



# 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:** Michael Cole, City Administrator  
**RE:** General Information  
**DATE:** January 12, 2024

The following meetings are scheduled for the week of **January 13-19, 2024**

**Monday, January 15th** - Equality Day Holiday - **City Offices Closed**

**Tuesday, January 16th**

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

**Wednesday, January 17th**

7:00 a.m. Coffee with City Council, Ice Cream Cafe

1. Attached please find a **news release** regarding **City Facilities Closed January 15 for Equality Day** dated **January 10, 2024** provided by **Public Affairs Director Toscana**.
2. Attached please find a **flyer** regarding **Coffee with the Council on January 17, 2024** from **7:00 - 8:30 a.m.** at the **Ice Cream Cafe** provided by **Public Affairs Director Toscana**.
3. Attached please find **Snow Event Report #4** dated **January 7, 2024** provided by **Public Works Director Wilde**.
4. Attached please find a **meeting packet** dated **January 10, 2024** for the **Gillette, Wright, Campbell County Fire Protection Joint Powers Board of Directors** provided by the **Campbell County Fire Department**.

MHC/adw

## News

# City Facilities Closed January 15 for Equality Day

**Post Date:** 01/10/2024 11:15 AM

City of Gillette facilities will be closed on Monday, January 15, 2024 for Equality Day.

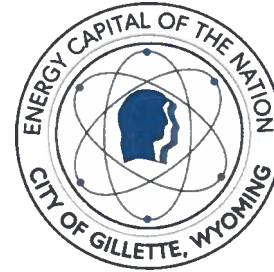
No trash will be picked up on Monday, January 15. Solid waste crews will run a double route on Tuesday, January 16 to pick up trash and recycling for both Monday and Tuesday routes.

[Return to full list >>](#)

# COFFEE WITH THE COUNCIL

**JAN 17, 2024**  
7:00 AM - 8:30 AM

**ICE CREAM CAFE**  
202 S. GILLETTE AVE.



## Snow Event Report #4

Event Start Date:	<u>01/07/2024</u>	Event Start Time:	<u>6:45 p.m.</u>
Event End Date:	<u>01/08/2024</u>	Event End Time:	<u>12:30 p.m.</u>
Duration of Event:	<u>17.75 hours</u>	Streets First Responder:	<u>Night crew</u>

### Storm Event Overview:

Due to the anticipated snowfall on the evening of January 7, 2023, the Streets Night crew was put "on call". As predicted, the snow began at 5:45 p.m., and at 6:45 p.m., the Gillette Police Department contacted Streets regarding hazardous road conditions. Consequently, the entire Night crew was promptly called in to commence their duties.

### Sunday 01/07/2024

At the start of the event, temperatures were 27 degrees with winds of 15 mph. By 10:00 p.m. the intensity of the storm increased with blowing snow, the temperature dropped to 20 degrees, and the winds were 20 mph with gusts to 30 mph. The Night crew focused on clearing priority routes East, Central, West, Downtown, and Trouble. Snow continued throughout the night, with an accumulation of 3-4 inches of snow by 5:00 a.m. with temperatures dropping to a low of 10 degrees.

### Monday 01/08/2024

The day crew began their plowing duties at 7:00 a.m. as the temperature stood at 10 degrees. As the winds calmed down and the storm progressed through the area, the crew made significant progress. A sunny morning accompanied by a high temperature of 22 degrees by Noon allowed the crew to successfully clear the roads, remove drifts, add extra material, and improve overall road conditions to a satisfactory level. Event 4 was closed at 12:30 p.m. on Monday, January 8, 2024.

**Number of Pieces of Equipment Used:**

Snowplows:	<u>8</u>	Blades:	<u>0</u>
1-Tons:	<u>2</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>80,320</u>
Scoria lbs.:	<u>80,320</u>
Brine Gallons:	<u>684</u>
Apogee Gallons	<u>0</u>

**Number of Miles Plowed During Event: 1926****Personnel:**

**Night Crew** - Jeremy Hagen, Sue Riggle, Will Ellis, Alyssa Watson, Hunter Deaton, Daniel Whelchel, Brandon Gonzales, Leonard Taylor

**Day Crew** - Valdemar Gonzalez, Jeremy Onsgard, Braxton Riley, Garrett Wolff, Dennis Fleck, Wendy Clements, Dale Warren, Lonnie Meidinger

**Subdivision Activities:** Parks assisted Solid Waste in running the Monday trash routes and cleared pathways throughout Gillette during the event.

**Environmental Conditions Present:**

Snow: 3-4" Drifting: yes Rain: No Low Temp: 10 Wind: Gusts to 30

**Equipment Issues:** plow truck 40-minor spinner issue

**Items of Interest:** During this weather event the Gillette Police Department investigated three (3) vehicle crashes. One (1) of these occurred on a City of Gillette maintained roadways and were influenced by weather conditions.

The snow forecast initially predicted less than 1 inch of snow, but the final estimate turned out to be 3-4 inches, resulting in a longer duration of the snowfall than anticipated. This unexpected increase in snowfall created a snow event that lasted longer than what was originally expected.

The Night crew conducted downtown cleanup from event four on January 8, 2024.

## 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	11/23/2023	22 hours	15	2,566	111,861	43.59	3	1
3	12/23/2023	9.25 hours	20	909	40,343	44.38	2	na
4	1/7/2024	17.75 hours	10	1,926	80,320	41.70	4	na
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				7,379	361,155	48.68	13	

**ESTIMATED SNOW COSTS - 2023/2024**

<b>Event #</b>	<b>Date</b>	<b>Labor Cost</b>	<b>Equipment Cost</b>	<b>Ice Slice Cost</b>	<b>Brine Cost</b>	<b>Material Cost</b>	<b>Contractor Cost</b>	<b>Estimated Cost of Event</b>
1	10/26/2023	\$4,204.85	\$11,646.26	\$9,004.17	\$1,613.63	\$10,617.80	\$0.00	\$26,468.91
2	11/23/2023	\$7,724.64	\$13,779.44	\$7,830.27	\$2,656.96	\$10,487.23	\$0.00	\$31,991.31
3	12/23/2023	\$2,356.05	\$4,747.52	\$2,824.01	\$690.08	\$3,514.09	\$0.00	\$10,617.66
4	1/7/2024	\$4,377.76	\$12,229.45	\$5,622.40	\$2,079.36	\$7,701.76	\$0.00	\$24,308.97
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>		<b>\$18,663.30</b>	<b>\$42,402.67</b>	<b>\$25,280.85</b>	<b>\$7,040.03</b>	<b>\$32,320.88</b>	<b>\$0.00</b>	<b>\$93,386.85</b>



# CITY OF GILLETTE

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

## Unit: Miles

Crash Locations

- Unit 25: 201
- Unit 44: 223
- Unit 76: 3
- Unit 96: 1
- Unit 100: 226
- Unit 126: 44
- Unit 157: 211
- Unit 163: 1
- Unit 199: 16
- Unit 150054: 27
- Unit 150055: 44
- Unit 150091: 55
- Unit 160203: 232
- Unit 160204: 231
- Unit 210040: 159
- Unit 210216: 228
- Unit 230234: 12
- Unit 230235: 12

Snow Plow Miles: 1,711  
One Ton Miles: 144  
Tractor Miles: 71

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

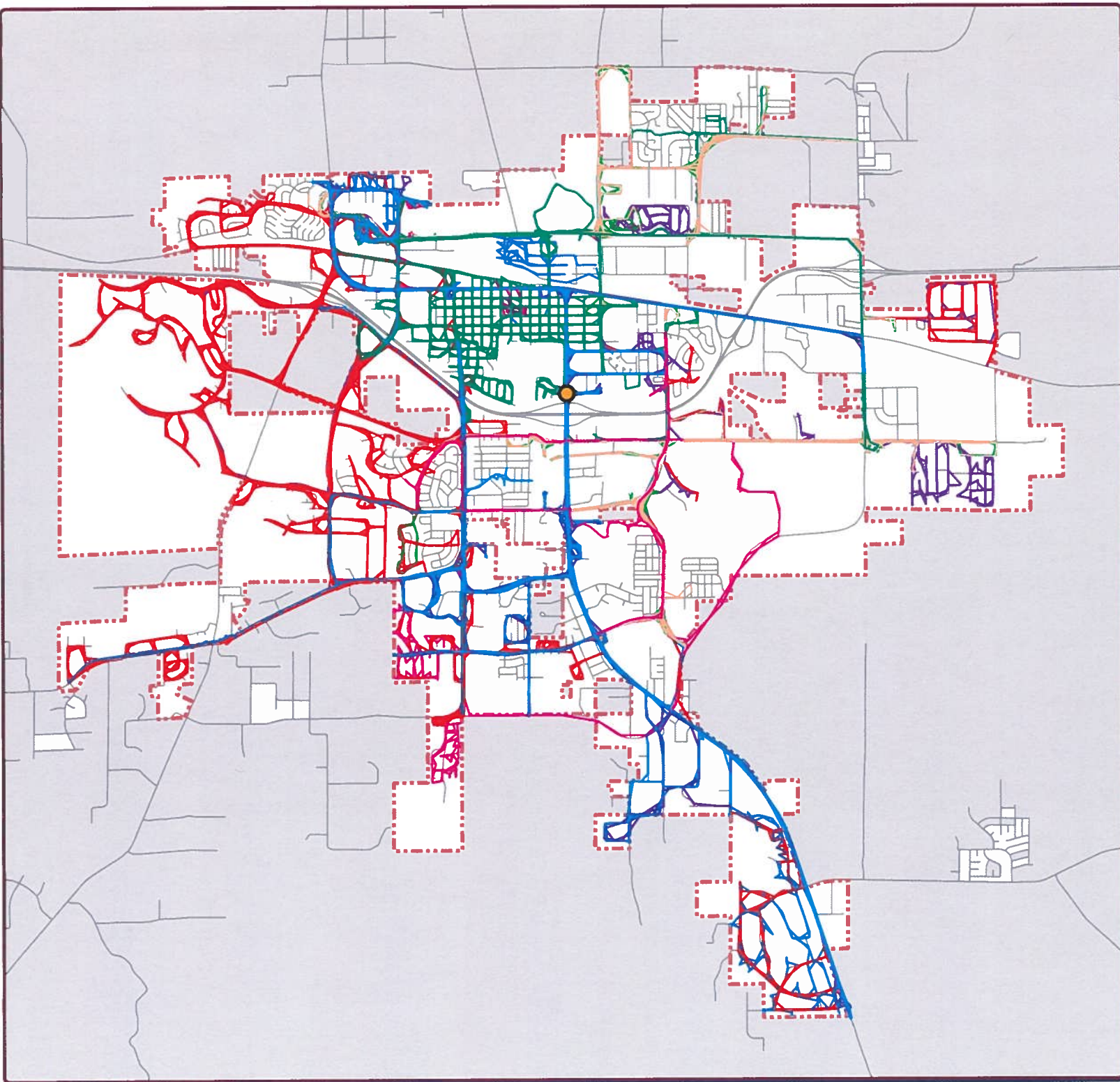


\\file-w.cog.city\work\GIS Work\Projects\CHRIS\ProProjects\PublicWorks\Public Works.aprx\Snow Removal All



**Snow Event Four**  
1/7/2024 6:45:00 PM to  
1/8/2024 12:30:00 PM  
January 09, 2024

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





## Gillette Police Department 2023/2024 Weather Event Crash Report Event #4

IR#	Date/Time	Location	Injury	Property Damage	Citation	Cause
512	1/8/24 @0734	Hwy 59 / Camel	None	Private > \$1,000	YES	Vehicle #1 slid on snow/ice and collided with another vehicle in transport.
January 07, 2024 6:45 p.m. to January 8, 2024 12:30 p.m.						
During this weather event the Gillette Police Department investigated three (3) vehicle crashes. One (1) of these crashes occurred on a City of Gillette maintained roadway and were influenced by weather conditions.						



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 January 10, 2024

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Gillette, Wright, Campbell County  
Fire Protection Joint Powers Board of Directors  
January 10, 2024  
5:30 p.m.  
Station 1 Community Room

**ATTENDANCE**

Board Members:

_____ Bill Sims-Chair	_____ Tim Carsrud
_____ Jeff Boardman -Vice-Chair	_____ Tricia Simonson
_____ Trent Jones-Sec/Tres	_____ Nathan McLeland
_____ Travis Cochran	

INVITED STAFF MEMBERS:

_____ Fire Chief Jeff Bender	_____ Deputy Chief JR Fox
_____ Division Chief Ryan Fox	_____ Director of Finance Juli Pierce
_____ Laura Luchsinger	

_____	_____
_____	_____
_____	_____

INVITED GUESTS:

_____ Joe Hallock (Stevens, Edwards, Hallock, P.C.)	
_____ Butch Knutson (County Commissioner & Liaison to the Fire Board)	

_____	_____
_____	_____
_____	_____
_____	_____



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
CALL TO ORDER/INTRODUCTIONS/ADDITIONS & DELETIONS  
January 10, 2024

## 1. CALL TO ORDER

The Meeting was called to order at \_\_\_\_\_ hours  
by \_\_\_\_\_.

## 2. PLEDGE OF ALLEGIANCE

## 3. WELCOME AND INTRODUCTIONS

Guests:

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## 4. AGENDA APPROVAL

### 4.1 Business Additions and Deletions

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Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
CALL TO ORDER/INTRODUCTIONS/ADDITIONS & DELETIONS  
January 10, 2024

**4.2 Approve the Agenda 🌀**

**4.3 Approve the Amended Agenda (if needed) 🌀**

**5. PUBLIC COMMENTS**



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 January 10, 2024 – Discussion/Approval

**6. CONSENT AGENDA APPROVAL ITEMS:**

**6.1 Regular Board Meeting Minutes**

CAMPBELL COUNTY JOINT POWERS FIRE BOARD  
 DECEMBER 13, 2023  
 MEETING MINUTES  
 STATION 1 COMMUNITY ROOM

**ATTENDANCE:** Tim Carsrud, Jeff Boardman, Trent Jones, Nathan McLeland, Tricia Simonson, Travis Cochran.

**ABSENT:** Bill Sims, Chief Jeff Bender

**STAFF and GUESTS:** Deputy Chief JR Fox, Director of Finance Juli Pierce, Fire Marshal Stuart Burnham, Attorney Joe Hallock, Laura Luchsinger, Admin. Asst., Commissioner Del Shelstad, HDR representatives, Auditor Erica Mund, Heather Rodriguez, and GALI members.

**1.0 CALL TO ORDER**

Vice Chair Jeff Boardman called the meeting to order at 1730 hours.

**3.0 WELCOME AND INTRODUCTIONS**

Jeff Boardman welcomed and introduced the special guests.

**4.1 BUSINESS ADDITIONS AND DELETIONS - None**

**4.3 AGENDA APPROVAL AS PRESENTED**

**Motion:** Travis Cochran moved and seconded by Trent Jones to approve the meeting agenda as presented.

Jeff Boardman	Yes	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Travis Cochran	Yes	Bill Sims	absent
Trent Jones	Yes		

The motion carried.

**5.0 PUBLIC COMMENT**

None

**6.0 CONSENT AGENDA**

**Motion:** Tim Carsrud moved and seconded by Tricia Simonson to approve the consent agenda.

Jeff Boardman	Yes	Nathan McLeland	Yes
Tim Carsrud	Yes	Tricia Simonson	Yes
Travis Cochran	Yes	Bill Sims	absent
Trent Jones	Yes		

The motion carried.



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 January 10, 2024 – Discussion/Approval

**7.0 EXPENDITURE APPROVAL**

**Motion:** Tricia Simonson moved and seconded by Trent Jones to approve the Manual Checks in the amount of \$161,574.29.

Jeff Boardman	YES	Nathan McLeland	YES
Tim Carsrud	Yes	Tricia Simonson	YES
Travis Cochran	Yes	Bill Sims	absent
Trent Jones	YES		

The motion carried.

**8.1.1 Financial Report**

Director of Finance, Juli Pierce, introduced Erica Mund, Partner at Bennett, Weber & Hermstad to present the audit report.

Ms. Mund went over the audit report. She stated that there were no major findings. They mentioned that the Director of Finance and her staff do a fantastic job and are wonderful to work with.

**Motion:** Tim Carsrud moved and seconded by Trent Jones to approve the audit report.

Jeff Boardman	YES	Nathan McLeland	YES
Tim Carsrud	Yes	Tricia Simonson	YES
Travis Cochran	Yes	Bill Sims	absent
Trent Jones	YES		

The motion carried.

Director of Finance Juli Pierce informed the Board that the cash balance was \$2,601,009.78 at the end of October.

WyoStar Balances:

Vehicle depreciation account: \$4,129,863.03  
 Unencumbered: \$3,066,754.63

Facility maintenance: \$208,831.05  
 Unencumbered funds: \$128,831.05

Equip Replacement: \$728,036.81  
 Unencumbered: \$539,736.81

**FY 2023-2024 BUDGET VS ACTUAL**

Pierce gave an update on budget vs. actual. She noted the 24.6% Regular Salaries vs the 72.6% Overtime Salaries was due to being short staffed and having to cover those vacant shifts with Overtime staff. The telephone account, Professional services, Employment Testing, Misc Expenses were all touched on. Shop Supplies were mentioned as invoices were moved to the correct accounts and the amounts are back to normal. Finance Director Pierce noted CCFD are on track for this time of year.



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
January 10, 2024 – Discussion/Approval

### 8.1.2 Policy Review

- 102.01 Career Assignments and Transfers 11.15.23\_2
- 102.03 Work Schedule 11.15.23\_1
- 102.03 Leave Selection 11.15.23\_2
- 103.03 Overtime Operations Personnel 11.15.23\_2
- 502.01 Scheduling 11.15.23\_2
- 503.02 Holiday Pay 11.15.23

Deputy Chief JR Fox went through the amendments of the above listed policies. Almost all the changes are due to the change in the upcoming Shift Schedule change to a 48/96 schedule.

When discussing the Holiday Pay policy, the Board requested a report on the difference between paying staff for the full 17 hours worked vs the 12 hours Holiday Pay for working as we currently do. This report will be prepared for the January 2024 meeting.

## 8.2 ADMINISTRATIVE ITEMS: DEPUTY CHIEF JR FOX

### 8.2.1 Training Division Report – November 2023

November Training Highlights: During November 162 training classes were held. 890 hours of training were recorded with 550 participants. In November department-wide training was conducted on vehicle extrication and emergency vehicle operations refresher. The full-time staff conducted training on aerial apparatus emergency systems, confined space hose deployments, and mayday and self-survival. Three full-time new hire employees received their 40-hour introductory training prior to being assigned to a shift. Battalion Chief Doug Rigsby is instructing a mini apparatus driver operator pumper academy with 13 full-time and part-time students.

December 2023 Training Schedule:

- December 5, 2023
  - o ADO-P Academy
- December 7, 2023
  - o Department Wide Training
- December 9, 2023
  - o ADO-P Academy
- December 14, 2023
  - o Department Wide Training
- December 21, 2023
  - o Department Wide Training

### 8.2.2 Facilities Update/General Information

Deputy Chief JR Fox reported that FirstDue RMS software is being implemented in the next 90 days.

The ESCI 911 cooperative services study came in at \$29,240.00 and that is under the requested budget. ESCI will present the Strategic Plan the second week of January 2024 and start on the Dispatch study at that time.

Our current FOB and access system is obsolete and there is research on a cloud-based FOB system. We are waiting for more information from the County.

Governor Gordan will be using AMFTC space for his Townhall on Monday December 18<sup>th</sup> from 9:00am to 10:30am.

GALI educational event and tour will be December 20<sup>th</sup> at Station 1.

We are waiting for the dates of the quarterly meetings with the commissioners to add to the calendar.





Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 January 10, 2024 – Discussion/Approval

**8.2.3 CALL REVIEW**

Structure fire at Perkins, only major incident. All other calls were normal for this time of year.

**9.0 BOARD ACTION ITEMS**

**9.1 Approve HDR Engineering Easement**

Motion: Trent Jones moved, seconded by Trent Jones. to allow Vice Chair Jeff Boardman to sign the two easements at Station 9 when a notary is available.

Jeff Boardman	YES	Nathan McLeland	YES
Tim Carsrud	Yes	Tricia Simonson	YES
Travis Cochran	Yes	Bill Sims	absent
Trent Jones	YES		

The motion carried.

HDR present the project of providing a safe pathway through Wright that would go along the north side of CCFD’s Station 9. They are requesting a Temporary Construction Easement and a Permanent Easement.

**9.2 Approve Mural Project**

☛ Motion Trent Jones moved, seconded by Travis Cochran to approve the Mural Project.

Jeff Boardman	YES	Nathan McLeland	YES
Tim Carsrud	Yes	Tricia Simonson	YES
Travis Cochran	Yes	Bill Sims	absent
Trent Jones	YES		

The motion carried.

Heather Rodriguez presented a Mural Project that would commence in August of 2024. The Mural would be painted by the youth in town for the Pathfinders Camporee Event. It would be on the Northside of CCFD Maintenance Facility facing 2<sup>nd</sup> Street. Heather presented the image she designed that represents many facets of Gillette & Campbell County.

**9.3 Approve LIV (Life Safety Inspection Vault) Agreement**

☛ Motion Travis Cochran moved, seconded by Nathan McLeland to approve the LIV Agreement.

Jeff Boardman	YES	Nathan McLeland	YES
Tim Carsrud	Yes	Tricia Simonson	YES
Travis Cochran	YES	Bill Sims	absent
Trent Jones	NAY		

The motion carried.

Fire Marshall Stuart Burnham presented information on Life Safety Inspection Vault software that would require contractors performing inspections on fire safety systems in business to input the information in the LIV software. CCFD Prevention department can then access that information to know what systems have been inspected and the status of those systems. There is no cost to CCFD. The contractors would pay to upload the information into the software. This is a frequent practice throughout the State of Wyoming.



Gillette, Wright, Campbell County Fire Protection  
 Joint Powers Board of Directors  
 PUBLIC COMMENTS/CONSENT AGENDA/MINUTES  
 January 10, 2024 - Discussion/Approval

**9.4 Approve 2024 Holiday Calendar**

➤ Motion Trent Jones moved, seconded by Travis Cochran to approve the 2024 Holiday Calendar

Jeff Boardman	YES	Nathan McLeland	YES
Tim Carsrud	YES	Tricia Simonson	YES
Travis Cochran	YES	Bill Sims	absent
Trent Jones	YES		

The motion carried.

Director of Finance Juli Pierce presented the 2024 Holiday Calendar. CCFD takes the approved County Holiday Calendar & converts it into three Calendars to fit the three distinct types of shifts. Administration/Prevention, 40-hour Operations and 24-hour Operations.

**12.1 ADJOURNMENT**

➤ Motion Tim Carsrud moved, seconded by Trent Jones, to adjourn at 1929.

Jeff Boardman	YES	Nathan McLeland	YES
Tim Carsrud	YES	Tricia Simonson	YES
Travis Cochran	YES	Bill Sims	absent
Trent Jones	YES		

The motion carried.

Respectfully Submitted,

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Vice Chair Jeff Boardman

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Attest: Juli Pierce



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
APPROVAL OF EXPENDITURES  
January 10, 2024 - Discussion/Approval

## 6.2 Monthly Expenditures

Campbell County Fire Department  
Check Run **MONTH/YEAR**

(Will be submitted at the Board Meeting)



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
APPROVAL OF EXPENDITURES  
January 10, 2024 - Discussion/Approval

## 7. EXPENDITURE APPROVAL

### 7.1 Approval of Manual Checks

**MANUAL CHECKS:**

Wyoming Conference of Bldg Officials	\$350.00
Wyoming Retirement	\$6,103.48
Wyoming Retirement	\$937.50
Wyoming Retirement	\$69,626.39
Blackhills Energy	\$1,528.69
Verizon	\$944.47
Spectrum/Charter	\$180.28
Century Link	\$875.23
Fusion Cloud	\$1,578.41
PREC	\$1,938.18
Wyoming Retirement	\$918.75
Wyoming Retirement	\$6,136.59
Wyoming Retirement	\$68,164.67

**Total** \$159,282.64



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
BOARD REVIEW/FYI ITEMS  
January 10, 2024 - Information/Review

## **8. BOARD REVIEW/FYI ITEMS**

### **8.1 Financial and Policy Review**

#### **8.1.1 Financial Reports**

#### **8.1.2 Policy and Procedure Review**



## 8.2 Administrative Items: Fire Chief

### 8.2.1 Call Reviews

### 8.2.2 Training Report

#### Training Division Report – December 2023

##### December Training Highlights

During December 159 training classes were held. 1,607 hours of training was recorded with 609 participants.

In December department-wide training was conducted on ice rescue equipment refresher and vehicle fire and structure fire rollups.

The full-time staff conducted training on rapid intervention drills, stokes basket patient lashing, and bailouts.

Five full-time new hire employees continue to move through their 17-week firefighter academy.

##### **Five Year Total Training Hours:**

2023 – 16,888	2,254 Classes
2022 – 15,377	2,340 Classes
2021 – 15,658	1,783 Classes
2020 – 11,437	1,850 Classes
2019 – 12,045 Hours	906 Classes

##### January 2024 Training Schedule:

- **January 4, 2024**
  - Department Wide Training
- **January 11, 2024**
  - Department Wide Training
- **January 17, 2024**
  - Part-time Recruit Academy
- **January 18, 2024**
  - Department Wide Training
- **January 24, 2024**
  - Part-time Recruit Academy
- **January 31, 2024**
  - Part-time Recruit Academy

### 8.2.3 Facilities Update/General Information

Report will be presented at the meeting by Chief Bender.



Gillette, Wright, Campbell County Fire Protection  
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ADMINISTRATIVE ITEMS  
January 10, 2024 - Information/Discussion

## 8.2.4 Calendar of Upcoming CCFD/Fire Board Events

### January 2024

- January 10, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.
- **January 24, 2024: Quarterly Commissions Meeting at 5:30 p.m. in the Commissioner's Chambers.**

### February 2024

- February 14, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

### March 2024

- March 13, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

### April 2024

- April 10, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.
- April 24, 2024: Quarterly Commissions Meeting at 5:30 p.m. in the Commissioner's Chambers.

### May 2024

- May 8, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

### June 2024

- June 12, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

### July 2024

- July 10, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.
- July 24, 2024: Quarterly Commissions Meeting at 5:30 p.m. in the Commissioner's Chambers.



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January 10, 2024 - Information/Discussion

**August 2024**

- August 14, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

**September 2024**

- September 11, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

**October 2024**

- October 9, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.
- October 23, 2024: Quarterly Commissions Meeting at 5:30 p.m. in the Commissioner's Chambers.

**November 2024**

- November 13, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.

**December 2024**

- December 11, 2024: Fire Board Meeting at 5:30 p.m. at Station One Community Room.





Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
BOARD ACTION ITEMS  
January 10, 2024 - Information/Discussion

## **9. BOARD ACTION ITEMS**

**9.1 Designate Gillette News Record as official newspaper**

**9.2 Designate First Interstate Bank to provide Banking and Credit Card Services for 2024**

**9.3 Approve Business Mileage Rate of 67 cents per mile**

**9.4 Approve New 2024 Legal Services Agreement**

**9.5 Approve 102.01 Career Assignments**

**9.6 Approve 102.03 Work Schedule**

**9.7 Approve 103.02 Leave Selection**

**9.8 Approve 103.02 Overtime Ops. Personnel**

**9.9 Approve 502.01 Scheduling**



Gillette, Wright, Campbell County Fire Protection  
Joint Powers Board of Directors  
EXECUTIVE SESSION/ADJOURNMENT  
January 10, 2024 - Discussion/Approval

**10. EXECUTIVE SESSION**

**10.1 Matters Posing Threat to Security of Public or Private Property, or Threat to Public Access**

**10.2 Appointment, Employment, or Dismissal of Public Officer, Employee, or Professional Person**

**10.3 Litigation Matters**

**10.4 National Security Matters**

**10.5 Real Estate Purchases**

**10.6 Attorney-Client Privileged Information**

**11. EXECUTIVE SESSION MINUTES APPROVAL**

Motion to approve Executive Session Minutes (if needed).

**12. ADJOURNMENT**

The meeting was adjourned at \_\_\_\_\_ hours.