

COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
March 7, 2023

1. ROLL CALL

Casper City Council met in regular session at 6:00 p.m., Tuesday, March 7, 2023. Present: Councilors Pollock, Gamroth, Engebretsen, Cathey, Jensen, Bond, Haskins, Vice Mayor Pacheco, and Mayor Knell.

2. PLEDGE OF ALLEGIANCE

Councilor Gamroth led the audience in the pledge of allegiance.

3.A. REGULAR MEETING MINUTES

Moved by Councilor Pollock, seconded by Vice Mayor Pacheco to, by minute action, approve the minutes of the February 7, 2023 Regular Council Meeting, as published in the Casper Star Tribune on February 24, 2023. Motion passed.

3.B. EXECUTIVE SESSION MINUTES

Moved by Councilor Engebretsen, seconded by Councilor Pollock to, by minute action, approve the minutes of the February 7, 2023 Executive Session. Motion passed.

3.C. REGULAR MEETING MINUTES

Moved by Councilor Cathey, seconded by Councilor Engebretsen to, by minute action, approve the minutes of the February 21, 2023 Regular Council Meeting, as published in the Casper Star Tribune on March 3, 2023. Motion passed.

3.D. EXECUTIVE SESSION MINUTES

Moved by Councilor Gamroth, seconded by Councilor Pollock to, by minute action, approve the minutes of the February 21, 2023 Executive Session. Motion passed.

4.A. GENERAL BILLS & CLAIMS

Moved by Councilor Engebretsen, seconded by Vice Mayor Pacheco to, by minute action, approve payment of the February 21, 2023, bills and claims, as audited by City Manager Napier. Motion passed.

<u>General Bills & Claims 03/07/23</u>		
307Jntrl	Services	3,536.00
6HGroup	Goods	1,981.80
71Const	Goods	1,057.50
AAALndscpng	Services	2,264.67
ABYMnfctrng	Goods	265.00
ACTreeSrvc	Goods	850.00
AccntPckgng	Goods	81,936.00
AceHrdwr	Goods	134.97
ActvNtwrk	Services	1,400.00
Alsco	Services	2,470.09

AMBI	Services	561.10
AmrTech	Services	67.50
ArchctrSales&Prdcts	Services	2,310.00
AT&T	Services	18,740.75
Atlas	Goods	4,920.55
AxonEntrprs	Goods	6,834.00
BHarrison	Reimb	314.30
BKegler	Reimb	150.00
BdgrMtr	Services	162.87
BgrnEllngsn	Goods	202.62
BntzTwnPmp	Goods	32.26
BlkHillsEnrgy	Utilities	21,716.89
BlkmnPrpn	Goods	4,281.19
CRacki	Reimb	145.79
CsprNCHealth	Services	48,169.43
CsprStrTrb	Services	909.18
CsprTire	Services	655.00
CsprVtrnry	Services	304.24
CsprWlnsn	Goods	12.75
CWRWS	Goods	324,325.38
CntryLnk	Utilities	6,660.34
ChpmnVldz&Lnsng	Services	2,001.68
CtyCspr	Services	468,057.46
CivilEngnrng	Services	5,312.50
CMITeco	Services	16,159.45
CoastlChmcl	Goods	127.92
CommTech	Services	30,404.00
CmprsnLeasng	Services	475.00
CnsnsCloudSltns	Services	179.90
Cnvrgn	Goods	14,271.00
CPSDstrbtrs	Goods	20.50
CPU	Goods	902.00
CrwnCnstrctn	Services	77,987.06
CSCnsltng	Services	624.00
DckrAuto	Services	722.65
Dell	Goods	191.88
DsrtMtn	Goods	33,160.15

DscntDoors-Garage	Services	518.50
DynmcCntrls	Services	375.00
EdgEngrng	Services	1,216.80
EnrgyLabs	Services	2,800.00
ExpSvcs	Services	1,999.75
FlcnEnvrnmntl	Services	113,462.00
FlsbrgHolt&Ullevig	Services	11,587.05
FrgsnEnt	Goods	23,552.23
FIB	Goods/Invstmnts	14,651.77
FoxstrOpco	Goods	1,110.00
Galls	Goods	334.32
GeosyntcCnsltnts	Services	4,641.49
GloblSpctrm	Services	75,000.00
GrtrWyoBB/BS	Services	21,400.47
GrrrMotr	Services	3,343.35
GSGArchctr	Services	52,909.48
Hach	Goods	558.87
HallsCstmPavng	Services	12,825.00
HDREngrng	Services	11,195.75
Homax	Goods	65,862.84
HonnenEquip	Services	704.97
HowrdSply	Goods	298.53
HydroOptmztn	Services	5,476.00
InstfrmTchnlgs	Services	20,549.79
IntrntnlEcnmcDvlpmntCncl	Dues	455.00
ITCElctrel	Services	1,263.60
JHarvey	Reimb	1,530.00
JKegler	Reimb	100.00
JMcGirr	Goods	110.36
JJKlr&Assoc	Services	305.73
JacksTrk&Trlr	Services	3,329.98
JDCInvstgtns	Services	1,400.00
KSexson	Reimb	100.00
LChristensen	Reimb	94.49
LGomez	Refund	114.32
LMedoff	Services	1,400.00
LawsnPrdcts	Services	900.00

LionhrtEntrprs	Services	5,714.88
LongBldgTech	Services	437.34
LvlyFleur	Goods	119.00
MChand	Reimb	7.99
MHuss	Reimb	501.81
MQuirin	Reimb	199.50
MLgrdCnstrctn	Services	71,784.01
MLAuto	Services	157.00
MillsPD	Services	49.95
MtnAlrmFire&Scrty	Services	26.00
MtnStLitho	Services	1,251.57
MtnWstTech	Services	599.32
MuniEmrgncySrvc	Goods	2,709.73
NNoblitt	Reimb	325.00
Napa	Goods	127,828.92
NCSD	Refund	30.00
NCSO	Services	158,053.42
NESCmpny	Goods	3,673.28
Norco	Goods	1,316.46
NrthwstCntrctrs	Goods	1,641.65
NovaBiomdel	Goods	4,406.11
NtchSpelts	Goods	1,650.75
OffcShop	Services	174.54
OneCall	Services	829.00
PCNStrtgs	Goods	344.57
PeakGeosltns	Services	7,056.00
Pedens	Goods	688.20
Pelicncrp	Services	3,013.57
Pepsi	Goods	783.80
PoliceFciltyDsgnGrp	Services	259,816.41
PrfsnlClng	Services	1,395.00
ProfrcMrktng	Goods	17,888.80
RGrauberger	Reimb	100.00
RHarned	Reimb	150.00
RMoore	Reimb	47.19
RSchwahn	Services	900.00
RailRdMgmt	Services	344.67

RapidFirePrctctn	Services	1,675.00
Ricoh	Services	762.08
RckyMtnAirSltns	Goods	3,433.27
RckyMtnPwr	Utilities	161,498.28
RootrSwr	Services	663.30
SeaWstrn	Goods	2,344.90
SkylineRnchs	Services	56.85
Smrsh	Services	2,251.36
SftDr	Services	203.00
SolsbryHill	Goods	422,878.62
StOfWyo	Services	160,939.37
StatelineNo7	Services	58,575.00
StrIngInfosystms	Services	592.45
SWI	Services	1,480.00
TArmijo	Reimb	150.00
TEdwards	Reimb	1,161.00
TrgtSpeltyPrdcts	Goods	503.67
TheWash	Services	111.48
ThrmoScntfc	Goods	9,175.00
33MileRd	Services	78.64
ThomsnReutrs	Goods	1,010.39
TopOffc	Goods	1,001.73
TrnsUnionRsk	Services	184.00
Unifirms2Gear	Goods	744.56
UnvrstyOfWyo	Services	32.26
VrznWrsls	Services	3,023.90
Wamco	Services	1,100.00
WardwlWtr	Goods	31.17
WstrnStatesFirePrctctn	Services	805.00
WH	Services	3,601.88
Wyo1stAid	Goods	112.03
WyoMchnry	Services	2,014.52
Xerox	Goods	205.63
YamahaMtrFinance	Goods	3,225.00
ZonrSystms	Services	2,570.25
Total		3,169,657.79

4.B. CONFLICT CLAIMS

Moved by Councilor Pollock, seconded by Councilor Bond to, by minute action, approve payment of the March 7, 2023, bills and claims, as audited by City Manager Napier. Councilors Engebretsen and Cathey abstained from voting. Motion passed.

Conflict Claims 03/07/23

Lisa Engebresten	Travel Reimbursement	296.07
Stephen Cathey	Travel Reimbursement	345.71
Claims Total		641.78

5. COMMUNICATIONS FROM PERSONS PRESENT

Individuals addressing Council were: Tim Calbert, regarding concerns over the gun prohibition in Council Chambers; and Sarah Lockery, regarding updates from the City Youth Council. Mayor Knell, and Councilors Gamroth and Cathey discussed the reason Council decided to not allow guns in the Chambers.

6. ESTABLISH DATE OF PUBLIC HEARINGS

Moved by Vice Mayor Pacheco, seconded by Councilor Pollock, to, by minute action, establish March 21, 2023, as the public hearing date for consideration of:

- A.1.a. a resolution authorizing a property trade agreement between West Center Hospitality RE LLC, D Cap, LLC, D Center LLC, and the City of Casper;
- A.1.b. new Restaurant Liquor License No. 17 for Childs Corp, dba La Cocina Mexican Restaurant, located at 321 East E Street; and,
- A.1.c. Transfer of ownership for Retail Liquor License No. 37 from 307 Repair, Inc., dba Yellowstone Garage Bar and Grill, located at 355 West Yellowstone to Charger Holdings, LLC, dba Charger Holdings, LLC, located at 355 West Yellowstone.

Councilor Cathey asked a question regarding the transfer location for La Cocina, and Fleur Tremel, Assistant to the City Manager/City Clerk, explained that the restaurant liquor license is for the old location until they are able to move to their new location. Councilor Pollock abstained from voting on items 6.A.1.b. and 6.A.1.c. Motion passed.

7. ORDINANCE– SECOND READING

Following ordinance read:

ORDINANCE NO. 4-23
AN ORDINANCE AMENDING SECTION CASPER MUNICIPAL CODE
CHAPTER 1.04 – GENERAL PROVISIONS.

Councilor Pollock presented the foregoing ordinance for adoption, on second reading. Seconded by Councilor Bond. There was no discussion and no amendments. Motion passed.

8.A. ORDINANCE– THIRD READING

Following ordinance read:

ORDINANCE NO. 2-23
AN ORDINANCE AMENDING CHAPTER 17.08 OF THE CASPER
MUNICIPAL CODE PERTAINING TO THE DEFINITION OF FLAG
LOTS.

WHEREAS, in order to prevent landlocked parcels, Section 16.16.020 of the Casper Municipal Code requires that all platted lots have frontage on a public street; and,

WHEREAS, a "flag lot" is a lot configured, or shaped like a flag and pole, the purpose of which is for the "pole" portion of the flag lot to provide access to a public street for properties that sit back away from the street, often behind other lots that could block legal access to the parcel; and, WHEREAS, based on the definition of "Flagpole," in reference to a "flag lot," found in Section 17.08.010 of the Municipal Code, the flagpole portion of a flag lot is required to be a minimum of twenty-four (24) feet in width, which was originally based on the width of a two-way, commercial drive aisle consisting of two (2), twelve (12) foot wide lanes; and, WHEREAS, residential properties do not require two (2) independent aisles for ingress and egress, and can function adequately with a single, twelve (12) foot wide driveway; and, WHEREAS, it is the desire of the Casper City Council to amend the definition of "flagpole" found in Chapter 17.08 of the Municipal Code to reduce the necessary size of the flagpole portion of residential flag lots as set out in Section 1 below. NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING;

SECTION 1:

That the definition of "Flagpole" found in Section 17.08.010 of the Casper Municipal Code is hereby amended to read as follows:

"Flagpole" in reference to a "flag lot," means a strip of land, a minimum of twenty-four feet in width, connecting the widest area of a "flag lot" to the public right-of-way, and may be used as the means of access. The minimum width of a flagpole for single -unit, residential properties in the R-1 (Residential Estate) and R-2 (One Unit Residential) Zoning Districts, for lots platted prior to January 1, 2023, is twelve (12) feet. The minimum width of a flagpole for single -unit, residential properties in the R-1 (Residential Estate) and R-2 (One Unit Residential) Zoning Districts, for lots platted after January 1, 2023, is fifteen (15) feet.

SECTION 2:

This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the 7th day of February, 2023.

PASSED on 2nd reading the 21st day of February, 2023.

PASSED, APPROVED, AND ADOPTED on third and final reading the 7th day of March, 2023.

Vice Mayor Pacheco presented the foregoing ordinance for adoption, on third reading. Seconded by Councilor Haskins.

Councilor Cathey asked if the City was able to receive feedback from the Planning & Zoning Commission, and City Manager Napier responded that he misunderstood the direction and Planning & Zoning has not weighed in on this issue. He did emphasize that the Community Development Department and City Planner have weighed in and are in support of the ordinance. Mayor Knell stated that Council is allowed to change this type of ordinance without consulting Planning and Zoning. Motion passed.

8.B. ORDINANCE— THIRD READING

Following ordinance read:

ORDINANCE NO. 3-23

AN ORDINANCE AMENDING SECTION 17.56.030 OF THE CASPER MUNICIPAL CODE TO REDUCE THE MIMIMUM FRONT YARD SETBACK REQUIREMENT IN THE PARK HISTORIC ZONING

DISTRICT.

WHEREAS, the City of Casper Planning and Zoning Commission recommended a proposed Municipal Code text amendment to reduce the minimum front -yard setback requirement in the PH (Park Historic) zoning district from thirty feet (30') to fifteen feet (15') following their December 8, 2022 meeting; and,

WHEREAS, a reduction in the minimum front -yard setback requirement from thirty feet (30') to fifteen feet (15') will not adversely affect the health or safety of the public, and will provide adequate room along property frontages for the extension of necessary utilities; and,

WHEREAS, a reduction in the minimum front -yard setback will increase the usable area of publicly -owned properties throughout the City of Casper; and,

WHEREAS, it is the desire of the Casper City Council to amend Section 17.56.030 of the Casper Municipal Code to reduce the minimum front -yard setback in the PH (Park Historic) zoning district from thirty feet (30') to fifteen feet (15'), as recommended by the Planning and Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING;

SECTION 1:

That Section 17.56.030(A)(1) of the Casper Municipal Code is hereby amended to reduce the minimum front -yard setback in the PH (Park Historic) zoning district, to read as follows:

A. Yard Requirements.

1. No building shall be located less than FIFTEEN feet from the right-of-way of any public road. This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the 7th day of February, 2023.

PASSED on 2nd reading the 21st day of February, 2023.

PASSED, APPROVED, AND ADOPTED on third and final reading the 7th day of March, 2023.

Councilor Engebretsen presented the foregoing ordinance for adoption, on third reading. Seconded by Councilor Jensen. There was no discussion and no amendments. Motion passed.

9. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 23-36

A RESOLUTION AUTHORIZING A PROCUREMENT AGREEMENT WITH LONG BUILDING TECHNOLOGIES, INC., FOR AIR HANDLER UNITS FOR THE CITY HALL PROJECT S.A.F.E. REMODEL PROJECT.

RESOLUTION NO. 23-37

A RESOLUTION DECLARING THE INTENT OF THE CITY OF CASPER, WYOMING, TO CREATE A LOCAL ASSESSMENT DISTRICT NO. 159, WESTRIDGE IMPROVEMENTS IN SAID CITY; TO AUTHORIZE THE CONSTRUCTION OF LOCAL IMPROVEMENTS THEREIN; AND TO ASSESS THE COST OR PORTION THEREOF ON THE PROPERTY BENEFITTED THEREBY.

RESOLUTION NO. 23-38

A RESOLUTION AUTHORIZING SUBMISSION OF AN

APPLICATION TO THE WATERSMART GRANT PROGRAM.

RESOLUTION NO. 23-39

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH BURNS & MCDONNELL ENGINEERING COMPANY, INC., FOR THE 2023 TO 2027 CASPER SOLID WASTE ANNUAL TITLE V REPORTING PROJECT NO. 22-072.

Councilor Gamroth presented the foregoing four (4) resolutions for adoption. Seconded by Councilor Engebretsen. Motion passed.

10. CONSENT MINUTE ACTION

Moved by Councilor Gamroth, seconded by Councilor Pollock, to, by consent minute action:

- A.1. approve the appointment of Susan Redding to the Parks & Recreation Advisory Board;
- A.2. purchasing of one new one-ton regular cab truck with dump body for use by the Waste Water Treatment Plant of the Public Services Department; and,
- A.3. authorizing the appointment of Nic Eskew to the Casper Planning & Zoning Commission to fill an unexpired term ending on December 31, 2024.

Motion passed. Mayor Knell introduced Nic Eskew to Council.

11. INTRODUCTION OF MEASURES AND PROPOSALS

Councilors spoke on meetings and events they attended as well as matters of public interest. Councilor Pollock asked for a work session agenda item regarding the Fly Casper Alliance to be added to a future work session, and Council gave their thumbs up to add this to the list of future agenda items.

12. ADJOURN INTO EXECUTIVE SESSION

At 6:38 p.m., it was moved by Vice Mayor Pacheco, seconded by Councilor Pollock, to adjourn into executive session to discuss land acquisition, personnel, and litigation. Motion passed. Council moved into the Council Meeting Room.

At 9:08 p.m., there being no further business, Mayor Knell asked for a motion to adjourn the executive session. Moved by Councilor Cathey seconded by Councilor Jensen. Motion passed.

12. ADJOURNMENT

Council opened the meeting to the public. At 9:08 p.m. Mayor Knell called for a motion to adjourn the regular meeting. Moved by Councilor Cathey, seconded by Councilor Gamroth. Motion passed.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Bruce Knell
Mayor