

COUNCIL PROCEEDINGS  
Casper City Hall – Council Chambers  
June 1, 2021

1. ROLL CALL

Casper City Council met in regular session at 6:00 p.m., Tuesday, June 1, 2021. Present: Councilmembers Cathey, Engebretsen, Gamroth, Johnson, Knell, Lutz, Pacheco and Mayor Freel. Absent: Councilmember Pollock.

Moved by Councilmember Knell, seconded by Councilmember Johnson, to, by minute action, excuse the absence of Councilmember Pollock. Motion passed.

2. PLEDGE OF ALLEGIANCE

Mayor Freel led the audience in the Pledge of Allegiance.

3. MINUTES

Moved by Councilmember Johnson, seconded by Councilmember Knell, to, by minute action, approve the minutes of the May 18, 2021, regular Council meeting, as published in the Casper-Star Tribune on May 27, 2021. Motion passed.

4. BILLS & CLAIMS

Moved by Councilmember Johnson, seconded by Councilmember Engebretsen, to, by minute action, approve payment of the June 1, 2021, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 06/01/21

4Imprint	Services	1,372.58
71Const	Services	2,075.24
AbyMnfctrng	Goods	5,108.00
AMBI	Services	118.29
AAALndscpng	Services	720.00
Adecco	Services	1,942.43
AhrnRntls	Goods	769.10
Airgas	Goods	1,752.19
AllncComm	Services	56,746.80
AllncElec	Services	2,920.74
Alsco	Services	1,106.45
AMSgnl	Goods	19,696.13
AmrTech	Services	30,519.40
Amrgs	Goods	14,181.22
ArrwhdHtng	Services	301.67
ARSFlood	Services	21,055.44
AtlntcElec	Services	2,724.60
Atlas	Goods	13,359.95
AceHrdwr	Goods	350.31
BarDSgn	Services	399.02

BlkHillsEnrgy	Utilities	31,921.46
BlkmnPrpn	Services	464.99
BldrnLmbr	Goods	1,919.77
Boys&GirlsClb		22,996.40
BrckInc	Services	4,350.00
Caselle	Services	75.00
CATC		199,458.88
CsprCllg	Reimb	1,280.00
CsprNCHlth	Services	85,500.00
CsprSccrClb	Services	145.63
CsprStrTrb	Services	2,235.36
CsprTire	Goods	495.00
CsprWnnlsn	Services	4,277.00
CntrlWYSnr	Services	31,870.35
CntryLnk	Services	147.09
CH2M	Services	29,846.69
CAsbe	Services	1,400.00
Agrant	Reimb	1,745.23
NKndy	Reimb	270.00
CtyCspr	Services	62,506.05
CvlEng	Services	13,801.26
CMI	Services	175,997.21
CommTec	Services	29,678.31
Cnvrgn	Services	27,430.95
Core&Main	Services	1,208.30
CPU	Goods	10,723.95
CrwnCnst	Services	1,089.94
DlcoInd	Goods	370.12
DckrAuto	Services	970.07
Dell	Goods	713.49
DnnsSup	Goods	78.75
DmndVgl	Goods	32.92
DPCInd	Goods	22,019.56
DrvrChck	Services	601.35
E&F	Services	435.00
EmrgncMed	Services	899.40
CLynch	Reimb	150.00
MDay	Reimb	150.00
BMarshall	Reimb	150.00
KByer	Reimb	100.00
JDoherty	Reimb	12.99
EBrooks	Reimb	150.00
EnrgyLabs	Services	2,533.00
EngDsgn	Services	250.00
Enviro&Cvl	Services	17,377.85

ExprsSrvcs	Services	607.68
FrgsnEnt	Services	19,200.37
1stDataMrchnt	Services	39.90
Galls	Goods	1,248.27
GEMDS	Goods	851.80
GlblEquip	Services	855.75
GlblSpctrm	Services	82,909.91
GldrAssoc	Services	330.25
Gnng	Goods	287.36
GnnrsMtrs	Goods	1,185.00
HDREng	Services	27,126.43
HrcIsInd	Services	50.21
Homax	Goods	19,831.86
Hose&Rbr	Goods	300.43
HotsyEqp	Goods	360.00
IndScrn	Goods	250.64
ITC	Services	979.20
JacobsEng	Services	80,811.65
KCWY-TV	Services	750.00
KnfRvr	Services	9,348.43
LeewrdTree	Goods	1,840.00
LisaSpcNSpn	Services	880.00
MidwstLab	Services	441.00
MillsPD	Goods	172.50
Motn&Flw	Goods	3,284.46
MtrlSol	Services	9,457.67
MtnStLitho	Services	995.01
MtnWstPhne	Services	1,000.00
Myrs&Sons	Services	1,127,069.91
NCSO	Services	60,723.06
Norco	Goods	1,341.46
NPT	Services	128.26
NWCntrs	Goods	1,847.09
OvrhdDoor	Services	849.00
Pantheon	Goods	189.63
PrnnlEngy	Goods	981.03
PrairiePella	Goods	27.65
PrntWrks	Services	504.41
RdrShop	Services	455.50
RinkSystem	Services	811.00
RvrOaksCom	Services	1,000.00
RckyMtnAirSol	Goods	21.10
RckyMtnPwr	Utilities	95,706.27
RodolphBros	Services	694.50
RootrSwr	Services	436.05

SaltusTch	Goods	1,096.00
ShrwnWllms	Goods	626.62
Smrsh	Services	5,666.00
SmthPschlgcl	Services	400.00
SftDr	Services	83.75
WyStAdtr	Services	20,974.48
SummtElec	Services	350.00
SummtPrtnrs	Services	23,714.25
TopOffc	Goods	270.20
TylerTech	Services	36,160.00
Unfrms2Gear	Goods	18,895.30
UgntCare	Services	25.00
Vrzn	Services	81.16
VncLangge	Services	25.00
VRC	Services	151.20
WamcoLab	Services	1,800.00
WearPrts	Goods	21.40
WstPlnsEng	Services	12,980.00
WstSgn	Goods	100.00
WLCEng	Services	2,560.60
WyStl	Goods	1,499.38
Xerox	Goods	485.19
Total		2,653,196.11

5. COMMUNICATIONS FROM PERSONS PRESENT

No citizens addressed the Council.

6. ESTABLISH PUBLIC HEARINGS

Moved by Councilmember Cathey, seconded by Councilmember Engebretsen, to, by minute action: establish June 15, 2021, as the public hearing date for the consideration of the adoption of the fiscal year 2021 budget amendment #5; adoption of the fiscal year 2021-2022 budget; and Limited Retail Liquor License No. 12 Casper Lodge #22 (Independent Order of Oddfellows) d/b/a Casper Lodge #22, located at 2125 CY Avenue #101. Motion passed.

7.A ORDINANCE— THIRD READING

Following ordinance read:

ORDINANCE NO. 12-21

AN ORDINANCE APPROVING THE VACATION AND REPLAT CREATING HARMONY HILLS ADDITION NO. 3, AND APPROVING THE SUBDIVISION RATIFICATION AGREEMENT.

WHEREAS, Harmony Development, LLC has applied to vacate and replat Lots 1-27, Block 7; Lots 1-14, Block 8, Tracts 4 and 5, and portions of Walnut Street and Harmony Road, Harmony Hills Addition No. 2, Phase 1, to create the Harmony Hills Addition No. 3 Subdivision; and, WHEREAS, after a public hearing, the City of Casper Planning and Zoning Commission passed a motion recommending that the City Council approve the requested vacation and replat; and,

WHEREAS, the vacation and replat requires approval by ordinance, following a City Council public hearing; and,

WHEREAS, the governing body of the City of Casper finds that the above-described vacation and replat should be approved.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

That the vacation and replat creating the Harmony Hills Addition No. 3 Subdivision is hereby approved.

SECTION 2:

All previous Subdivision Agreements, including Amendments, which pertain to areas inclusive of the Harmony Hills Addition No. 3, as listed herein, are hereby ratified, and shall remain in full force and effect, for Harmony Hills Addition No. 3.

1) First Amendment to the Harmony Hills Addition No. 2 — Phase I Subdivision Agreement, the Harmony Hills Addition No. 2, Phase 2 Subdivision Agreement and the Harmony Hills Retail Lots 1-6, Harmony Hills Addition No. 2 Phase 2 Site plan Agreement, dated January 6, 2017 (Instrument # 1027183);

2) Harmony Hills Addition No. 2, Phase 1, recorded in the office of the Natrona County Clerk on July 22, 2015 as Instrument No. 996234.

SECTION 3:

The Subdivision Ratification Agreement is hereby approved, and the Mayor is hereby authorized to execute, and the City Clerk to attest said Agreement.

SECTION 4:

This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the 4<sup>th</sup> day of May, 2021.

PASSED on 2nd reading the 18<sup>th</sup> day of May, 2021.

PASSED, APPROVED, AND ADOPTED on 3<sup>rd</sup> and final reading the 1<sup>st</sup> day of June, 2021.

Councilmember Cathey presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Lutz.

No citizens spoke on the ordinance. Councilmember Engebretson and Mayor Freel abstained. Motion passed.

7.B ORDINANCE— THIRD READING

Following ordinance read:

ORDINANCE NO. 13-21

AN ORDINANCE APPROVING THE VACATION AND  
REPLAT CREATING THE KENSINGTON HEIGHTS  
ADDITION NO. 3 SUBDIVISION.

WHEREAS, Kensington Heights Investments, LLC has applied to vacate and replat Tract A, Kensington Heights Addition No. 1 to create the Kensington Heights Addition No. 3 Subdivision; and,

WHEREAS, after a public hearing, the City of Casper Planning and Zoning Commission passed a motion recommending that the City Council approve the requested vacation and replat; and,

WHEREAS, the vacation and replat requires approval by ordinance, following a City Council public hearing; and,

WHEREAS, the governing body of the City of Casper finds that the above-described vacation and replat should be approved.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, the Kensington Heights Addition No. 3 Subdivision Agreement.

SECTION 2:

That the vacation and replat creating the Kensington Heights Addition No. 3 Subdivision is hereby approved, under the terms and conditions of the Kensington Heights Addition No. 3 Subdivision Agreement.

SECTION 3:

This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1st reading the 4<sup>th</sup> day of May, 2021.

PASSED on 2nd reading the 18<sup>th</sup> day of May, 2021.

PASSED, APPROVED, AND ADOPTED on 3<sup>rd</sup> and final reading the 1<sup>st</sup> day of June, 2021.

Vice Mayor Pacheco presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Gamroth.

No citizens spoke on the ordinance. Councilmember Engebretsen and Mayor Freel abstained. Motion passed.

8.A ORDINANCE— SECOND READING

Following ordinance read:

ORDINANCE NO. 14-21

AN ORDINANCE APPROVING A ZONE CHANGE FOR PROPOSED LOT 3, METHODIST CHURCH ADDITION MBA (CURRENTLY DESCRIBED AS A PORTION OF LOT 1, METHODIST CHURCH ADDITION).

Councilmember Gamroth presented the foregoing ordinance for approval, on second reading. Seconded by Councilmember Johnson.

No citizens spoke on the ordinance. Councilmember Knell assured a citizen that they received their emails. Councilmember Engebretsen and Mayor Freel abstained. Motion passed.

8.B ORDINANCE— SECOND READING

Following ordinance read:

ORDINANCE NO. 15-21

AN ORDINANCE GRANTING FRANCHISE TO CLARITY TELECOM, LLC, FOR THE CONSTRUCTION AND OPERATION OF A CABLE SYSTEM.

Councilmember Cathey presented the foregoing ordinance for approval, on second reading. Seconded by Councilmember Engebretsen. No citizens spoke on the ordinance. Motion passed.

9.A RESOLUTION

Following resolution read:

RESOLUTION NO. 21-79

A RESOLUTION REPEALING RESOLUTION 21-78 AND APPROVING THIS REVISED DOWNTOWN OPEN CONTAINER AREA.

Councilmember Johnson presented the foregoing resolution for adoption. Seconded by Councilmember Lutz. City Manager Napier provided a brief report.

Councilmember Cathey moved to amend the resolution to provide notice of participation 5 business days prior to the event. Seconded by Councilmember Lutz. Council voted on the amendment. Motion to amend passed.

Council had no further amendments or discussion and voted on the amended resolution. Motion passed.

9.B CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 21-80

A RESOLUTION ACCEPTING A GRANT FROM THE UNITED STATES DEPARTMENT OF THE TREASURY.

RESOLUTION NO. 21-81

A RESOLUTION SUPPORTING PLACING A PROPOSITION FOR IMPOSITION OF A 1% SPECIFIC PURPOSE EXCISE TAX IN NATRONA COUNTY, STATE OF WYOMING, FOR THE PURPOSE OF FUNDING SPECIFIC PROJECTS ON THE BALLOT FOR CONSIDERATION BY THE VOTERS AT A SPECIAL ELECTION TO BE HELD IN NATRONA COUNTY ON NOVEMBER 2, 2021.

RESOLUTION NO. 21-82

A RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE CITY OF CASPER AND MEAD & HUNT, INC., FOR THE DOWNTOWN CASPER ONE-WAY TO TWO-WAY CONVERSION STUDY.

Councilmember Gamroth presented the foregoing three (3) resolutions for adoption. Seconded by Councilmember Engebretsen. City Manager Napier provided a brief report. A vote on the resolutions resulted in all ayes. Motion passed.

10. MINUTE ACTION— CONSENT

Moved by Councilmember Johnson, seconded by Councilmember Lutz, to, by consent minute action, authorize the inclusion of fiscal year 2021-2022 summary proposed budget into the minutes

of the June 1, 2021, regular Council Meeting; and authorize the purchase of fourteen (14) new thermal imaging cameras from CoPro EFP, in the total amount of \$62,250. Motion passed.

**Citywide FY22 Budget Summary**

	<i>Expense</i>
<b>General Fund</b>	<b>\$49,525,171</b>
<b>Other General Government Funds</b>	<b>\$3,740,791</b>
Opportunities Fund	\$250,682
Perpetual Care Fund	\$1,304,766
Local Assessment District Fund	\$187
Metro Animal Fund	\$1,348,201
River Fund	\$836,955
<b>Special Revenue Funds</b>	<b>\$8,722,578</b>
CARES Act Funding	\$250,000
Weed & Pest Fund	\$534,632
Special Fire Assistance Fund	\$84,920
Revolving Land Fund	\$282,942
Police Grants Fund	\$410,195
Public Transit Fund	\$3,031,375
Metropolitan Planning	\$1,307,693
Public Safety Communications	\$2,760,821
Redevelopment Loan Fund	\$60,000
<b>Capital Projects Fund</b>	<b>\$19,354,292</b>
<b>Utility Enterprise Funds</b>	<b>\$52,567,164</b>
Water Distribution Fund	\$16,366,972
Water Treatment Plant Ops Fund	\$3,482,696
Sewer Fund	\$7,999,554
Wastewater Treatment Plant	\$6,643,226
Refuse Collection Fund	\$8,591,671
Balefill Fund	\$9,483,045
<b>Other Enterprise Funds</b>	<b>\$6,221,766</b>
Aquatics Fund	\$1,118,757
Golf Course Fund	\$882,727
Ice Arena Fund	\$560,885
Recreation Center Fund	\$1,498,970
Hogadon Fund	\$967,504
Ford Wyoming Center Fund	\$1,013,540
Parking Fund	\$179,382
<b>Internal Service Funds</b>	<b>\$6,914,668</b>
Fleet Maintenance Fund	\$3,261,778
Buildings and Structures Fund	\$983,491
Health Insurance Fund	\$422,100
Property Insurance Fund	\$2,247,299
<b>Citywide Total Budget</b>	<b>\$147,046,429</b>



11. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmembers spoke on meetings and events they attended as well as upcoming events. Councilmember Knell reported that he went on a ride-along with the Police Department and shared his compliments of the department. City Manager Napier reported on a call from a potential vendor to provide scooter services and requested this item be discussed at the work session next week. Mayor Freel asked how much time would be needed, and City Manager Napier suggested 15 minutes. Councilmember Knell asked that they bring information on their liability insurance.

12. ADJOURN INTO EXECUTIVE SESSION

Mayor Freel noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, June 8, 2021, in the Council's meeting room; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, June 15, 2021, in the Council Chambers.

At 6:21 p.m., it was moved Councilmember Cathey, seconded by Councilmember Knell, to adjourn into executive session to discuss personnel. Motion passed. Council moved into the Council meeting room.

At 7:09 p.m., it was moved by Councilmember Cathey, seconded by Councilmember Lutz, to adjourn the executive session. Motion passed. Council opened the meeting.

13. ADJOURNMENT

At 7:09 p.m., it was moved by Councilmember Cathey, seconded by Councilmember Lutz, to adjourn the regular Council meeting. Motion passed.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Steven K. Freel  
Mayor