

COUNCIL WORK SESSION

Tuesday, April 14, 2020 at 4:30 p.m.
City Hall – Council Chambers

AGENDA

1. Council Meeting Follow-up
2. Comp & Class Study Review
3. WAM Resolutions
4. Unsafe Structures & Equipment Ordinance
5. Contract Renewal with Sustainable Strategies
6. Ordinance Establishing Enforcement Provisions Related to COVID-19
7. Agenda Review
8. Legislative Review
9. Council Around the Table

Mayor Freel called the meeting to order at 4:35 p.m. with Vice Mayor Lutz and Mayor Freel present and Councilmembers Johnson, Huber, Pacheco, Bates, Powell, Hopkins, and Cathey videoconferencing into the meeting.

City Manager Napier discussed the proposed ordinance regarding enforcement provisions related to COVID-19. He explained that the ordinance was meant to address citizens disregarding quarantine and health orders. Mayor Freel elaborated on some recent events that have raised concerns that people exposed to the virus may not be taking the precautions necessary to prevent spreading the virus to other members in the community. He explained that a health institution in Casper has seen a large number of positive cases, and some of the patients that were discharged from that facility were homeless and were taken to a temporary quarantine facility at the old Westwood School. Some of those individuals did not want to stay at the Westwood facility and the City does not currently have any authority to force them to stay quarantined. He also discussed an instance where a staff member at that same health facility went to house parties when they should have been self-quarantining, and that individual ended up testing positive for COVID-19. Councilmembers then discussed issues they have with the proposed ordinance and expressed that they did not want to issue fines. Police Chief McPheeters discussed that there is a gray area with regards to enforcement with people that are only possibly infected with the virus but have not tested positive. He also stated that there is no safe place to bring someone if they are possibly infected, because they do not want to bring them to the detention center if they have the virus. Mayor Freel stated that the City is currently waiting to hear back from the State for direction on enforcement. City Manager Napier stated that they are currently trying to work out an agreement for an hotelier to allow people to quarantine in a more comfortable place if they do not have anywhere else to go. Council directed staff to further research this issue and to discuss it at next week's City Council pre-meeting.

Next, City Manager Napier discussed the compensation and class study. He briefly described the process that has been underway since last November and introduced Laurie Graves of Graves Consulting to describe the results and recommendations of the study. She began by reviewing the

intent and scope of the project and then reviewed the process that was used to collect data, including meeting with staff members and collecting data from several other municipalities. She stated that most of the positions were able to be matched with similar job titles in other municipalities, and others were slotted based on benchmarks and internal equity. She then reviewed the proposed pay structure, which would change to an open range system with widened pay ranges and removal of pay bands for most departments. She stated that almost all current employees would be able to move into this current pay structure with their current salaries and no impact to the budget. There were only three positions that are currently being paid below the proposed pay range and eleven positions being paid above the proposed pay range. She stated that with the new pay range only 2-3% of employees will be maxed out whereas 53% of employees are currently maxed out.

Ms. Graves then reviewed the proposed pay structure for the police department. They recommended keeping pay bands for police but adding two steps to the current pay band. She stated that all police officers would not receive less pay than their current salary with the proposed structure changes. She recommended the City agree upon an approach up front for how to address pay increases for open range system employees versus pay band employees if there are years that the City cannot afford raises. She then reviewed the benefit plans, and stated that the health plan is very competitive compared to other entities, but did recommend adding a high deductible, zero cost employee premium option. She stated the City is slightly under market for PTO for employees who have been working at the City for one to four years and recommended increasing the vacation to 96 hours per year. The retirement contributions are also competitive but not for police officers, so the consultants are recommended that the contributions be increased for police officers.

Ms. Graves then reviewed implementation of the plan, and recommended a phased approach which would include a redesign of some administrative positions with an additional level that would give the City higher chances of retaining employees. They also recommended adding experience versus education equivalencies which would give staff greater flexibility with promotion and recruiting. Phase 1 of the new structure would include placing employees in the new structure and adjusting pay for employees below that range, which would be a low cost to the City. The next step would include determining where employees should be in their range. The draft for the current plan is being reviewed and the final plan will soon be sent to City Council and City staff.

Next, City Manager Napier discussed proposed resolutions for the City's Wyoming Association of Municipalities (WAM) legislative agenda to be presented to WAM over the summer and eventually lobbied for at the state legislature. The legislative issues discussed included gaming commission coalition legislation, landfill remediation credits, liquor license posting requirements, publishing of government employee salaries from all governmental entities, exempting seasonal municipal employees from collecting unemployment benefits, and 911 surcharges. Council requested that staff alter the language of the salary publishing language to remove the names of employees when salaries are published. Council gave their thumbs up to prepare the resolutions for formal consideration. Councilmember Powell discussed the home rule concept and asked that WAM discuss this issue. City Manager Napier stated that staff has already created a resolution

addressing the home rule issue and can bring that back when the other resolutions are formally considered. Council gave their thumbs up to include the home rule resolution.

Next, City Manager Napier reviewed the unsafe structure and equipment ordinance. Council discussed the responsibilities of the landlords versus the tenants for addressing certain issues. City Manager Napier explained that the first step would be equivalent to a fix-it ticket, and if they did not comply within a reasonable time by the completion date, there would be a violation. The compliance date would be set on case by case basis. Council gave their thumbs up to move the ordinance forward for formal consideration.

Next, City Manager Napier discussed the contract renewal with Sustainable Strategies for a one year renewal. He discussed the networking that the company has done to help the City market itself for grant funding for projects such as the Midwest Avenue project. He explained that they help the City obtain revenue for projects that may not be funded otherwise. He explained that the contract would continue on the City's behalf in partnership with Natrona County and Advance Casper for one more year. If the second year renewal does not provide the expected funding, then the City may not advocate for a third year renewal. Council gave their thumbs up to move the contract renewal forward for formal consideration.

Next, Council reviewed the agenda for next week's regular Council meeting and the agenda for the April 28, 2020 work session. Council agreed that they would like to begin the pre-meeting early at 5:00 p.m. next week in order to allow enough time to discuss the enforcement provisions.

Next, Council went around the table to discuss their respective board and committee meetings and share ideas and concerns related to public matters of interest. Council discussed recycling depot issues and social distancing at the golf course. Mayor Freel stated that the College National Finals Rodeo has been cancelled. He also reminded citizens that the filing date for city council elections will be the last two weeks of May.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Fleur Tremel
City Clerk

Steven K. Freel
Mayor