



# CITY OF GILLETTE

## Administration

201 E. 5th Street • Gillette, Wyoming 82716  
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## MEMORANDUM

**TO:** Mayor and Members of the City Council  
**FROM:** Michael Cole, City Administrator  
**RE:** General Information  
**DATE:** November 3, 2023

The following meetings are scheduled for the week of **November 4-10, 2023**

### **Tuesday, November 7th**

6:00 p.m. City Council Meeting, Council Chambers

### **Thursday, November 9th**

5:30 p.m. Pronghorn Community Mixer, Gillette College Main Building Commons

### **Friday, November 10th**

Veterans Day Holiday - **City Offices Closed**

1. Attached please find **Snow Event Report #1** dated **October 26, 2023** provided by **Public Works Director Wilde**.
2. Attached please find a **press release** regarding **The Evolution of the Campbell County Chamber of Commerce** dated **November 1, 2023** provided by the **Campbell County Chamber of Commerce**.
3. Attached please find an **agenda** dated **November 9, 2023** and **meeting minutes** dated **October 12, 2023** for the **Campbell County Public Land Board** provided by **Cam-Plex**.
4. Attached please find a **flyer** regarding a **Pronghorn Community Mixer** on **November 9, 2023** from **5:30 - 7:30 p.m.** at the **Gillette College Main Building Commons** provided by **Gillette College**.
5. Attached please find a **flyer** regarding a **Veteran's Day Celebration** on **November 10, 2023** from **1:30 - 2:30 p.m.** at the **Primrose Retirement Community**.

MHC/adw

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

# Snow Event Report #1

Event Start Date:	<u>10/26/2023</u>	Event Start Time:	<u>7:00 a.m.</u>
Event End Date:	<u>10/27/2023</u>	Event End Time:	<u>3:00 a.m.</u>
Duration of Event:	<u>20 hours</u>	Streets First Responder:	<u>Day crew</u>

## Storm Event Overview:

Snow was expected from Thursday October 26<sup>th</sup> through Sunday October 29<sup>th</sup>. Streets Night crew was placed "on call" for Wednesday through Saturday, and Day crew placed "on call" for Saturday. The snow began falling about 6 a.m. Thursday morning and the Day crew responded immediately.

## Thursday 10/26/2023

Day crew came in at 7:00 a.m. with light snow, temps at 16 degrees, and winds of 10 mph. Roadways became slick by 8:00 a.m. Light snow continued throughout the morning and by the afternoon, the snowfall was much heavier. With the continued snow fall roadways were snow covered and slick from 3:00 p.m. to 7:00 p.m. Day crew operated until 7:00 p.m. focusing on the East, Central, West, Downtown, and Trouble priorities. Approximately 4 inches of snow fell by 7:00 p.m.

## Thursday Night

The night crew took over operations at 7:00 p.m. and continued plowing priorities. There was light snowfall with an additional 1 inch of accumulation. Winds around 15 mph and with the temperature dropping to near record cold. The storm moved quickly through the area and the snowfall stopped at 8:00 p.m. Night crew worked on routes for eight hours; laying material and removing drifts from roadways. Road conditions were good and would continue to hold until the following day. With the storm ending and conditions clearing, road conditions were safe.

Event 1 was closed at 3:00 a.m. Friday morning.

**Number of Pieces of Equipment Used:**

Snowplows:	<u>8</u>	Blades:	<u>0</u>
1-Tons:	<u>0</u>	Snow Blowers:	<u>0</u>
Loaders:	<u>1</u>	Liquid Truck:	<u>0</u>
Tractors:	<u>0</u>		

**Amount of Material Used:**

Ice Slicer lbs.:	<u>128,631</u>
Scoria lbs.:	<u>78,211</u>
Brine Gallons:	<u>472</u>
Apogee Gallons	<u>0</u>

**Number of Miles Plowed During Event: 1978****Personnel:**

**Day Crew** – Leonard Taylor, Hunter Deaton, Jeremy Hagen, Daniel Whelchel, Brandon Gonzales, Sue Riggle, Will Ellis, Jeremy Onsgard, Corban Vasser

**Night Crew** – Lonnie Meindinger, Amy Berkey, Dale Warren, Valdemar Gonzalez, Braxton Riley, Garrett Wolff, Dennis Fleck, Wendy Clements

**Subdivision Crew** – no subdivisions crew involved

**Subdivision Activities:**

With snow occurring on Thursday morning, the Parks crew was not called but assisted Solid Waste with the day's trash routes.

**Environmental Conditions Present:**

Snow: 4" Drifting: No Rain: No Low Temp: 4 Wind: 10 to 14 mph

**Equipment Issues:** plow truck 99 – brine did not operate  
 plow truck 40 – check engine light  
 plow truck 203 – sander malfunction

**Items of Interest:** During this weather event the Gillette Police Department investigated seventeen (17) vehicle crashes. Thirteen (13) of these occurred on a City of Gillette maintained roadways and were influenced by weather conditions.

Although more snow was expected, the storm moved quickly through the area and was not as severe as forecasted. With no more snow forecasted, the event was closed and cleanup began on Friday 10/27.

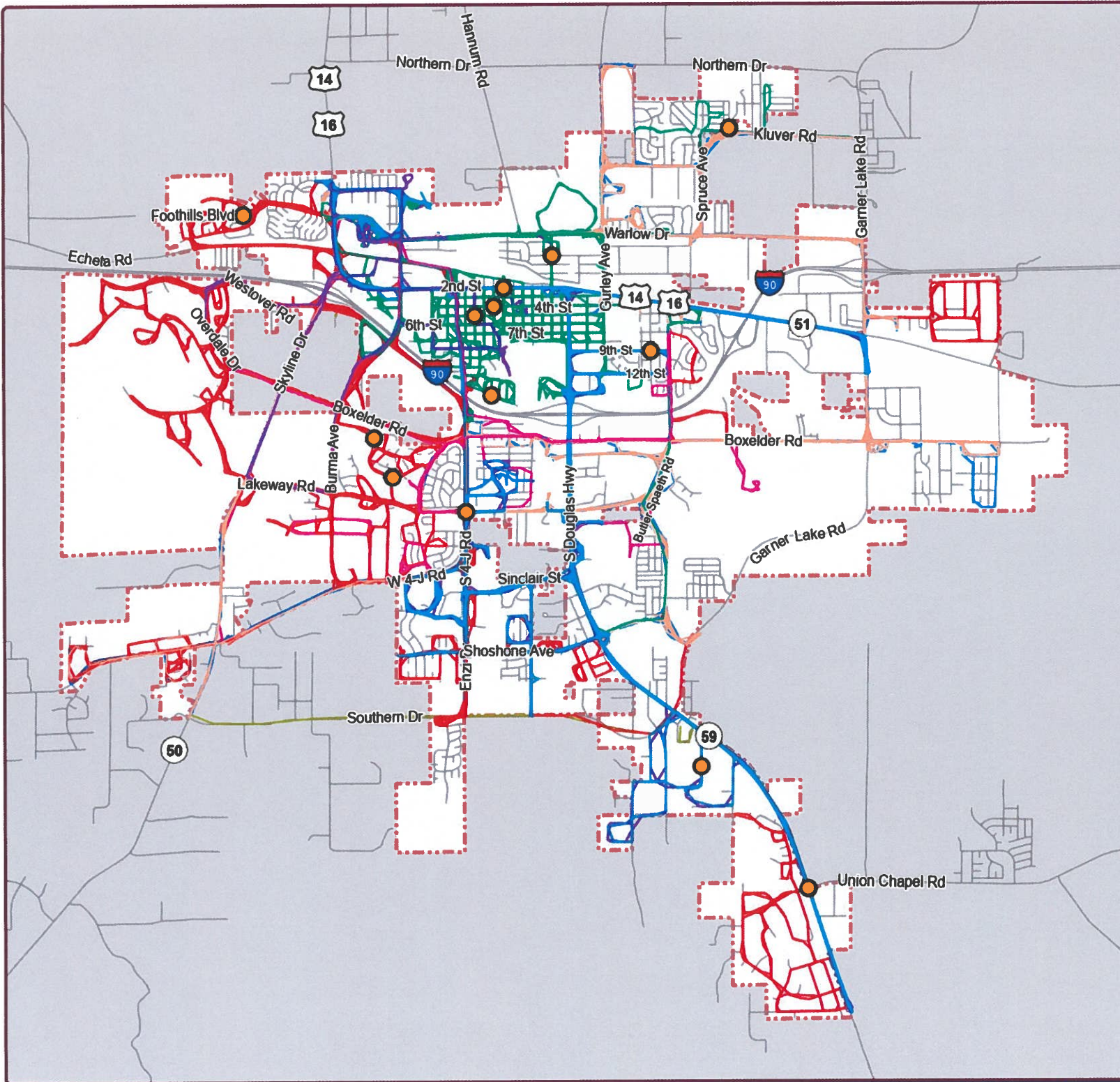
## 2022-2023 POUNDS PER LANE MILE SPREADSHEET

Event #	Date of Event	Duration of Event	Temperature	# of Miles Plowed	Ice Slice Lbs.	Pounds Per Lane Mile	Snowfall Total	Emergency Level
1	10/26/2023	20 hours	4	1,978	128,631	65.03	4	na
2								
3								
4								
5								
6								
7								
8								
9								
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31								
32								
33								
34								
				1,978	128,631	65.03	4	

ESTIMATED SNOW COSTS - 2023/2024

Event #	Date	Labor Cost	Equipment Cost	Ice Slice Cost	Brine Cost	Material Cost	Contractor Cost	Estimated Cost of Event
1	10/26/2024	\$4,204.85	\$11,646.26	\$9,004.17	\$1,613.63	\$10,617.80	\$0.00	\$26,468.91
2						\$0.00		\$0.00
3						\$0.00		\$0.00
4						\$0.00		\$0.00
5						\$0.00		\$0.00
6						\$0.00		\$0.00
7						\$0.00		\$0.00
8						\$0.00		\$0.00
9						\$0.00		\$0.00
10						\$0.00		\$0.00
11						\$0.00		\$0.00
12						\$0.00		\$0.00
13						\$0.00		\$0.00
14						\$0.00		\$0.00
15						\$0.00		\$0.00
16						\$0.00		\$0.00
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>	\$4,204.85	\$11,646.26	\$5,053.72	\$1,613.63	\$10,617.80	\$0.00	\$26,468.91






**Unit: Miles**


- Crash Reports
- Unit 25: 195
- Unit 96: 4
- Unit 99: 283
- Unit 100: 262
- Unit 126: 21
- Unit 157: 244
- Unit 199: 20
- Unit 150055: 2
- Unit 150091: 6
- Unit 160203: 249
- Unit 160204: 291
- Unit 200001: 8
- Unit 210040: 189
- Unit 210216: 265
- Unit 230231: 20
- Unit 230234: 15
- Unit 230235: 15

Snow Plow Miles: 1,978  
 One Ton Miles: 37  
 Tractor Miles: 74

**Police Report:**  
 Crashes: 13  
 Crashes w/Injuries: 2  
 Citations: 5  
 Personal Property Damage: \$ 13,000  
 City Property Damage: \$ 3,500

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 cog.citywork\GIS Work\Projects\CHRIS\ProProjects\PublicWorks\Public Works apr1\Snow Removal All


 0 2,500 5,000  
 Feet

**Snow Event One**  
 10/26/2023 7:00:00 AM to  
 10/27/2023 3:00:00 AM  
 October 27, 2023

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

## 2023/2024 Weather Event Crash Report Event #1

IR#	Date/Time	Location	Injury	Property Damage	Citation	Cause
26105	10/26/23 @ 1935	Richards / 5th	None	Private > \$1,000	No	Vehicle #1 slid on snow/ice and collided with a parked motor vehicle.
26099	10/26/23 @ 1818	4th / Warren	None	Private > \$1,000 City > \$1,000	Yes	Vehicle #1 slid on snow/ice and collided with a COG light pole
26098	10/26/23 @ 1802	Longmont / Brooks	None	Private - <\$1,000	No	Vehicle #1 slid on snow/ice and collided with another vehicle in transport.
26096	10/26/23 @ 1754	3200 block of Foothills Blvd	None	Private < \$1,000	No	Vehicle #1 slid on snow/ice and collided with a fence on private property.
26087	10/26/23 @ 1655	Hwy 59 / Dove	Yes	Private > \$1,000	No	Vehicle #1 slid on snow/ice and collided with another vehicle in transport.
26066	10/26/2023 @ 1429	1400 Boise	None	Private > \$1,000	Yes	Vehicle #1 slid on snow/ice and collided with a fence on private property.
26064	10/26/23 @ 1418	9th / Church	None	Private - > \$1,000	Yes	Vehicle #1 slid on snow/ice and collided with a parked motor vehicle.
26061	10/26/23 @ 1413	Beaver / Melissa	None	Private <\$1,000 City<\$500	No	Vehicle #1 slid on snow/ice and collided with a COG stop sign.
26057	10/26/23 @ 1353	Mohan	Yes	Private > \$1,000	Yes	Vehicle #1 slid on snow/ice and collided with another vehicle in transport.
26052	10/26/23 @ 1253	Beaver / Sage Valley	None	Private > \$1,000	No	Vehicle #1 slid on snow/ice and collided with another vehicle in transport.
26039	10/26/23 @ 1053	2nd / Gillette	None	Private > \$1,000 City > \$1,000	Yes	Vehicle #1 slid on snow/ice and collided with a COG stop sign and brick wall (Private property)
26032	10/26/23 @ 1010	Turkey Track / Flying Circle	None	Private > \$1,000 City > \$1,000	No	Vehicle #1 slid on snow/ice and collided with a COG electrical box
26024	10/26/23 @ 0938	4J / Lakeway	None	Private > \$1,000	No	Vehicle #1 slid on snow/ice and collided with another vehicle in transport.

October 26, 2023 7:00 a.m. to October 27, 2023 03:00 a.m.

During this weather event the Gillette Police Department investigated seventeen (17) vehicle crashes. Thirteen (13) of these crashes occurred on a City of Gillette maintained roadway and were influenced by weather conditions.





**CHAMBER** *of*  
**COMMERCE**  
CAMPBELL COUNTY



**CHAMBER** *of*  
**COMMERCE**  
CAMPBELL COUNTY

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[www.gillettechamber.com](http://www.gillettechamber.com)

314 SOUTH GILLETTE AVE.  
GILLETTE, WY 82716

**November 1, 2023**

**PRESS RELEASE**

**The Evolution of the Campbell County Chamber of Commerce**

The Campbell County Chamber of Commerce was established in 1956 by a like-minded group of businessmen, including D.A. "Kelly" Swenson. They formed the Chamber to be able to provide a unified voice for business – to do together what couldn't be done alone.

The Chamber office has been in downtown Gillette since inception. Their first home was in an old frame building in the approximate location of Sole Mates at 211 S. Gillette Ave. Their second location was in the Stockman's Café building. In 1966, the Chamber put a downpayment on the current building at 314 S. Gillette Ave.

The Chamber's board of directors realized many years ago that the Chamber was outgrowing the space at 314 S. Gillette Ave. The search for a new office space spanned at least the last 20 years. Money was set aside as it was available and designated as a "building fund". Consideration was given to remodeling and adding on to the office, but the cost was prohibitive.

Many different options were considered over the years, none of which panned out. Recently, a new office space was identified. Debates and discussions were had, pros and cons of moving discussed, and finally a decision was made.

The Chamber is relocating to 409 W. 2<sup>nd</sup> Street in November of 2023. The new office space is much larger which will allow the Chamber to expand services offered and provide more value to its members and the community. The board and staff are excited to make this move and will continue to be a part of the downtown community while being more visible and easier to access.

In June of 2020, the Campbell County Convention and Visitors Bureau moved into the Chamber office. The two entities co-located in the same building but remained separate entities. The CVB will remain at 314 S. Gillette Ave. to continue to provide great service to our visitors and community members. They will also have more space and will be able to provide more services in the future. The Gillette Main Street organization will join the CVB and will be better able to serve the downtown merchants in a more visible location.

We invite you to stop in at our new office at 409 W. 2<sup>nd</sup> St. and take a tour of the space!





## Campbell County Public Land Board Meeting

November 9, 2023 @ 6:30 PM

CAM-PLEX: Energy Hall Conference Room

1. Call Meeting to Order and Introductions Chuck Land
2. Approval of Agenda Chuck Land
3. Consent Agenda Chuck Land
  - 3.1 Minutes – 10/12/2023 Regular Meeting (Attachment “A”)
  - 3.2 Warrants (Attachment “B”)
4. Citizen Input Chuck Land
5. Staff Reports Aaron Lyles  
Adam Schuff  
Mary Hipsag  
ReNae Keuck
  - 5.1 Executive Director’s Report (Attachment “C”)
  - 5.2 Facilities & Operations
  - 5.3 Events
  - 5.4 Finance
6. Board Process Chuck Land
  - 6.1 Required Public Officer Training
  - 6.2 Van Ewing Hail Claim
  - 6.3 Outdoor Recreation Grant/Amphitheater Budget
  - 6.4 Wyoming Center Boiler/Re-Key Project
  - 6.5 Capital Projects- Bid Opening Recommendations
  - 6.6 Master Plan Recommendation
7. MATTERS FOR NOTING Chuck Land
  - 7.1 Correspondence -Letter from Dept. of Interior (Attachment “D”)
8. Other Business Chuck Land
9. Board Calendar Chuck Land
  - December 14, 2023– QTRLY Commissioners Meeting @6:00 PM  
CCPLB Meeting/Regular CCLPB @ 6:30 PM
  - January 11, 2023 – CCPLB Meeting/Regular at 6:30 PM
10. Adjourn



## CCPLB MEETING MINUTES:

October 12, 2023

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**MEMBERS PRESENT:** Chuck Land, Laura Chapman, Jake Boller, Larry Mills, Skyler Pownall, Jerry Means

**MEMBERS ABSENT:** None

**LEGAL COUNSEL & BOARD LIASONS PRESENT:** David Horning-*Horning*, *Horning & McGrath*, Kelley McCreery- *County Commissioners Liaison*, Heidi Gross- *City of Gillette Liaison*

**STAFF:** Aaron Lyles, Mary Hipsag, ReNae Keuck, Adam Schuff, Megan Olson, Shane Stefanick, Doug Griffis

**GUESTS:** Jake Goodrich from *Gillette News-Record*, Mary Stroka with *County 17*, Liz Edwards with *Campbell Co. Fair Office*

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### 1. CALL TO ORDER

Campbell County Public Land Board meeting was held on October 12, 2023, at the CAM-PLEX. The meeting was called to order by Chairperson Mr. Land at 6:32 PM.

### 2. APPROVAL OF CCPLB AGENDA

Ms. Chapman moved to approve the agenda.

Second: Mr. Norstegaard; Discussion: None

Vote: Passed unanimously

### 3. CONSENT AGENDA; APPROVAL OF WARRANTS

Mr. Mills moved to amend the consent agenda with the addition of the executive minutes.

Second: Mr. Boller; Discussion: None

Vote: Passed unanimously

Mr. Norstegaard moved to approve the consent agenda as amended.

Second: Ms. Chapman; Discussion: None

Vote: Passed unanimously

### 4. CITIZEN INPUT- None

### 5. STAFF REPORTS

#### 5.1 Executive Director's Report (Attachment C)

Mr. Lyles provided update on the status of the hail claim, bleacher set-up for Buck & Ball, and the Camporee Porta Potty issue.

**5.2 Facilities & Operations-** Mr. Schuff provided staff updates and Shane Stefanick, the new maintenance supervisor, was introduced.

**5.3 Events-** Ms. Hipsag gave a brief overview of event statistics. She updated the board on the loss of the Pat Weede tournament due to the scheduling conflict with Buck and Ball.

**5.4 Finance-** Ms. Keuck went through her printout explaining CD's, reserve funds, asset program, and grant funds.

### 6. BOARD PROCESS

**6.1 307 Horse Racing Contract-** The planned meeting with Jack Greer was delayed due to travel issues. There was discussion over current rates.

**6.2 Gillette Mustangs-**

Mr. Pownall moved to coordinate between staff and legal counsel to determine status of deposit and 2024 season dates.

Second: Ms. Chapman; Discussion: Discussed Mustangs deposit being past due.

Vote: Passed unanimously

**6.3 Maintenance budget-** Mr. Lyles requested a straw poll consensus from the board for major staff impact to get urgent maintenance needs analyzed and a tracking system implemented. This will require a substantial focus of staff resources. There were no objections from the board.

**6.4 Master Plan Budget-**

Ms. Chapman moved to develop a working committee to identify options for Master Plan funding.

Second: Mr. Means; Discussion: Discussion was held regarding mechanics of a ballot SPET.

Vote: Passed unanimously

Chairman Land, Ms. Chapman, and Mr. Means volunteered for this committee.

**7. MATTER FOR NOTING (Attachment D)**

Chairperson Land summarized the letter from the President of N.E.W. Rock Hounds, who recently held an event at CAM-PLEX. The letter was complimentary of CAM-PLEX staff, especially Spencer Pierce and Steve Yount.

**8. EXECUTIVE SESSION**

Ms. Chapman moved to enter executive session to discuss personnel at 8:35 PM.

Second: Mr. Boller; Discussion: None

Vote: Passed unanimously

Resumed regular session at 9:06 PM; No action taken.

**9. OTHER BUSINESS**

Mr. Pownall moved to award Aaron Lyles the maximum contractual allowance of "10%, citing exceptional performance in all areas."

Second: Mr. Mills; Discussion: None

Vote: Passed unanimously

**10. BOARD CALENDAR**

Upcoming Board Meetings:

- December 14, 2023– QTRLY Commissioners Meeting @6:00 PM  
CCPLB Meeting/Regular CCLPB @ 6:30 PM
- January 11, 2023 – CCPLB Meeting/Regular at 6:30 PM

**11. ADJOURNMENT**

Meeting adjourned at 9:14 PM

Minutes Prepared By: Megan Olson

Date: October 26, 2023

Minutes Approved By:

*Campbell County  
Public Land board*

\_\_\_\_\_  
Larry Mills, CCPLB Secretary

\_\_\_\_\_  
Date



GILLETTE COLLEGE ADVISORY BOARD

# PRONGHORN COMMUNITY MIXER

## WHAT'S GOING ON AT GILLETTE COLLEGE?

**Thursday, Nov 9th**  
**5:30pm-7:30pm**  
**Main Building**  
**Commons**


Join us, ask questions, and  
learn more about what's  
happening at Gillette College!

- Accreditation
- Athletics & Booster Club
- Strategic Plan
- Post 307
- Energy City Voices

COMPLIMENTARY FOOD BY FRESH IDEAS  
& CASH BAR BY GC FOUNDATION







*In honor of your  
service to our country,  
Primrose invites you to a*

# **VETERANS DAY CELEBRATION**

**Friday, November 10th • 1:30-2:30 pm**

Primrose invites you to celebrate Primrose and area veterans as we welcome the American Legion Honor Guard for a flag ceremony and the national anthem.

The Girl Scouts will lead the Pledge of Allegiance and will serve apple pie and ice-cream afterwards.

Contact Angie at (307) 682-8800 with any questions!



**PRIMROSE**

RETIREMENT COMMUNITIES

*Independent & Assisted Living*

921 Mountain Meadow Lane, Gillette, WY 82716

*this is living!*

PrimroseRetirement.com 