

COUNCIL PROCEEDINGS
 Regular Council Meeting - The Lyric
 December 19, 2023

1. ROLL CALL

Casper City Council met in regular session at 6:00 p.m., Tuesday, December 19, 2023. Present: Councilors Gamroth, Bond, Haskins, Pollock, Jensen, Cathey, Sutherland, Vice Mayor Engebretsen, and Mayor Pacheco.

2. PLEDGE OF ALLEGIANCE

Mayor Pacheco led the audience in the pledge of allegiance.

3.A. CONSENT MINUTE ACTION

Moved by Councilor Cathey, seconded by Councilor Pollock to, by consent minute action, approve the minutes of the:

1. November 28, 2023 Special Council Meeting, as published in the Casper Star Tribune on December 7, 2023;
2. November 28, 2023 Executive Session;
3. December 5, 2023 Regular Council Meeting, as published in the Casper Star Tribune on December 16, 2023; and
4. December 5, 2023 Executive Session.

Motion passed.

4. APPROVAL OF GENERAL BILLS & CLAIMS

Moved by Councilor Bond, seconded by Councilor Gamroth to, by minute action, approve payment of the December 19, 2023, general bills and claims, as audited by City Manager Napier. Motion passed.

<u>General Bills & Claims 12/19/23</u>		
307Shrdng	Services	300.00
6HGroup	Goods	780.70
ASveda	Reimb	90.00
AbsltSftwr	Services	14,817.66
AdvncdNtwrkMngmnt	Services	210.79
Airgas	Goods	1,498.81
AirInnvtns	Services	335.00
AllncElctrc	Services	4,235.00
AllTrees	Services	11,800.00
Alsco	Services	2,223.94
Almtch	Services	552.37
AMBI	Services	4,435.34
AmrTech	Services	16,848.00
AmrenEqpmnt	Goods	973.25
Asbsts&TchnclSvcs	Services	12,600.00
AT&T	Services	10,598.28

AtlntcElctrc	Services	1,485.06
Atlas	Goods	2,476.69
Atmtn&Elctrncs	Services	2,554.30
AxonEntrprs	Goods	373.86
BDanysh	Reimb	100.00
BdgrMtr	Services	162.87
BgrnEllngsn	Goods	534.46
BslnEngnrng	Services	6,798.32
BlkHillsEnrgy	Utilities	8,221.06
BlkmnPrpn	Goods	2,040.78
BlueRdgSrvcsMT	Services	1,060.00
CarahsftTchnlgy	Services	5,810.49
CStewart	Reimb	1,339.37
Calea	Services	4,595.00
CsprBldngSystms	Services	649,728.35
CsprStrTrb	Services	941.90
CsprTire	Services	3,795.00
CsprVtrnry	Services	135.90
CWRWS	Goods	7,477.00
CntryLnk	Utilities	16,046.15
ChpmnVldz&Lnsng	Services	2,000.00
CtznsForCvcAdtrm	Services	1,000.00
CtyCspr	Services	542,710.54
CivilEngnrng	Services	4,860.00
CMITeco	Services	567,575.46
CommTech	Services	11,639.00
CmprsnLeasng	Services	341.00
CnsnsCldSltns	Services	189.90
CoreMain	Goods	4,407.00
CowboySplyHse	Goods	1,486.02
CPU	Goods	334.00
DBerg	Reimb	114.16
DDavidson	Reimb	138.59
DHuffman	Reimb	150.00
DKpnr	Services	2,325.08
Dvs&Cannon	Services	4,695.00
DckrAuto	Services	771.08

DooleyOil	Goods	4,983.41
ESpector	Reimb	150.00
EdgEngrng	Services	407.00
EnrgyLabs	Services	2,347.00
EngrngDsgn	Services	542.50
FIB	Investments	15,627.99
ForterraPipe&Precast	Goods	194.25
FoxstrOpco	Goods	2,546.50
Galls	Goods	66.60
GeosyntcCnsltnts	Services	684.04
GHPhippsWyo	Services	370,169.62
GloblSpctrm	Services	74,166.67
Grngr	Goods	75.10
GrrrMotr	Services	2,464.48
GSGArchtr	Services	10,668.46
Hach	Goods	290.75
HrvrdDrugGrp	Goods	1,900.28
Hollnd&Hart	Services	750.00
Homax	Goods	108,130.04
HonnenEquip	Goods	213,220.59
HrznCble	Services	440.52
HydroOptmztn	Services	2,126.00
ImpctPlstes	Goods	1,820.94
Instltn&Svc	Services	7,362.50
ITCElctrel	Services	80,436.00
JSponsler	Reimb	150.00
JStevens	Reimb	150.00
JWarne	Reimb	485.80
JFHDstrbtng	Goods	787.48
JungBrosEngnrs	Services	1,292.92
MDovala	Reimb	269.97
KHaymond	Reimb	85.03
KJohnston	Reimb	150.00
KMcPheeters	Reimb	168.95
KennyElctrc	Services	148.50
Kinsco	Goods	2,328.00
KnfRvr	Goods/Services	519,900.80

KnghtEqpmnt	Services	2,941.88
KncklDrgrTctics	Services	4,780.00
LNCrts&Sons	Goods	4,357.03
LawsnPrdcts	Services	900.00
LtzsAplnc	Goods	3,435.90
Lisa'sSpcNSpn	Services	420.00
MMarker	Refund	450.00
MADTrnsprtn	Services	700.00
MlgrdCnstrctn	Services	35,424.55
MidwstLbrtrs	Services	400.00
MLAuto	Services	635.00
MotorlaSltns	Services	21,730.02
MtnStsPipe	Goods	12,660.00
MtnWstTech	Services	607.69
NCSO	Services	15,000.00
Norco	Goods	1,256.43
NPT	Services	173.37
NWstContr	Goods	299.00
NWstLinings&Geotxtl	Services	72,812.60
OffcShop	Services	45.63
OneCall	Services	783.75
OvrHeadDr	Services	118.75
PeakRscue	Goods	4,800.00
Pepsi	Goods	1,926.36
PstlPros	Services	11,303.32
Pro-KoteEngnrng	Goods	4,306.76
ProTecAuto	Services	2,755.22
PrfsnlClng	Services	1,395.00
ProfrcMrktng	Goods	48,998.90
RGurney	Reimb	150.00
RftlsFinancialCnsltnts	Services	1,126.25
RailRdMgmt	Services	7,560.67
RckyMtnAirSltns	Goods	1,687.90
RckyMtnPwr	Utilities	162,901.11
RootrSwr	Services	331.65
SBoyle	Reimb	287.95
SRyden	Reimb	149.61

ShrwnWlms	Goods	87.20
SkylineRnchs	Services	397.30
Smrsh	Services	2,212.90
SftDr	Services	38.90
SmthPsych	Services	900.00
StOfWyo	Services	5,071.67
StrIngInfosystms	Services	925.74
StotzEqpmnt	Goods	31,400.00
TWilliams	Reimb	150.00
T-Mbl	Services	1,434.26
ThreeTrlsAssmnt	Services	34,386.00
TopOffc	Goods	423.51
TrnsUnionRsk	Services	1.60
TriStTrk&Eqpmnt	Services	1,530.94
Unifrms2Gear	Goods	7,347.99
UpslpMedia	Services	1,500.00
UrgntCareOfCspr	Services	6,796.00
VailIntrs	Services	9,949.38
VrznWrsls	Services	1,980.62
VoiancLanguageSrvc	Services	25.00
Wamco	Services	380.00
WstOilFrncs	Services	265.00
WlbrnSlvn	Services	3,900.00
WstrnStatesFirePrtctn	Services	290.00
WstrnWyoLock	Goods	75.00
WstLndPrk	Services	2,340.90
WH	Services	157.50
WndrvrEnvrnmntlSltns	Services	8,053.18
WLEA	Services	3,052.75
WWCEngnrng	Services	886.50
WyoAsscOfWtrSystms	Dues	950.00
WyoDOT	Services	188.15
Wyo1stAid	Goods	644.12
WyoMchnry	Services	81,210.41
WyoStGolf	Services	630.00
WyoSteel&Recyclng	Services	2,485.00
Xerox	Goods	198.61

Z&MEntrprs
Total

Goods

12,825.00
4,024,904.65

5. COMMUNICATIONS FROM PERSONS PRESENT

Speaking to Council was: Ross Schriftman, regarding the One Cent tax utility bill inserts.

6.A. ESTABLISH DATES OF PUBLIC HEARING

Moved by Councilor Haskins, seconded by Councilor Pollock, to, by minute action:

1. Establish January 2, 2023, as the public hearing date for:
 - a. An ordinance amending Chapter 13.03 of the Casper Municipal Code regarding utility billing and collection;
 - b. New Restaurant Liquor License No. 52 for Frida's Mexican Restaurant of Casper, LLC, dba Frida's House Mexican Food, located at 611 West Collins Drive; and,
 - c. Transfer of ownership interest for Retail Liquor License No. 13 for 307 Enterprises, LLC, dba The Range at 5150, located at 455 Thelma Drive; and,
2. Establish February 20, 2023, as the public hearing date for consideration of:
 - a. The annual renewal of all City of Casper Liquor Licenses for licensing period April 1, 2024 through March 31, 2025.

Councilor Pollock abstained from Items 6.A.1.b., 6.A.1.c. and 6.A.2.a. Motion passed.

7. PUBLIC HEARING – MINUTE ACTION

Mayor Pacheco opened the public hearing for the consideration of the transfer of location of Microbrewery Liquor License No. 10 for Bull Horn Brewing, LLC.

City Attorney Nelson entered four (4) exhibits: correspondence from Fleur Tremel to J. Carter Napier, dated December 12, 2023; Casper Star-Tribune Proof of Publication, published on December 14th & 19th, 2023; an affidavit of website publication, dated December 12, 2023; and a liquor license application filed November 13, 2023. City Manager Napier gave a brief report.

Speaking in favor of the transfer was: Holden Kai, owner of Bull Horn Brewing. There were no citizens to speak against the item. The public hearing was closed.

Moved by Councilor Haskins, seconded by Vice Mayor Engebretsen to, by consent minute action approve the transfer of Microbrewery Liquor License No. 10 for Bull Horn Brewing, LLC, dba Bull Horn Brewing, located at 2027 East Yellowstone Unit B, to Bull Horn Brewing, LLC, dba Bull Horn Brewing, located at 355 West Yellowstone Hwy. Councilor Pollock abstained from voting on the item. Motion passed unanimously.

8. SECOND READING ORDINANCE

Following ordinance read:

ORDINANCE NO. 24-23
AN ORDINANCE AMENDING CHAPTER 2.64 OF THE CASPER
MUNICIPAL CODE REGARDING THE REMOVAL OR CENSOR OF
PUBLIC OFFICIALS.

Vice Mayor Engebretsen presented the foregoing ordinance for approval on second reading. Seconded by Councilor Haskins. There was no public comment, discussion, or amendments for the ordinance. Motion passed unanimously.

9.A. THIRD READING ORDINANCE

Following ordinance read:

ORDINANCE NO. 21-23

AN ORDINANCE APPROVING A ZONE CHANGE OF LOTS 59 AND 60, "LONGVIEW ADDITION NO. 2" AND LOT 9A OF THE "LOT 91 & LOT 9B, LUKER ADDITION" FROM PUD (PLANNED UNIT DEVELOPMENT) TO C-2 (GENERAL BUSINESS).

Councilor Pollock presented the foregoing ordinance for approval and adoption on third reading. Seconded by Councilor Haskins. Speaking on the ordinance were: Jay Darling, resident living near the development, and Brent Lillian, on behalf of the developer. Councilor Jensen asked if the traffic issues discussed by Mr. Darling would be included in the traffic study, and City Manager Napier responded that the traffic study required by the developer will include impacts that the specific development will have on traffic and may not include every intersection in the neighborhood. He also discussed how the City has committed to including a neighborhood meeting as part of the traffic study so this specific development will include more involvement from the neighborhood and the City's Engineering Division. Mayor Pacheco asked staff to explain why the zone change is advantageous, and City Manager Napier explained that the proposed zone change will restrict the types of businesses that can be on that land. Currently almost any type of business could occupy that land. Motion passed unanimously.

City Manager Napier asked if Council would be interested in staff doing a traffic analysis at the Thelma intersection, as a separate issue from this proposed ordinance and development. Council gave their thumbs up to staff looking into that traffic issue as well.

9.B. THIRD READING ORDINANCE

Following ordinance read:

ORDINANCE NO. 22-23

AN ORDINANCE AMENDING CHAPTER 15.12 OF THE CASPER MUNICIPAL CODE, BOARD OF EXAMINERS AND APPEALS, AND CONTRACTOR LICENSING.

Councilor Cathey presented the foregoing ordinance for approval and adoption on third reading. Seconded by Councilor Bond. Speaking on the ordinance were: Ross Schriftman and Amber Freestone, both discussing concerns related to the handyman license. Justin Scott, Chief Building Official, answered Council's questions and discussed that the "handyman license" is actually a Class 4 Contractors License and is meant to allow individuals an entry level step into the higher-level contractors' licenses. He also explained the examination process for the licenses and stated that a license is not required unless a permit is required, in which case the contractor pulling the permit would need to be licensed. City Attorney Nelson stated that the additional license does not open the City up to any additional liability. He also discussed the process if someone was to do unpermitted work or the penalization path that is reinforced by this ordinance if a contractor was to receive complaints and is found to have violated regulations. Councilor Sutherland discussed looking into options to provide contractor license testing in other languages besides English. Councilor Bond discussed that the testing is focused more on familiarity with City codes as opposed to competency with the job itself. There were no amendments. Motion passed unanimously.

9.C. THIRD READING ORDINANCE

Following ordinance read:

ORDINANCE NO. 23-23
AN ORDINANCE APPROVING A PLAT, SUBDIVISION AGREEMENT AND ZONE CHANGE FOR THE LOWER BROTHERS ADDITION SUBDIVISION IN THE CITY OF CASPER, WYOMING.

Councilor Bond presented the foregoing ordinance for approval and adoption on third reading. Seconded by Councilor Cathey. There was no public comment, Council discussion or amendments. Motion passed unanimously.

10. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 23-278
A RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF CASPER AND NATRONA COUNTY, WYOMING REGARDING THE FY2020 EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT AND THE DISTRIBUTION AND EXPENDITURE OF THE GRANT FUNDS.

RESOLUTION NO. 23-279
A RESOLUTION APPROVING A CONTRACT FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF CASPER AND 307 SHREDDING LLC, FOR THE SECURE DESTRUCTION OF CONFIDENTIAL DOCUMENTS AND RECORDS.

RESOLUTION NO. 23-280
A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE LEASE AGREEMENT WITH CASPER MOUNTAIN SKI PATROL FOR THE LEASE OF THE SKI PATROL BUILDING.

RESOLUTION NO. 23-281
A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE LIEN STATEMENTS AND/OR LIEN RELEASES UP TO THIRTY-FIVE THOUSAND DOLLARS (\$35,000.00).

RESOLUTION NO. 23-282
A RESOLUTION AUTHORIZING THE RELEASE OF LOCAL ASSESSMENT DISTRICT LIEN REGARDING 4200 COATES ROAD, CASPER, WYOMING.

RESOLUTION NO. 23-283
A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN IMAGE TREND, LLC, AND THE CITY OF CASPER IN THE AMOUNT OF \$27,570 TO PROCURE A RECORDS MANAGEMENT SYSTEM.

RESOLUTION NO. 23-284
A RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE

CITY OF CASPER AND ALL TRAFFIC DATA SERVICES, LLC, FOR TRAFFIC COUNTS.

RESOLUTION NO. 23-285

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE CASPER HISTORIC PRESERVATION COMMISSION ANNUAL REPORT.

RESOLUTION NO. 23-286

A RESOLUTION ADOPTING AND SETTING FORTH RATES FOR WHOLESALE WATER SERVICE, RETAIL WATER SERVICE, AND SEWER SERVICE FOR THE CITY OF CASPER, WYOMING, AND RESCINDING 21-178.

RESOLUTION NO. 23-287

A RESOLUTION ESTABLISHING RATES FOR RESIDENTIAL AND COMMERCIAL SOLID WASTE COLLECTION, RECYCLING, AND DISPOSAL AT THE CASPER REGIONAL SOLID WASTE FACILITY, AND RESCINDING RESOLUTION NO. 21-179.

RESOLUTION NO. 23-288

A RESOLUTION APPROVING THE HIGHWAY SAFETY PROGRAM GRANT FFY2024 SUB-AWARD AGREEMENT BETWEEN THE WYOMING DEPARTMENT OF TRANSPORTATION HIGHWAY SAFETY PROGRAM AND THE CASPER POLICE DEPARTMENT FOR THE PURCHASE OF IN CAR VIDEO CAMERA EQUIPMENT.

RESOLUTION NO. 23-289

A RESOLUTION AUTHORIZING CHANGE ORDER NO. 6 TO THE AGREEMENT WITH CASPAR BUILDING SYSTEMS, INC., FOR THE CITY HALL PROJECT S.A.F.E. BUILDING REMODEL, PROJECT NO. 20-004.

RESOLUTION NO. 23-290

A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE CONTRACT FOR PROFESSIONAL SERVICES BETWEEN THE CITY OF CASPER, WYOMING AND MOTOROLA SOLUTIONS, INC., FOR AN UPGRADE SOLUTION TO CRITICAL PUBLIC SAFETY EQUIPMENT.

RESOLUTION NO. 23-291

A RESOLUTION AUTHORIZING AN AMENDMENT TO THE EMPLOYMENT AGREEMENT BETWEEN THE CITY OF CASPER, WYOMING AND ROBERT J. HAND JR.

RESOLUTION NO. 23-292

A RESOLUTION AUTHORIZING CITY COUNCIL TO APPOINT KEITH ROBERT NACHBAR AS A PROVISIONAL JUDGE FOR THE CASPER MUNICIPAL COURT AND ENTER INTO A CONTRACT FOR PROFESSIONAL SERVICES.

Councilor Pollock presented the foregoing fifteen (15) consent resolutions for adoption. Seconded by Councilor Jensen. Councilor Cathey abstained from Item 10.A.3. (Resolution No. 23-280). Motion passed unanimously.

11. CONSENT MINUTE ACTION

Councilor Pollock made a motion to postpone Item 11.A.11 until the Amoco Reuse Joint Powers Board completes all of their interviews and able to make a complete recommendation for appointments. Seconded by Councilor Gamroth. Motion passed unanimously.

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

1. Authorize the Purchase of One (1) New 53ft Box Van Trailer in the Total Amount of \$56,575.35, for Use by the Solid Waste Facility;
2. Authorize the Purchase of One (1) New Turf Utility Vehicle in the Total Amount of \$49,100.00, for Use by Highland Cemetery;
3. Authorize the Purchase of Two (2) New Utility All-Terrain Vehicles in the Total Amount of \$65,300.00, for Use by the Weed and Pest Division of the Parks, Recreation, and Public Facilities Department and the Waste Water Treatment Plant of the Public Services Department;
4. Authorize the Purchase of Two (2) New Half-Ton Crew Cab 4x4 Pickup Trucks with 8' Beds in the Total Amount of \$75,770.00, for Use by the Waste Water Collections of the Public Services Department;
5. Authorize the Purchase of One (1) New One-Ton Crew Cab 4x4 Pickup Truck with 8' Bed in the Total Amount of \$53,272.00, for Use by the Weed and Pest Division of the Parks, Recreation, and Public Facilities Department;
6. Authorize the Purchase of One (1) New Half-Ton Extended Cab 4x4 Pickup Trucks with 6' Bed in the Total Amount of \$42,659.00, for Use by the Water Distribution Division of the Public Services Department;
7. Authorize the Purchase of One (1) New Three-Quarter Ton Extended Cab 4x4 Pickup Truck with 8' Bed in the Total Amount of \$43,975.00, for Use by the Water Distribution Division of the Public Services Department;
8. Authorize the Purchase of One (1) New One-Ton Crew Cab Pickup Truck with 8ft Bed and Tommy Lift Gate, in the Total Amount of \$60,336.00, for Use by the Special Waste Division of the Public Services Department;
9. Reappoint Randall W. Hein and John Lang to the Casper Historic Preservation Commission for Three (3) Year Terms, Expiring December 31, 2026;
10. Appoint Mark Pepper to the Economic Development Joint Powers Board for Three (3) Years, Expiring December 31, 2026;
12. Appoint Charles Moore to the Hall of Justice Joint Powers Board and Natrona County Joint Powers Board for Three (3) Year Terms, Expiring December 31, 2026; and,
13. Reappoint Mike McIntosh and Appointing Ann Ruble and Andrew Beamer to the Casper Planning & Zoning Commission for Three-Year Terms Expiring December 31, 2026.

Motion passed unanimously.

12. INTRODUCTION OF MEASURES AND PROPOSALS

Councilors spoke on meetings and events they attended as well as matters of public interest. Mayor Pacheco discussed public education for the non-discrimination ordinance.

13. ADJOURN INTO EXECUTIVE SESSION

At 7:14 p.m., it was moved by Councilor Pollock, seconded by Councilor Sutherland, to adjourn into executive session to discuss matters related to personnel and litigation. Motion passed unanimously.

At 8:00 p.m., it was moved by Councilor Gamroth, seconded by Councilor Bond, to adjourn the executive session. Motion passed.

14. ADJOURNMENT OF REGULAR MEETING

Moved by Councilor Bond to adjourn the regular Council meeting. Seconded by Vice Mayor Engebretsen. Motion passed unanimously. The meeting was adjourned at 8:00 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Amanda Ainsworth
City Clerk

Ray Pacheco
Mayor