

INFORMATION PACKET

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Friday, March 27, 2020



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We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

The Grid

A working draft of Council Meeting Agendas

April 7, 2020

Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
C = Item is on Consent N = Item is not on Consent					
Pre-Meeting: Approve March 17 Executive Session Minutes					
Pre-Meeting: WAM Voting Delegate					
Pre-Meeting: Community Relations Spec Update					
Pre-Meeting: Audit Review					
Pre-Meeting: Goodstein Lease					
Pre-Meeting: Draft of Text Amendment Chapter 8.40 (Litter Control)					
Establish Public Hearing Date for April 21: Liquor License Sanctions/Update & Open Container	C				
Establish Public Hearing Date for April 21: Text Amendment to Chapter 17.68 of the Casper Municipal Code Pertaining to Gaming/Gambling in the C-4 (Highway Business) Zoning District.	C				
Public Hearing: Annexation and Plat Creating the Sontrust No. 1 Addition to the City of Casper, and Zoning of said Addition as R-3 (One to Four Unit Residential). 1st Reading Ordinance		N			
Public Hearing Date: Local Assessment District 157 - Arrowhead Road and Jade Avenue Roadway Improvements. 1st Reading Ordinance		N			
Plat to Creating Garden Creek Square Addition No. 2, a Subdivision Agreement, and a Zone Change of Said Addition to R-4 (High Density Residential). 3rd Reading			N		
Vacation, Replat, Zone Change and Subdivision Agreement for the Greenway Park III Addition. 3rd Reading			N		
Replat, Zone Change, and Subdivision Agreement for the Kensington Heights Addition No.1. 3rd Reading			N		
Authorizing an Agreement with the Central Wyoming Regional Water System Joint Powers Board for the 2020 Roof Replacement Project.				C	
Authorizing an Energy Efficient Commercial Building Deduction to Hein/Bond Architects and Casper Electric, Inc., as part of the Baler Building/MRF Expansion Project.				C	
Authorizing an Agreement with Wharton Asphalt LLC, in the Amount of \$47,723, for the Residential Crack Sealing Project.				C	
Authorizing an Agreement with Sheet Metal Specialties, Inc., in the Amount of \$586,500, for the Aquatics and Recreations Center HVAC Replacements Project.				C	

April 7, 2020 (cont.)

Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Authorizing an Agreement with Myers & Sons Construction LLC in the Amount of \$2,000,000, for the Sam H. Hobbs Wastewater Treatment Plant Secondary Treatment Rehabilitation Project.				C	
Authorizing an Agreement with SWi, LLC, in the Amount of \$26,330, for the Events Center Fencing Project.				C	
Authorizing an Agreement with Wayne Coleman Construction in the Amount of \$275,250, for the 2020 CPU Asphalt Repair Project.				C	
Authorizing an Agreement with JTL Group, Inc., dba Knife River, Inc., in the Amount of \$178,010, for the Miscellaneous Concrete and Storm Sewer Repairs Project.				C	
Acceptance of the U.S. Department of Homeland Security, Federal Emergency Management Agency, State Homeland Security Program Grant, in the Amount of \$34,038.57.				C	
Goodstein Parking Area Lease				C	
Authorizing an Annexation Policy for Providing City Services to Outside-City Property.				C	
Authorizing an Agreement with Golder Associates, Inc., in the Amount of \$74,581, for the Solid Waste Monitoring Upgrades and Landfill Cell Planning Project No. 20-016.				C	
Authorizing an Agreement with Golder Associates, Inc., in the Amount of \$80,915, for the Closed Balefill Monitoring Upgrades Project No. 20-017.				C	
Approving Transfer of Ownership for Restaurant Liquor License No. 31, Himalayan Indian Cuisine, LLC, d/b/a Himalayan Indian Cuisine, Located at 232 East 2nd Street Suite 100B.					C
Executive Session - Personnel					

April 14, 2020

Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
Comp & Class Study Review	Direction Requested	40 min	4:35
WAM Resolution	Direction Requested	30 min	5:15
Downtown Parking Garage Capital & Operations	Direction Requested	20 min	5:45
Unsafe Structures & Equipment Ordinance	Direction Requested	60 min	6:05
Agenda Review		20 min	7:05
Legislative Review		10 min	7:25
Council Around the Table		10 min	7:35
Approximate Ending Time:			7:45

April 21, 2020

Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Pre-Meeting: Sole Source Purchase of Ticket Printers from Paciolan for use at the Casper Events Center					
Public Hearing: Liquor License Sanctions/Update & Open Container 1st Reading Ordinance?		N			
Public Hearing: Text Amendment to Chapter 17.68 of the Casper Municipal Code Pertaining to Gaming/Gambling in the C-4 (Highway Business) Zoning District. 1st Reading Ordinance		N			
Annexation and Plat Creating the Sontrust No. 1 Addition to the City of Casper, and Zoning of said Addition as R-3 (One to Four Unit Residential). 2nd Reading			N		
Local Assessment District 157 - Arrowhead Road and Jade Avenue Roadway Improvements. 2nd reading			N		
Resolution Modifying Open Container Law (tentative)				C	
WAM Voting Delegates					C

April 28, 2020

Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Allotted Time	Begin Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Council Meeting Follow-up		5 min	4:30
College National Finals Rodeo Discussion	Direction Requested	20 min	4:35
Event Center Budget	Direction Requested	30 min	4:55
Event Center Update	Information Only	30 min	5:25
Agenda Review		20 min	5:55
Legislative Review		10 min	6:15
Council Around the Table		10 min	6:25
Approximate Ending Time:			6:35

May 5, 2020

Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
May 5 - Local Assessment District 157 - Arrowhead Road and Jade Avenue Roadway Improvements. 3rd reading			N		
Public Hearing: Liquor License Sanctions/Update & Open Container 2nd Reading Ordinance?		N			
Public Hearing: Text Amendment to Chapter 17.68 of the Casper Municipal Code Pertaining to Gaming/Gambling in the C-4 (Highway Business) Zoning District. 2nd Reading Ordinance		N			

Future Agenda Items

Item	Date	Estimated Time	Notes
Parking on the Parkways		30 min	
David Street Station 501(c)(3)		30 min	
Animal Care Ordinance Review			
Meadowlark Park			Spring 2020
Citizen Presentation - Vehicle Licensing - Maddie Booth		20 min	Waiting on response from Booth family
Private Operation of Hogadon			
Formation of Additional Advisory Committees			

Staff Items

Limo Amendment			
Health Plan - Residual Balance			After January 2020
Utility Business Plan			After New Year - February
Sign Code Revision			
Wind River Traffic Update			Summer 2020
Tentative Budget Review	May 12, 2020		
Community Relations Spec Update		30 min	

Special Work Sessions

Budget Work Sessions	May 18 & 20
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Future Council Meeting Items

Public Hearing - Sontrust No. 1 Addition - Annexation Compliance & 3rd Reading Ordinance	May 19, 2020
Establish Public Hearing - FY 21 Budget Adoption Summary Proposed Budget published in minutes	June 2, 2020
Public Hearing Date - FY 21 Budget Adoption	June 16, 2020

Retreat Items

Economic Development and City Building Strategy



CITY OF CASPER CODE ENFORCEMENT STOPPED BY TO SEE YOU

The City of Casper realizes that this is a unique and difficult time for everyone. However, the City of Casper Code Enforcement Division is taking this opportunity to let you know that we are continuing to serve the Citizens of Casper, and have identified a potential code violation with your property. We are asking that you please address the following, at your soonest convenience:

Please understand that this **is not** a formal "Notice of Violation." We are simply initiating communication with you to discuss a potential zoning/compliance issue before any escalation becomes necessary. We are very happy to work with you and to be flexible, so please, feel free to contact me at 307-235-8254, or, by Email at _____ to discuss your situation, and to relay your plans to us.

Sincerely,

Code Enforcement Officer

Date



COURTESY REMINDER

(THIS IS NOT A FORMAL VIOLATION NOTICE)



Although it is NOT an official City ordinance, the City of Casper is asking residents to remove snow from their sidewalks in the winter months for the following reasons:

- Sidewalks can become hazardous and impassable for pedestrians, post office employees or emergency responders.
- If there is a slip and fall incident on your sidewalk, you may be legally liable. Many home insurance policies require that sidewalks be properly maintained for this reason.

Therefore, we are asking that you do the “neighborly thing,” and remove the snow from your sidewalk(s). PLEASE DO NOT SHOVEL SNOW INTO THE STREET. Instead, snow should be stored on your yard/property, which will allow for water infiltration as the snow melts. Your cooperation in this matter is greatly appreciated! If you have any questions, or for more information, contact the Community Development Department, Code Enforcement Division at 235-8254.

March, 2020

**CONTINUATION OF STATEWIDE PUBLIC HEALTH ORDER CLOSING
BARS, RESTAURANTS, THEATERS, GYMNASIUMS, CHILD CARE
FACILITIES, K-12 SCHOOLS, COLLEGES, UNIVERSITIES, AND TRADE
SCHOOLS STATEWIDE**

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by implementing emergency measures to close all restaurants, bars, theaters, gymnasiums, child care facilities, K-12 schools, colleges, universities, and trade schools, in the State of Wyoming, with certain exceptions. This Order is effective immediately, and shall remain in effect through April 17, 2020, unless the Wyoming Department of Health revokes or extends this Order before April 17, 2020.

FINDINGS

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 70 confirmed cases of COVID-19 in Wyoming as of 11:10 a.m. on March 27, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in “December 2019 a novel (new) coronavirus known as SARS-CoV-2 (“the virus”) was first detected in Wuhan, Hubei Province, People’s Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation’s communities threatens to strain our Nation’s healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States.”
5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon’s Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.
7. The guidelines issued from the White House on March 16, 2020, specify that with evidence of community transmission within a state, bars, restaurants, food courts, gyms, and other indoor and outdoor venues where groups of people congregate should be closed.
8. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms place other vulnerable members of the public at significant risk.

9. Counties in Wyoming have requested orders of this kind following the White House guidelines, and the best manner of protecting the health of the citizens of Wyoming is through a consistent order spanning the entire State.
10. A large number of persons with serious infections has the ability to compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
11. Wyoming Statute §§ 35-1-240(a)(i) and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, M.D., PhD, or under her directive through other employees of the Wyoming Department of Health, to close theaters, schools, and other public places, and forbid public gatherings when necessary to protect the public health.
12. In addition to the above findings, stopping the spread of COVID-19 includes washing hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, and covering your cough or sneeze into your elbow or by using a tissue.

ORDER

1. The following places of public accommodation are ordered closed to ingress, egress, use, and occupancy by members of the public:
 - a. Restaurants, food courts, cafes, coffeehouses, and other similar places of public accommodation offering food or beverage for on-premises consumption;
 - b. Bars, taverns, brew pubs, breweries, microbreweries, distillery pubs, wineries, tasting rooms, special licensees, clubs, and other places of public accommodation offering alcoholic beverages for on-premises consumption;
 - c. Cigar bars;
 - d. Gymnasiums; and
 - e. Movie and performance theaters, opera houses, concert halls, and music halls.
2. The following conditions apply to places of public accommodation subject to this Order:
 - a. Places of public accommodation are encouraged to offer food and beverage using delivery service, window service, walk-up service, drive-through service, or drive-up service, and to use precautions in doing so to mitigate the potential transmission of COVID-19, including social distancing. Online and telephonic credit card transactions are strongly encouraged (e.g. Venmo, Squarecash, Googlepay, Apple Pay and similar payment apps).
 - b. Staff who handle cash or credit cards may not be involved in the preparation, handling, or delivery of food.
 - c. In offering food or beverage, a place of public accommodation may permit up to five members of the public at one time in the place of public accommodation for the purpose of picking up their food or beverage orders, so long as those individuals are at least six feet apart from one another while on premises.
 - d. For hotel restaurants, food items may only be delivered as room service or as described above.
 - e. Management shall ensure, on a daily basis, that no employee who presents symptoms of illness will be permitted to work.

3. For clarity, this Order does not apply to any of the following:
 - a. Places of public accommodation that offer food and beverage not for on-premises consumption, including grocery stores, markets, retail stores that offer food, convenience stores, pharmacies, drug stores, and food pantries;
 - b. Room service in hotels;
 - c. Health care facilities, residential care facilities, congregate care facilities, and juvenile justice facilities;
 - d. Crisis shelters or similar institutions;
 - e. Airport concessionaires; and
 - f. Any emergency facilities necessary for the response to the events surrounding the public health emergency and state of emergency caused by COVID-19.
4. All child care centers and home daycares are ordered closed, subject to the following:
 - a. Child care centers or home daycares that provide care for children of essential personnel may continue to operate to provide child care for children of essential personnel. Essential personnel includes:
 - i. Staff and providers of childcare and education services, including custodial and kitchen staff and other support staff, who do not do their work remotely;
 - ii. Providers of healthcare including, but not limited to, employees of clinics, hospitals, nursing homes, long-term care and post-acute care facilities, respite houses, designated agencies, emergency medical services, as well as necessary custodial, kitchen, administrative, and other support staff;
 - iii. Criminal justice personnel including those in law enforcement, courts, and correctional services;
 - iv. Public health employees;
 - v. Firefighters, Wyoming National Guard personnel called to duty for responding to COVID-19, and other first responders;
 - vi. State employees determined to be essential for response to the COVID-19 crisis;
 - vii. Active duty military staff;
 - viii. Pharmacy staff;
 - ix. Foster families with children through grade 8;
 - x. 2-1-1 and 9-1-1 call center staff; critical infrastructure and utility workers, including electrical, plumbing, telecommunications, water, and wastewater operators, workers, and staff;
 - xi. State, municipal, and commercial public works and sanitation crews;
 - xii. Grocery and food supply workers;
 - xiii. Supply chain, postal, and delivery drivers and warehouse workers;

- xiv. Manufacturers of medical devices, equipment, testing equipment, and supplies; and
 - xv. Fuel distribution workers.
- b. In circumstances where a child care center or home daycare remains open, the center or home is required to have fewer than 10 people in a room or together at any time, including for meals or recreation.
 - c. Further, a child care center or home daycare that remains open is required to follow all health guidelines from the CDC and Wyoming Department of Health for limiting the risk of transmission of COVID-19, to the extent possible when caring for children.
 - d. As childcare is a critical part of the infrastructure of Wyoming, allowing essential systems to function, in the event a county health officer wants to close a childcare facility under the direction and supervision of the State Health Officer, the County Health Officer shall work with local childcare providers to make available limited childcare services for essential personnel, as described above.
- 5. All K-12 schools shall not hold in person classes until no sooner than April 20 unless an exception is granted under paragraph 8 below. Staff and teachers may continue to work in school buildings to facilitate adaptive learning/instruction or to complete administrative tasks as directed by school superintendents. Food may still be prepared to be made available to those in need, as directed by school superintendents.
 - 6. All colleges, universities, and trade schools shall not hold in person classes until no sooner than April 20, 2020 unless an exception is granted under paragraph 8 below. Staff and teachers may continue to work in facility buildings to facilitate adaptive learning/instruction or to complete administrative tasks. Food may still be prepared to be made available to those in need.
 - 7. This Order supersedes all previous individual county orders authorized by the Wyoming State Health Officer under Wyoming Statute § 35-1-240(a)(iv). To the extent the county order is more restrictive, the more restrictive provisions still apply.
 - 8. Exceptions to the closures in paragraphs 1-6 may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented.

As the State Health Officer, I specifically deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 27 DAY OF March, 2020.



Alexia Harrist
Wyoming State Health Officer

CONTINUATION OF STATEWIDE PUBLIC HEALTH ORDER #2: FORBIDDING GATHERINGS OF TEN (10) PEOPLE OR MORE

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by implementing emergency measures, in accordance with the White House Guidelines, to forbid gatherings of ten (10) people or more, with certain exceptions. This Order is effective immediately, and shall remain in effect through April 17, 2020, unless the Wyoming Department of Health revokes or extends this Order before April 17, 2020.

FINDINGS

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 70 confirmed cases of COVID-19 in Wyoming as of 11:10 a.m. on March 27, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in “December 2019 a novel (new) coronavirus known as SARS-CoV-2 (“the virus”) was first detected in Wuhan, Hubei Province, People’s Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation’s communities threatens to strain our Nation’s healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States.”
5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon’s Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.

7. The guidelines issued from the White House on March 16, 2020, specify that with evidence of community transmission within a state, bars, restaurants, food courts, gyms, and other indoor and outdoor venues where groups of people congregate should be closed. The guidelines further specify that social gatherings of ten (10) people or more should be avoided.
8. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms place other vulnerable members of the public at significant risk.
9. Counties in Wyoming have requested orders of this kind following the White House guidelines, and the best manner of protecting the health of the citizens of Wyoming is through a consistent order spanning the entire State.
10. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
11. Wyoming Statute §§ 35-1-240(a)(i) and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, M.D., PhD, or under her directive through other employees of the Wyoming Department of Health, to forbid gatherings of people when necessary to protect public health.
12. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, and covering your cough or sneeze into your elbow or by using a tissue.

ORDER

1. Gatherings of ten (10) people or more are prohibited in order to help stop the spread of COVID-19 and protect the health of the public.
2. "Gatherings" are any planned or spontaneous event, public or private, bringing together, or likely bringing together, ten (10) people or more in a single room or a single confined space (whether indoor or outdoor) at the same time.
3. Gatherings at the following are exempted from this Order:
 - a. Hotels and motels for lodging purposes;
 - b. Livestock auctions;
 - c. Groups of workers being transported to a location for their jobs;
 - d. Government business, military and National Guard facilities, law enforcement, jails, secure treatment centers, and correctional facilities, including any facility operated by

the Wyoming Department of Corrections, and any facility used to respond to natural disasters or public health emergencies;

- e. State and local government facilities, including government service centers;
 - f. Relief facilities, including food pantries and shelter facilities;
 - g. Residential buildings;
 - h. Grocery stores, markets, convenience stores, pharmacies, drug stores;
 - i. Truck stops, gas stations, and auto-repair facilities;
 - j. Retail or business establishments, where more than ten (10) people may be present but are generally not within six (6) feet of one another;
 - k. Healthcare facilities, including hospitals, medical facilities, home health agencies, personal care agencies, hospices, adult family homes, mental health centers, and pharmacies;
 - l. Alcohol and drug treatment centers; and
 - m. Long-term care and assisted living facilities, including nursing homes and assisted living facilities, as long as the facility complies with guidance and directives from the CDC, the Wyoming Department of Health, and appropriate licensing and regulatory agencies.
4. Any gathering not covered by this Order should follow the public health recommendations of the Centers for Disease Control and the Wyoming Department of Health, including washing your hands often with soap and water, practicing social distancing by avoiding close contact with others including meetings over ten (10) people, avoiding touching your face, eyes, nose and mouth, and covering your cough or sneeze into your elbow or by using a tissue.
 5. Additional exceptions to the prohibitions in this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that people at a gathering will maintain at least six (6) feet of space between one another, and that effective cleaning will be performed before and after the gathering.
 6. This Order supplements the statewide public health order titled Continuation of Statewide Public Health Order Closing of Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools dated March 27, 2020.
 7. This Order supersedes all previous individual county orders authorized by the Wyoming State Health Officer under Wyo. Stat. Ann. § 35-1-240(a)(iv). To the extent any county order is more restrictive, the more restrictive provisions of the county order shall continue to apply.

As the State Health Officer, I deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 27 DAY OF March, 2020.



Alexia Harrist
Wyoming State Health Officer

**CONTINUATION OF STATEWIDE PUBLIC HEALTH ORDER #3:
TEMPORARY CLOSURE OF NAIL SALONS, HAIR SALONS, BARBER SHOPS,
MASSAGE PARLORS, TATTOO, BODY ART AND PIERCING SHOPS, AND
COSMETOLOGY, ELECTROLOGY, AND ESTHETIC SERVICES**

In an effort to stop the spread of the coronavirus (COVID-19), the Wyoming Department of Health finds it necessary to protect the health of the public by implementing emergency measures to impose temporary closures as described below because the nature of these services poses an increased risk to the spread of COVID-19. This Order is effective immediately and shall remain in effect through April 17, 2020, unless the Wyoming Department of Health revokes or extends this Order before April 17, 2020.

FINDINGS

1. COVID-19 was first detected in Wuhan, China in 2019, and since then has spread to over 60 countries including the United States. There are 70 confirmed cases of COVID-19 in Wyoming as of 11:10 a.m. on March 27, 2020, as well as the presence of community spread. It is expected that more cases will be diagnosed.
2. COVID-19 is a respiratory illness, transmitted through person-to-person contact or by contact with surfaces contaminated with the virus. Persons infected with COVID-19 may become symptomatic two to fourteen days after exposure. The symptoms of COVID-19 include fever, cough, and shortness of breath. In some cases, COVID-19 can result in severe disease, including hospitalization, admission to an intensive care unit, and death, especially among older adults and persons with serious underlying health conditions.
3. The World Health Organization declared COVID-19 a worldwide pandemic as of March 11, 2020.
4. On March 13, 2020, the President of the United States declared a national emergency concerning the coronavirus, specifically stating that, in “December 2019 a novel (new) coronavirus known as SARS-CoV-2 (“the virus”) was first detected in Wuhan, Hubei Province, People’s Republic of China, causing outbreaks of the coronavirus disease (COVID-19) that has now spread globally [...] The spread of COVID-19 within our Nation’s communities threatens to strain our Nation’s healthcare systems. [...] Additional measures [...] are needed to successfully contain and combat the virus in the United States.”
5. On March 13, 2020, Wyoming Governor Mark Gordon declared a State of Emergency and Public Health Emergency in the State of Wyoming, stating that on March 11, 2020, an individual within the State of Wyoming tested presumptive positive for COVID-19 and the State of Wyoming is experiencing a public health emergency in response to the evolving COVID-19 outbreak.
6. Governor Gordon’s Declaration of a State of Emergency and Public Health Emergency directs the Wyoming Department of Health to take all appropriate and necessary actions, and that in the judgment of the Director of the Wyoming Department of Health, any actions

necessary should be taken to provide aid to those locations where there is a threat or danger to public health, safety, and welfare.

7. A significant number of Wyoming citizens are at risk of serious health complications, including death, from COVID-19. Although most individuals who contract COVID-19 do not become seriously ill, people with mild symptoms place other vulnerable members of the public at significant risk.
8. A large number of persons with serious infections may compromise the ability of healthcare systems in Wyoming to deliver the necessary healthcare to the public.
9. Wyoming Statute §§ 35-1-240(a)(i), (ii), and (iv) provides all the rights and powers for the Wyoming Department of Health, through the State Health Officer, Dr. Alexia Harrist, M.D., PhD, or under her directive through other employees of the Wyoming Department of Health, to close certain public places when necessary to protect public health.
10. In addition to the above findings, stopping the spread of COVID-19 includes washing your hands often, practicing social distancing by avoiding close contact with others, staying at least six feet away from someone who is ill or showing signs of illness, avoiding touching your face, eyes, nose and mouth, and covering your cough or sneeze into your elbow or by using a tissue.

ORDER

1. Pursuant to Wyoming Statute §§ 35-1-240(a)(i), (ii), and (iv), effective immediately and continuing through April 17, 2020, unless revoked or extended by the Wyoming Department of Health before April 17, 2020, the following are ordered closed to members of the public in order to help stop the spread of COVID-19:
 - a. Nail salons, hair salons, and barber shops;
 - b. Cosmetology, electrology, and esthetic services;
 - c. Massage parlors (excluding massage performed for medical purposes); and
 - d. Tattoo, body art, and piercing shops.
2. The restrictions imposed by this Order do not prohibit owners, employees, contractors, vendors, or suppliers of the services listed above from entering, exiting, or occupying that place of business in their professional capacity, so long as the business or service is not offered to the public and so long as occupants abide by recommendations from the Wyoming Department of Health and the CDC to further mitigate the spread of COVID-19.
3. Additional exceptions to the closures within this Order may be granted, at the discretion of the County Health Officer, under the direction and supervision of the State Health Officer, if demonstrated, in writing, to the County Health Officer that effective cleaning and safety measures are implemented by the service provider.

4. This Order supplements previous statewide public health orders. (See Continuation of Statewide Public Health Order Closing Bars, Restaurants, Theaters, Gymnasiums, Child Care Facilities, K-12 Schools, Colleges, Universities, and Trade Schools Statewide, entered March 27, 2020; and Continuation of Statewide Public Health Order #2: Forbidding Gatherings of Ten (10) People or More, dated March 27, 2020).
5. This Order supersedes all previous individual county orders authorized by the Wyoming State Health Officer under Wyo. Stat. Ann. § 35-1-240(a)(iv). To the extent any county order is more restrictive, the more restrictive provisions of the county order shall continue to apply.

As the State Health Officer, I deem this Order necessary to protect the public health. *See* Wyo. Stat. Ann. § 35-1-240(a)(iv). I will reassess the necessity of this Order as appropriate to do so and according to accepted epidemiological and medical standards. Any person or legal entity that violates this Order shall be subject to criminal prosecution under Wyo. Stat. Ann. §§ 35-1-105 and -106.

DATED THIS 27 DAY OF March, 2020.



Alexia Harrist
Wyoming State Health Officer

Updated 3/27/2020

The vast majority of City business can be handled through the City website or over the phone. The City of Casper website is www.CasperWy.gov. The general City phone number is 307-235-8400.

Operations at City Hall

Council Meetings

- City Council will conduct the business of the public through technology: Go To Meeting.
- Meetings will be streamed on YouTube live as well as cable channel 192.
- Each Council member has the technology to hear the information being presented, see the presentations, and ask questions and participate in the discussion.
- Mayor with one other Council member present will conduct the meeting from City Hall
- Casper citizens can watch the meeting on YouTube or cable 192 as usual.
- Public comment for regular Council meetings will be taken by phone.
- Public comments are not taken during work sessions.
- Council can be contacted at any time at CouncilComments@casperwy.gov.

Public Services Department - Public Utilities/Engineering

The following tasks will be handled over the phone or via email, including payment via credit card. Payment or permit verification will be handled via email.

- Street Cut Permits
- Traffic Control Permits (would require initial e-mail from contractor)
- Curb-cut permits (still on winter shutdown)
- Permits to construct
- Physical tap fees
- System Investment Charges
- Outside agreement application fees
- Plan reviews

Engineering has provided a drop-box for bids. Bid openings will be done in Council Chambers and broadcast on cable channel 192 and YouTube.

Community Development Department - Planning and Building

The following can be handled over the phone or via email. The phone number is 235-8254 or 235-8264.

- Building inspections will remain the same. Call to schedule an inspection time.
- Contractor licensing exams will cease until at least April 6. Contractors may still call to set a testing date for the exam, with the understanding the date could change.
- Building permits, fence permits, and sign permits can still be requested. Payment methods will remain the same. Administrative technicians will deliver permits outside to customers after they are called at 235-8254.
- Applications and plan submittals are encouraged via email to either delston@casperwy.gov or kshanley@casperwy.gov.
- Mechanical, electrical, and plumbing permits will only be taken by phone, fax, or online.

- Consulting services for building and code enforcement divisions at the Community Development Department will be discontinued until at least April 6.

Finance Department – Customer Service

To pay utility bills (water, sewer, and trash collection)

- Payments can be mailed via US Postal Service
- Payments can be placed in the City Hall drop box, which is a secured metal box at the southern end of the building. It might be difficult to take cash.
- Credit card payments can be made online or calling 1-844-235-5262.
- Customers can make an electronic payment from their checking account by using their bank's personal banking website.
- Customers can sign up to make ongoing payments from their checking account by signing up for the City's EasyPay service. EasyPay causes the bill to be paid automatically, every month, directly from the customer's checking account

To make a different kind of payment (other than their regular utility bill):

- Payments can be mailed via US Postal Service
- Payments by check can also be taken at the City Hall drop box.
- Payments by credit card can also be taken over the phone. Customers can call the relevant City office directly, or they can call the main City of Casper phone line at 307-235-8400.

To submit forms and similar paperwork:

- Many forms and documents can be submitted electronically. Before making this sort of submission, contact the relevant City department directly (by phone or email), or call the general city phone number at 307-235-8400.
- Forms and documents that will fit into a standard envelope (4 x 9 inches) can be placed in the City Hall drop box. The drop box is a secured metal box at the southern end of the building. The box has a blue lid, and it is labeled "CITY OF CASPER UTILITY."
- If time allows, paperwork can almost always be accepted by regular mail.
- For certain transactions, City staff members can arrange to meet the customer just outside of the City Hall building. Customers who think that this sort of service will be necessary should contact the relevant City department directly (by phone or email), or they can call the general city phone number at 307-235-8400.

Attorney's Office

- Appointments are being handled by phone.
- Michelle from PD does enter the office daily to bring the log-in sheets.

Human Resources and Risk Management

- Internal employee visits are being limited by number and social distancing is being used.

Operations not at City Hall

Police Department Services

Casper Police Department is doing everything they can to preserve its workforce and continue to provide good service.

- Fingerprinting services are suspended.
- VIN inspections are suspended.
- Police will be using alternate reporting processes for some police issues, when appropriate.
- Community Service office is currently closed to the public.
- Pharmaceutical and over the counter medicine drop-off disposal is operational.
- Records has closed door to all people, including employees.
- All personnel will be required to be clean shaven so that masks will fit appropriately.
- One vehicle is being equipped for transporting prisoners so that they do not have to continuously clean every vehicle.
- When transporting prisoners, windows will be used for airflow throughout the vehicle instead of utilizing the vent system.
- Evidence clerks are using social distancing.
- Victim witness soft room is not being used, as it cannot be deep cleaned appropriately for COVID-19. The interview rooms are being used instead.
- A full inventory of their supplies is being taken and evaluated.
- PD briefings are no longer being held in person. They are being done electronically or over the radio.
- PD is using alternative reporting
- PD is reviewing its calls and what they can take and how to limit exposure to medical calls.
- Volunteers are being curtailed.

Fire Department Services

- Public access and tours of fire stations have been suspended.
- Public education activities have been suspended.
- They are reviewing their response to all calls.

Municipal Court

- Online, phone and mail-in payments are being encouraged.
- In person payments are being taken between 8 a.m. and 12 p.m.
- All cases which require court appearances or that have been scheduled for bench trial or case review for the next three (3) weeks are being rescheduled.
- Court will also be following social distancing guidelines.
- Court staff will be following money handling protocols, which includes wearing gloves, for any cash customers, or for any transference of paperwork from the public.
- There is a public drop mail slot with envelopes outside the court payment window. Customers must provide their name, docket number/charge, and a current mailing address. All payments will be processed daily and a receipt mailed to the address provided.
- The staff will continue diligently working, taking phone calls and answering questions.

Metro Animal Shelter

- Metro Animal Shelter has limited public access to appointment only.
- Business hours will be reduced to 12:00 – 4:00 p.m. Tuesday through Sunday effective 3/17/2020.
- Business that can be conducted over the phone is encouraged

Solid Waste

- Winter hours (7:30 a.m. – 4:00 p.m. Monday-Saturday) will remain in effect.
- All buildings are currently closed to the public with the exception of the scale house.
- The baler building is currently closed; all waste will be landfilled.
- The scale house has a hand sanitizer table with note to Customers that customers are required to use hand sanitizer before approaching the payment counter. Access has been restricted to one person at a time.
- A UV light will be installed near the sanitizer table to further assist with killing germs. before the customers approach the counter for payment.
- Clerks will be wearing nitrile gloves and disinfecting counters and customer area throughout the day.
- At this time, non-essential services will continue as normal - recycle depot, extra trash collection, compost yard, and hazardous waste drop off. These services will discontinue if a 30% reduction in solid waste staff is realized. This staff would be diverted to the essential services of collecting and disposing of trash.
- Discussions are ongoing on having customers drop off their infectious waste (sharps containers and double bagged infectious wastes) at the biohazard landfill instead of dropping off at the Special Waste Bldg.
- Recycling depots have been closed.
- The metals bin and cardboard bin at the Solid Waste Facility are open.
- The e-waste building has been closed and e-waste cannot be accepted. It is prohibited from being placed with regular trash, and citizens have been asked to hold it until e-waste collection can reopen
- The self-serve drop-off for residential hazardous waste and special waste has been closed and the service is being continued by appointment only. These appointments can only be done on Fridays. Hazardous waste and infectious waste are also prohibited from being placed with regular trash.
- Commercial hazardous waste, infectious waste and special waste is regularly by appointment only. This service will continue as usual.
- The compost yard is open.

Water Treatment Plant, Wastewater Treatment Plant, Water Distribution Garage

- All processes are being reviewed and changed where needed to safeguard the health of the employees.
- They are screening all vendors who come into the plants and distribution garage.

Casper Service Center

- A drop box is being installed to accept documents including bids for Fleet Services.

Cemetery Office Services

- There is limited public access to the cemetery office.

Casper Recreation Center

- Closed. Employees working on maintenance and other tasks. Two full-time employees have been re-tasked to the Emergency Operations Center (EOC).
- Recreation Center has been designated as a medical shelter by the Emergency Operations Center and Department of Health. Full-time and part-time employees are being trained for this function.
- Recreation Center parking lot, or inside in the case of inclement weather, is serving as a pickup point for school lunches.
- Ice arena has been shut down until fall to start construction on the ice plant.

Casper Events Center

- Closed. Designated as a large scale medical shelter for quarantined people, people waiting to be tested who have symptoms, and confirmed cases that have no other place to go. Full-time and part-time staff are being trained for this function. One full-time employee has been re-tasked to the EOC.

Hogadon Ski Area

- Closed.

Ft Caspar Museum

- Closed. One full-time employee has been re-tasked to the EOC.

Steve Freel - City of Casper Mayor

Good afternoon, my name is Steve Freel and I serve as Mayor of the City of Casper. Standing with me today is Anna Kinder, executive director of the Casper-Natrona County Health Department and Brook Kauffman, Natrona County Commissioner.

Over the last 15 days, leaders from our community - to include County Health Officers, County Health Officials, County Commissioners, Mayors of all surrounding communities, Wyoming Medical Center, Natrona County School District, the Natrona County Emergency Operations Center and many others have come together for one single purpose, to protect you and your family and to get our community through this crisis.

Collectively, we have been trying to delicately balance the health and economic vitality of our community, during this challenging time.

This virus does not discriminate. It doesn't care about your age, ethnicity, rich or poor, whether you are a man, woman or child. The youngest victim to contract this virus, in the United States, at this time, is three weeks old as reported yesterday by Fox News. The state of Louisiana has reported the youngest death as a result of the virus to be a 17 year old.

The most insidious thing about this virus is that you don't know when you have been infected until it is too late. Waiting for signs and symptoms of the virus before you decide to be precautious is TOO LATE.

We are still seeing areas of our community where people continue to congregate, which has sadly led to the closure of areas such as our School playgrounds. By choosing not to follow orders and social distancing guidelines, this virus will spread rapidly in our community. At that point, we will be forced to consider more stringent closures and lock-down orders - as we are seeing happen in our neighboring states of Montana, Idaho, and Colorado.

Restricting the areas that we can travel from our homes will be the only means we have left to ensure the virus runs out of people to infect. As the leaders of our community, we urge you to follow the orders and guidance that has been given, wash your hands, and please, stay at home.

While we continue to navigate through this pandemic, we understand that having additional items in your pantry may feel like a symbol of safety. We also understand that during uncertain times, we tend to focus on something that brings us certainty. That includes doing something that gives us a perceived sense of control - like stocking up on supplies.

The Center for Disease Control and Prevention recommends consumers have two weeks of supplies. The idea is to have enough supplies to carry you through without making unnecessary trips to the store, but not so much that we're potentially affecting other people's ability to prepare, too.

In many organizations and across our local government, residents are reaching out and telling us they are unable to get the items and supplies they need to function in their everyday life.

In our community, we can do better. Right now, we must do better.

We must pull together and help each other during this time. I'm asking you to think about your friends, neighbors and our entire community. If we are all mindful and think of others during this crisis, we can stop this and help ensure we all have what we need.

The only way we are going to be able to protect our community through this pandemic is to do it together. Whether you're a health care worker on the front lines, or a mother with a house full of children home from school, we want to say thank you.

We will now take any questions that anyone may have

NEWS RELEASE



For Immediate Release

Contact:

Cindie Langston, Solid Waste Manager
Public Services Department
clangston@casperwy.gov
(307) 235-8397

Solid Waste Facility to stay on winter hours *COVID-19 precautions dictate operations*

Casper, Wyoming (March 25, 2020) – The Solid Waste Facility will remain on winter hours (7:30 a.m. – 4:00 p.m. Monday-Saturday) until further notice. The facility normally extends its hours for the busy spring and summer seasons starting April 1st. “Our priority through the COVID-19 precautions is to keep the landfill open and maintain our garbage collection services,” said Solid Waste Manager Cindie Langston.

Recycling depots throughout the community were closed last week and several Solid Waste Facility services were suspended including e-waste dropoff, hazardous waste and special waste self-serve dropoff. The following solid waste services are still available.

- Garbage collection is continuing, uninterrupted.
- The landfill is open.
- The scalehouse is open with sanitizing procedures in place and limiting one (1) person in the scalehouse at a time, i.e., family members stay in their vehicle.
- Commercial and residential hazardous waste, infectious waste, and special waste disposal are available by appointment.
- The metals and cardboard recycling bins at the solid waste facility are open.
- The compost yard is open

Solid waste facility hours and fees can be found at www.casperwy.gov, and the number to call for appointments and additional information is 307-235-8246.





OFFICE OF THE CITY MANAGER

CITY OF CASPER

200 NORTH DAVID STREET
CASPER, WYOMING 82601
PHONE: (307) 235-8224
FAX: (307) 235-8313
www.cityofcasperwy.com

March 23, 2020

Mr. John Elliott
BLM Field Manager
1335 Main Street
Lander, WY 82520

Re: Final Environmental Impact Statement (EIS) for the Moneta Divide Oil and Gas Development Project

Dear Mr. Elliott:

The City of Casper, Wyoming, supports Aethon Energy Operating LLC (Aethon) and Burlington Resources Oil & Gas Company LP (Burlington) proposed expansion as evaluated in the Moneta Divide Natural Gas and Oil Development Project Environmental Impact Statement (EIS). The proposed expansion would provide jobs and positive economic impact for both Fremont and Natrona Counties. The City also acknowledges the desirability of protecting valuable water resources, including, but not necessarily limited to, Boysen Reservoir, from being adversely impacted by water discharges resulting from expanding drilling and resources extraction.

If during project development the proposed/approved approaches to water management are found not to be working to maintain compliance with applicable standards, we understand BLM, WDEQ, and other appropriate regulatory agencies will have an obligation to identify changes in water management so that development proceeds in compliance with applicable standards. From our experience, we strongly suggest an advisory committee as a partner to WDEQ be developed for this project. The advisory committee should include stakeholders, such as the Wyoming Outdoor Council and Wyoming Conservation Districts. The advisory committee/WDEQ partnership will be an effective watch dog to ensure the environment and water quality are protected.

Sincerely,

J. Carter Napier
City Manger

From: Justin Schilling [mailto:jschilling@wyomuni.org]
Sent: Thursday, March 26, 2020 11:44 AM
Subject: WAM Spring Region Meetings Cancelled

Good Morning WAM,
Given the current situation, and the fact that so many of our communities are focused as they should be on leading their communities in these trying times, we've made the decision to cancel the WAM Region Meetings. Stay well and we look forward to seeing everyone at Summer Convention.

Warm regards,

Justin Schilling

Member Services Manager
Wyoming Association of Municipalities
[315 West 27th Street](https://www.wyomuni.org/315-West-27th-Street-Cheyenne-WY-82001)
[307-632-0398](https://www.wyomuni.org/307-632-0398)
jschilling@wyomuni.org
www.wyomuni.org



From: Justin Schilling <jschilling@wyomuni.org>
Sent: Monday, March 23, 2020 12:27 PM
Subject: WAM Urgent Call for Information

Good Afternoon WAM!

We received a message from WYDOT this morning asking for WAM's help in gathering up information from our member communities. As part of the economic stimulus packages making their way through congress right now, there is an expectation that there will be dollars available to pay for "shovel ready" infrastructure projects. WYDOT is assembling their list, but would like to add municipal and county projects as well to try and maximize Wyoming's share of the proceeds. So, if you have projects that could be immediately put out to bid and contract, please send me a brief description and estimated cost and I will compile the info and pass it along to WYDOT. Here is the original message from WYDOT.

Good morning, this is Keith Fulton, I am an assistant chief engineer for WYDOT. WYDOT has been asked to come up with an amount of shovel ready projects that could quickly go to contract if a federal stimulus package is passed.

We are working on our list and was wondering if you could help get the same information from the cities and towns so we could show a statewide value. I am also contacting WCCAA to see if they can provide any information. Looking for a list of projects and a cost estimate.

If you have any questions or need a better explanation, please feel free to call me at 777-4009.

Thanks for your help with this.

Keith

Justin Schilling
Member Services Manager
Wyoming Association of Municipalities
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Cheyenne, WY 82001
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