

# 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:** April 7, 2023

The following meetings are scheduled for the week of **April 8-14, 2023**

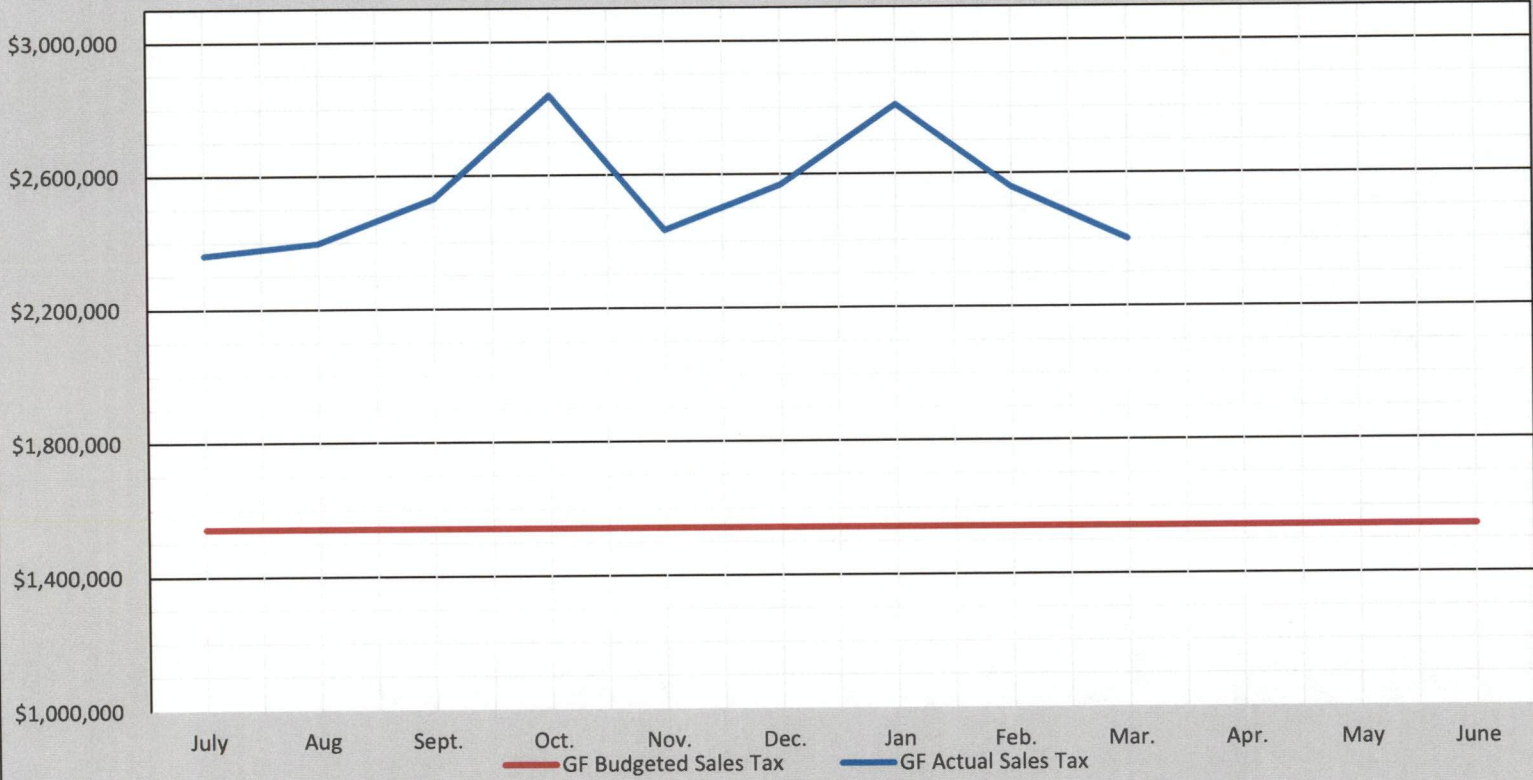
#### **Thursday, April 13th**

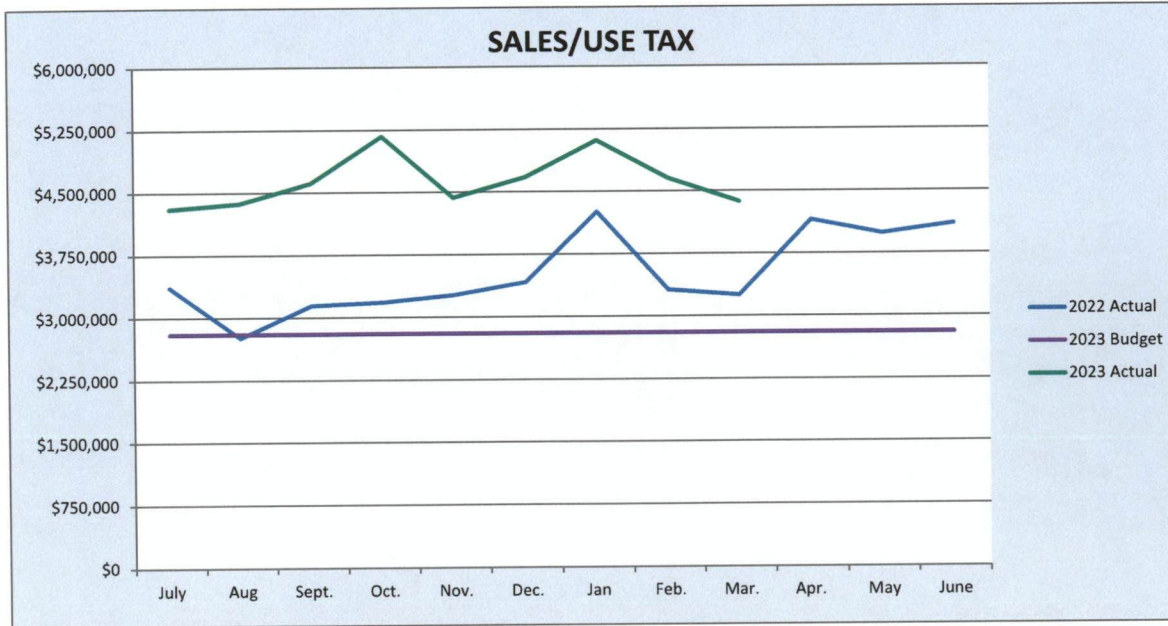
**11:00 a.m. City Council Special Meeting, Council Chambers**

1. Attached please find **current sales tax data** provided by **Finance Director Henderson**.
2. Attached please find **Snow Event Report #16** dated **March 31, 2023** provided by **Public Works Director Wilde**.
3. Attached please find **Snow Event Report #17** dated **April 3, 2023** provided by **Public Works Director Wilde**.
4. Attached please find **resolutions 3042 & 3043** regarding **Fireworks** dated **April 4, 2023** provided by the **Campbell County Commissioners**.
5. Attached please find an **agenda** dated **April 13, 2023** and **meeting minutes** dated **March 9, 2023** for the **Campbell County Public Land Board** provided by **Cam-Plex**.
6. Attached please find a **flyer** regarding **2023 Trash-A-Thon** provided by **Public Works Director Wilde**.

HK/adw

### GENERAL FUND SALES TAX ACTIVITY-FY 2022/23





	FY 2022 ACTUAL	FY 2023 ACTUAL	% CHANGE
July	\$3,362,435	\$4,303,454	27.99%
Aug	\$2,759,462	\$4,369,608	58.35%
Sept.	\$3,142,331	\$4,608,281	46.65%
Oct.	\$3,176,700	\$5,167,662	62.67%
Nov.	\$3,264,070	\$4,428,584	35.68%
Dec.	\$3,411,104	\$4,668,850	36.87%
Jan.	\$4,253,320	\$5,107,760	20.09%
Feb.	\$3,310,101	\$4,650,439	40.49%
Mar.	\$3,244,887	\$4,367,028	34.58%
Apr.	\$4,146,701		-100.00%
May	\$3,982,269		-100.00%
June	\$4,097,615		-100.00%
TOTAL	\$42,150,995	\$41,671,666	-1.14%

FY22 YTD	\$29,924,410	39.26%
FY21 YTD	\$23,148,494	80.02%
FY20 YTD	\$33,959,736	22.71%
FY19 YTD	\$32,004,317	30.21%

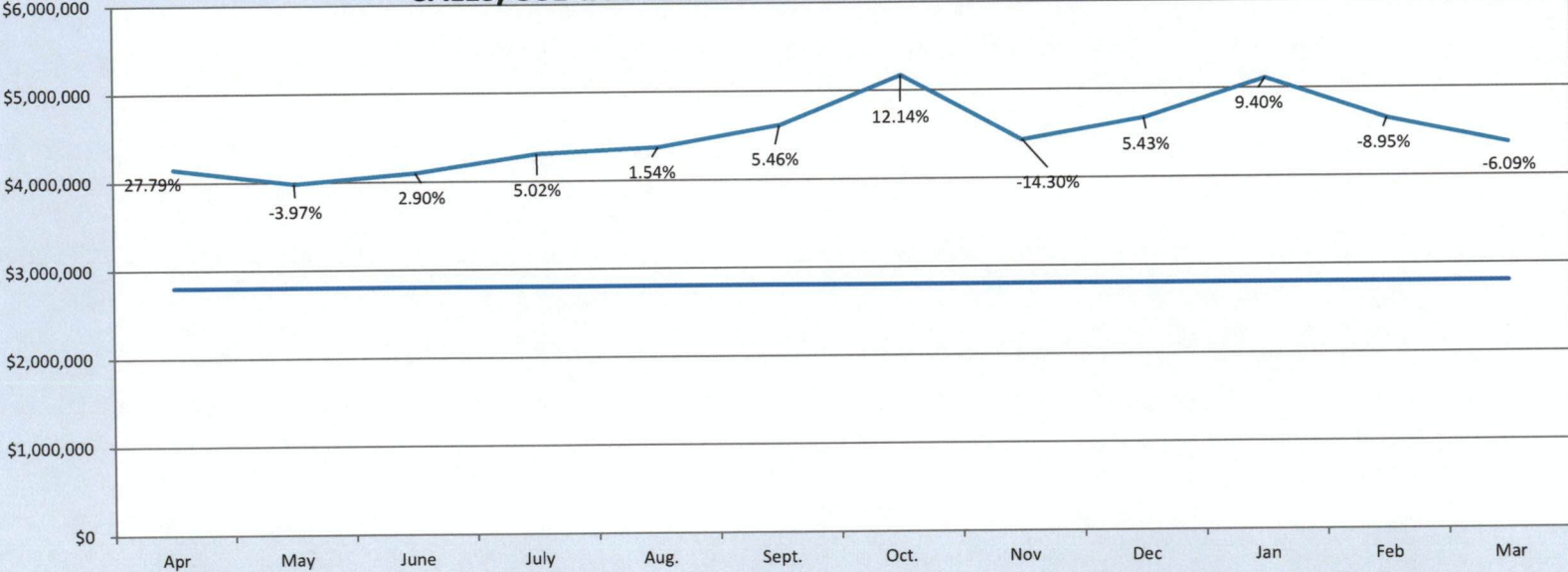
YEAR TO DATE SALES TAX RECEIPTS (MARCH):

FY 2021	FY 2022	FY 2023
\$23,148,494	\$29,924,410	\$41,671,666

YTD BUDGET  
\$25,227,273

% Over/(Under) Budget: 65.18%

### SALES/USE TAX - 12 MONTH CHANGE HISTORY





## Snow Event Report #16

Event Start Date: 3/31/2023 Event Start Time: 4:00 a.m.  
Event End Date: 3/31/2023 Event End Time: 4:00 p.m.  
Duration of Event: 12 hours Streets First Responder: Night Crew

### Storm Event Overview:

Snow was expected to begin around 9:00 p.m. Thursday 3/30/2023 and end Friday 3/31/2023. Snowfall arrived at 3:30 a.m. Friday 3/31/2023. Streets were notified by PD that snow was beginning to stick to the roadways.

### Friday 3/31/2023

Night Crew was brought in at 4:00 a.m. with temperatures at 29 degrees and a wind at 15 mph. Day Crew took over operations at 7 a.m. Temperatures dropped to a low of 24 degrees at 9:00 a.m. and winds picked up to 25 mph. Snowfall continued throughout the day. Snowfall ceased around 1:00 p.m. and temperatures rose to around 27 degrees. The ice and snow on the roads turned to slush. Snow accumulations were between 2-3". The afternoon was spent clearing slush and curbing snow; by 3:30 p.m. roads were in good shape. Day crew cleared East, Central, West, Downtown, and Trouble priorities.

With the storm clearing, and safe road conditions, Event 16 was closed at 4:00 p.m.

### Amount of Material Used:

Snowplows:	<u>7</u>	Blades:	<u>0</u>	Ice Slicer lbs.:	<u>35,884.40</u>
1-Tons:	<u>0</u>	Snow Blowers:	<u>0</u>	Scoria lbs.:	<u>35,884.40</u>
Loaders:	<u>1</u>	Liquid Truck:	<u>0</u>	Brine Gallons:	<u>232</u>
Tractors:	<u>0</u>			Apogee Gallons:	<u>0</u>

**Number of Miles Plowed During Event: 1470**

### Personnel:

**Day Crew – Day Crew** – Leonard Taylor, Brandon Gonzales, Alyssa Scallen, Dennis Fleck, Sue Riggle, Jeremy Hagen, Daniel Whelchel

**Subdivision Crew** – no Parks crews were involved during this event.

**Subdivision Activities:** None

**Environmental Conditions Present:**

Snow: 2-3" Drifting: No Rain: No Low Temp: 24 Wind: 25

**Equipment Issues:** plow truck 100 – re-gen issue, force system not reading accurately.  
plow truck 44 – sander issue

**Items of Interest:** During this weather event the Gillette Police Department investigated seven (7) vehicle crashes. Five (5) of these occurred on a City of Gillette maintained roadways and were influenced by weather conditions.

Friday's event was a typical spring storm – warm temps, wet snow, and quickly moving through the area. A larger, stronger storm is expected next week, and priority roads are currently cleared curb to curb, in preparation for larger snowfall.





# CITY OF GILLETTE

Information Technology GIS  
P.O. Box 3003  
Gillette, Wyoming 82717-3003  
Phone (307) 686-5364  
www.gillettewy.gov

## Unit: Miles

- Crash Reports
- Unit 25,49
- Unit 28,57
- Unit 31,38
- Unit 44,161
- Unit 51,67
- Unit 96: 4
- Unit 99: 105
- Unit 100: 151
- Unit 126: 21
- Unit 157: 166
- Unit 162: 26
- Unit 163: 16
- Unit 168: 81
- Unit 150055,59
- Unit 160203,151
- Unit 200001,48
- Unit 210040,122
- Unit 210216,148

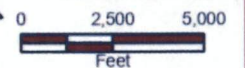
Snow Plow Miles: 1,148  
One Ton Miles: 292  
Tractor Miles: 30

Police Report:  
Crashes: 5  
Crashes w/Injuries: 0  
Citations: 2  
Personal Property Damage: \$ 5,000  
City Property Damage: \$ 0

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.

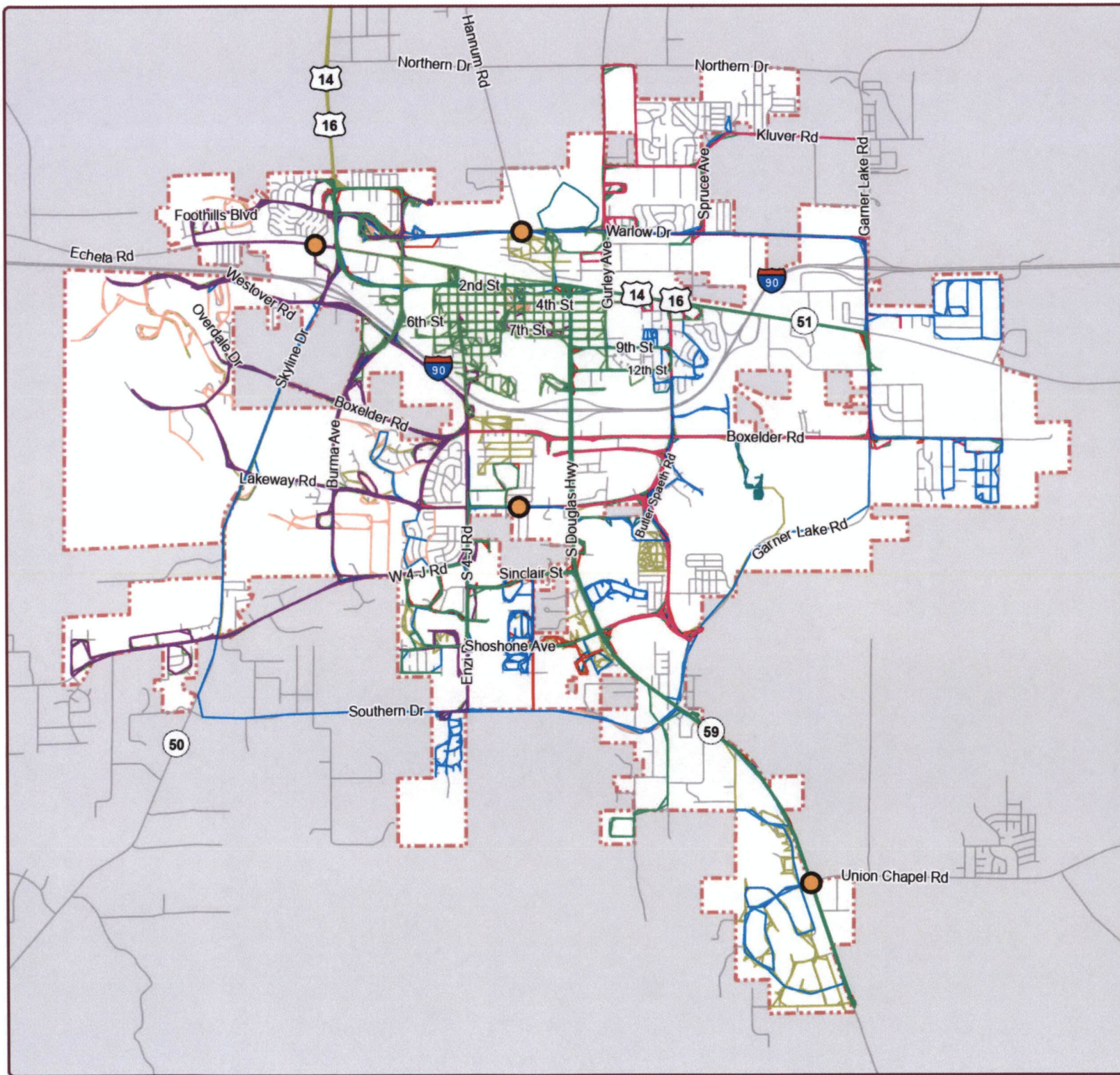


\\file-w.org.city\work\GIS Work\Projects\CHRIS\ProProjects\PublicWorks\Public Works.aprx\Snow Removal All



**Snow Event Sixteen**  
3/31/2023 4:00:00 AM to  
3/31/2023 4:00:00 PM  
April 03, 2023

Productivity *Service With P.R.I.D.E.* Enthusiasm  
Responsibility Integrity Dedication





## 2022-2023 POUNDS PER LANE MILE SPREADSHEET

Event #	Date of Event	Duration of Event	Temperature	# of Miles Plowed	Ice Slice Lbs.	Pounds Per Lane Mile	Snowfall Total	Emergency Level
1	10/24/2022	7 Hours	28	831	34,918	42.02	2"	n/a
2	11/3/2022	7 Hours	23	929	56,313	60.62	2.5"	n/a
3	11/9/2022	12 Hours	16	1,573	92,711	58.94	2"	n/a
4	11/14/2022	47.5 Hours	6	3,472	162,826	46.90	4"	n/a
5	12/2/2022	9 Hours	10	767	56,721	73.95	2.5"	n/a
6	12/12/2022	88.5 Hours	8	10,952	95,845	8.75	21"	2
7	1/2/2023	32 Hours	9	3,305	116,856	35.35	8"	n/a
8	1/25/2023	36 Hours	26	2,833	121,055	42.73	4"	n/a
9	1/27/2023	22.5 Hours	-2	2,475	57,746	23.33	4"	n/a
10	2/14/2023	26 Hours	7	2,601	107,883	41.48	6"	1
11	2/20/2023	72 hours	-15	7,209	129,427	17.95	20"	2
12	3/5/2023	28 hours	23	1,884	72,166	38.305	3"	n/a
13	3/8/2023	16.5 hours	18	1,886	53,142	28.177	2-4"	n/a
14	3/25/2023	9 hours	22	973	47,236	48.547	2"	n/a
15	3/27/2023	7.5 hours	22	705	20,537	29.130	1-2"	n/a
16	3/31/2023	12 hours	24	1,470	35,884	24.411	2-3"	n/a
17								
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				43,865	1,261,266	38.79	0	



ESTIMATED SNOW COSTS - 2022/2023

Event #	Date	Labor Cost	Equipment Cost	Ice Slice Cost	Brine Cost	Material Cost	Contractor Cost	Estimated Cost of Event
1	10/24/2022	\$1,936.19	\$2,206.38	\$2,444.29	\$0.00	\$2,444.29		\$6,586.86
2	11/2/2022	\$1,979.82	\$2,350.19	\$4,482.14	\$93.16	\$4,575.30		\$8,905.31
3	11/10/2022	\$2,924.25	\$3,966.13	\$6,489.77	\$570.61	\$7,060.38		\$13,950.76
4	11/14/2022	\$9,302.57	\$12,025.61	\$11,397.79	\$3,425.17	\$14,822.96		\$36,151.14
5	12/2/2022	\$1,973.34	\$2,607.01	\$3,970.47	\$763.04	\$4,733.51		\$9,313.86
6	12/12/2022	\$34,048.94	\$38,973.32	\$6,709.14	\$1,623.36	\$8,332.50		\$81,354.76
7	1/2/2023	\$10,099.67	\$10,361.15	\$8,179.94	\$0.00	\$8,179.94		\$28,640.76
8	1/25/2023	\$7,066.55	\$10,110.24	\$8,473.85	\$1,988.77	\$10,462.62		\$27,639.41
9	1/27/2023	\$6,494.33	\$7,109.92	\$4,042.23	\$874.61	\$4,916.84		\$18,521.09
10	2/14/2023	\$4,942.67	\$7,236.39	\$7,551.83	\$1,806.06	\$9,357.89		\$21,536.95
11	2/20/2023	\$17,587.27	\$19,260.76	\$9,059.89	\$2,844.53	\$11,904.42		\$48,752.45
12	3/5/2023	\$2,804.73	\$4,233.96	\$5,053.74	\$1,613.63	\$6,667.38		\$13,706.07
13	3/8/2023	\$3,565.14	\$5,973.37	\$3,719.91	\$963.68	\$4,683.59		\$14,222.10
14	3/25/2023	\$1,822.07	\$2,766.93	\$3,306.57	\$1,233.33	\$4,539.89		\$9,128.89
15	3/27/2023	\$1,080.46	\$1,597.02	\$1,437.59	\$477.28	\$1,914.87		\$4,592.35
16	3/31/2023	\$2,067.14	\$3,918.27	\$2,511.91	\$705.28	\$3,217.19		\$9,202.60
17						\$0.00		\$0.00
18						\$0.00		\$0.00
19						\$0.00		\$0.00
20						\$0.00		\$0.00
21						\$0.00		\$0.00
22						\$0.00		\$0.00
23						\$0.00		\$0.00
24						\$0.00		\$0.00
25						\$0.00		\$0.00
26						\$0.00		\$0.00
27						\$0.00		\$0.00
28						\$0.00		\$0.00
29						\$0.00		\$0.00
30						\$0.00		\$0.00
	<b>TOTALS:</b>	\$109,695.14	\$134,696.65			\$107,813.57	\$0.00	\$352,205.35

## Gillette Police Department 2022/2023 Weather Event Crash Report Event #16

IR#	Date/Time	Location	Injury	Property Damage	Citation	Cause
6778	3/31/23 @0508	Echeta / Newton	None	Private >\$1,000	No	Vehicle #1 slid on snow/ice and struck a telephone box.
6786	3/31/23 @ 0753	Lakeway / Elder	None	Private - > \$1,000	Yes	Vehicle #1 slid on snow/ice and struck another vehicle in transport.
6794	3/31/23 @ 0923	Echeta / Newton	UK	Private - > \$1,000	N/A	Vehicle #1 slid on snow/ice and struck a privately owned fence and fled the area (Hit/run)
6821	3/31/23 @ 1348	Hwy 59 / Dove	None	Private - > \$1,000	Yes	Vehicle #1 slid on snow/ice and struck a privately owned fence.
6822	3/31/23 @ 1401	Warlow / Hannum	None	Private - > \$1,000	No	Vehicle #1 slid on snow/ice and struck another vehicle in transport.

**March 31, 2023 4:00 a.m. to March 31, 2023 4:00 p.m.**

During this weather event the Gillette Police Department investigated seven (7) vehicle crashes. Five (5) of these crashes occurred on a City of Gillette maintained roadway and were influenced by weather conditions.



## Snow Event Report #17

Event Start Date: 4/3/2023 Event Start Time: 11:00 p.m.  
Event End Date: 4/5/2023 Event End Time: 7:00 a.m.  
Duration of Event: 32 hours Streets First Responder: Amy Berkey

### Storm Event Overview:

The National Weather Service issued a "winter storm warning" for the Gillette area starting at 12:00 p.m. on 4/3/2023 through 4/5/2023. The expected snowfall was between 8 to 18 inches and winds of 50 mph. To prepare for the expected winter storm, Gillette's City Administrator issued a Level 1 snow emergency at 9:00 a.m. Monday morning.

### Monday 4/3/2023

Snow was expected by the afternoon along with high winds. No storm activity occurred during the day.

### Monday Night

The storm moved into the area at around approximately 9:00 p.m. Very light snow and mild winds occurred with temperatures around 28 degrees. PD called the Streets on call person to inform them of some slick spots around 10:30 p.m. The night crew came in at 11:00 p.m. and plowed until 7:00 a.m. The storm produced a total accumulation of 3-4" of wet snowfall along with a temperature of 26 degrees and mild winds.

### Tuesday 4/4/2023

Day crew took over plowing operations at 7:00 a.m. Steady snowfall with temperatures falling to 21 degrees by 10:00 a.m. with 5 mph winds. Snowfall continued throughout the day. By 2:00 p.m. temperatures rose to 25 degrees and the winds picked up to 25 mph with constant snowfall. An additional 4" of snowfall accumulated for the day along with some drifting. Day crew operated until 7:00 p.m. concentrating on East, Central, West, Downtown, and Trouble priorities.

### Tuesday Night

Level 1 Emergency was lifted at 5:30 p.m. The night crew came in at 7:00 p.m. and continued plowing operations of East, Central, West, Downtown, and Trouble priorities. Temperatures fell to a low of 13 degrees which created slick roadways throughout Gillette. Winds stayed steady at 20 mph with light snow falling, adding another 1-2" to the totals. Night crew trouble truck assisted with the Solid Waste routes scheduled for Wednesday. Snow stopped falling by 5:00 a.m. The night crew finished plowing roads curb to curb until 7:00 a.m.

With the storm clearing, and safe road conditions, Event 17 was closed at 7:00 a.m. Wednesday, 4/5/2023.

**Amount of Material Used:**

Snowplows:	<u>8</u>	Blades:	<u>0</u>	Ice Slicer lbs.:	<u>72,531.75</u>
1-Tons:	<u>4</u>	Snow Blowers:	<u>0</u>	Scoria lbs.:	<u>72,531.75</u>
Loaders:	<u>1</u>	Liquid Truck:	<u>0</u>	Brine Gallons:	<u>434.50</u>
Tractors:	<u>0</u>			Apogee Gallons	<u>0</u>

**Number of Miles Plowed During Event: 3420**

**Personnel:**

**Night Crew** - Lonnie Meidinger, Amy Berkey, Dale Warren, Toby Fiske, Valdemar Gonzalez, Will Ellis, Braxton Riley, Garrett Wolff

**Day Crew** – Leonard Taylor, Brandon Gonzales, Alyssa Scallen, Dennis Fleck, Sue Riggle, Jeremy Hagen, Daniel Whelchel, Corban Vasser

**Subdivision Crew** – Gary Schlekeway, Dave Anderson, Tyler Kartes, Jim Pratt

**Subdivision Activities:** Parks assisted with Solid Waste routes and cleared additional subdivisions during the day shift of 4/4 – working a 12-hour shift.

**Environmental Conditions Present:**

Snow: 8-10" Drifting: Yes Rain: No Low Temp: 13 Wind: 25

**Equipment Issues:** plow truck 99 – plow, center spring issue, turn signals  
plow truck 44 – plow issue  
plow truck 28 – neoprene/plow issue  
plow truck 157 – wiring harness

**Items of Interest:** During this weather event the Gillette Police Department investigated nine (9) vehicle crashes. Four (4) of these occurred on a City of Gillette maintained roadways and were influenced by weather conditions.

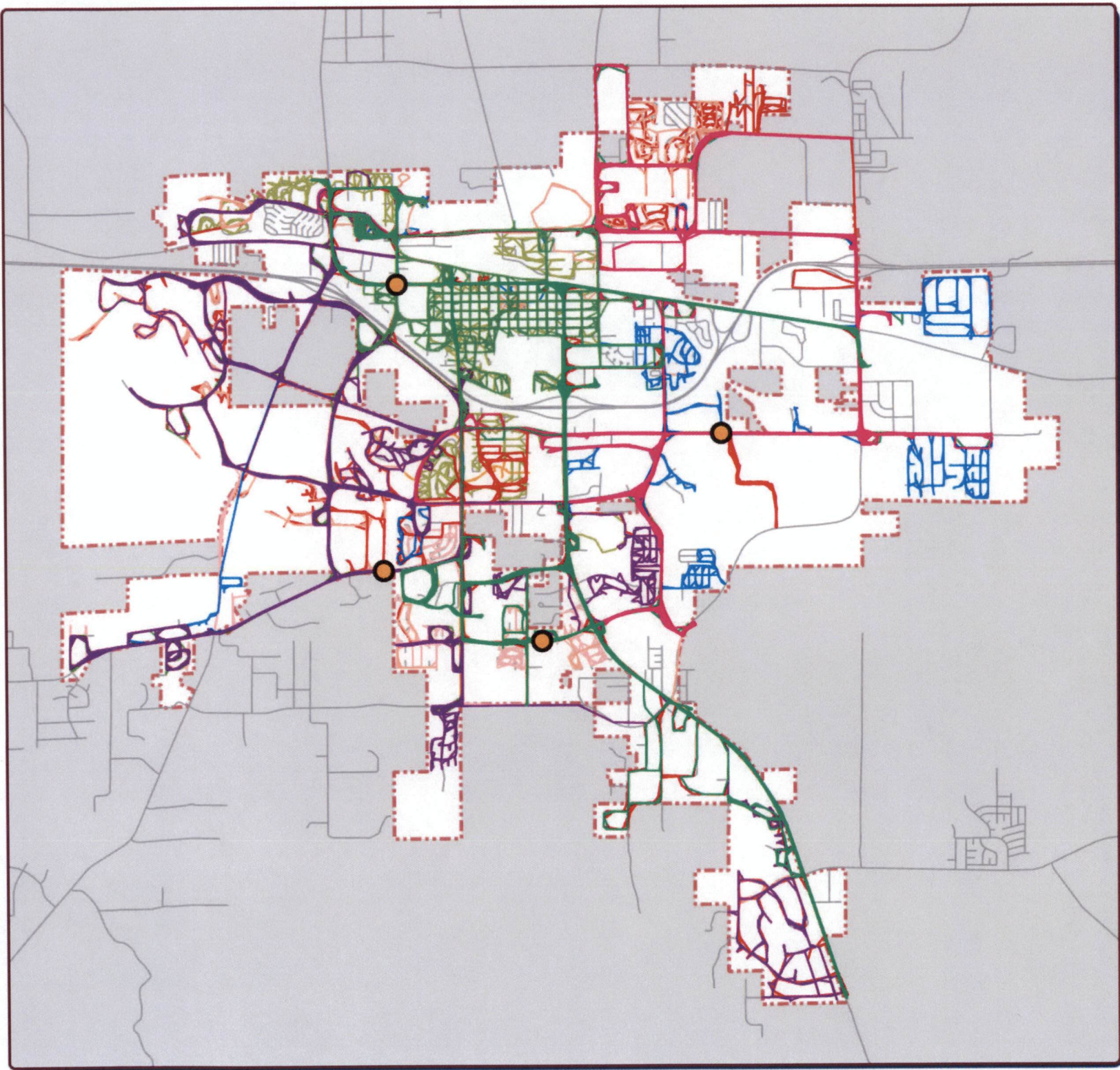
Some of the surrounding cities were blanketed with heavy snow but Gillette was located on the edge of the storm. Gillette did not receive the heavy snowfall or extreme winds that were predicted. With the event ending, Streets night crew has scheduled a Gillette Avenue cleanup for Wednesday, 4/5/2023.





# CITY OF GILLETTE

Information Technology GIS  
P.O. Box 3003  
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## Unit: Miles

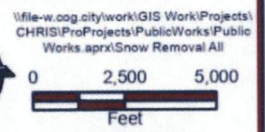
● Crash Reports

- Unit 25: 19
- Unit 28: 116
- Unit 44: 220
- Unit 99: 41
- Unit 100: 434
- Unit 126: 42
- Unit 157: 423
- Unit 162: 9
- Unit 163: 21
- Unit 168: 104
- Unit 171: 82
- Unit 184: 111
- Unit 199: 34
- Unit 150054: 30
- Unit 150055: 98
- Unit 150193: 11
- Unit 160203: 432
- Unit 160204: 468
- Unit 200001: 97
- Unit 210040: 187
- Unit 210216: 441

Snow Plow Miles: 2,781  
One Ton Miles: 555  
Tractor Miles: 84

Police Report:  
Crashes: 4  
Crashes w/Injuries: 0  
Citations: 1  
Personal Property Damage: \$ 4,000  
City Property Damage: \$ 0

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



Snow Event Seventeen  
4/3/2023 11:00:00 PM to  
4/5/2023 7:00:00 AM  
April 05, 2023

Productivity *Service With P.R.I.D.E.* Enthusiasm  
Responsibility Integrity Dedication



ESTIMATED SNOW COSTS - 2022/2023

Event #	Date	Labor Cost	Equipment Cost	Ice Slice Cost	Brine Cost	Material Cost	Contractor Cost	Estimated Cost of Event
1	10/24/2022	\$1,936.19	\$2,206.38	\$2,444.29	\$0.00	\$2,444.29		\$6,586.86
2	11/2/2022	\$1,979.82	\$2,350.19	\$4,482.14	\$93.16	\$4,575.30		\$8,905.31
3	11/10/2022	\$2,924.25	\$3,966.13	\$6,489.77	\$570.61	\$7,060.38		\$13,950.76
4	11/14/2022	\$9,302.57	\$12,025.61	\$11,397.79	\$3,425.17	\$14,822.96		\$36,151.14
5	12/2/2022	\$1,973.34	\$2,607.01	\$3,970.47	\$763.04	\$4,733.51		\$9,313.86
6	12/12/2022	\$34,048.94	\$38,973.32	\$6,709.14	\$1,623.36	\$8,332.50		\$81,354.76
7	1/2/2023	\$10,099.67	\$10,361.15	\$8,179.94	\$0.00	\$8,179.94		\$28,640.76
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11	2/20/2023	\$17,587.27	\$19,260.76	\$9,059.89	\$2,844.53	\$11,904.42		\$48,752.45
12	3/5/2023	\$2,804.73	\$4,233.96	\$5,053.74	\$1,613.63	\$6,667.38		\$13,706.07
13	3/8/2023	\$3,565.14	\$5,973.37	\$3,719.91	\$963.68	\$4,683.59		\$14,222.10
14	3/25/2023	\$1,822.07	\$2,766.93	\$3,306.57	\$1,233.33	\$4,539.89		\$9,128.89
15	3/27/2023	\$1,080.46	\$1,597.02	\$1,437.59	\$477.28	\$1,914.87		\$4,592.35
16	3/31/2023	\$2,067.14	\$3,918.27	\$2,511.91	\$705.28	\$3,217.19		\$9,202.60
17	4/4/2023	\$6,207.04	\$7,807.65	\$5,077.17	\$1,320.88	\$6,398.05		\$20,412.74
18						\$0.00		\$0.00
19						\$0.00		\$0.00
20						\$0.00		\$0.00
21						\$0.00		\$0.00
22						\$0.00		\$0.00
23						\$0.00		\$0.00
24						\$0.00		\$0.00
25						\$0.00		\$0.00
26						\$0.00		\$0.00
27						\$0.00		\$0.00
28						\$0.00		\$0.00
29						\$0.00		\$0.00
30						\$0.00		\$0.00
	<b>TOTALS:</b>	\$115,902.18	\$142,504.30			\$114,211.62	\$0.00	\$372,618.09

## 2022-2023 POUNDS PER LANE MILE SPREADSHEET

Event #	Date of Event	Duration of Event	Temperature	# of Miles Plowed	Ice Slice Lbs.	Pounds Per Lane Mile	Snowfall Total	Emergency Level
1	10/24/2022	7 Hours	28	831	34,918	42.02	2"	n/a
2	11/3/2022	7 Hours	23	929	56,313	60.62	2.5"	n/a
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8	1/25/2023	36 Hours	26	2,833	121,055	42.73	4"	n/a
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11	2/20/2023	72 hours	-15	7,209	129,427	17.95	20"	2
12	3/5/2023	28 hours	23	1,884	72,166	38.305	3"	n/a
13	3/8/2023	16.5 hours	18	1,886	53,142	28.177	2-4"	n/a
14	3/25/2023	9 hours	22	973	47,236	48.547	2"	n/a
15	3/27/2023	7.5 hours	22	705	20,537	29.130	1-2"	n/a
16	3/31/2023	12 hours	24	1,470	35,884	24.411	2-3"	n/a
17	4/3/2023	32 hours	13	3,420	72,532	21.208	8-10"	1
18								
19								
20								
21								
22								
23								
24								
25								
26								
27								
28								
29								
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31								
32								
33								
34								
				47,285	1,333,798	37.75	0	



## Gillette Police Department 2022/2023 Weather Event Crash Report Event #17

IR#	Date/Time	Location	Injury	Property Damage	Citation	Cause
7061	4/03/23 @ 2329	Shoshone / Polly	None	Private > \$1,000 City - Unknown	No	Vehicle #1 slid on snow/ice and collided with a tree - Unknown if COG property.
7069	4/04/23 @ 0736	Ridgecrest / W 4J	None	Private > \$1,000	No	Vehicle #1 slid on snow/ice and collided with a privately owned fence.
7130	4/4/23 @ 2020	Boxelder / Chara	None	Private - <\$1,000	No	Vehicle #1 slid on snow/ice and struck a curb causing damage to the vehicle only.
7133	4/4/23 @ 2107	Burma / 2nd	None	Private > \$1,000	Yes	Vehicle #1 slid on snow/ice and collided with another vehicle in transport.

April 3, 2023 11:00 p.m. to April 5, 2023 07:00 a.m.

During this weather event the Gillette Police Department investigated twenty nine (9) vehicle crashes. Four (4) of these crashes occurred on a City of Gillette maintained roadway and were influenced by weather conditions.



# FIREWORKS STORAGE RESOLUTION 2023

RESOLUTION NO. 3042

**BE IT RESOLVED**, by the Board of County Commissioners, Campbell County, Wyoming, that the enforcement of the prohibition of the storage of fireworks as provided by Resolution of this Board dated July 9, 1985, shall be stayed for the period from and after June 1, 2023, to and including May 31, 2024.

**BE IT FURTHER RESOLVED**, that the storage of fireworks in Campbell County is subject to compliance with all rules and regulations adopted by the Campbell County Joint Powers Fire Board.

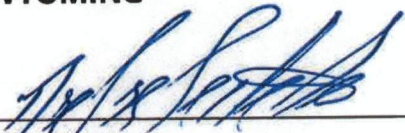
**BE IT FURTHER RESOLVED**, that this suspension will be reviewed with the Campbell County Fire Department no later than June 2023 for determination of compliance by permittees and advisability of continuing the suspension.

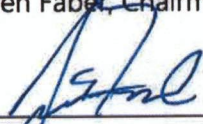
**RESOLVED** this 4<sup>th</sup> day of April 2023.

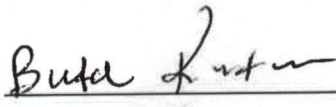
**BOARD OF COUNTY COMMISSIONERS**

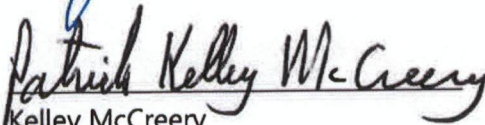
**CAMPBELL COUNTY, WYOMING**

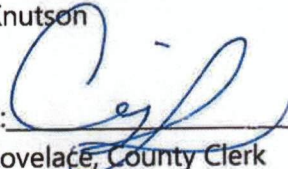
  
\_\_\_\_\_  
Colleen Faber, Chairman

  
\_\_\_\_\_  
Del Shelstad

  
\_\_\_\_\_  
Jim Ford

  
\_\_\_\_\_  
Butch Knutson

  
\_\_\_\_\_  
Kelley McCreery

ATTEST:   
\_\_\_\_\_  
Cindy Lovelace, County Clerk

# FIREWORKS RESOLUTION 2023

RESOLUTION NO. 3043

**BE IT RESOLVED**, by the Board of County Commissioners, Campbell County, Wyoming, that enforcement of the prohibition of the sale and use of fireworks as provided by Resolution of this Board dated July 9, 1985, shall be stayed for the period from and after 12:01 a.m., June 16, 2023, to and until 12:01 a.m., July 6, 2023.

**BE IT FURTHER RESOLVED**, that the control and regulation of fireworks is to remain contingent upon weather conditions and fire conditions which may require future consideration; and

**BE IT FURTHER RESOLVED**, that the sale and use of fireworks during the time periods outlined above, shall be limited by the following terms and conditions:

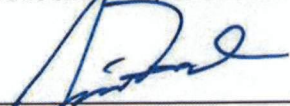
1. No fireworks shall be ignited within 100 feet of a residence.
2. Any fireworks ignited shall be done so that it does not cause a fire.
3. Possession, sale, or use of fireworks, commonly referred to as "pop bottle rockets," is prohibited.
4. All fireworks shall be banned on Public Land Board grounds during the week of July 2<sup>nd</sup>, except for the display presented by Campbell County Parks & Recreation.
5. All fireworks vendors must register and provide contact information with the Campbell County Fire Department.

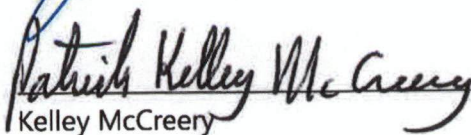
**BE IT FURTHER RESOLVED**, that from and after 12:01 a.m. July 6, 2023, the prohibition prescribed by the Resolution of July 9, 1985, shall be in full force and effect.

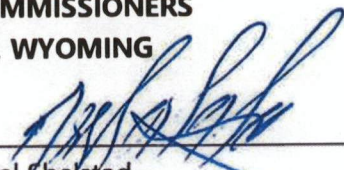
**RESOLVED** this 4<sup>th</sup> day of April 2023

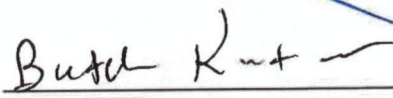
**BOARD OF COUNTY COMMISSIONERS  
CAMPBELL COUNTY, WYOMING**

  
\_\_\_\_\_  
Colleen Faber, Chairman

  
\_\_\_\_\_  
Jim Ford

  
\_\_\_\_\_  
Kelley McCreery

  
\_\_\_\_\_  
Del Shelstad

  
\_\_\_\_\_  
Butch Knutson

ATTEST:   
\_\_\_\_\_  
Cindy Lovelace, County Clerk



## Campbell County Public Land Board Meeting

**April 13th, 2023 @ 6:30 PM**

**Energy Hall Conference Room**

1. Call Meeting to Order and Introductions Darin Edmonds
2. Approval of Agenda Darin Edmonds
3. Approval of Minutes Darin Edmonds
  - 3.1 March 9, 2023, CCPLB Meeting (Attachment "A")
  - 3.2 March 9, 2023, CCPLB Executive Session Meeting
4. Consent Agenda Darin Edmonds
  - 4.1 Approval of Warrants (Attachment "B")
5. Citizen Input Darin Edmonds
6. Operations Report/Update Aaron Lyles  
Will Hastreiter  
Keith Howard  
ReNae Keuck
  - 6.1 Executive Director's Report ("Attachment "C")
  - 6.2 Facilities & Operations Report
  - 6.3 Events Report
  - 6.4 Finance Report
7. Board Process Darin Edmonds
  - 7.1 Master Plan Update
  - 7.2 NHSFR Update
  - 7.3 Camporee Update
  - 7.4 Landscape Contract – Amphitheater Site
  - 7.5 23-24 Budget
  - 7.6 RFP for Board Attorney
  - 7.7 Executive Session – Personnel
8. Matters for Noting Darin Edmonds
  - 8.1 Correspondence
9. Upcoming Meeting Dates & Adjourn Darin Edmonds

*April 19, 6:30PM – CCPLB/Joint Powers Board Budget Review Meeting – Commissioners Chambers*  
*May 11, 6:30 PM – (Workshop begins at 6 PM) Energy Hall Conference Room*



# CAM-PLEX

## CCPLB MEETING MINUTES: March 9, 2023

### ATTENDEES

**MEMBERS PRESENT:** Darin Edmonds, Laura Chapman, Charlene Camblin, Bob Maul, Larry Mills, Chuck Land

**MEMBERS ABSENT:** Skyler Pownall

**LEGAL COUNSEL:** Joe Hallock.

**STAFF:** ReNae Keuck, Will Hastreiter, Keith Howard, Aaron Lyles, Pam Altenberg, Heather Kuhrt

**STAFF ABSENT:**

**GUESTS:** Jake Goodrich *Gillette News Record*, Mary Stroka *County 17*, Kelley McCreery *Campbell County Commissioner Liaison*, Jim West *City of Gillette Liaison*, Doug Griffis *Public*, Jake Van Ewing *Van Ewing Construction*

### 1. CALL TO ORDER

Campbell County Public Land Board Meeting was held on March 9, 2023, at CAM-PLEX. The meeting began at 7:08 PM. The meeting was presided over by Chairman Darin Edmonds.

### 2. APPROVAL OF CCPLB AGENDA

#### A. To approve the March 9, 2023, Agenda as amended

**Discussion:** To amend the agenda to add item 7.A. To amend the agenda to include amending the MOU for CAMPOREE.

**Motion:** To approve the March 9, 2023, Agenda as amended

**Moved:** Ms. Camblin

**Second:** Ms. Chapman

**Voted:** Motion passed unanimously

### 3. APPROVAL OF MINUTES

#### A. To approve the February 9, 2023, CCPLB Meeting Minutes

**DISCUSSION:** None

**Motion:** To approve the February 9, 2023, CCPLB Meeting Minutes and Executive Session Meeting Minutes as presented

**Moved:** Ms. Chapman

**Second:** Mr. Maul

**Voted:** Motion passed unanimously

### 4. CONSENT AGENDA; APPROVAL OF WARRANTS

#### A. The Warrants for the March 9, 2023, meeting were reviewed.

- February 2023 Accounts Payable Voucher Numbers 5162 - 5383 in the amount of \$68,333.36

- February 2023 Manual Purchase Order Numbers 11290 - 11304 in the amount of \$257,558.31



- February 2023 Payroll Warrants in the amount of \$152,887.75 for the period of 01/22/2023 – 02/18/2023

**Discussion:** None

Motion: To approve the warrants as presented.

Moved: Mr. Maul

Second: Mr. Mills

Voted: Motion passed unanimously

## 5. CITIZEN INPUT

**DISCUSSION:** None

## 6. OPERATION REPORT/UPDATE

**6.1 Executive Director's Report - Aaron Lyles**, Executive Director, referred the board to his Executive Directors Report which gave an overview of discussions between insurance adjustors and himself. Mr. Lyles reports substantial progress has been made regarding Travelers Insurance and the Windmill Shower House Building claim. Authorization from Travelers Insurance has been given to bring in portable showers, however Mr. Lyles is questioning why \$30K would be spent for a temporary fix rather than going ahead and permanently fixing the building. Consideration on the solution to take for the repair of the Windmill Shower House is ongoing. The Hail Claim received substantial progress as well. Several large claims have been approved for repair. Mr. Lyles recommends taking cash value for 4 ticket booth buildings that are beyond repair.

Mr. Land questioned leaks still present at East Pavilion. Mr. Jake Van Ewing, Van Ewing Construction, introduced himself and updated the Board on the status of repairs for the Hail Damage Claim. Mr. Ewing reports weather has been an issue; however, Mr. Ewing has been in touch with the roof installer and these issues will be fixed. Mr. Lyles recognized the team for stepping up to the plate as CAM-PLEX has been very busy over the past month. Mr. Lyles reports 2 of the past 4 weekends every facility has been rented back-to-back. Mr. Lyles informed the Board of a 5-year employee who has submitted their resignation due to lack of quality of life. Mr. Edmonds referred to the Master Plan and the utilization rate and the number of employees compared to 2004 and being roughly the same amount as current. Mr. Edmonds recognized that conversations between the Board need to start taking place to address the workload/employee situation. Mr. Lyles informed the Board this topic would be discussed tonight during the scheduled Executive Session. Mr. Lyles discussed the Camporee Meeting scheduled for Monday, March 13, 2023, 2 p.m. – 5 p.m. Mr. Ron Whitehead from Camporee will be present. Mr. Lyles redirected the Board to address a previous discussion between himself and the Commissioners regarding payment for Capital Item Door 10 – East Pavilion \$14,727.44. Mr. Lyles is recommending the Board give him authorization to ask the Commissioners to make a line-item transfer for the repair of this door.

**Motion: For the Board to approve Mr. Lyles to approach the County and the City for transfer of funds from cost savings from the bleachers purchase to facilitate repair of Door 10 – East Pavilion.**

Moved: Ms. Chapman

Second: Ms. Camblin

Voted: Motion passed unanimously

**Discussion:** The Board discussed different options in funding \$36,500 for panels. Different accounts have different restrictions/rules. Rules are obtuse and wording needs re-evaluated. Ms. Chapman asked the Board to revisit the



wording of the Special Events Funds so clarification can be made. Mr. Edmonds replied he would meet with Mr. Hallock for the most current versions of different accounts and revisit all funding entities for updates and clarity.

**Motion: To authorize the purchase of panels out of the Special Events Reserve Funds without matching monies while reserving the right to allocate said purchase to a different account at a later date as well as review Bylaws as written.**

Moved: Ms. Camblin

Second: Ms. Chapman

Voted: Motion passed unanimously

Mr. Lyles full report is attached. (**ATTACHMENT "C"**).

### **6.2 Facilities & Operations – Will Hastreiter**

Mr. Lyles informed the Board that an addition was made to the board packet. The addition was an updated report received from Van Ewing Construction which provided specific progress updates for each individual building regarding the Hail Damage Claim. Will Hastreiter, Director of Operations, reported all buildings are booked for this weekend. Mr. Hastreiter is starting to see progress on construction issues that he's been dealing with for quite some time, such as the Windmill Shower Building, as well as other outstanding projects that are moving forward. Mr. Hastreiter's full report is attached.

**6.3 Events – Keith Howard**, Director of Sales and Marketing, reported on Events scheduled at CAM-PLEX.

Theater Events: CCSD 6<sup>th</sup> Grade Honor Choir March 2<sup>nd</sup>, Star Dance Alliance March 4<sup>th</sup> - 5<sup>th</sup>, Celtic Angels Ireland March 6<sup>th</sup>, CCSD Secondary Vocal Gala March 7<sup>th</sup>, CCSD 5<sup>th</sup> & 6<sup>th</sup> Grade Musical Performance March 9<sup>th</sup>, CCSD 5<sup>th</sup> & 6<sup>th</sup> Grade General Music Program March 13<sup>th</sup>, CCSD 1<sup>st</sup> & 2<sup>nd</sup> Grade General Music Program March 14<sup>th</sup>, Powder River Symphony Spring Concert March 18<sup>th</sup> & March 19<sup>th</sup>, Arts Academy Rehearsal March 28<sup>th</sup>, World War II Days March 29<sup>th</sup> & 30<sup>th</sup>, Clue On Stage by Gillette Community Theater March 24<sup>th</sup>, 25<sup>th</sup>, 31<sup>st</sup>, and April 1<sup>st</sup>. Magic Shadows: Catapult March 26<sup>th</sup>. Sports: Cowboy State Games' Ironman Challenge (wrestling tournament) March 11<sup>th</sup> – 12<sup>th</sup>, Gillette Mustangs Football March 25<sup>th</sup>, 4-H Shooting Sports Training March 25<sup>th</sup> – 26<sup>th</sup>. Equestrian, Ewe, and Dog: Ride & Shine Equine Assisted Therapy March 7<sup>th</sup>, 21<sup>st</sup>, and 28<sup>th</sup>. Adon Ranch Productions' Spring Fling March 10<sup>th</sup> – 11<sup>th</sup>, Gillette College Rodeo March 17<sup>th</sup> – 19<sup>th</sup>. Banquets & Benefits: Wyoming Sportsman's Group Annual Banquet March 4<sup>th</sup>, Campbell County Fire Department Awards Banquet, John Paul II Springfest March 31<sup>st</sup>. Meetings & Trainings: CC Fair Board Meeting March 6<sup>th</sup>, Eagle Specialty Materials MSHA Training March 6<sup>th</sup> – 10<sup>th</sup>. Gillette High School Rodeo Meeting March 13<sup>th</sup>, Campbell County Chamber Luncheon March 14<sup>th</sup>, CAM-PLEX Staff Meeting March 14<sup>th</sup>, Lodging Tax Board Meeting March 16<sup>th</sup>, Pre-Corp All Employee Meeting March 24<sup>th</sup>. Tradeshows, Community, and Specialty: Children's Festival March 11<sup>th</sup>, A Preacher in the Patch and Friends March 16<sup>th</sup> – 19<sup>th</sup>, Cowboy Country Horse Sale & Trade Show March 17<sup>th</sup> – 19<sup>th</sup>, Chamber of Commerce Home Show March 18<sup>th</sup> – 19<sup>th</sup>, Rockpile Tradeshows and Garage Sale March 31<sup>st</sup> – April 1<sup>st</sup>. Updates: Wyoming Outdoor Recreation Grant Update: CAM-PLEX received an email update from the state on March 6<sup>th</sup> noting all applications in the ARPA Portal are in the final levels of approval for funding and identifying that notification of awards will be submitted via email in the near future. No specific deadline for notification was given. NHSFR Volunteer Update: 1,345 volunteer spots need to be filled. Currently (with volunteer commitments from Lyon's Club and Rotary) we have 485 spots filled as of today. The highlights from February are Rodney Carrington. The 2 performances sold a total of 1,618 tickets with 1,512 tickets scanned with attendees from Rapid City, S.D., and Billings, M.T. Mr. Howard's full report is attached.



**6.4 Finance – ReNae Keuck**, Director of Finance, reported she has been busy working on budget preparation. Mr. Lyles thanked Ms. Keuck for her dedication and hard work. Projections are in progress with a few key accounts including fuel, utilities and operations being monitored closely. Ms. Keuck reminded the board members that the budget will be approved at the next scheduled board meeting, and that another meeting could be scheduled between now and then if more discussion is needed.

## **7. BOARD PROCESS**

### **7.A. Camporee MOU (Memorandum of Understanding)**

Mr. Lyles and Mr. Edmonds met with Campbell County Commissioner Chairman Faber regarding the CAMPOREE MOU. After discussion, Ms. Faber asked that Mr. Lyles and Mr. Edmonds consider a revision to the MOU allowing all 3 entities to have 1 document that is agreed upon. The confusion is Paragraph 4A. and 4B. Paragraph 4.A. states: The City and County agree to split equally the Amphitheater Costs. With respect to the Amphitheater Costs, the City's and County's payment obligations shall not exceed \$1,500,000.00. By way of illustration, the City's and County's payment obligations will not exceed \$750,000.00 each under this section. Paragraph 4.B. states: The parties agree that the City's and County's total payment obligations for the costs related to either the Camporee Events or the Contract are limited to amounts stated in Section 4.A. of this MOU which has been edited over time to read: amphitheater costs, other costs, additional costs identified. All language related to other costs has been struck out. Mr. Lyles informed the Board that other entities are renting their facilities to Camporee and are passing their billing on through CAM-PLEX, making CAM-PLEX the billing agent for other entities. Mr. Lyles' goal is for each entity to maintain their responsibilities. Mr. Lyles stated entities knew there were other costs involved, such as building a road, water lines, putting in shower houses. By amending the MOU, this mechanic allows CAM-PLEX to serve to bring back other costs but not increase the asking amount of \$1.5M. This allows CAM-PLEX to pay for the "other costs" in addition to the Amphitheater. Mr. Maul asked that the final document be delivered to all members of the Board when revised.

**Motion: To propose an amendment to the amended Memorandum of Understanding between the City, County and Public Land Board utilizing the redlines provided by Mr. Lyles along with Mr. Hallock's input.**

Moved: Ms. Chapman

Second: Mr. Pownall

Voted: Motion passed unanimously

### **7.1 Master Plan Update**

This item was previously discussed in the Quarterly Commissioners Meeting with the CCPLB 03-09-2023, 6 p.m.

### **7.2 Camporee Update**

This item was previously discussed in the Quarterly Commissioners Meeting with the CCPLB 03-09-2023, 6 p.m.

### **7.3 Landscaping RFP Review**

Mr. Lyles reported CCPLB Bylaws require that when a construction project is executed, the project must be professionally designed. Mr. Lyles informed the Board that the RFP for the Request for Irrigation/Landscaping Proposals – Outdoor Event Space Irrigation/Landscaping and Project Management was published



February 28<sup>th</sup>, March 4<sup>th</sup>, and March 7<sup>th</sup>. 4 firms requested the proposal. Of the 4 firms, 2 firms got together and submitted a proposal as 1 unit and another firm submitted a stand-alone proposal. G & G Landscaping presented a proposal for a Center Pivot Irrigation System with a net proposal of approximately \$385K which includes the center pivot irrigation system, seeding, and grading. The Board discussed different options for landscape preparation including seeding.

**Motion: To empower Mr. Lyles and Mr. Hallock to enter into contract negotiations with G & G Irrigation and Landscaping for a Center Pivot Seeding and Grading option as specified in their response to the Board's request for proposals as the top ranked choice.**

Moved: Ms. Chapman

Second: Mr. Land

Voted: Motion passed unanimously

#### **7.4 Insurance Claim Staff Recommendation**

This topic was previously discussed earlier during this meeting under item 6.1 Executive Director's Report.

**Motion: For the Board to take cash value for 4 ticket booth buildings that are beyond repair.**

Moved: Mr. Land

Second: Ms. Camblin

Voted: Motion passed unanimously.

#### **7.5 Executive Session – Personnel**

**Motion: To enter Executive Session to discuss personnel with Mr. Lyles present at 8:58 PM.**

Moved: Ms. Camblin

Second: Mr. Land

Voted: Motion passed unanimously

CCPLB returned to regular session at 10:03 PM. All CCPLB members, and Mr. Lyles, were present.

No action was taken as a result of the executive session.

## **8. MATTERS FOR NOTING**

### **A. CORRESPONDENCE:**

**DISCUSSION:** None

## **9. BOARD CALENDAR**

### **i. Upcoming Board Meetings:**

- a. May 11, 2023, @ 6:30 PM (Workshop starts at 6 PM) Energy Hall Conference Room
- b. June 8, 2023, @ 6:30 PM (Quarterly Commissioners Meeting starts at 6 PM) Energy Hall Conference Room

### **ii. Other Meetings/Events:**

- a. April 19, 2023, @ 6:30 PM - Joint Powers Boards Budget Request Meeting with County and City @ Campbell County Commissioners Chambers.

**10. ADJOURNMENT**

Meeting adjourned at 10:03 PM

**MINUTES PREPARED BY**

Pam Altenberg, March 27, 2023

**MINUTES APPROVED BY**

**SECRETARY:**

[Campbell County Public Land Board]

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*(Signature & Date) Chuck Land, CCPLB Secretary*



# 2023

# TRASH-A-THON

Community Cleanup School Competition  
Schools have from

## April 1st through April 30th

TO HELP CLEAN UP OUR COMMUNITY!

### COMPETITION RULES:

The winning elementary school will receive a pizza party!



The winning secondary school will win a tree to plant



Students can collect litter as they walk to school

Garbage from homes is not allowed in the count

Schools can choose to pick up trash by class, grade level or as a full school

A designated school coordinator must keep count of the overall number of garbage bags collected.

This event is sponsored by the City of Gillette Parks & Beautification Board  
For more information, contact Public Works at (307) 686-5320

