



# 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:** Hyun Kim, City Administrator  
**RE:** General Information  
**DATE:** January 27, 2023

The following meetings are scheduled for the week of **January 28 - February 4, 2023**

**Wednesday, February 1st**

5:30 p.m. Vision Dinner, Gillette College Tech Center, Agenda Attached

**Friday, February 3rd**

10:00 a.m. City Council Retreat, The Lodge at Deadwood - Roosevelt Room

**Saturday, February 4th**

8:00 a.m. City Council Retreat, The Lodge at Deadwood - Roosevelt Room

1. Attached please find a **Snow Report** for the week of **January 15, 2023** provided by **Public Works Director Wilde**.
2. Attached please find a **Snow Report** for **January 21-22, 2023** provided by **Public Works Director Wilde**.
3. Attached please find an **agenda** dated **January 26, 2023** and **meeting minutes** dated **January 12, 2023** for the **Parks & Beautification Board** provided by **Public Works Director Wilde**.

HK/adw



# 2023 Vision Dinner

Town of Wright  
Gillette City Council  
Campbell County Board of Commissioners  
Campbell County Memorial Hospital Board  
Campbell County School District Board of Trustees  
Gillette Community College District Board of Trustees

**Wednesday, February 1, 2023**  
**5:30 p.m. Dinner \* 6:00 p.m. Meeting**  
**Gillette College, Tech Center**

*Hosted and Dinner furnished by:*  
*Gillette College*  
*Catered By: Prime Rib*

## AGENDA

Facilitator: Dr. Janell Oberlander, President, Gillette College  
Introductions

Each entity will have 5-10 minutes to discuss the following:

- New & Upcoming Project(s) and Priorities
- Long Term Project(s)
- Opportunities for Cooperative Efforts

1. Campbell County School District
2. Campbell County Memorial Hospital
3. Campbell County Commissioners
4. City of Gillette
5. Town of Wright
6. Gillette Community College District

Adjournment

\*The 2024 Vision Dinner will be hosted by the Campbell County School District\*

| 300 West Sinclair, Gillette, WY | (307) 681-6000

Snow Report for the week of 1/15/23

With snow falling for the week, but no snow events taking place, I wanted to update what has occurred for the week.

The Night crew was on call for Sunday night, the 15<sup>th</sup>, and Tuesday night, the 17<sup>th</sup>, but the expected snow did not happen and no call-outs to the Night crew were made. What did transpire was high humidity, brief moisture, and snow dusting during the early morning hours – Monday, Tuesday, and Wednesday. Day crew was on call for Monday, which was a holiday, and I sent the Day crew out immediately, each day, to combat any icing issues and slick roads. Tuesday was the slickest day of the week. Each day was typical of an “Emergency Response” which entails the Day crew going out, keeping the school and rush hour traffic safe, operating until the streets temps rise, and the roads are back to safe traveling. East, Central, West, and Downtown priority routes were covered.

Monday 1/16

8 Day crew members - 5-hour avg	\$1,375 labor (holiday pay-Equality Day)
8 plow trucks	\$1,392 equipment
Material used	<u>\$3,001</u> - 42,884 lbs
Total	\$5,768

Tuesday 1/17

8 Day crew members - 3.5-hour avg	\$664 labor
8 plow trucks	\$1,022 equipment
Material used	<u>\$3,453</u> - 49,327 lbs
Total	\$5,139

Wednesday 1/18

8 Day crew members - 4-hour avg	\$801 labor
8 plow trucks	\$1,059 equipment
Material used	<u>\$2,722</u> - 38,887 lbs
Total	\$4,582

Please contact me with any questions or concerns.

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Scott Ostlund,  
Streets Manager, City of Gillette



Snow Report for 1/21/23 and 1/22/23

With two “emergency response” situations arising over the weekend of January 21, I wanted to update the information for the activity.

Snow on Saturday night was unexpected, arriving 24 hours early. The night crew was not on call until Sunday so the call went out for night volunteers and the majority of the night crew came in. The increase in labor costs shows the overtime pay associated with an “end of the week” response. Very little snow but icy conditions did occur with the crew running from 5 pm to 10 pm.

Sunday night was similar, except the snow arrived later – 11 pm and the crew ran until 5:30. Once again, not a lot of snow, around 1 inch, but icy road conditions did occur.

East, Central, West, and Downtown priority routes were covered on both nights.

Saturday 1/21

6 Night crew members - 5-hour avg (OT)	\$1,197 labor
6 plow trucks	\$1,170 equipment
Material used	<u>\$3,870</u> – 55,287 lbs
Total	\$6,237

Sunday 1/23

8 Night crew members – 6 hr avg	\$1,148 labor
8 plow trucks	\$1,801 equipment
Material used	<u>\$4,774</u> – 68,209 lbs
Total	\$7,723

Please contact me with any questions or concerns.

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Scott Ostlund,  
Streets Manager, City of Gillette  
#660-7497



**CITY OF GILLETTE  
PARKS AND BEAUTIFICATION BOARD  
AGENDA  
January 26, 2023 – 5:00 P.M.  
PUBLIC WORKS BREAK ROOM**

**Members:**

**Wes Johnson - Chairperson  
Irene Daly - Vice- Chairperson  
Mike Castellanos  
Cathrine Gallilee  
Angi Klamm  
Noah Messick  
Michele Bradley**

- I. MEETING CALLED TO ORDER**
- II. APPROVAL OF MINUTES**
  - A. January 12, 2022
- III. PUBLIC COMMENT**
- IV. NEW BUSINESS**
  - A. Mission Statement
  - B. Trash-a-Thon
  - C. Parks Board Planter Plants
  - D. Podcast
  - E. Breathe Benches
  - F. Pathfinders Camporee
- V. OLD BUSINESS**
  - A. Adopt-a-Planter Participants
- 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  
JANUARY 12, 2023  
5:00 P.M  
CITY WEST BREAKROOM**

**MEMBERS:**

**PRESENT**

	<u>(YES)</u>	<u>(NO)</u>
Wes Johnson, Chairperson	(X)	
Irene Daly, Vice-Chairperson	(X)	
Mike Castellanos	(X)	
Cathrine Gallilee	(X)	
Angi Klamm		(X)
Noah Messick	(X)	
Michelle Bradley	(X)	
<b>Meeting Quorum:</b>	<b>(X)</b>	

**STAFF:**

- Sawley Wilde, Public Works Director
- Janie Kuntz, Parks Manager
- Dessa Gydesen, Sr. Administrative Assistant

**I. CALL MEETING TO ORDER**

The meeting was called to order at 5:12 p.m. by Ms. Daly

**II. APPROVAL OF MINUTES**

Mr. Castellanos made a motion to accept the minutes from December 8, 2022, meeting. Seconded by Ms. Gallilee. All members vote Aye. Motion passed.

**III. PUBLIC COMMENT**

None

**IV. NEW BUSINESS**

**A. Adopt-A-Planter**

Ms. Kuntz gave members a spreadsheet with planters to be removed and planters that were in poor condition last year. The Board discussed which planter participants were going to be removed from the program. The planter participants that will be removed are



Home Depot, Diabetes Awareness Emery's Garden, Wicked 307, and In Memory of Susan Shipman. Mr. Castellanos offered to call these participants and let them know that they will no longer be in the program and discuss why the Board decided to remove them. The following planters will be removed from the program completely; Dalbey Park JC Point Planter, 2401 Foothills Blvd, 3408 Crestline Cir., 900 Edwards Rd. Dalbey Park W of Bridge, and Hwy 14-16 & Burma SW Corner. The following planters will be watched by the Board this year; CCHS Science, In Loving Memory of Nora Balo, and Qdoba/City Brew. Ms. Kuntz will advertise for new participants for the four planters that will be open for new adopters.

**V. OLD BUSINESS**

**A. Photo Contest Flyer**

Nothing further was discussed.

**B. Ms. Bradley Training**

Ms. Bradley would like to attend the training on February 22, 2023. Ms. Gydesen will register Ms. Bradley for this training.

**VI. STAFF REPORT**

**A. Snowplow Naming**

Mr. Wilde discussed the program of schools naming the snowplows and showed pictures of the plows taken with the children that named them. Mr. Wilde informed the Board that the city is in the process of adding garbage trucks to this program as well.

**VII. CHAIRPERSON'S/ BOARD REPORT**

**A.** Mr. Castellanos inquired about Uhaul developing on the land on Boxelder. Ms. Kuntz will contact Planning to find out more on this development.

**B.** Ms. Gallilee talked to the Board about developing a mission statement. This topic will be put on the agenda for the next meeting to discuss.

**C.** Ms. Gallilee inquired about the city hiring seasonal help from other countries. Ms. Gallilee stated that hotels in South Dakota use the temporary work visas for seasonal help. Mr. Wilde would like to look into this option for summer seasonal help.

**VIII. ADJOURNMENTS**

Meeting was adjourned at 6:15 p.m.

**RESPECTFULLY SUBMITTED,**

Sawley Wilde, Public Works Director  
SW/dg