

COUNCIL PROCEEDINGS
Casper City Hall – Video Conference Call
April 7, 2020

1. ROLL CALL

Casper City Council met in regular session at 6:08 p.m., Tuesday, April 7, 2020. Present at City Hall: Mayor Freel and Councilmember Pacheco. Councilmembers Bates, Cathey, Hopkins, Huber, Johnson, Lutz, Pacheco, and Powell attended via conference call.

2. MINUTES

Moved by Councilmember Powell, seconded by Councilmember Hopkins, to, by minute action, approve the minutes of the March 17, 2020, regular Council meeting, as published in the Casper-Star Tribune on March 27, 2020. Motion passed.

3. EXECUTIVE SESSION MINUTES

Moved by Councilmember Pacheco, seconded by Councilmember Powell, to, by minute action, approve the minutes of the March 17, 2020, executive session. Motion passed.

4. BILLS & CLAIMS

Moved by Councilmember Hopkins, seconded by Councilmember Lutz, to, by minute action, approve payment of the April 7, 2020, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 04/07/20

307CollsnCtr	Services	2,308.98
71Const	Services	2,042.60
AMBI	Services	1,060.95
AAALndscpng	Services	50.00
Adecco	Services	1,164.00
Airgas	Goods	644.12
AllianceElect	Services	1,960.00
AlSCO	Services	449.53
Amerigas	Goods	693.09
AtlasOffice	Goods	4,982.94
AtlasRepro	Services	175.74
B32Eng	Services	5,448.79
BnkofAmerica	Goods	190,941.55
BlckHllsEnrgy	Utilities	37,146.85
BlackmanProp	Services	2,623.50
Bloedorn	Goods	257.40
BMartin	Reimb	224.40
Brenntag	Goods	11,454.01
Caselle	Services	75.00
CLynch	Reimb	136.49
CsprAmtHcky	Services	2,714.29
CsprElectric	Services	1,963.50

CsprNC	Services	680.00
CsprPblcUt	Utilities	391,131.21
CsprStarTrib	Ads	6,361.60
CsprTire	Goods	80.00
CenturyLink	Services	15,645.60
CH2MHill	Services	10,599.54
Chrter	Services	84.67
Chromascape	Goods	4,095.21
CtyofCspr	Services	144,459.94
CMITeco	Goods	601,916.29
ClctnCtr	Services	1,334.15
CommctnTech	Goods	21,689.15
CmprssnLsing	Goods	3,981.42
CnsltdElect	Goods	1,097.86
CPU	Goods	14,579.10
Convergeone	Goods	3,074.37
CRickett	Reim	47.24
CrimeSceneInfo	Services	109.87
CrwnConst	Services	87,621.50
DalcoInd	Goods	281.12
DawsonInfra	Goods	3,386.52
Dell	Services	53,883.69
DFS	Services	130.00
DesertMtn	Goods	87,511.67
DigitalSkylns	Goods	1,195.00
DooleyOil	Goods	49,270.65
EnergyLabs	Services	137.00
EngnrngDsgn	Services	625.00
FirstData	Goods	412.00
FIB	Services	620.00
FrstIdea	Services	10,500.00
FremontMtrShrdn	Goods	118,725.00
GSchenfisch	Services	330.00
Galls	Services	333.20
GemCityRfng	Goods	19,739.80
GeosyntcCnstnts	Services	3,099.81
GlobalEquip	Services	2,298.13
GlobalSpectrum	Services	82,909.91
GolderAssoc	Services	10,183.50
HABsbl	Services	750.00
HaassConst	Services	107,405.77
HDREng	Services	10,037.92
Homax	Goods	12,573.28
HonnenEquip	Goods	7,149.73
IMSInfrast.	Services	7,476.75

IndtrlCntner	Goods	4,077.82
ITCElect	Goods	6,758.19
JWihelm	Reimb	409.09
JWilhelmcoCsprPD	Services	1,221.55
KRollison	Reimb	134.99
Kubwater	Services	5,618.85
LawOffHmptnYng	Services	2,700.00
LisasSpnSpn	Services	645.00
LongBldgTech	Services	1,469.00
MJohnson	Refund	114.27
MotionFlow	Goods	102.44
Motorola	Utilities	1,700.98
MtnStatesLitho	Services	1,640.29
MtnStatesPipe	Goods	1,700.00
MtnWst	Services	1,503.74
MtnWstPipe	Goods	250.00
NAPA	Goods	91,681.72
NCHCorp	Goods	1,275.00
NCHHealth	Services	45,225.00
NCSheriff	Services	263,338.52
Nelson/Nygaard	Services	30,106.19
Nicolaysen	Funding	1,026.94
OneCallWy	Goods	821.50
Pantheon	Goods	191.58
Pedens	Services	134.00
Pharmchem	Services	250.00
PstlPrs	Services	11,820.30
RButler	Reimb	1,215.00
RDGIA	Services	17,100.00
RgncyMdwst	Services	1,109.96
RGriffith	Goods	150.00
Ricoh	Goods	43.65
RIntTech	Goods	7,334.00
ROgden	Reimb	24.22
RckyMtnPwr	Utilities	147,746.15
RouterSwrSvcs	Services	906.00
RsslInd	Goods	7,847.40
SftyKleenSyst	Services	425.00
SchanePblshng	Services	895.00
SkylineRnchs	Services	212.69
StofWY	Services	5,937.83
Stwrt&Stvnsn	Goods	29,868.13
TGilbert	Reimb	829.50
ThyssenkruppElvtr	Services	991.50
TopOffice	Services	358.19

Tweeds	Goods	297.32
UHSoFWY	Services	500.00
Uniforms2Gear	Goods	6,366.32
UnitedWay	Funding	946.94
Urgent Care	Services	1,848.00
Verizon	Services	2,540.70
VRCCo	Goods	365.30
WWCEng	Services	12,232.50
WardwellWtr	Services	29.68
WtrTech	Goods	1,396.43
WearPrts	Goods	111.72
WstrnMedAssoc	Services	18,705.00
WestlandPrk	Services	1,528.89
WiredElect	Services	46,706.33
WLCEng	Services	37,464.13
Wydot	Services	122.00
WyMachinry	Goods	350.90
WMC	Services	554.90
WySteel	Goods	4,298.10
Xerox	Goods	221.08
Total		3,003,569.32

5. COMMUNICATIONS FROM PERSONS PRESENT

The following individuals addressed Council via telephone: Paul Hack, requesting permission to provide community members with small, positive yard signs; Jim Gleason, requesting community garden spots; Joe Toups, Centennial Hills Home Owners Association, requesting controls to limit construction debris; Keith Rolland, requesting the distribution of federal tax forms; and Daniel Rodriguez inquiring about shelter in place or other restrictions to control the COVID-19 pandemic. Councilmembers addressed questions from several of the citizens and also asked questions, which were addressed by the City Manager, Mayor, and the citizens.

6. ESTABLISH PUBLIC HEARINGS

Moved by Councilmember Cathey, seconded by Councilmember Huber, to, by minute action: establish April 21, 2020, as the public hearing date for the consideration of liquor license sanctions/update and open container; and a text amendment to Chapter 17.68 of the Casper Municipal Code pertaining to Gaming/Gambling in the C-4 (Highway Business) Zoning District. Motion passed.

7.A.1 PUBLIC HEARING - ORDINANCE

Mayor Freel opened the public hearing for the consideration of the Sontrust No. 1 Addition.

City Attorney Henley entered two (2) exhibits: correspondence from Liz Becher to J. Carter Napier, dated March 24, 2020 and an affidavit of publication, as published in the Casper-Star Tribune, dated March 10, 2020. City Manager Napier provided a brief report.

Speaking in support via telephone was Tim Koslowsky, developer. There being no others to speak for or against the issues involving the Sontrust Addition No. 1, the public hearing was closed.

Following ordinance read:

ORDINANCE NO. 7-20
AN ORDINANCE APPROVING THE ANNEXATION, PLAT
AND SUBDIVISION AGREEMENT FOR THE SONTRUST NO.
1 ADDITION TO THE CITY OF CASPER; AND ZONING SAID
ADDITION R-3 (ONE TO FOUR UNIT RESIDENTIAL).

Councilmember Pacheco presented the foregoing ordinance for approval, on first reading. Seconded by Councilmember Powell. Mayor Freel abstained. Motion passed.

7.A.2 PUBLIC HEARING - ORDINANCE

Mayor Freel opened the public hearing for the consideration of the creation of Local Assessment District 157 – Arrowhead Road and Jade Avenue Roadway Improvements.

City Attorney Henley entered two (2) exhibits: correspondence from Andrew Beamer to J. Carter Napier, dated March 11, 2020 and an affidavit of publication, as published in the Casper-Star Tribune, dated April 1, 2020. City Manager Napier provided a brief report.

There being no one to speak for or against the issues involving Local Assessment District 157, the public hearing was closed.

Following ordinance read:

ORDINANCE NO. 8-20
AN ORDINANCE CREATING CITY OF CASPER, WYOMING,
LOCAL ASSESSMENT DISTRICT NO. 157 (HEREINAFTER
CALLED THE “DISTRICT”); ORDERING THE
CONSTRUCTION OF IMPROVEMENTS THEREIN;
DESCRIBING THE SAME, DIRECTING THE PREPARATION
OF PLANS AND SPECIFICATIONS THEREFOR; PROVIDING
FOR THE PUBLICATION OF NOTICE TO CONTRACTORS;
FIXING THE BOUNDARIES OF SAID DISTRICT; RATIFYING
ACTION PREVIOUSLY TAKEN; AND, PRESCRIBING
DETAILS IN CONNECTION WITH SAID DISTRICT.

Councilmember Hopkins presented the foregoing ordinance for approval, on first reading. Seconded by Councilmember Huber. Motion passed.

8.A ORDINANCE– THIRD READING

Following ordinance read:

ORDINANCE NO. 4-40
AN ORDINANCE APPROVING A REPLAT, SUBDIVISION
AGREEMENT AND ZONE CHANGE FOR THE PROPOSED
GARDEN CREEK SQUARE ADDITION NO. 2 SUBDIVISION
IN THE CITY OF CASPER, WYOMING.

WHEREAS an application has been made to vacate and replat the Garden Creek Square Addition to create the Garden Creek Square Addition No. 2; and,
WHEREAS an application has been made to rezone all of the above-described lots from zoning classification PUD (Planned Unit Development) to R-4 (High Density Residential); and,
WHEREAS, a written subdivision agreement will be entered into with the City of Casper, which will be approved with the replat upon third reading of this ordinance; and,
WHEREAS, this platting and rezoning requires approval by ordinance following a public hearing; and,
WHEREAS, after a public hearing, the City of Casper Planning and Zoning Commission passed a motion recommending that City Council approve the replat and zone change requests; and,
WHEREAS, the governing body of the City of Casper finds that the above-described zone change, replat and subdivision agreement should be approved.
NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

That the above-described zone change is hereby approved.

SECTION 2:

The replat and subdivision agreement, as described above, are hereby approved, and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said documents.

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 3rd day of March, 2020.

PASSED on 2nd reading the 17th day of March, 2020.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 7th day of April, 2020.

Councilmember Huber presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Pacheco.

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

8.B ORDINANCE— THIRD READING

Following ordinance read:

ORDINANCE NO. 5-20

AN ORDINANCE APPROVING A VACATION, REPLAT, SUBDIVISION AGREEMENT AND ZONE CHANGE FOR THE PROPOSED GREENWAY PARK III ADDITION SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS an application has been made to vacate and replat a portion of Tract F and All of Tract G, H, and Lots 1-32, Greenway Park II as, Greenway Park III Addition; and,
WHEREAS an application has been made to rezone all of the above-described lots from zoning classification PUD (Planned Unit Development) to PUD (Planned Unit Development) for Lot 1, Block 6; R-3 (One to Four Unit Residential) for Blocks 1 & 5; and R-2 (One Unit Residential) for Blocks 2, 3 & 4; and,
WHEREAS, a written subdivision agreement will be entered into with the City of Casper, which will be approved with the replat upon third reading of this ordinance; and,

WHEREAS, this vacation, replatting and rezoning requires approval by ordinance following a public hearing; and,

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

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

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

SECTION 1:

That the above-described zone change is hereby approved as follows:

- Lot 1, Block 6 — PUD (Planned Unit Development)
- Blocks 1 & 5 — R-3 (One to Four Unit Residential)
- Blocks 2, 3 & 4 — R-2 (One Unit Residential)

SECTION 2:

The replat and subdivision agreement, as described above, are hereby approved, and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said documents.

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 3rd day of March, 2020.

PASSED on 2nd reading the 17th day of March, 2020.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 7th day of April, 2020.

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

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

8.C ORDINANCE— THIRD READING

Following ordinance read:

ORDINANCE NO. 6-20

AN ORDINANCE APPROVING A REPLAT, SUBDIVISION AGREEMENT AND ZONE CHANGE FOR THE PROPOSED KENSINGTON HEIGHTS ADDITION NO. 1 SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS an application has been made to replat the Cambridge Addition to create the Kensington Heights Addition No. 1; and,

WHEREAS an application has been made to rezone all of the above-described lots from zoning classification PUD (Planned Unit Development) to R-2 (One Unit Residential); and,

WHEREAS, a written subdivision agreement will be entered into with the City of Casper, which will be approved with the replat upon third reading of this ordinance; and,

WHEREAS, this platting and rezoning requires approval by ordinance following a public hearing; and,

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

WHEREAS, the governing body of the City of Casper finds that the above-described zone change, replat and subdivision agreement should be approved.

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

SECTION 1:

That the above-described zone change is hereby approved.

SECTION 2:

The replat and subdivision agreement, as described above, are hereby approved, and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said documents.

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 3rd day of March, 2020.

PASSED on 2nd reading the 17th day of March, 2020.

PASSED, APPROVED, AND ADOPTED on 3rd and final reading the 7th day of April, 2020.

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

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

9.A RESOLUTION

Following resolution read:

RESOLUTION NO. 20-60

A RESOLUTION AUTHORIZING A DELEGATION OF
AUTHORITY FOR COVID-19 RESPONSE

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

Council discussed the item briefly and voted on the resolution. Motion passed.

RESOLUTION – NOT ON AGENDA

Moved by Councilmember Pacheco, seconded by Councilmember Hopkins, to, by resolution authorize the Natrona County, Wyoming joint delegation of authority for COVID-19 response. City Manager Napier provided a brief report. Motion passed, resolution number and title follow.

RESOLUTION NO. 20-72

NATRONA COUNTY, WYOMING JOINT DELEGATION OF
AUTHORITY FOR COVID-19 RESPONSE RESOLUTION.

9.B CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 20-61

A RESOLUTION AUTHORIZING AN AGREEMENT WITH
THE CENTRAL WYOMING REGIONAL WATER SYSTEM
JOINT POWERS BOARD FOR THE 2020 ROOF
REPLACEMENT PROJECT FOR THE CITY OF CASPER AND
THE REGIONAL WATER SYSTEM.

RESOLUTION NO. 20-62

A RESOLUTION GRANTING AN ENERGY EFFICIENT COMMERCIAL BUILDING DEDUCTION FOR THE BALER BUILDING/MRF EXPANSION PROJECT, 13-50.

RESOLUTION NO. 20-63

A RESOLUTION AUTHORIZING AN AGREEMENT WITH WHARTON ASPHALT LLC FOR THE RESIDENTIAL CRACK SEALING, PROJECT NO. 19-035.

RESOLUTION NO. 20-64

A RESOLUTION AUTHORIZING AN AGREEMENT WITH SHEET METAL SPECIALTIES, INC., FOR THE AQUATICS AND RECREATION CENTER HVAC REPLACEMENTS, PROJECT NO. 19-049.

RESOLUTION NO. 20-65

A RESOLUTION AUTHORIZING AN AGREEMENT WITH SWi, LLC, FOR THE EVENTS CENTER FENCING PROJECT NO. 19-066.

RESOLUTION NO. 20-66

A RESOLUTION AUTHORIZING AN AGREEMENT WITH WAYNE COLEMAN CONSTRUCTION, INC., FOR THE 2020 CPU ASPHALT REPAIR PROJECT NO. 20-001.

RESOLUTION NO. 20-67

A RESOLUTION AUTHORIZING AN AGREEMENT WITH JTL GROUP, INC., DBA KNIFE RIVER, INC, FOR THE MISCELLANEOUS CONCRETE AND STORM SEWER REPAIRS PROJECT NO. 19-047.

RESOLUTION NO. 20-68

A RESOLUTION AUTHORIZING REAL PROPERTY LEASE NO. 8-09733 BETWEEN STATE OF WYOMING, DEPARTMENT OF ADMINISTRATION & INFORMATION, GENERAL SERVICES DIVISION AND THE CITY OF CASPER.

RESOLUTION NO. 20-69

A RESOLUTION ESTABLISHING ANNEXATION POLICY FOR PROVIDING CITY SERVICES TO OUTSIDE PROPERTY.

RESOLUTION NO. 20-70

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH GOLDR ASSOCIATES, INC. FOR THE SOLID WASTE MONITORING UPGRADES AND LANDFILL CELL PLANNING, PROJECT NO. 20-016.

RESOLUTION NO. 20-71
A RESOLUTION AUTHORIZING A CONTRACT FOR
PROFESSIONAL SERVICES WITH GOLDER ASSOCIATES,
INC. FOR THE CLOSED BALEFILL MONITORING
UPGRADES, PROJECT NO. 20-017.

Councilmember Pacheco presented the foregoing eleven (11) resolutions for adoption. Seconded by Councilmember Johnson. Motion passed.

10. MINUTE ACTION— CONSENT

Moved by Councilmember Hopkins, seconded by Councilmember Lutz, to, by consent minute action, approve the 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. Motion passed.

11. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmembers spoke on meetings they attended and many thanked staff, community members and first responders for their efforts during this difficult time. Mayor Freel provided more information on the joint efforts of community leaders to limit the spread of the virus and to anticipate and prepare for future needs. He further explained the need for the joint resolution delegating authority for the COVID-19 response.

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, April 14, 2020, as a video conference call; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, April 21, 2020, with the location to be determined.

At 7:32 p.m., it was moved Councilmember Pacheco, seconded by Councilmember Hopkins, to adjourn into executive session to discuss personnel and potential litigation. Motion passed.

At 8:29 p.m., it was moved by Councilmember Pacheco, seconded by Councilmember Hopkins, to adjourn the executive session. Motion passed.

13. ADJOURNMENT

At 8:30 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