after student use;

    e. Six foot spacing of students during transportation to and from the facility must be maintained as much as practicable; and

f. Hand hygiene must be performed frequently within the facility.

11. Specific exceptions to the restrictions in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented. Any specific exception under this paragraph must be approved in writing by the State Health Officer and may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.

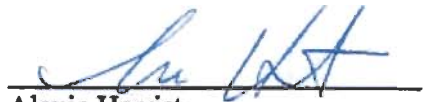
12. Countywide variances to the restrictions in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive or more restrictive than the measures imposed in this Order.

13. This Order is entered in conjunction with the statewide public health orders titled "Fourth Continuation, and Modification, of Statewide Public Health Order #2: Forbidding Gatherings of More Than Twenty-Five (25) People", entered May 13, 2020, and "Fourth Continuation, and Modification, of Statewide Public Health Order #3 Regarding Nail Salons, Hair Salons, Barber Shops, Massage Therapy Services, Tattoo, Body Art and Piercing Shops, and Cosmetology, Electrology, and Esthetic Services", entered May 13, 2020.

14. This Order supersedes all individual county health orders currently in effect.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 13 DAY OF May, 2020.



Alexia Harrist
Wyoming State Health Officer

FOURTH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC HEALTH ORDER #2: FORBIDDING GATHERINGS OF MORE THAN TWENTY-FIVE (25) PEOPLE

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

Due in part to the vigilance of Wyoming residents, the metrics measuring outbreak progress and healthcare system capacity allow for the Wyoming Department of Health to continue the process of incrementally lifting restrictions in previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order authorizes countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved by the County Health Officer and the State Health Officer. This Order also authorizes gatherings of 25 people or less and authorizes certain gatherings with conditions.

This Order is effective on May 15, 2020, and shall remain in effect through May 31, 2020, unless the Wyoming Department of Health revokes or extends this Order before May 31, 2020.

FINDINGS

1. 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 513 confirmed cases of COVID-19 in Wyoming as of May 12, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 7 deaths in Wyoming related to COVID-19.

2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons 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 persons with serious underlying health conditions. New information about the implications of this virus is ongoing.

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

4. 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."

5. On March 13, 2020, Wyoming Governor 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.

6. Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.

7. 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.

8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.

9. Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, M.D., PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; and to forbid gatherings of people when necessary to protect public health.

10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

ORDER

1. Gatherings of more than twenty-five (25) people are prohibited in order to help stop the spread of COVID-19 and protect the health of the public.

2. "Gatherings" are any planned or spontaneous event, public or private, bringing together, or likely bringing together, more than twenty-five (25) people in a single room or a single confined space (whether indoor or outdoor) at the same time.

3. Gatherings at the following are exempted from this Order:

    a. Hotels and motels for lodging purposes;

    b. Livestock auctions;

    c. Groups of workers being transported to a location for their jobs;

d. Government business, military and National Guard facilities, law enforcement, jails, secure treatment centers, and correctional facilities, including any facility operated by the Wyoming Department of Corrections, and any facility used to respond to natural disasters or public health emergencies;

e. Federal, State, and local government facilities, including government service centers;

f. Relief facilities, including food pantries and shelter facilities;

g. Residential buildings, excluding individual household residences;

h. Grocery stores, markets, convenience stores, pharmacies, drug stores;

i. Truck stops, gas stations, and auto-repair facilities;

j. Retail or business establishments, where more than twenty-five (25) people may be present but are generally not within six (6) feet of one another;

k. Healthcare facilities, including hospitals, medical facilities, home health agencies, personal care agencies, hospices, adult family homes, mental health centers, and pharmacies;

l. Alcohol and drug treatment centers; and

m. Long-term care and assisted living facilities, including nursing homes and assisted living facilities, as long as the facility complies with guidance and directives from the CDC, the Wyoming Department of Health, and appropriate licensing and regulatory agencies.

4. Religious or faith based organizations and funeral homes may allow gatherings of more than 25 people subject to the following conditions, to be enforced by the religious or faith based organization leaders/staff or the staff of the funeral home:

a. A 6-foot distance must be maintained between individual household groups at all times;

b. The number of people in a confined area at any time must be limited to allow for adequate distancing between households;

c. Close contact between members of different households is prohibited before, during, and after the gathering;

d. Reading materials, collection plates, and communion trays shall be passed out to individual attendees by the leaders/staff rather than passed between attendees;

e. Prior to the gathering, religious or faith based organization leaders/staff and staff of funeral homes must be screened for symptoms of COVID-19, or exposure to a person

with COVID-19 during the previous 14 days. Staff or leaders with symptoms of illness, or known exposure to a person with COVID-19 infection within the previous 14 days, shall not participate in the gathering; staff logs of the screening activity shall be kept and made available for inspection by the local health officer;

f. The entire facility shall be cleaned thoroughly, including all high touch areas before and after each gathering, according to CDC guidelines for cleaning;

g. Communion shall be served in individual containers;

h. There shall be no exchange of food or drink, with the exception of subsection g;

i. Staff who come within 6 feet of attendees or other staff must wear a face covering; and

5. Any gathering not covered by this Order should follow the public health recommendations of the Centers for Disease Control and the Wyoming Department of Health, including washing hands often with soap and water, practicing social distancing by avoiding close contact with others, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and wearing a face covering when in public.

6. Additional specific gathering exceptions to the prohibitions in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that people at the gathering will maintain at least six (6) feet of space between one another, and that effective sanitation will be performed before and after the gathering. Any specific exception under this paragraph must be approved in writing by the State Health Officer and may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.

7. Countywide variances to the prohibitions mandated in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more restrictive) than the measures imposed in this Order.

8. This Order is entered in conjunction with the statewide public health orders titled "Fourth Continuation, and Modification, of Statewide Public Health Order Regarding Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools", entered May 13, 2020, and "Fourth Continuation, and Modification, of Statewide Public Health Order #3 Regarding Nail Salons, Hair Salons, Barber Shops, Massage Therapy Services, Tattoo, Body Art and Piercing Shops, and Cosmetology, Electrology, and Esthetic Services", entered May 13, 2020.

9. This Order supersedes all individual county health orders currently in effect.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards.

Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 13 DAY OF May, 2020.

Alexia Harrist
Wyoming State Health Officer

FOURTH CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC HEALTH ORDER #3 REGARDING NAIL SALONS, HAIR SALONS, BARBER SHOPS, MASSAGE THERAPY SERVICES, TATTOO, BODY ART AND PIERCING SHOPS, AND COSMETOLOGY, ELECTROLOGY, AND ESTHETIC SERVICES

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by continuing certain restrictions as outlined in this Order. Additionally, this Order implements measures in line with the White House unveiling, on April 16, 2020, of certain guidelines for Opening Up America Again - a three-phased approach beginning with State or Regional Gating Criteria and continuing through three phases of removing restrictions when there is no evidence of resurgence of the virus.

Due in part to the vigilance of Wyoming residents, the metrics measuring outbreak progress and healthcare system capacity allow for the Wyoming Department of Health to continue the process of incrementally lifting restrictions in previous statewide public health orders through a measured and data-based approach. As with previous statewide public health orders, this Order authorizes countywide variances to the restrictions within this Order, in the form of a Countywide Variance Order, if approved by the County Health Officer and the State Health Officer. This Order also continues to incrementally lift some of the restrictions on the businesses outlined in this Order.

This Order is effective on May 15, 2020, and shall remain in effect through May 31, 2020, unless the Wyoming Department of Health revokes or extends this Order before May 31, 2020.

FINDINGS

1. 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 513 confirmed cases of COVID-19 in Wyoming as of May 12, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed. There have been 7 deaths in Wyoming related to COVID-19.

2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons 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 persons with serious underlying health conditions. New information about the implications of this virus is ongoing.

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

4. 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."

5. On March 13, 2020, Wyoming Governor 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.

6. Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.

7. 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.

8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.

9. Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, M.D., PhD, or under her directive through other employees of the Wyoming Department of Health, to control the causes of communicable disease; to close certain public places; and to forbid gatherings of people when necessary to protect public health.

10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, covering your cough or sneeze into your elbow or by using a tissue, and by wearing a face covering when in public.

ORDER

1. Pursuant to Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv), beginning on May 15, 2020, and continuing through May 31, 2020, unless revoked or extended by the Wyoming Department of Health before May 31, 2020, nail salons, hair salons, barber shops, cosmetology, electrology, and esthetic services, massage therapy services (excluding massages performed for medical purposes which are exempt from this Order) and tattoo, body art, and piercing shops may re-open or continue to operate under the following conditions:

    a. Patrons shall only receive services at stations with at least 6 feet of separation on all sides from other stations serving patrons;

b. The number of people (patrons and staff) in a confined area at any time shall be limited in such a way as to allow for adequate spacing between stations;

c. Employees shall be screened for symptoms of COVID-19, or exposure to an individual with COVID-19, prior to each shift; employees who are ill shall not be allowed to work; employees who have been exposed to a COVID-19 positive person within the previous 14 days shall not be allowed to work; employee logs of the screening activity shall be kept and made available for inspection by the local health officer;

d. All patrons shall wear face coverings as much as possible when receiving service;

e. All staff must wear face coverings when within 6 feet of customers or other staff;

f. Service shall be provided by appointment only;

g. The business shall maintain a record of staff working hours by date and time for purposes of COVID-19 contact tracing; if such recordkeeping is done manually, sanitizing measures must be taken on the instruments used for recordkeeping in between use;

h. Patrons in waiting areas shall remain 6 feet apart; waiting areas must have floor markers to indicate proper spacing;

i. Cleaning and sanitizing shall be completed after each patron is served, including hand washing and surface sanitation;

j. The business shall not operate without appropriate protective equipment for staff (face coverings, gloves for serving and cleaning, etc.), EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies;

k. The business shall encourage contactless and non-signature payment; if not possible for the customer, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options; and

l. Signage must remind customers not to enter the business if they have symptoms of COVID-19, and the signage must be displayed at the business entrance.

2. The restrictions imposed by this Order do not prohibit owners, employees, contractors, vendors, or suppliers of the services listed above from entering, exiting, or occupying that place of business in their professional capacity.

3. Specific service provider exceptions to the restrictions within this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented by the service provider. Any specific exception under this paragraph shall be approved in writing by the State Health Officer and

may be modified or revoked by the County Health Officer under the supervision and direction of the State Health Officer.

4. Countywide variances to the restrictions in this Order may be granted in the form of a Countywide Variance Order if approved and signed by both the County Health Officer and the State Health Officer. Countywide Variance Orders may be less restrictive (or more restrictive) than the measures imposed in this Order.

5. This Order is entered in conjunction with the statewide public health orders titled "Fourth Continuation, and Modification, of Statewide Public Health Order Regarding Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools", entered May 13, 2020, and "Fourth Continuation, and Modification, of Statewide Public Health Order #2: Forbidding Gatherings of More Than Twenty-Five (25) People", entered May 13, 2020.

6. This Order supersedes all individual county health orders currently in effect.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(i), (ii), and (iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 13 DAY OF May, 2020.

Alexia Harrist
Wyoming State Health Officer

CAMPBELL COUNTY PUBLIC HEALTH ORDER 2020-1

COUNTYWIDE VARIANCE TO THE RESTRICTIONS MANDATED IN STATEWIDE PUBLIC HEALTH ORDER #1: "THIRD CONTINUATION, AND MODIFICATION, OF STATEWIDE PUBLIC HEALTH ORDER CLOSING BARS, RESTAURANTS, THEATERS, GYMNASIUMS, CHILD CARE FACILITIES, K-12 SCHOOLS, COLLEGES, UNIVERSITIES, AND TRADE SCHOOLS STATEWIDE"

WHEREAS, Dr. Kirtikumar Patel, MD serves as the Campbell County Health Officer pursuant to Wyoming Statute § 35-1-306(a); and

WHEREAS, Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) gives the power to the Wyoming Department of Health, through the State Health Officer, or under her direction and supervision, or through the other employees of the Wyoming Department of Health to control the causes of communicable disease; to close theaters, schools and other public places; and to forbid gatherings of people when necessary to protect the public health; and

WHEREAS, as evidenced by her signature below, Alexia Harrist, MD, Ph.D., the Wyoming State Health Officer, has reviewed and does hereby authorize the issuance of this Variance Order by Dr. Patel, the Campbell County Health Officer, and the State Health Officer, Dr. Alexia Harrist, also specifically makes the finding that this Order is necessary for the protection of the public health; and

WHEREAS, the State Health Officer has issued Statewide Order #1 closing bars, restaurants, theaters, gymnasiums, child care facilities, K-12 schools, colleges, universities, and trade schools statewide; and

WHEREAS, Statewide Order #1 is specifically titled: *Third Continuation, and Modification, of Statewide Public Health Order Closing Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools Statewide*. Statewide Order #1 was originally set to expire April 3, 2020, however, it was extended by the First Continuation Order to April 17, 2020. The Second Continuation Order extended Statewide Order #1 to April 30, 2020. The Third Continuation Order now extends the order through May 15, and allows for a County Health Officers to request a less restrictive or more restrictive variance to the order; and

WHEREAS, COVID-19 was first detected in Wuhan, China in 2019, and since then has spread throughout the world including the United States, the State of Wyoming, and Campbell County; and

WHEREAS, COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons 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; and

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

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-Co V-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;" and

WHEREAS, on March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak; and

WHEREAS, Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety and welfare; and

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 people, place other vulnerable members of the public at significant risk; and

WHEREAS, a large number of persons with serious infections can compromise the ability of the healthcare system to deliver the necessary healthcare to the public; and

WHEREAS, in addition to the above findings, stopping the spread of COVID-19 includes washing hands often, practicing physical distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of

illness, avoiding touching your faces, eyes, nose, and mouth, covering your cough or sneeze into your elbow or by using a tissue, and wearing a face covering in public; and

WHEREAS, as of May 5, 2020, there have been 15 laboratory-confirmed and 9 probable cases of COVID-19 and no COVID-19-associated deaths in Campbell County. A total of 22 cases have recovered; and

WHEREAS, as of May 5, 2020, there have been 434 COVID-19 tests conducted in Campbell County, with a positivity rate of 2.8%, less than the statewide rate of 4.1%; and

WHEREAS Campbell County via Campbell County Health has an adequate supply of viral transport media and swabs to test symptomatic patients if there were an increased demand for testing; with additional testing supplies available from Campbell County Public Health Nursing; and

WHEREAS Campbell County has an adequate supply of PPE available in the event of an increased incidence of positive cases. Campbell County Public Health has additional PPE supplies if needed.

NOW THEREFORE, IT IS HEREBY ORDERED THAT residents of Campbell County shall comply with Statewide Order #1 (*Third Continuation, and Modification, of Statewide Public Health Order Closing Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools Statewide*) with the following exceptions:

1. Restaurants, food courts, cafes, coffeehouses, bars, taverns, brew pubs, breweries, microbreweries, distillery pubs, wineries, tasting rooms, special licensees, clubs, and other places of public accommodation offering food, beverages, or alcoholic beverages for on-premises consumption may operate, subject to any existing ordinances, laws, rules and regulations of the City of Gillette, Town of Wright and Campbell County, with the following restrictions, to be enforced by the business owner:

    a. All patrons of the business shall be seated at tables (including booths);

    b. Tables shall be limited to groups of 6, preferably of the same household;

    c. Tables with guests must be positioned so that guests at different tables are at least 6 feet apart from each other when seated;

d. Signage must be maintained to remind individuals from separate parties to stand at least 6 feet apart; waiting areas must have floor markers to indicate proper spacing;

e. The business shall assure that physical distancing guidelines are maintained while customers enter and remain in the establishment;

f. Staff must wear face coverings at all times and perform hand hygiene between interactions with each table;

g. Cups, lids, napkins and straws must be handed directly to customers by staff; tables must not be set prior to customer arrival;

h. Staff shall avoid touching items that have been placed on the table. The table must be cleared by a dedicated staff member once all guests have left;

i. Dedicated staff members shall sanitize the area occupied by customers upon departure including tables, menus, pens, salt and pepper shakers etc. Consider use of disposable items if necessary;

j. The business may not operate if PPE, EPA-approved disinfectants and sanitizers, soap and other necessary cleaning supplies are not available;

k. Hand sanitizer must be available immediately adjacent to bathrooms;

l. The business shall clean and disinfect in the morning, afternoon, and evening. All tables, chairs, door handles, floors, bathrooms and any high-touch surfaces must be cleaned and disinfected;

m. No self-serve food service or buffet options may be available unless food is pre-packaged; drink refills are not allowed in the same containers;

n. To-go boxes, pizza boxes, paper cups, and any other paper product that touches food must be treated as food;

o. Staff must use gloves when handling ready-to-eat foods (including ice). Gloves are not required when handling foods that have yet to be cooked;

p. Employees must be screened for symptoms of COVID-19 or exposures to an individual with COVID-19 prior to each shift; employees with symptoms or

exposure shall not be allowed to work; logs must be kept and available for inspection by the local health officer;

q. Self-service condiments should be eliminated unless they can be cleaned adequately between customers;

r. The business should encourage contactless and no-signature payment; if not possible, card and payment stations must be sanitized after each use; staff shall sanitize hands between handling payment options and food containers;

s. The business shall maintain a record of staff working hours, by date and time for purposes of COVID-19 tracing, in the event that contact tracing is necessary; if this record keeping is done manually, sanitizing measures must be taken on the instruments used for record keeping in between use;

t. Playgrounds in the business must remain closed;

u. No dart/pool leagues, dances, events, or karaoke may take place at the business; gaming machines must be spaced so that users are at least 6 feet apart from each other and must be sanitized in between each use; and

v. Places of public accommodation subject to this Order must close by 11:30 PM.

IT IS FURTHER ORDERED that the Campbell County Health Officer may grant exceptions to this Countywide Variance on a case by case basis after evaluating the request and after obtaining written approval from the State Health Officer; and

IT IS FURTHER ORDERED that this Countywide Variance to Statewide Order #1 shall remain in effect until such time that the Campbell County Health Officer enters a decision to revoke or modify this variance, under the direction and supervision of the State Health Officer; and

IT IS FURTHER ORDERED that any person or legal entity that violates this Order may be subject to criminal prosecution under Wyoming Statutes §§35-1-105 or 35-1-106.

DATED THIS 8th DAY OF May, 2020.

Kirtikumar Patel, MD
Campbell County Health Officer

Direction to Issue Variance

I, Dr. Alexia Harrist, the Wyoming State Health Officer, hereby state that I have reviewed the above variance and hereby direct, pursuant to Wyoming Statutes §§ 35-1-227 and -240(a)(i), (ii), and (iv), Dr. Kirtikumar Patel, the Campbell County Health Officer, to issue the above Countywide Variance in Campbell County, Wyoming. As the State Health Officer, I specifically find that this Order is necessary for the protection of public health. I will reassess the necessity of this variance as appropriate to do so and according to accepted epidemiological and medical standards.

Dr. Alexia Harrist
Wyoming State Health Officer

CAMPBELL COUNTY PUBLIC HEALTH ORDER 2020-2

COUNTYWIDE VARIANCE TO THE RESTRICTIONS MANDATED IN STATEWIDE PUBLIC HEALTH ORDER #2: FORBIDDING GATHERINGS OF TEN (10) OR MORE PEOPLE

WHEREAS, Dr. Kirtikumar Patel, MD serves as the Campbell County Health Officer pursuant to Wyoming Statute § 35-1-306(a); and

WHEREAS, Wyoming Statute § 35-1-240(a)(i), (ii), and (iv) gives the power to the Wyoming Department of Health, through the State Health Officer, or under her direction and supervision, or through the other employees of the Wyoming Department of Health to control the causes of communicable disease; to close theaters, schools, and other public places; and to forbid gatherings of people when necessary to protect public health; and

WHEREAS, as evidenced by her signature below, Alexia Harrist, MD, Ph.D., the Wyoming State Health Officer, has reviewed and does hereby authorize the issuance of this Variance Order by Dr. K. Patel, the Campbell County Health Officer, and the State Health Officer, Dr. Alexia Harrist, also specifically makes the finding that this Order is necessary for the protection of the public health; and

WHEREAS, the State Health Officer has issued Statewide Order #2 addressing gatherings; and

WHEREAS, Statewide Order #2 is specifically titled *Third Continuation and Modification, of Statewide Public Health Order #2: Forbidding Gatherings of Ten (10) People or More*. Statewide Order #2 originally was to expire on April 3, 2020, however, it was extended by the First Continuation Order to April 17, 2020. The Second Continuation Order extended Statewide Order #2 to April 30, 2020. The Third Continuation Order now extends the order through May 15, 2020, and allows for a County Health Officer to request a less restrictive or more restrictive variance to the order; and

WHEREAS, COVID-19 was first detected in Wuhan, China in 2019, and since then has spread throughout the world including the United States, the State of Wyoming, and Campbell County; and

WHEREAS, COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons 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; and

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

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-Co V-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;" and

WHEREAS, on March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak; and

WHEREAS, Governor Gordon's Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety and welfare; and

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 people, place other vulnerable members of the public at significant risk; and

WHEREAS, a large number of persons with serious infections can compromise the ability of the healthcare system to deliver the necessary healthcare to the public; and

WHEREAS, in addition to the above findings, stopping the spread of COVID-19 includes washing hands often, practicing physical distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your faces, eyes, nose, and mouth, covering your cough or sneeze into your elbow or by using a tissue, and wearing a face covering in public; and

WHEREAS, as of May 5, 2020, there have been 15 laboratory-confirmed and 9 probable cases of COVID-19 and no COVID-19-associated deaths in Campbell County. A total of 22 cases have recovered; and

WHEREAS, as of May 5, 2020, there have been 434 COVID-19 tests conducted in Campbell County, with a positivity rate of 2.8%, less than the statewide rate of 4.1%; and

WHEREAS, Campbell County via Campbell County Health has an adequate supply of viral transport media and swabs to test symptomatic patients if there were an increased demand for testing; with additional testing supplies available from Campbell County Public Health Nursing; and

WHEREAS, Campbell County has an adequate supply of PPE available in the event of an increased incidence of positive cases. Campbell County Public Health has additional PPE supplies if needed.

NOW THEREFORE, IT IS HEREBY ORDERED THAT residents of Campbell County shall comply with Statewide Order #2 (*Third Continuation and Modification, of Statewide Public Health Order #2: Forbidding Gatherings of Ten (10) People or More*) with the following exceptions:

1. Religious organizations and funeral homes may allow gatherings subject to the following provisions to be enforced by the religious organization or funeral home:

    a. A 6-foot distance must be maintained between individual household groups at all times;

    b. The number of people in a confined area at any time must be limited to allow for adequate distancing between households;

    c. Close contact between members of different households is prohibited before, during, and after the meeting or service;

    d. Reading materials, collection plates, and communion trays must be passed out to individual attendees by staff rather than passed between attendees;

    e. Religious organization leaders and staff shall be screened for symptoms of COVID-19 or exposure to a person with confirmed COVID-19 during the previous 14 days. Staff with symptoms of illness or known exposure to a person with COVID-19 infection within the previous 14 days shall not participate in the service or meeting;

f. Buildings shall be cleaned thoroughly including all high touch areas before and after each service, done according to CDC guidelines for cleaning;

g. Communion shall be served in individual containers. If containers are not available for the communion item, assigned individuals may place the item into an attendees hands only after appropriate hand washing has been completed and while wearing gloves and a mask;

h. There shall be no exchange of food or drink; kitchen areas are to remain closed;

i. Staff who come within 6 feet of attendees must wear a face covering; and

j. In addition to the provisions above, religious organizations and funeral homes are encouraged to implement the following measures to prevent COVID-19 transmission:

    i. Organizations should offer the ability to watch or listen to the meeting or service from home, if the organization has that ability;

    ii. Hand sanitizer should be provided at the door for people to use upon entrance and exit from the building; with a designated entrance and exit;

    iii. Individuals participating in the meeting or service should be informed on maintaining proper hand hygiene, avoiding touching their face, eyes, nose and mouth, and covering coughs and sneezes;

    iv. Individuals participating in the meeting or service should be informed to stay home if they are experiencing symptoms of COVID-19 or have had known close contact with an individual with COVID-19 within the last 14 days;

    v. Individuals should be encouraged to wear a face covering throughout the service. Religious organization leader(s) speaking to the group do not need to wear a face while addressing the individuals present but must maintain a 6 foot distance from others; and

    vi. High risk individuals and those who live or work with high-risk individuals should be encouraged to stay home. High risk individuals are those aged 65 and older, are immunocompromised, or have other health factors as identified by the CDC that increase risk of becoming seriously ill if exposed to COVID-19. Organizations should designate

areas inside the facility reserved for high-risk individuals or offer a service for high-risk individuals only.

IT IS FURTHER ORDERED that the Campbell County Health Officer may grant exceptions to this Countywide Variance on a case by case basis after evaluating the request and after obtaining written approval from the State Health Officer, and

IT IS FURTHER ORDERED that this Countywide Variance to Statewide Order #2 shall remain in effect until such time that the Campbell County Health Officer enters a decision to revoke or modify this variance, under the direction and supervision of the State Health Officer; and

IT IS FURTHER ORDERED that any person or legal entity that violates this Order may be subject to criminal prosecution under Wyoming Statutes §§35-1-105 or -106.

DATED THIS 8th DAY OF May, 2020.

Dr. Kirtikumar Patel
County Health Officer

Direction to Issue Variance

I, Dr. Alexia Harrist, the Wyoming State Health Officer, hereby state that I have reviewed the above variance and hereby direct, pursuant to Wyoming Statutes §§ 35-1-227 and -240(a)(i), (ii), and (iv), Dr. Kirtikumar Patel, the Campbell County Health Officer, to issue the above Countywide Variance in Campbell County, Wyoming. As the State Health Officer, I specifically find that this Order is necessary for the protection of public health. I will reassess the necessity of this variance as appropriate to do so and according to accepted epidemiological and medical standards.

Dr. Alexia Harrist
Wyoming State Health Officer

United States Department of the Interior

OFFICE OF SURFACE MINING
RECLAMATION AND
ENFORCEMENT
Western Region Office 1999
Broadway, Suite 3320
Denver, CO 80202-3050

May 8, 2020

Dear Interested Public Land User,

The U.S. Department of the Interior (DOI), Office of Surface Mining Reclamation and Enforcement (OSMRE), Western Region Office has prepared an environmental assessment (EA) for the Antelope Mine's mining plan modification for federal coal lease WYW-177903 (the Project). In accordance with the Mineral Leasing Act of 1920 (MLA), the DOI Assistant Secretary for Land and Minerals Management (ASLM) must approve the project before any mining and reclamation can occur on lands containing leased federal coal. Antelope Coal, LLC operates the Antelope Mine under Permit No. 525, issued by the Wyoming Department of Environmental Quality-Land Quality Division (WDEQ-LQD) in accordance with the approved Wyoming State Coal Regulatory Program (30 CFR Part 950).

OSMRE has prepared this EA to evaluate the environmental impacts resulting from the Project, pursuant to the requirements of the National Environmental Policy Act of 1969 (NEPA). The Antelope Mine is located approximately 20 miles south-southeast of Wright, Wyoming. Antelope Mine uses a truck and loader mining method. The amount of remaining recoverable federal coal authorized for removal within the currently approved federal mining plan is 409.6 million tons (Mt). The Project proposes to add approximately 856.6 acres and 14.5 Mt of federal coal to the approved federal mining plan. The annual production rate used to calculate the environmental impacts resulting from the Proposed Action was 30 million tons per year (Mtpy), which is the estimated future annual production rate. This rate is below the maximum permitted production rate of 52 Mtpy set by WDEQ-Air Quality Division (AQD) Air Quality Permit No. MD-13361. Antelope Mine started operation in 1982 and the mine will continue to operate until 2039 under the current, approved mining plan. Using the estimated 30 Mtpy production rate, the Project would extend the life of the mine by approximately 0.5 year.

The EA discloses the potential direct, indirect, and cumulative impacts to the environment from the Project. As a result of the EA process, OSMRE has determined that there will be no significant environmental impacts and has issued an unsigned Finding of No Significant Impact (FONSI). The EA and unsigned FONSI are are available for review online at: https://www.wrcc.osmre.gov/initiatives/westAntelopeMine.shtm

Printed versions of the EA and unsigned FONSI are also available upon request.

You are invited to direct your comments on the EA and unsigned OSMRE FONSI to:

ATTN: West Antelope II South Modification EA
C/O: Gretchen Pinkham
OSMRE Western Region
P.O. Box 25065
Lakewood, CO 80225-0065

Comments may also be emailed to: osm-nepa-wy@osmre.gov. Be sure to send emails with the subject line: **ATTN: West Antelope II South Modification EA.** All comments must be received or postmarked by June 8, 2020 to be considered.

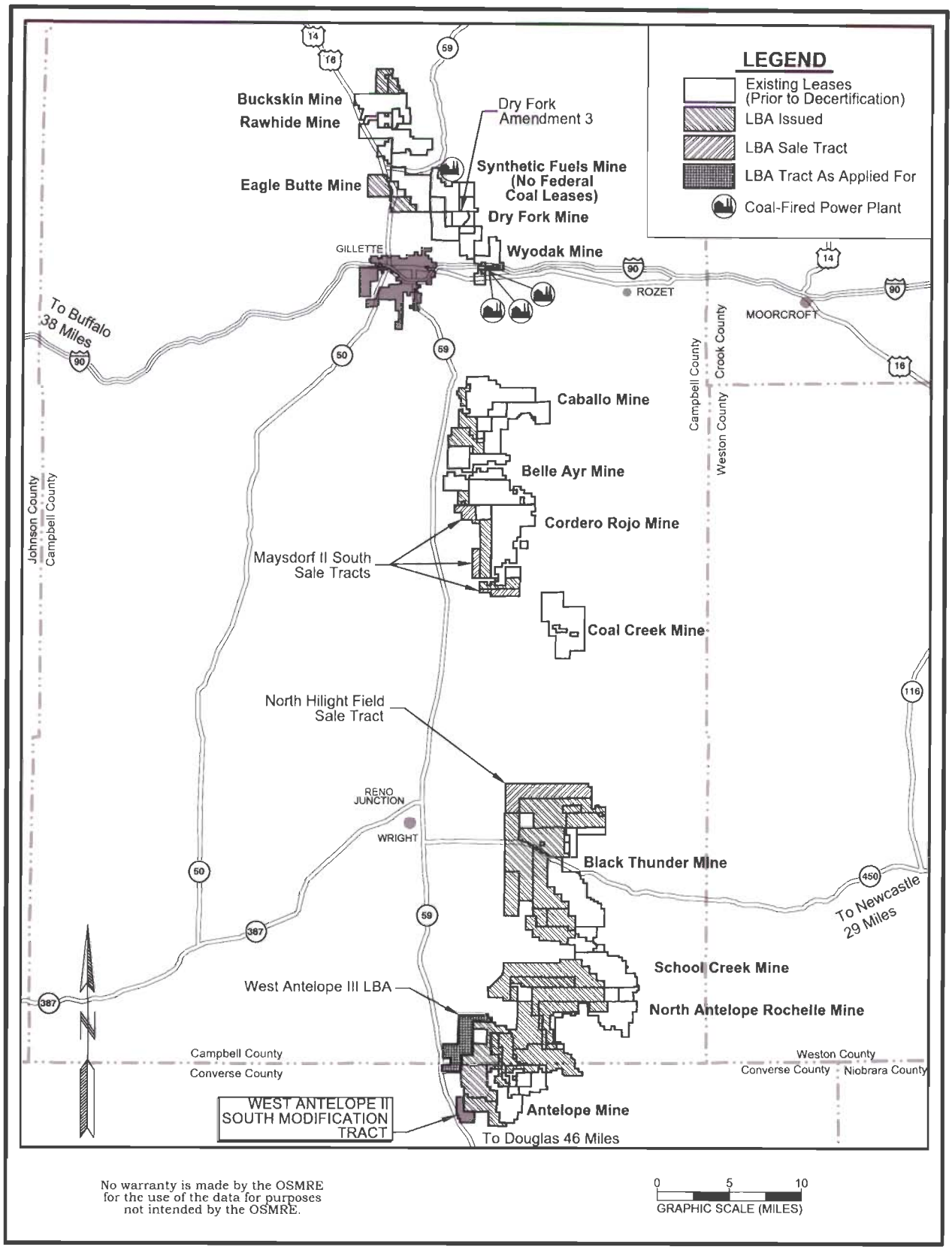
Before including your address, phone number, e-mail address, or other personal identifying information in your comment, you should be aware that your entire comment – including your personal identifying information – will be publicly available. While you can ask us in your comment to withhold your personal identifying information from public review, we cannot guarantee that we will be able to do so. All submissions from organizations or businesses and from individuals identifying themselves as representatives or officials of organizations or businesses will be available for public review to the extent consistent with applicable law.

Additional information regarding this Project may be obtained from Gretchen Pinkham at (303) 293-5088.

Sincerely,

Elizabeth Shaeffer, Manager
Field Operations Branch

Enclosed: Project Map



No warranty is made by the OSMRE for the use of the data for purposes not intended by the OSMRE.

0 5 10
GRAPHIC SCALE (MILES)

Filing Period for City Council Seats Will Open on May 14th

Filing period is open until May 29th

The filing period for City Council Seats will open on Thursday, May 14th. The filing period will close on Friday, May 29th.

Post Date: 05/08/2020 1:00 PM

The filing period for City Council Seats will open on Thursday, May 14th. The filing period will close on Friday, May 29th. Due to current public health orders, the applications will be available in the entryway to City Hall in Thursday, May 14th and Friday, May 15th. On Monday, May 18th, packets can be picked up at the City Clerk's office in City Hall.

Applicants may file with the City Clerk's office. There is a $25 filing fee that is paid at the time of application.

The election year of 2020 will make available three (3) full-term Council seats, and one partial-term Council seat. The partial term will complete the last two years of a four-year vacated term, which will expire January 2, 2023.

- Ward I (4-Year Term)
- Ward II (4-Year Term)
- Ward III (4-Year Term)
- Ward III (2-Year Term, expiring January 2, 2023)

City of Gillette Ward Map

Qualifications are as follows

- Candidates for Municipal office must be a registered voter and a resident of the municipality and ward which he seeks to represent (W.S. 22-23-301) and will have resided in said ward for at least one (1) year next preceding his election, if so elected. (W.S. 22-23-103(b))
- Pursuant to W.S. 6-10-106, a person convicted of a felony is incompetent to hold any office of honor, unless he has had a complete and full restoration of rights, not just voting rights.
- Applicants should ensure that they are not holding an office which may conflict, or be incompatible, with the office for which they are filing; and, their employment is compatible with the office they are seeking.
- Applicants will be required to file a Statement of Contributions and Expenditures report with the County Elections Office, which will be included with their Candidate Application Packet.
- Also, applicants should ensure that they are not holding an office which may conflict, or be incompatible, with the office for which they are filing, and their employment is compatible with the office they are seeking.

For more information, contact the Gillette City Clerk at (307) 686-5210.

News

Filing Period for City Council Seats Is Now Open

Filing period is open until May 29th

Post Date: 05/14/2020 12:00 PM

The filing period for City Council Seats is now open. The filing period will close on Friday, May 29th. Due to current public health orders, the applications will be available in the entryway to City Hall on Thursday, May 14th and Friday, May 15th. On Monday, May 18th, packets can be picked up at the City Clerk's office in City Hall. Applications are also available online.

Applicants may file with the City Clerk's office. There is a $25 filing fee that is paid at the time of application.

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For more information, contact the Gillette City Clerk at (307) 686-5210.

Return to full list >>

News

Update on City Services

City Offices to Reopen to the Public on Monday, May 18th

Post Date: 05/14/2020 3:30 PM

Since March 16th, the City of Gillette offices has been closed to the public in order to prevent the spread of COVID-19 and to maintain critical City operations. As the Wyoming Department of Health slowly eases the restrictions set forth in their Public Health orders, the City has been taking slow, measured steps to resume all operations. In a continuation of this process, City offices will reopen to the public on Monday, May 18th. We ask that visitors maintain social distancing guidelines. Floors will be marked to denote proper distancing. Staff will be taking added precautions to clean commonly used surfaces to help prevent the spread of COVID-19. We ask for your patience as we adjust to these new measures. We also encourage our residents to continue to make use of online services and telephonic or electronic communications to conduct business with the City whenever possible. Thank you for your understanding.

If you have any questions, here is a list of telephone numbers to call:
ADMINISTRATION: 307-686-5203
ANIMAL CONTROL: 307-686-5249
CITY ATTORNEY: 307-686-5290
CITY CLERK: 307-686-5210
CUSTOMER SERVICE (Utilities): 307-686-5206
UTILITY PAYMENT BY PHONE: 1-844-704-3326
DEVELOPMENT SERVICES (Engineering, Building Inspection, Planning, Code Compliance, GIS): 307-686-5265
HUMAN RESOURCES: 307-686-5222
JUDICIAL (Municipal Court): 307-686-5254
POLICE DEPARTMENT: 307-686-5306 For emergencies call or text 911.
PUBLIC WORKS (Streets, Solid Waste, Parks, Building Maintenance, Traffic Safety, Fleet): 307-686-5320
UTILITIES (Electrical Services, Water, Wastewater, SCADA, Electrical Engineering): 307-686-5262
ELECTRICAL OUTAGE: 307-686-5277
WATER OUTAGE: 307-686-5276

For more information, contact Communications Manager Geno Palazzari at (307) 686-5393.
For local information on COVID-19, please visit the COVID-19 dashboard on the Campbell County government website.

Return to full list >>

News

Law Enforcement Memorial

Post Date: 05/13/2020 11:00 AM

Traditionally on the Wednesday of National Police Week, the Gillette Police Department and Campbell County Sheriff's Office have hosted the Law Enforcement Memorial Ceremony to honor those peace officers that have paid the ultimate sacrifice in the line of duty. As a result of the pandemic, it was decided to cancel the ceremony this year in order to best protect our officers, as well as those they serve that would come to pay their respects in person.

While we are not gathering today, we do ask that you take a moment to remember those that have fallen like our own Officer Jon Hardy. Officer Jon Hardy was shot and killed in an ambush on December 20, 1983, after responding to the scene of a residential burglary. He was shot as he returned to his patrol car after checking the house. A fellow officer was also wounded. Please keep Officer Hardy, his family, and every peace officer that has given their all, in your thoughts and prayers today and always.

About National Police Week

In 1962, President John F. Kennedy signed a proclamation which designated May 15 as Peace Officers Memorial Day and the week in which that date falls as Police Week. Currently, tens of thousands of law enforcement officers from around the world converge on Washington, DC to participate in a number of planned events which honor those that have paid the ultimate sacrifice.

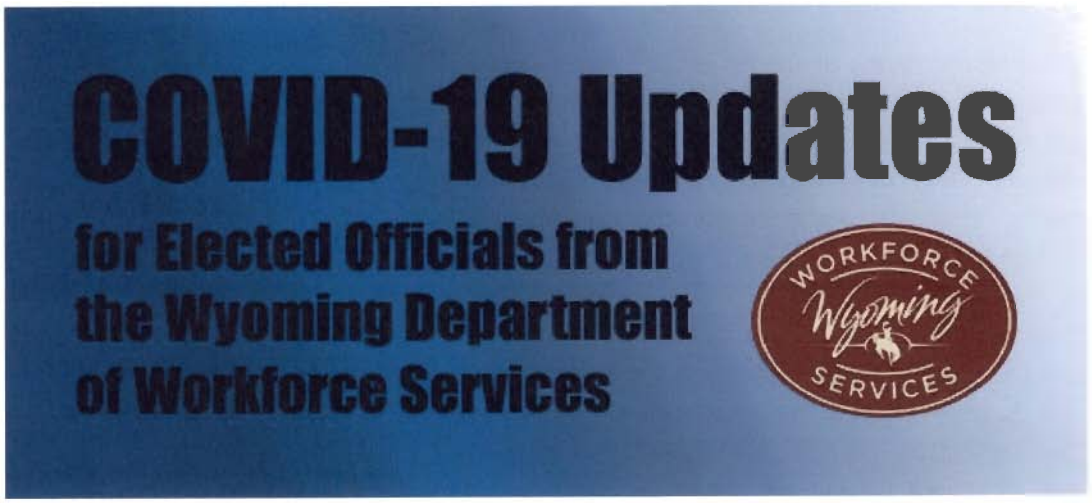
Return to full list >>

Angela Williams <angelaw@gillettewy.gov>

May 13 COVID-19 updates for elected officials from the Wyoming Department of Workforce Services

1 message

Wyoming Department of Workforce Services <Wy.dws@public.govdelivery.com> Wed, May 13, 2020 at 4:20 PM
Reply-To: Wy.dws@public.govdelivery.com
To: angelaw@gillettewy.gov



Wednesday, May 13, 2020

Dear Wyoming Elected Officials,

The Department of Workforce Services (DWS) has contracted with a call center in order to expand the hours available for Unemployment Insurance (UI) assistance and to add additional representatives to help callers with their UI questions. This call center will be open from 7 a.m. to 7 p.m. Monday through Friday, and it will begin operations on Monday, May 18.

The addition of 30 call center employees, who will be able to answer many questions from claimants, will reduce time callers have to spend on hold and allow questions to be answered more quickly. More complex questions will be forwarded to UI representatives, but with the call center fielding the more common questions, the UI representatives will be able to focus on answering those that require access to claimants' UI accounts.

In the News

DWS now paying UI for self-employed, contractors & others

5/1/2020 -- The Department of Workforce Services is now accepting UI applications from those individuals who do not qualify for regular Unemployment Insurance benefits, but do qualify for the Pandemic Unemployment Assistance program.
See the release here >>

DWS hosts virtual town hall on PUA

4/27/2020 -- The Wyoming Department of Workforce Services (DWS) will hold a virtual town hall

The presentations from each of the Town Halls, as well as the recordings of the sessions and the questions asked and their answers, are available on our Town Halls page on our website.

Our next Town Hall is scheduled for 10 a.m. tomorrow, Thursday, May 14, and it will be a Question and Answer session for UI claimants. To register for tomorrow's Town Hall, please click here.

We're in this together,

Robin Sessions Cooley
Director
Wyoming Department of
Workforce Services

Contact your local Workforce Center

Department of Labor resources

DWS COVID-19 News Archive

Visit the DWS COVID-19 Resources Page at WyomingWorkforce.org/COVID19-Resources

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Questions? Contact Us

This email was sent to angelaw@gillettewy.gov using GovDelivery Communications Cloud on behalf of: Wyoming Department of Workforce Services · Herschler Bulding · 122 West 25th Street, 2nd Floor East · Cheyenne, WY 82002 · (307) 777-8650

GOVDELIVERY

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Leadership spotlight: Jim Brown

May 11th, 2020
by International Code Council

- Personal Perspectives

The International Code Council Board of Directors are responsible for steering the association and its family of solutions towards a sustainable future while adhering to the stated mission of building safety. To carry out this charge, the board meets multiple times a year to provide oversight and strategic direction, ensure adequate financial and program resources, and oversee and evaluate the chief executive officer.

The board is comprised of four officers, eight at-large directors and six sectional directors who all serve the interests of code professionals in the building safety industry through advocacy, education and research. They act as the voice of the association's 64,000 members across the country and around the world.

"We are very grateful to have a board of directors with such extensive expertise in the building safety industry," said International Code Council Chief Executive Officer Dominic Sims, CBO. "These officers and directors volunteer their time to make our buildings safer and our communities more resilient. We thank them for their leadership."

Sectional Director
Jim H. Brown, CBO, CFPS
Deputy Building Official
Gillette, Wyoming

Jim Brown didn't start out wanting to be a building official. That desire built slowly and steadily, as if he were tracking a 10-point buck in the woods. After gaining the discipline and focus necessary, he was able to capture certifications, experience and, ultimately, the respect of his peers who elected him to the International Code Council Board of Directors during the ICC Annual Conference in Portland, Ore. He is the first Code Council board member to serve from the state of Wyoming, including the legacy code organizations, according to Wyoming Chapter historian Bruce Wilson.

As deputy building official for the city of Gillette, Wyoming, Brown was "proud and humbled" by his election as a director at large. He believes a lot of it had to do with the fact that he was instrumental in pulling together Region II for the Code Council, which includes Alaska, Washington, Oregon, Montana, Wyoming and Idaho.

"People had been trying to do it for years," Brown said of organizing Region II. "But this time, it was the right time. And we had the right people." Those people included his mentor John Darnall — a Gillette, Wyo., native; former Code Council board member, and building and fire official for Tumwater, Wash. — and Bruce Wilson, chief building official in Cheyenne, Wyo. "And the board recognized Region II at the Annual Conference in Portland."

That trail began in Carroll County, Md., where Brown was born, attended high school and worked until he entered the United States Air Force in 1976. He was trained as a life support specialist/forward air controller/survival instructor, responsible for the inspection and maintenance of air crew life-support equipment such as flight gear, parachutes, survival kits and ejection seats. He also trained recruits as a survival instructor.

But after four years and attaining the rank of sergeant, Brown said he passed on a military career like his father, who served 35 years with the U.S. Army. Instead, he decided to go back to general contracting around Carroll County, something he had done just before he entered the Air Force. He helped build homes in the county, included in the Baltimore–Washington Metropolitan Area, where the rural atmosphere attracted high-profile clients.

"We built for several players on the Baltimore Orioles," he said. "One of them was (Hall of Famer) Eddie Murray. They were 5,000 to 10,000 square feet. I also worked on some McDonald's and Wendy's restaurants. That's where I got some experience in commercial work."

As he was building these McMansions, Brown became intrigued with the code process and code officials, even after becoming a lead carpenter. "I liked the longevity of their business," he said. "Meanwhile, my back, hands and arms were hurting."

So, when Carroll County was looking for a building inspector in 1988, Brown applied. And to his shock, he was hired. But county officials knew he needed training. "And that's when my formal education in the codes began," he said. "With the Council of American Building Officials' One and Two Family Dwelling Code." Brown was also assisted in his early years by the county's plans examiner Richard (Dick) Owings, who took him under his wing setting the stage for what was to come.

After a promotion to commercial plans examiner in Carroll County, Brown jumped at the chance to become commercial and residential plans examiner for the city of Gillette, Wyo., in 2005. He found out about the position opening in Wyoming through the Code Council's online career center. After teaming up with Wilson and Darnall, whom he had met at an Annual Conference in Baltimore, Brown continued his mission of forging alliances among building and fire officials, but this time it was for the membership of the Wyoming Conference of Building Officials (WCBO) and the International Code Council. He remembered how fired up he got watching the old Building Officials and Code Administrators International hearings. "They opened up a whole new world." He wanted to do the same for others.

Before he knew it, Darnall was nominating Brown for a director's position on the Code Council board while at a WCBO meeting in Cody, Wyo. Brown was thrilled with the possibilities, including moving full speed ahead on cdpACCESS. "cdpACCESS is absolutely critical for engaging more of our membership," he said.

Related:

Code Council board winter meeting highlights

Code Council board summer meeting highlights

Code Council board spring meeting highlights

Code Council voting members elect 2019–2020 board officers, directors

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The move to Wyoming also gave Brown a chance for another passion: hunting. "I grew up hunting," he said. "Bear, deer… Maryland, Virginia." Now, he'll get out to fill his tags for deer, and maybe get some elk along the way. He and his wife Patty also enjoy trail riding. Brown plays acoustic stand-up bass — a special gift from his parents — which is a 1938 Kay model that has brought him many years of joy.

They also enjoy their grandson, Wyatt who was born in Wyoming, courtesy of daughter Amy and her husband Josh. Wyatt already has been out prairie dog hunting, fishing, four-wheeling, and on horseback Brown said. "And I love it all."

And maybe someday he'll have the chance to tell Wyatt about codes and how they'll continue to help keep him, and the rest of the world, safe. And the Code Council can grow with him.

"The ICC is relatively young," Brown said. "We will be setting a course that will take us through 2025. We have very, very exciting times ahead."

CITY OF GILLETTE
PARKS AND BEAUTIFICATION BOARD
AGENDA
APRIL 23, 2020 – 5:30 P.M.
VIDEO MEETING

Members:
Justin Lay - Chairperson
Megan McManamen - Vice-Chairperson
Mike Castellanos
Cathrine Gallilee
Angi Klamm
Wes Johnson
Robin Voigt

I. MEETING CALLED TO ORDER

II. APPROVAL OF MINUTES
A. March 12, 2020

III. PUBLIC COMMENT

IV. NEW BUSINESS
A. Case – Hampton Inn and Suites – Mr. Swanson, PCA Engineering

V. OLD BUSINESS
None

VI. STAFF REPORT
None

VII. CHAIRPERSON'S / BOARD REPORT
None

VIII. ADJOURNMENT

CITY OF GILLETTE
PARKS AND BEAUTIFICATION BOARD
AGENDA
MAY 14, 2020 – 5:30 P.M.
VIDEO MEETING

Members:
Justin Lay - Chairperson
Megan McManamen - Vice-Chairperson
Mike Castellanos
Cathrine Gallilee
Angi Klamm
Wes Johnson
Robin Voigt

I. MEETING CALLED TO ORDER

II. APPROVAL OF MINUTES
A. April 23, 2020

III. PUBLIC COMMENT

IV. NEW BUSINESS
A. Case – Copper Ridge Estates Phase II – Clark Sanders

V. OLD BUSINESS
None

VI. STAFF REPORT
None

VII. CHAIRPERSON'S / BOARD REPORT
None

VIII. ADJOURNMENT

CITY OF GILLETTE
Parks and Beautification Board
611 N. Exchange Ave. • Gillette, Wyoming 82716
Phone 307.686.5320
www.gillettewy.gov

CITY OF GILLETTE
PARKS AND BEAUTIFICATION BOARD
MINUTES
MARCH 12, 2020
5:30 P.M.
PARKS STAGING – CITY WEST

MEMBERS:

	PRESENT (YES)	PRESENT (NO)
Justin Lay, Chairperson	(X)	( )
Megan McManamen, Vice-Chairperson	(X)	( )
Mike Castellanos	(X)	( )
Cathrine Gallilee	(X)	( )
Wes Johnson	(X)	( )
Angi Klamm	(X)	( )
Robin Voigt	( )	(X)
Meeting Quorum:	**(X)**	**( )**

STAFF:
Sawley Wilde, Public Works Director
Janie Kuntz, Parks Manager
Kim Klein, Senior Administrative Assistant

I. CALL MEETING TO ORDER
Chairperson Mr. Lay called the meeting to order at 5:30 p.m.

II. APPROVAL OF MINUTES
Ms. McManamen made a motion to accept the minutes from the February 27, 2020 meeting. Seconded by Mr. Johnson.

III. PUBLIC COMMENT
None

IV. NEW BUSINESS
None

V. OLD BUSINESS
A. Trash A Thon
Planning continued for the event, which is tentatively scheduled to run from April 22nd to May 13th. Geno has arranged for the Board to go on the radio to advertise the event on April 14th, from 8:00 to 8:30. The Board would like to come up with a "motto" or "hashtag" for the event. Mr. Lay would like to see the winning schools submit pictures of their pizza party. Mr. Wilde will get the Board on the agenda to speak to the Council about the event.

B. Goal Setting

Various ideas were discussed; sculptures at ECSC, beautification along pathways, historical and community information signage along pathways, and on-going PR campaign about litter, a mascot, and graffiti murals.

VI. STAFF REPORT

A. ECSC Playground

Ms. Kuntz showed the Board color options for the ECSC playground.

B. Adopt-A-Planter Order

Ms. Kuntz advised the Board that the flower order has been awarded to the Plant Shack. The flowers will be distributed May 16th.

C. Adopt-A-Planter Planters

Ms. Kuntz advised the Board that 3 planters will be removed by a WYDOT project.

D. Pathways Committee

Mr. Wilde relayed to the Board the information that was received from Josh Richardson concerning the Pathways Committee. Ms. Klamm is interested in being on this committee.

VII. CHAIRPERSON'S / BOARD REPORT

None

VIII. ADJOURNMENT

This meeting was adjourned at 7:25 p.m.

RESPECTFULLY SUBMITTED,

Sawley Wilde, Public Works Director
SW/kk

CITY OF GILLETTE
Parks and Beautification Board
611 N. Exchange Ave. • Gillette, Wyoming 82716
Phone 307.686.5320
www.gillettewy.gov

CITY OF GILLETTE
PARKS AND BEAUTIFICATION BOARD
MINUTES
APRIL 23, 2020
5:30 P.M.
VIDEO MEETING

MEMBERS:

	PRESENT (YES)	PRESENT (NO)
Justin Lay, Chairperson	(X)	( )
Megan McManamen, Vice-Chairperson	(X)	( )
Mike Castellanos	(X)	( )
Cathrine Gallilee	(X)	( )
Wes Johnson	(X)	( )
Angi Klamm	(X)	( )
Robin Voigt	( )	(X)
Meeting Quorum:	**(X)**	**( )**

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

GUESTS:
Bob Swanson, PCA Engineering

I. CALL MEETING TO ORDER
Chairperson Lay called the meeting to order at 5:30 p.m.

II. APPROVAL OF MINUTES
Mr. Castellanos made a motion to accept the minutes from the March 12, 2020 meeting. Seconded by Ms. Klamm. All members voted Aye. Motion passed.

III. PUBLIC COMMENT
None

IV. NEW BUSINESS
A. Case – Hampton Inn & Suites
The case is for the Hampton Inn & Suites on Westover Road. This is a 82 unit hotel with 4 stories, and access off of Westover Road. Ms. Kuntz advised the Board that all landscaping requirements have been met on the submitted plans. Mr. Castellanos made a motion to accept the landscape plan with the following conditions; the required number of trees and shrubs shall be installed on the site and that an irrigation system be provided as required by the Landscape Ordinance.

Also, an "as built" plan shall be produced and provided to the Parks Division reflecting the true location and identification of plant materials in the landscape. Seconded by Mr. Johnson. All members voted Aye. Motion passed.

V. OLD BUSINESS

None

VI. STAFF REPORT

Mr. Wilde spoke to the Board concerning the services that the City is providing at this time due to COVID-19. He also relayed the information on those services that were on hold, or will be continued as the Governor lifts restrictions.

VII. CHAIRPERSON'S / BOARD REPORT

None

VIII. ADJOURNMENT

This meeting was adjourned at 6:07 p.m.

RESPECTFULLY SUBMITTED,

Sawley Wilde, Public Works Director
SW/kk

Gillette, Wright, Campbell County Fire
Protection Joint Powers
Board of Directors
MAY 13, 2020 Business Meeting
Station 1, Community Room & Zoom

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Note: Signifies a Decision Item

GWCCFPJPB Meeting

Meeting at 5:30 p.m.

MAY 13, 2020

Gillette, Wright, Campbell County
Fire Protection Joint Powers Board of Directors
Business Meeting
MAY 13, 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)

FIRE CAMPBELL COUNTY DEPT.

Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
CALL TO ORDER/INTRODUCTIONS/ADDITIONS & DELETIONS
MAY 13, 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

6. CONSENT AGENDA APPROVAL ITEMS ☙:

6.1 Regular Board Meeting Minutes

JOINT POWERS FIRE BOARD
MEETING MINUTES
APRIL 8, 2019

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

STAFF and GUESTS: Chief Bender, Comptroller Juli Pierce, Chief JR Fox, Chief Bryan Borgialli, Admin Assistant Jerrica Sprague, Attorney Joe Hallock, City Administrator Pat Davidson and Mayor Carter- King, Commissioner Chairman DG Reardon, Council Member Shay Lundvall, Campbell County Public Works Bill Beastrom and Kevin King

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 Jeff Boardman moved, seconded by Chris Beltz, to approve the meeting agenda as presented.

Cory Bryngelson	yes	Chris Beltz	yes
Bill Sims	yes	Trent Jones	yes
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 Bill Sims, to approve the Consent Agenda as amended by Juli adding Shay Lundvall to attendance.

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

The motion carried.

7.1 MANUAL CHECKS

❧ Motion Joe Case moved, seconded by Trent Jones, to approve payment of the Manual Checks totaling $45,326.04.

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

The motion carried.

8.1.1 FY CASH POSITION

Comptroller Pierce said we continue to do well on cash balance. Ending Balance for March is $1,070,734.12. We had in Misc. Income and continue to do very well there.
Fire Vehicle Depreciation account with unencumbered funds: $4,341,265.15
Facility Maintenance account: $50,518.49
Equipment Replacement: $501,255.89

8.1.2 BUDGET VS ACTUAL

Comptroller Pierce said we are doing well. We should have 25% left. Continue to do well on expenses currently sitting end wise we have almost 34% left. The last quarter we will see that come down. There are no new accounts to be brough to attention. There may be a couple expenses that require fund transfer but nothing significant.

8.1.3 COMMUNICABLE DISEASES POLICY AND EXPOSURE PLAN – FOR REVIEW

Chief JR Fox reports the committee started working on this over a year ago. With current circumstances they tightened it up and this is first review by the Board. Essentially it requires Fire Chief to name an Exposure Control Officer. It lays out parameters as far as what is the responsibility of the Employer and Employee along with what to do should an employee become infected with a communicable disease. It also requires the employer to adopt Exposure Control Plan. That has been given to the Board. It is a 15-page document.

8.2.1 CALL REVIEW

Chief Bender stated we are seeing COVID responses and have had to make adjustments in organization. We do have PPE for those responses and have made another purchase of more equipment. We are anticipating order within 30 days and will stretch what we have until it is received. We are working with Public Health, the State and CC Health. We have separated crews and safety measures are in-tact.

Incident counts are consistent although we have had an uptake in structure fires. We have identified the graph presented does not accurately show that due to them not being included until reports are complete. We are working on how to get that more accurate to real time. Commissioner DJ Reardon asked about the graph only accounting for calls we have responded to. Commissioner asked if we have anything that shows what we have not been able to respond to. Chief Bender stated it is currently not included and working on developing that.

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.

8.2.3 FACILITY UPDATE/ GENRAL INFORMATION
Campbell County Public Works Bill Beastrom and Kevin King joined us to do a report on how the Building Maintenance agreement has been going. Kevin King handed off to Bill Beastrom Facilities Manager to start with maintenance report from last year. Up to this point there have been 85 work orders 85-90 % are for Station 1. Out of the 85, 63 are completed 4 of them are capital and 8 of these are open as of now. With COVID things have quieted down. Labor hours comes out to 450-man hours and invoices through 2nd Qtr roughly $40,000 for materials on work orders. Expenditures went much quicker than expected due to unanticipated major expenses at Station 1. What was done due to funds running low was the 25k budgeted for parking lot was transferred to the Build maintenance repair account. No parking lot work has not yet been done. Station 2 has been identified in very poor shape that would require a capital project to take care of. It is beyond repair and would require complete reconstruction. That will be something that has to be looked at to see if it is worth putting money into or not. They feel this first year was an experiment. It was mentioned that prior to now CCFD staff was doing a very good job. As we continue forward Kevin feels we will get ahead of the curve.

Station 9
The chemical injection was done March 27, 2017. The last level survey was in Jan of last year. That survey took survey point it monitor. There had been 6 level surveys since last injection. the last one determined there is still some movement, but it has slowed down dramatically. There are two hot spots on south side. In the next month to 6 weeks they want to get down to do another survey. To look at what we need to do moving forward. If there is still movement more chemical would be injected.

Capital requests presented for the coming year were as follows
Priority 1 Fire Station Training Tower Certification
Priority 2 Fire Station Repair Pump Compressor Sta 1, 12 & 13
Priority 3 Station Foundation Investigation
Priority 4 Station 9 Repair Sewer Lines
Priority 5 Fire Station 3 Drainage Repair
Priority 6 Station 1 Replace Water Softeners

9.0 BOARD ACTION ITEMS

9.1 SICK TIME DONATIONS
❧ Motion Joe Case moved, seconded by Jason Hawk, to approve the Sick Time Donation as presented.

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

The motion carried.

*With COVID 19 crisis there is a provision on there for non-sworn staff that may need to stay home with children. The first 10 days is on the employee. Beyond that those staff will be able to be paid 2/3 rate. Sworn staff fall under Workers Compensation. For an employee who does not have enough accruals to cover the first 10 days other employees can donate. Federal Ruling goes until December. Juli asked that Chief Bender be able to approve those should they arise.

9.1.2 SICK TIME TRANSFER APPROVAL

❧ Motion Joe Case moved, seconded by Jeff Boardman, to approve giving Chief Bender the approval during COVID -19 crisis to approve sick time donation and transfers for non-sworn staff should the need arise. It is to be tracked and the Fire Board informed if it takes place.

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

The motion carried.

*We are one position down and another is retiring in May. Under current circumstance and moving into fire season we would normally do testing but with travel and groups being an issue Chief wishes to slightly deviate from our standard practice with testing smaller groups to follow social distancing. We would still send out recruitment and review and they will all be required to successfully complete testing. Rather than bringing 30 qualified may bring a smaller group for testing.

9.2 EMERGENY HIRING PROCEDURES REQUEST

❧ Motion Bill Sims moved, seconded by Trent Jones, to approve Chief Bender moving forward with hiring for the two open positions.

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

The motion carried.

9.3 EMPLOYEE LEAVE POLICY

❧ Motion Bill Sims moved, seconded by Trent Jones, to approve the Employee Leave Policy.
(Vacation by back on shift positions that are backfilled when they are absent from work.)

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

The motion carried.

* Chief Bender gave a presentation on an Effective Fire Force compared to our Current Fire Force. The presentation included the 3-year implementation plan. We have a critical problem with staffing. Two budgets/scenarios were presented. One had an addition of 3 people along with the raises that have been discussed. The other includes raises and includes 4 additional people.

Joe Case stated the Board asked for a budget of 6 mil. What was presented on both plans were both beyond that 6 Mil. Based on what City and County has given us board member Case did not think we should ask for more. He suggested we pursue non active members. We should pursue the $6 million budget.

Chris Beltz stated that regardless of the requested budget, the Chief Staffing Models do not have anything to do with response to EMS calls but all fire calls. We need to consider what Chief put in front of us. He is showing where we have an extreme shortage and Beltz stated we need to strongly consider what Chief is asking for. Board member Bill sims agreed that we cannot keep operating the way we have been operating. If we run into a bad fire season, we will not have enough people to respond.

Board Chair Cory Bryngelson said we need to consider that we know what it takes to run a fire dept. These are factual numbers presented. If we go above the 6 mil. we are asking funding entities to tell us no. Is it the right thing to do to carry forward a budget that is more than what funding entities have agreed they would pay?

Chief Bender asked if funding entities understand good and well the circumstance of where we are. When they have all the information, they give direction and we take it.

Joe Case stated he believes funding entities appreciate and value what the Department provides.

Jason Hawk stated we are being asked to prioritize between essential functions of the Department and anything else on funding entities budget requests. Going forward asking for what we need informs them. Then they can choose to stick with original funding or adhere to what has been proven we need.

Cory Bryngelson said he is not a fan of making funding entities say yes or no.

Jeff Boardman asked what the error is of going forward with a budget that represents what has been proven is needed. If it is a public safety issue. He asked what will happen if they turn us down. Cory and Juli explained if we were turned down that we would redo the budget and the Board would vote on it. Jeff felt we should follow Chief's guidance and recommendation. It is not a money issue it is a public safety issue.

Chris Beltz stated every year we will have to work within our means. We are doing a disservice to funding entities and community by not presenting a budget based off what we need. Beltz stated it is seems backward to not be able to tell the story of why your budget is what it is but rather they set the limit prior to and not being told the full story of the what we need and why. If it is not funded the funding entities know what is not being funded.

Bill Sims stated Chief has put out the facts. But it is coming to the point we cannot do that any longer. We have had to step up with some manpower one way or another.

City Administrator Pat Davidson stated there is some miscommunication. Going back to original study when process began JR Fox was interim Chief and they discussed all the info that went into staffing assessment. It is at best a misstatement to say that it is not understood what is being asked for here or what is being involved, with regards to funding. There is not a good grasp as to where we may stand currently with the state and as municipalities going forward. He sat on conference call this morning with 10 largest municipalities in state. Looking collectively at a total tax revenue decrease of between 18-25%. For the City of Gillette, he has asked his Departments to cut between 18-24% so to say they are not making tough choices across the board is missing the mark. The reason City picked 2.4 million was because they thought that was what they could deal with going forward. It is not an issue of City wanting to hurt or not participate with the Fire Department.

Councilman Shay Lundvall expressed his concern for staffing issues. He thinks everyone agrees the department is understaffed. To some degree we have had to continue to work together and prioritize in such a way that the citizens are getting the coverage they expect to get.

Commissioner DJ Reardon added that Pat Davidson is spot on in a lot of aspects. The budget being the biggest thing the County and City are dealing with currently. What do we do with what we got is the question? Commissioner supports Fire Department and other safety related entities. They are the bases to support our citizens. Although he supports what Chief Bender has presented that we are very short staffed and under covered we are going to have to work within the $6 mil. budget and see what we can do. Chief Bender along with Jason Hawk shared they were glad to know that the funding entities do have a full understanding of the need. Commissioner Reardon recommended Chief Bender continue to present the presentation and keep people informed as boards change and election coming up.

9.4 2020-2021 BUDGET

☙ Motion Jeff Boardman moved, seconded by Joe Case, to approve moving forward with the six million 2020-2021 budget along with the Capital as presented to the funding entities.

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

The motion carried.

12.0 ADJOURNMENT

☙ Motion Joe Case moved, seconded by Jason Hawk to adjourn meeting at 2016 hours.

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

The motion carried.

Respectfully Submitted,

Chairman Cory Bryngelson

Attest: Juli Pierce

6.2 Monthly Expenditures

Campbell County Fire Department
Check Run MONTH/YEAR

(Will be submitted at the Board Meeting)

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
		$45,326.04

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 04/30/2020

Beginning Balance as of 04/01/2020		**$1,070,734.12**
Revenues:		
Misc: Income		$6,831.91
GREINER FORD-refund taxes	$134.04	
WYO MACHINERY - refund	$235.26	
MICHAEL PETERSON - Vol Pension	$201.00	
ROGGE/ WINDSHIELD PARAMEDIC - Bike Purchase	$2,000.00	
LOGAN TOMER - Academy Reimb	$961.61	
USDA - Stn 9 Rental May & June	$3,300.00	
Capital & Operating Funds		$1,328,191.00
TOWN OF WRIGHT - 4th Qtr	$23,243.45	
Campbell County - 4th Qtr	$840,080.81	
CITY OF GILLETTE - 4th Qtr	$464,866.74	
Interest	$96.82	$96.82
Total Revenue		**$1,335,119.73**
Balance before Disbursements		**$2,405,853.85**
Disbursements:		
Accounts Payable Approved at 04/08/2020 Board Meeting		$286,831.42
Manual Checks		$109,438.59
Payroll		$203,972.15
Total Disbursements		**$600,242.16**
Ending Balance as of 04/30/20		**$1,805,611.69**

Joint Powers Fire Board
Vehicle Depreciation Account
FY2020

	Balance as of:	**3/31/2020**
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
	March 2020	7,380.42
3/31/2020	**Ending Balance**	**$ 5,749,470.57**
	Encumbered Funds	
	Engine 5 - Final	(452,325.00)
	Hazmat Truck - Bid Accepted	(875,000.00)
	Command Vehicle for Chief Bender - ordered	(73,500.00)
		$ (1,400,825.00)
2/12/2020	**Unencumbered Funds**	**$ 4,348,645.57**

Joint Powers Fire Board
CCFD Facilities Maintenance
FY2020

	Balance as of:	**3/31/2020**
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
	March 2020	64.93
3/31/2020	**Ending Balance**	**$ 50,583.42**

Joint Powers Fire Board
CCFD Equipment Replacement
FY2020

	Balance as of:	**3/31/2020**
7/1/2019	**Wyostar Balance - CCFD Equipment Replacement 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
	March 2020	644.27
3/31/2020	**Ending Balance**	**$501,900.16**

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	3,547,406	0	(0.00%)
City of Gillette Appropriation	1,962,992	1,962,991	(1)	(0.00%)
Town of Wright	98,150	98,150	0	0.00%
Total Appropriations	5,608,548	5,608,547	(1)	(0.00%)
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	1,644	944	134.83%
WYOSTAR Interest	0	78,141	78,141	0.00%
Miscellaneous Income	0	41,899	41,899	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	410,329	222,917	118.95%
Total Revenues	**5,801,960**	**6,022,476**	**220,516**	**3.80%**
Gross Profit	**5,801,960**	**6,022,476**	**220,516**	**3.80%**
Salary Expenses:				
Salaries	2,034,668	1,591,950	442,718	21.76%
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	35,272	34,728	49.61%
Project/Meeting Overtime	7,500	7,521	(21)	(0.29%)
Shift Coverage OT	100,000	79,766	20,234	20.23%
Training Overtime	20,000	12,786	7,214	36.07%
Part-time Temporary (Seasonal)	90,000	61,425	28,575	31.75%
Part Time Pay	175,000	79,089	95,911	54.81%
Total Salary Expenses	2,506,668	1,872,714	633,954	25.29%
Employee Taxes & Benefits:				
Tax Expenditures	195,548	125,283	70,265	35.93%
Benefit Expenditures	1,104,863	879,616	225,247	20.39%
Part Time Retirement	12,000	7,443	4,557	37.98%

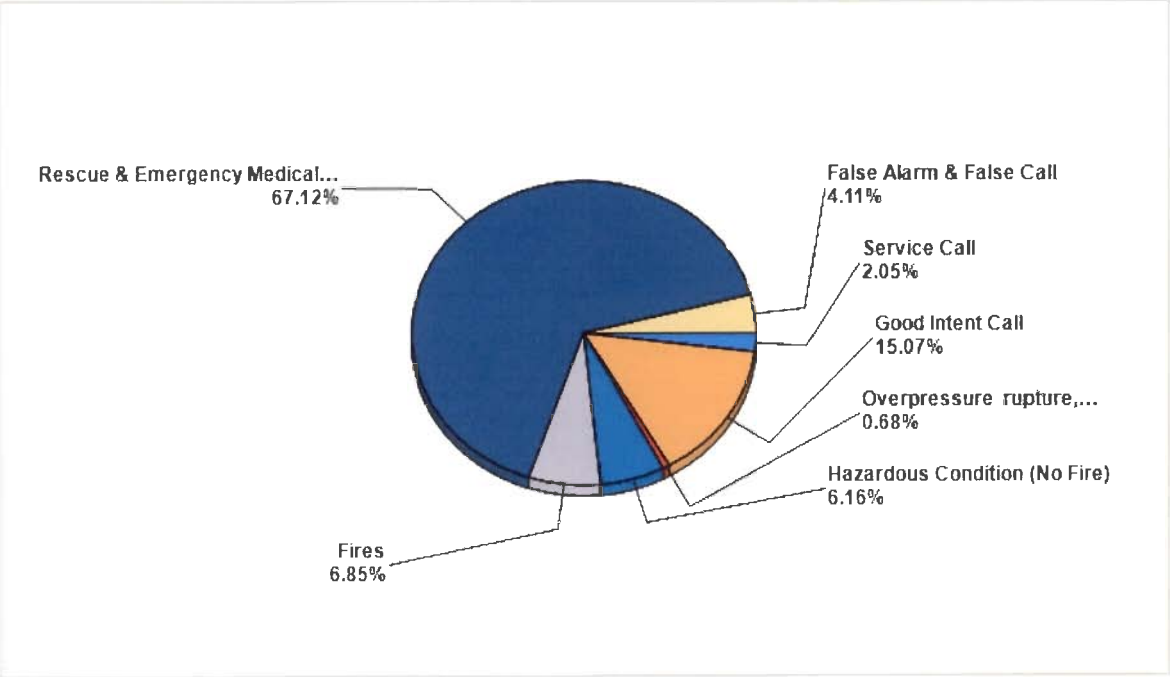
Total Employee Taxes & Benefits	1,312,411	1,012,342	300,069	22.86%
Other Employee Expenses				
Total Employee Salaries & Benefits	**3,819,079**	**2,885,056**	**934,023**	**24.46%**
Administration Expenses:				
Board Expenses - JPFB	2,200	2,353	(153)	(6.98%)
Legal Counsel	35,000	29,813	5,187	14.82%
Software Yearly Fees	15,000	6,667	8,333	55.55%
Computer Contract Fees	80,000	62,998	17,002	21.25%
Other Professional Services	5,000	2,290	2,710	54.21%
Criminal Background Checks	2,400	1,833	567	23.63%
Medical Physicals	35,000	29,747	5,253	15.01%
Wellness Program	3,500	2,149	1,351	38.59%
Legal Notices	1,500	390	1,110	74.00%
Postage and Freight	2,500	1,983	517	20.70%
Office Supplies - STA 1	21,500	14,719	6,781	31.54%
Supplies - Pub Ed	10,000	7,891	2,109	21.09%
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	212,932	2,069	0.96%
Total Administration Expenses	459,100	392,938	66,162	14.41%
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	32,836	27,164	45.27%
Cadet Program	1,500	0	1,500	100.00%
Recruit Academy	8,000	7,216	784	9.80%
Utilities - AMFTC	7,000	5,513	1,487	21.25%
Training Center Repairs	6,000	3,528	2,472	41.20%
Part Time Certification & Training	15,000	6,231	8,769	58.46%
Total Training Expenses	110,500	65,743	44,757	40.50%
Maintenance Expenses:				
Utilities - Shop	15,000	12,012	2,988	19.92%
Janitorial Services - Shop Coveralls	2,500	1,988	512	20.48%
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	72,234	57,766	44.44%
Total Maintenance Expenses	159,500	94,725	64,775	40.61%
Building & Utility Expenses:				
Cleaning Supplies	8,000	7,119	881	11.02%

Utilities - STA 1	65,000	55,665	9,335	14.36%
Utilities - Sta 2	7,140	3,975	3,165	44.33%
Utilities - Sta 3	11,000	8,046	2,954	26.86%
Utilities - Sta 4	5,200	3,760	1,440	27.70%
Utilities - Sta 7	11,000	7,158	3,842	34.93%
Utilities - Sta 9	18,000	12,933	5,067	28.15%
Utilities - Sta 10	4,000	3,573	427	10.67%
Utilities - Sta 11	4,050	3,741	309	7.64%
Utilities - Sta 12	3,750	2,251	1,499	39.98%
Utilities - Sta 13	4,600	3,162	1,438	31.26%
Utilities - Rural	16,000	12,549	3,451	21.57%
Telephone Expense - STA 1	22,000	17,986	4,014	18.25%
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	159,080	68,920	30.23%
Total Building & Utility Expenses	415,840	306,849	108,991	26.21%
Suppression & Operations Expenses:				
Board Expenses - Chief Officers	750	344	406	54.10%
Dispatch Fees	60,000	60,000	0	0.00%
Periodicals - Haz Mat	1,000	0	1,000	100.00%
Periodicals - Inspections /Code Manuals	1,526	1,526	0	0.00%
Association Fees - Inspections	693	540	153	22.08%
Association Fees - Investigations	1,000	340	660	66.00%
Supplies - Inspection	2,000	1,016	984	49.18%
Mobile Phones	10,000	7,936	2,064	20.64%
Personal Protective Gear	85,000	58,548	26,452	31.12%
Full Time Employees Uniforms	28,000	22,921	5,079	18.14%
Part-Time Uniforms	22,000	14,094	7,906	35.94%
Operating Supplies - Medical	9,500	6,007	3,493	36.77%
Operating Supplies - Wildland	18,000	969	17,031	94.62%
Operating Supplies - Haz Mat	10,000	3,639	6,362	63.62%
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%
Ladder - Aerial Apparatus Testing	5,439	3,388	2,052	37.72%
Radio Maintenance	13,000	9,857	3,143	24.18%
SCBA Maintenance	25,000	16,992	8,008	32.03%
Equipment Maintenance	33,000	10,882	22,118	67.02%
Gasoline/Fuel	75,000	57,074	17,926	23.90%
Saw Maintenance	3,500	569	2,931	83.73%
Fire Suppression	135,000	18,257	116,743	86.48%
Catastrophic Suppression	295,783	295,783	0	0.00%
Total Suppression & Operations Expenses	837,941	591,934	246,007	29.36%

Other Expenses:				
COVID-19 EXPENSES	0	4,706	(4,706)	0.00%
Total Other Expenses	0	4,706	(4,706)	0.00%
Total Operating Expenses	**5,801,960**	**4,341,951**	**1,460,009**	**25.16%**
Net Operating Income	**0**	**1,680,525**	**1,680,525**	**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)	(908,831)	1,321,412	(59.25%)
Total Vehicle Replacement Expenses	(2,230,243)	(908,831)	1,321,412	(59.25%)
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-RRI-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	(19,949)	(19,949)	0.00%
Unanticipated Grant Expenditures	0	(25,000)	(25,000)	0.00%
RRT Grant 17-GPD-RR1-HRT17	(46,000)	(17,088)	28,912	(62.85%)
18--SHSP-RRI-RR-HRT18	(23,653)	(4,905)	18,748	(79.26%)
19-SHSP-RR1-RR-HRT19 EXPENSES	0	(93,060)	(93,060)	0.00%
Total Grant Expenses	(69,653)	(160,002)	(90,349)	129.71%
Capital Revenue:				
Campbell County Capital	9,554	277,776	268,222	2807.58%
City of Gillette Capital	9,554	277,776	268,222	2807.58%
Town of Wright Capital	193	3,116	2,923	1514.34%
Total Capital Revenue	19,300	558,667	539,367	2794.65%
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**	**2,097,623**	**2,097,623**	**0.00%**

8.2 Administrative Items: Fire Chief

8.2.1 Call Reviews



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	10	6.85%
Overpressure rupture, explosion, overheat - no fire	1	0.68%
Rescue & Emergency Medical Service	98	67.12%
Hazardous Condition (No Fire)	9	6.16%
Service Call	3	2.05%
Good Intent Call	22	15.07%
False Alarm & False Call	6	4.11%
TOTAL	149	100.00%

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.67%
118 - Trash or rubbish fire, contained	1	0.67%
131 - Passenger vehicle fire	1	0.67%
142 - Brush or brush-and-grass mixture fire	2	1.34%
143 - Grass fire	2	1.34%
150 - Outside rubbish fire, other	1	0.67%
151 - Outside rubbish, trash or waste fire	1	0.67%
154 - Dumpster or other outside trash receptacle fire	1	0.67%
251 - Excessive heat, scorch burns with no ignition	1	0.67%
311 - Medical assist, assist EMS crew	86	57.72%
322 - Motor vehicle accident with injuries	5	3.36%
324 - Motor vehicle accident with no injuries.	4	2.68%
352 - Extrication of victim(s) from vehicle	3	2.01%
411 - Gasoline or other flammable liquid spill	2	1.34%
412 - Gas leak (natural gas or LPG)	3	2.01%
413 - Oil or other combustible liquid spill	1	0.67%
424 - Carbon monoxide incident	3	2.01%
551 - Assist police or other governmental agency	1	0.67%
561 - Unauthorized burning	2	1.34%
611 - Dispatched & cancelled en route	14	9.40%
622 - No incident found on arrival at dispatch address	5	3.36%
651 - Smoke scare, odor of smoke	1	0.67%
652 - Steam, vapor, fog or dust thought to be smoke	2	1.34%
710 - Malicious, mischievous false call, other	2	1.34%
743 - Smoke detector activation, no fire - unintentional	2	1.34%
745 - Alarm system activation, no fire - unintentional	2	1.34%
TOTAL INCIDENTS:	149	100.00%

MVA	Fire Alarm	Structure Fire	Other Fire	Hazmat	Agency Assist	EMS	Calls Not Responded to	Total
17	12	10	18	10	0	91	1	159

8.2.2 Training Report

Training Division Report – April 2020
April Training Highlights

During April 331 training classes were held. 1190 hours of training was recorded with 692 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 now eight participants in the 2020 recruit academy. All recruit academy classes have changed to on online platform where students participate in a virtual classroom.

Through the virtual classroom all topic lectures were completed in April. During the month of May, we will meet weekly to conduct practical skills training while adhering to the COVID-19 social distancing requirements.

Department Wide Trainings

Throughout the first week of April all operational members of the fire department were assigned online classes to cover the health and hazard aspects of COVID-19. The second week of the month training was conducted performing and after-action review of the Coyote Trail Structure fire. On the third training fire department legal counsel Joe Hallock provided a training for all members on Wills & Trust considerations.

Officer Training

Due to the fifth Thursday in the month Officer Training was conducted with the full-time and part-time officers of the CCFD. Topics covered were related to wildland fire command and control and the use and application of the EFSA.

Certifications Issued

Lieutenant Jake Millard – State of Wyoming Fire Officer I
Firefighter Pat Olson – State of Wyoming Fire Instructor I
Captain Sam Clikeman – Pro Board Fire Officer II
Firefighter AC Bowolick – State of Wyoming Apparatus Driver Operator – Pumper

8.2.3 Facilities Update/General Information

Report will be presented at the meeting by Chief Bender.

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.
- 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.

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
MAY 13, 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 Communicable Disease Policy Review

See attached Policy

9.2 Engine 5 Payment not to exceed $439,880

Exact amount will be available Thursday or Friday after Chief Borgialli and Chief Fox return from final inspection.

9.3 Wildland Compensation Policy Review

See attached Policy

Gillette, Wright, Campbell County Fire Protection
Joint Powers Board of Directors
BOARD ACTION ITEMS
MAY 13, 2020 - Information/Discussion

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.