

COUNCIL PROCEEDINGS  
 Regular Council Meeting - The Lyric  
 February 6, 2024

1. ROLL CALL

Casper City Council met in regular session at 6:00 p.m., Tuesday, January 16, 2024 Present: Councilors Gamroth, Bond, Haskins, Pollock, Jensen, Pacheco, Sutherland, Vice Mayor Engebretsen, and Mayor Cathey.

2. PLEDGE OF ALLEGIANCE

Mayor Cathey led the audience in the pledge of allegiance.

3.A. CONSENT MINUTE ACTION

Moved by Councilor Sutherland seconded by Councilor Bond to, by consent minute action, approve the minutes of the:

1. January 16, 2024 Regular Council Meeting, as published in the Casper Star Tribune on February 3, 2024;
2. January 16, 2024 Executive Session;
3. January 23, 2024 Regular Council Meeting, as published in the Casper Star Tribune on February 3, 2024.
4. January 23, 2024 Executive Session.

Motion passed.

4. APPROVAL OF GENERAL BILLS & CLAIMS

Moved by Councilor Pollock, seconded by Councilor Haskins to, by minute action, approve payment of the February 6, 2024, general bills and claims, as audited by City Manager Napier. Motion passed.

<u>General Bills &amp; Claims 02/06/2024</u>		
6HGroup	Goods	2,059.20
71Const	Goods	274.75
ASchulz	Reimb	1,298.52
AdvncdNtwrkMngmnt	Services	8,943.63
Airgas	Goods	1,377.98
AirInnvtns	Services	335.00
AllOutFireExt	Goods	926.00
Alsco	Services	2,579.18
AMBI	Services	281.85
AmrTech	Services	800.00
AmrenPbleWrksAsstn	Dues	2,010.00
AnchrElctrc	Services	405.81
ArdurraGrp	Services	809.96
AT&T	Services	22,125.58
AtIntcElctrc	Services	2,280.00
Atlas	Goods	4,852.56

BNelson	Reimb	18.53
BSpiers	Reimb	1,300.00
BndtSrvcs	Goods	6,060.00
BarDSgns	Services	448.78
BrgmEllngsn	Goods	9,648.50
BslnEngnrng	Services	802.06
BlkHillsEnrgy	Utilities	51,307.24
BlckoutWndwTnt	Services	200.00
BlkmmPrpn	Goods	4,757.16
BrntagPac	Goods	35,498.95
CPotter	Reimb	139.90
CptlBusnsSystem	Services	61.80
CrtrsnSfty	Goods	21,900.00
CsprAreaEcnmcDvlpmnt	Services	14,095.84
CsprElctrc	Services	30,493.10
CsprHsngAthrty	Services	78,670.55
CsprMtnSkiPtrl	Goods	126.00
CsprNCHealth	Services	47,916.67
CsprStrTrb	Services	2,032.28
CsprTire	Services	1,291.00
CsprVtrnry	Services	697.76
CntrlWyoHomeBldrs	Services	990.00
CntryLnk	Utilities	15,408.17
CH2MHill	Services	677.72
Chem-Aqua	Services	535.00
CtznsForCvcAdtrm	Services	1,000.00
CtyCspr	Services	195,272.09
CivilEngnrng	Services	5,175.00
ClnClb307	Services	975.00
CMITeco	Services	68,626.25
CocaCola	Services	26.25
ClctnCntr	Services	795.39
CommTech	Services	51,196.17
CnsnsCldSltns	Services	189.90
CnsltdElctrc	Goods	245.90
Cnvrngn	Goods	5,498.11
CoreMain	Goods	31,040.00

CowboySplyHse	Goods	2,151.66
CPU	Goods	16,770.00
CrwnCnstrctn	Services	15,776.00
CurryGrageDoor	Services	55,127.00
DDean	Reimb	30.00
DckrAuto	Services	529.63
Diebold	Services	723.90
DstbstrsEntrprs	Goods	28,791.56
DynmcCntrls	Services	5,245.00
E&FTowng	Services	765.00
EmrgncyMdcl	Services	500.00
EnrgyLabs	Services	4,654.00
EnrgyMngmnt	Services	150.00
EngnrngDsgn	Services	495.00
FIB	Investments/Goods	16,467.35
5TrailsRtry	Dues	400.00
ForterraPipe&Precast	Goods	68,460.00
Galls	Goods	521.74
GHPhippsWyo	Services	193,584.92
Grngr	Goods	945.80
GrnrMotr	Services	12,330.87
GSGArchtctr	Services	3,573.00
HIhrig	Reimb	507.50
Hach	Goods	268.53
HaidPlmbng	Services	135.00
HDREngnrng	Services	6,128.75
Homax	Goods	60,869.91
Hose&RubrSply	Goods	212.26
HowrdSply	Goods	412.80
IndstrlScrn	Services	600.00
JHall	Reimb	24.48
JSchlager	Reimb	947.26
JWinzenried	Reimb	22.28
JWittler	Reimb	28.34
JacobsEngnrng	Services	2,630.00
JJETrlrSales&Srv	Goods	228.00
JungBrosEngnrs	Services	888.50

JWCEnvrnmntl	Goods	12,043.00
KHumbles	Reimb	128.90
KSuba	Reimb	150.00
Kinsco	Goods	2,882.98
KnfRvr	Goods/Services	1,015.88
KncklDrgrTctics	Services	400.00
KubwtrRes	Goods	8,300.00
LoenbroInstrmntn	Goods	1,086.00
MBrattis	Reimb	772.51
McNeilusFncl	Goods	295.12
MidlndImplmnt	Goods	97,508.13
MillsPD	Services	1,475.90
MLAuto	Services	391.00
MonsnIntrlSrvc	Services	7,966.96
MotorlaSltns	Services	10,402.81
MtnAlrmFire&Scrty	Services	1,661.23
MtnStLitho	Services	399.93
MtnWstTech	Services	6,024.00
MuniEmrgncySrvc	Goods	51.41
NrthPlattePhysclThrpy	Services	1,200.00
Napa	Goods	1,212.98
NCSO	Services	17,038.46
NCHOJJPB	Reimb	3,000.00
NclysnArtMuseum	Services	66,307.05
Norco	Goods	950.30
NWstContr	Goods	307.96
OvrHeadDr	Services	3,325.92
PeakGeosltns	Services	24,275.00
Pedens	Goods	48.00
PtrbltOfWyo	Services	981.74
PstlPros	Services	8,193.49
PrzmPnt&Autobdy	Services	2,914.73
PrvsIndstrs	Goods	1,277.20
RftlsFinancialCnsltnts	Services	19,210.51
RecycldMtrls	Services	19,220.00
RpblicPrkng	Services	212.00
Roxel	Services	1,268.95

RekyMtnAirSltns	Goods	144.56
RekyMtnPwr	Utilities	223,105.65
RootrSwr	Services	994.95
SBaxter	Reimb	465.00
SPeterson	Reimb	30.00
SYonker	Reimb	150.00
SftyKleenSystms	Goods	1,003.56
SftyVsn	Goods	286.48
SheetMtlSpelts	Services	50,899.11
Snomax	Goods	3,837.78
StOfWyo	Services	22,890.03
StatelineNo7	Services	9,480.00
StellrPrgrmng	Services	701.25
SynrgyPntng	Services	4,850.00
ThomsonReutrs	Goods	1,029.15
TopOfc	Goods	83.07
TwnOfBarNunn	Goods	31.17
TrnsUnionRsk	Services	2.20
TriStOilReclm	Services	228.00
TriStTrk&Eqpmnt	Services	5,075.00
Unifrms2Gear	Goods	681.36
UrgntCareOfCspr	Services	2,774.00
VLam	Services	110.00
VrznWrsl	Services	2,697.27
VoiancLanguageSrvc	Services	35.80
VRC	Services	60.78
WlbrnSlvn	Services	275.00
WestateMchnry	Goods	242,000.00
WstrnMdclAssc	Refund	7,730.00
WLCEngrng	Services	17,410.99
WWCEngrng	Services	9,211.50
WyoDOT	Services	10,000.00
WyoMchnry	Services	12,142.04
WyoPeaceOffcersAssc	Services	170.00
WyoStFiremensAssoc	Dues	75.00
WyoWtrDvlpmnt	Services	9,750.00
Wyo1stAid	Goods	127.32

Xerox	Goods	205.62
ZonrSystms	Services	195.64
Total		2,203,212.46

5. PROCLAMATION: RANDOM ACTS OF KINDNESS WEEK

Mayor Cathey invited Eric Schlidt, a representative from Kindness Wyoming, to speak about Random Acts of Kindness Week. Mayor Cathey then read a proclamation, proclaiming February 11-17, 2024 as Random Acts of Kindness Week for the City of Casper. Mr. Schlidt accepted the proclamation on behalf of Kindness Wyoming.

6. COMMUNICATIONS FROM PERSONS PRESENT

Speaking to Council was: Ross Schriftman, thanking the City for following up on the speed issues on Coffman Ave and utility bill inserts for one cent sales tax education.

7. ESTABLISH DATES OF PUBLIC HEARING

Moved by Councilor Pacheco, seconded by Councilor Sutherland, to, by minute action, establish February 20, 2024, as the public hearing date for the consideration of an ordinance vacating a segment of alley abutting Lots 5, 6, and 7, Kenwood Addition to the City of Casper, located south of 816 South Jackson Street. Motion passed.

8.A.1. PUBLIC HEARING – ORDINANCE

Mayor Cathey opened the public hearing for the consideration of an ordinance approving a zone change of multiple properties located north of East 12<sup>th</sup> Street, between South Conwell & South Lowell Streets.

City Attorney Nelson entered two (2) exhibits: correspondence from Liz Becher to J. Carter Napier, dated January 17, 2024; and a Casper Star-Tribune Ad Proof for Publication on January 20 and 27, 2024. City Manager Napier gave a brief report.

There were no citizens to speak in favor of or in opposition to the item. The public hearing was closed.

Following ordinance read:

ORDINANCE NO. 2-24

AN ORDINANCE APPROVING A ZONE CHANGE OF MULTIPLE PROPERTIES LOCATED NORTH OF EAST 12<sup>TH</sup> STREET, BETWEEN SOUTH CONWELL AND SOUTH LOWELL STREETS, FROM PUD (PLANNED UNIT DEVELOPMENT) TO C-2 (GENERAL BUSINESS).

Councilor Haskins presented the foregoing ordinance for approval on first reading. Seconded by Councilor Gamroth. There was no discussion and no amendments. Motion passed unanimously.

8.A.2. PUBLIC HEARING – ORDINANCE

Mayor Cathey opened the public hearing for the consideration of an ordinance approving the annexation and zoning for Lot 5, Bryan Subdivision.

City Attorney Nelson entered two (2) exhibits: correspondence from Liz Becher to J. Carter

Napier, dated January 17, 2024; and a Casper Star-Tribune Ad Proof for Publication on January 20 and 27, 2024. City Manager Napier gave a brief report.

There were no citizens to speak in favor of or in opposition to the item. The public hearing was closed.

Following ordinance read:

ORDINANCE NO. 3-24  
AN ORDINANCE APPROVING THE ANNEXATION AND ZONING  
OF 0.51-ACRES, MORE OR LESS, DESCRIBED AS LOT 5, "BRYAN  
SUBDIVISION".

Councilor Pollock presented the foregoing ordinance for approval on first reading. Seconded by Councilor Sutherland. There was no discussion and no amendments. Motion passed unanimously.

8.A.3. PUBLIC HEARING – ORDINANCE

Mayor Cathey opened the public hearing for the consideration of an ordinance confirming the assessment for Local Assessment District No. 160 – Chinook Trail Improvements.

City Attorney Nelson entered two (2) exhibits: correspondence from Liz Becher to J. Carter Napier, dated January 29, 2024; and a Casper Star-Tribune Ad Proof for Publication on January 20 and 27, 2024. City Manager Napier gave a brief report.

There were no citizens to speak in favor of or in opposition to the item. The public hearing was closed.

Following ordinance read:

ORDINANCE NO. 4-24  
AN ORDINANCE RATIFYING ALL ACTION PREVIOUSLY TAKEN  
CONCERNING CITY OF CASPER, WYOMING, LOCAL  
ASSESSMENT DISTRICT NO. 160, CONFIRMING THE  
PROCEEDINGS, ASSESSMENT ROLL AND ASSESSMENT  
THEREFOR; ASSESSING THE AMOUNTS IN SAID ROLL ON THE  
PROPERTY IN SAID DISTRICT; CREATING A LIEN THEREFOR  
AND PRESCRIBING THE PRIORITY THEREFOR; DIRECTING THE  
CERTIFICATION OF SAID ROLL BY THE CITY CLERK AND  
TRANSMITTAL THEREOF TO THE CITY TREASURER;  
PRESCRIBING NOTICE THAT SAID ASSESSMENT SHALL BE  
PAID AND THE TERMS THEREOF; PROVIDING FOR THE  
PAYMENT OF SAID ASSESSMENT; CREATING A SPECIAL AND  
A SEPARATE FUND THEREFOR; PROVIDING FOR THE  
COLLECTION OF DELINQUENT ASSESSMENTS; AND,  
PRESCRIBING VARIOUS DETAILS CONCERNING SAID  
PROVISIONS.

Councilor Pacheco presented the foregoing ordinance for approval on first reading. Seconded by Councilor Bond. There was no discussion and no amendments. Motion passed unanimously.

8.B.1. PUBLIC HEARING - RESOLUTION

Mayor Cathey opened the public hearing for the consideration of a resolution for the second amendment to the current budget for the fiscal year 2024 budget.

City Attorney Nelson entered two (2) exhibits: correspondence from Jill Johnson to J. Carter Napier, dated January 25, 2024; and a Casper Star-Tribune Ad Proof for Publication on January 18, 2024. City Manager Napier provided a brief report.

There were no citizens to speak for or against the resolution. The public hearing was closed.

Following ordinance read:

RESOLUTION NO. 24-12  
A RESOLUTION AMENDING THE CURRENT BUDGET FOR THE  
FISCAL YEAR ENDING JUNE 30, 2024 (SECOND AMENDMENT TO  
THE ORIGINAL ADOPTED BUDGET).

Councilor Bond presented the foregoing resolution for adoption. Seconded by Councilor Pollock. Vice Mayor Engebretsen asked where some of the amendment funding is coming from, and City Manager Napier and Finance Director, Jill Johnson, explained that this information is included in the packet, and that items that are not transfers are being paid for with cash on hand or revenue. Motion passed unanimously.

8.C.1. PUBLIC HEARING – MINUTE ACTION

Mayor Cathey opened the public hearing for the consideration of the transfer of ownership interest for Retail Liquor License No. 15 for Wyoming Liquor LLC.

City Attorney Nelson entered four (4) exhibits: correspondence from Fleur Tremel to J. Carter Napier, dated January 31, 2024; an affidavit of website publication, dated January 4, 2024; Casper Star-Tribune Proof of Publication, published on January 4 & 9, 2024; and a liquor license application filed December 11, 2023. City Manager Napier gave a brief report for this item as well as the next public hearing.

There were no citizens to speak for or against the item. The public hearing was closed.

Moved by Councilor Jensen, seconded by Councilor Gamroth to, by consent minute action approve the application for transfer of ownership interest for Retail Liquor License No. 15, Wyoming Liquor, LLC, dba Wyoming Discount Liquor, located at 4330 East 2<sup>nd</sup> Street. Councilor Pollock abstained from voting on the item. Motion passed.

8.B. PUBLIC HEARING – MINUTE ACTION

Mayor Cathey opened the public hearing for the consideration of the transfer of ownership interest for Retail Liquor License No. 22 for Wyoming Spirits Inc.

City Attorney Nelson entered four (4) exhibits: correspondence from Fleur Tremel to J. Carter Napier, dated January 31, 2024; an affidavit of website publication, dated January 4, 2024; Casper Star-Tribune Proof of Publication, published on January 4 & 9, 2024; and a liquor license application filed December 11, 2023. City Manager Napier did not have any further comments.



There were no citizens to speak for or against the item. The public hearing was closed.

Moved by Councilor Jensen, seconded by Councilor Bond to, by consent minute action approve the application for transfer of ownership interest for Retail Liquor License No. 22, Wyoming Spirits, Inc, dba 2<sup>nd</sup> Street Liquor & Wine, located at 939 East 2<sup>nd</sup> Street Ste 300, 400, & 500. Councilor Pollock abstained from voting on the item. Motion passed.

Councilor Pollock returned to the meeting room.

9. SECOND READING ORDINANCE

Vice Mayor Engebretsen exited the meeting room. Mayor Cathey stated that this item was postponed at the January 16<sup>th</sup> meeting to tonight. He also stated that Vice Mayor Engebretsen is recusing herself from discussing and voting on this item.

Following ordinance read:

ORDINANCE NO. 01-24  
AN ORDINANCE AMENDING CHAPTER 13.03 OF THE CASPER  
MUNICIPAL CODE REGARDING UTILITY BILLING AND  
COLLECTION.

Councilor Pacheco presented the foregoing ordinance for approval on second reading. Seconded by Councilor Gamroth.

Speaking on the ordinance were: Ronna Boril and Pat Sweeney. Pat Sweeney also passed around a letter from Sharon Hubbard regarding the ordinance.

City Manager Napier, Finance Director, Jill Johnson, and Accounts Receivable Supervisor, Brandy Coyle, and City Attorney Nelson answered questions from Council regarding the benefits of hiring a collection agency as opposed to doing the collections in house. Councilor Gamroth asked about doing credit checks, and Ms. Johnson stated that doing credit checks would increase costs to the City. She also stated that higher deposits were concerning to Council, therefore higher deposits for those with bad credit did not fit into Council's direction to staff. Councilor Bond discussed the possibility of putting the accounts solely under the landlord's names, like Laramie and Cheyenne, and asked what the changes for those communities have been in response to the changes they implemented. Ms. Johnson responded that she did not have that information. Councilor Pollock stated that she like the collaboration with the landlords and thinks the ordinance does provide more mechanism for communication with the landlord. She expressed concern about the downstream effects on tenants should the landlords be held responsible in the form of higher rent. Ms. Coyle responded to questions regarding the current process for notifications when a bill is delinquent. She also explained that a tenant who has not paid on one account would not be allowed to set up a new account at a different location until the previous account is paid.

Councilor Gamroth moved to amend the ordinance to remove Section G from 13.03.050 Connection or Change of Service. Seconded by Councilor Pollock. There was no discussion. Vice Mayor Engebretsen abstained from voting and Councilors Gamroth and Pollock voted aye for the amendment, and all others voted nay. Motion failed.

Vice Mayor Engebretsen abstained from voting on the ordinance. Councilors Gamroth and Pollock

voted nay and all others voted aye. Motion passed.

10. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 24-13

A RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE CITY OF CASPER AND NELSON/NYGAARD CONSULTING ASSOCIATES, INC. FOR THE LONG RANGE TRANSPORTATION PLAN.

RESOLUTION NO. 24-14

A RESOLUTION AUTHORIZING A BETWEEN THE CITY OF CASPER AND NELSON/NYGAARD CONSULTING ASSOCIATES, INC., FOR THE CASPER AREA TRANSIT FARE STUDY.

RESOLUTION NO. 24-15

A RESOLUTION ACCEPTING A WATER LINE EASEMENT FROM JJM HYT CPR HOSPITALITY, LLC, AS PART OF THE HYATT PLACE HOTEL SITE DEVELOPMENT AT 407 NORTH WALSH DRIVE.

RESOLUTION NO. 24-16

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH XYLEM WATER SOLUTIONS USA, INC., FOR CALIBRATION AND REPAIR OF ELEVEN OZONE MONITORS USED AT THE WATER TREATMENT PLANT.

RESOLUTION NO. 24-17

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH FRONTIER PRECISION INC., FOR THE CITY SURVEYING EQUIPMENT UPGRADE, PROJECT NO. 23-004.

RESOLUTION NO. 24-18

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WESTERN HERITAGE CONSULTING & ENGINEERING, LLC, FOR DESIGN, BIDDING, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE PARKS PEDESTRIAN BRIDGE REPAIRS, PROJECT NO. 23-034.

RESOLUTION NO. 24-19

A RESOLUTION AUTHORIZING A CONSERVATION SERVICES AGREEMENT BETWEEN THE CITY OF CASPER, WYOMING, AND THE CONSERVATION FUND FOR PROFESSIONAL SERVICES REGARDING THE POTENTIAL SALE OF CITY PROPERTY LOCATED CONTIGUOUS TO THE NATIONAL HISTORIC TRAILS INTERPRETIVE CENTER.

RESOLUTION NO. 24-20

A RESOLUTION AUTHORIZING A CONTRACT FOR

PROFESSIONAL SERVICES WITH WESTERN HERITAGE CONSULTING & ENGINEERING, LLC, FOR DESIGN, BIDDING, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE PARKS PEDESTRIAN BRIDGE REPAIRS, PROJECT NO. 23-034.

RESOLUTION NO. 24-19

A RESOLUTION AUTHORIZING A CONSERVATION SERVICES AGREEMENT BETWEEN THE CITY OF CASPER, WYOMING, AND THE CONSERVATION FUND FOR PROFESSIONAL SERVICES REGARDING THE POTENTIAL SALE OF CITY PROPERTY LOCATED CONTIGUOUS TO THE NATIONAL HISTORIC TRAILS INTERPRETIVE CENTER.

Councilor Bond presented the foregoing seven (7) consent resolutions for adoption. Seconded by Councilor Sutherland. Motion passed unanimously.

11.A. CONSENT MINUTE ACTION

Moved by Councilor Pacheco, seconded by Councilor Haskins to, by consent minute action:

1. Authorize the Re-Appointment of Board Member James DeGolia to the Amoco Reuse Agreement Joint Powers Board;
2. Authorize the Appointment of Board Member William Nunn to the Amoco Reuse Agreement Joint Powers Board;
3. Authorize the Appointment of Board Member Thomas Smoll to the Amoco Reuse Agreement Joint Powers Board;
4. Authorize the Appointment of Board Member Robert Hopkins to the Amoco Reuse Agreement Joint Powers Board.

Motion passed unanimously.

12. INTRODUCTION OF MEASURES AND PROPOSALS

Councilors spoke on meetings and events they attended as well as matters of public interest. Councilor Gamroth asked for support and discussion from Council for All Aboard West, a passenger rail system.

13. ADJOURN INTO EXECUTIVE SESSION

At 6:39 p.m., it was moved by Councilor Bond, seconded by Councilor Pollock, to adjourn into executive session to discuss matters related to personnel and litigation. Motion passed unanimously.

At 7:48 p.m., it was moved by Councilor Pacheco, seconded by Councilor Bond, to adjourn the executive session. Motion passed.

14. ADJOURNMENT OF REGULAR MEETING

Moved by Councilor Pollock to adjourn the regular Council meeting. Seconded by Councilor Bond. Motion passed unanimously. The meeting was adjourned at 7:48 p.m.

ATTEST:

A Municipal Corporation

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Amanda Ainsworth  
City Clerk

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Stephen Cathey  
Mayor