

City of Rock Springs )  
County of Sweetwater )  
State of Wyoming )

City Council met in regular session on March 6, 2018. Mayor Demshar called the meeting to order at 7 p.m. Members present included Councilors Rose Mosbey, Billy Shalata, Jason Armstrong, David Halter, Rob Zotti, Tim Savage, and Glennise Wendorf. Councilor Tate was absent from the meeting. Department Heads present included Dwane Pacheco, Richard Beckwith, Jim Wamsley, Paul Kauchich, Kara Beech, and Matt McBurnett. Acting City Planner Steve Horton was also present. The pledge of allegiance was recited.

**Revised Agenda**

Moved by Councilor Mosbey, seconded by Councilor Wendorf to approve the revised agenda. Motion carried unanimously.

**Approval of Minutes**

Moved by Councilor Wendorf, seconded by Councilor Halter to approve the City Council Meeting minutes of February 20, 2018. Motion carried unanimously.

**PRESENTATIONS AND PROCLAMATIONS**

**Proclamation—2018 Girl Scout Week**

Mayor Demshar read a proclamation declaring the week of March 11-17, 2018, as Girl Scout Week and encouraged citizens to celebrate the 106<sup>th</sup> anniversary of Girl Scouts of America.

**Communities Protecting the Green Update**

Don Hartley gave an update on several water diversion projects that have been proposed within our state. The new proposal from Aaron Million would divert water from Brown’s Park and not the Flaming Gorge Reservoir. The governing body voiced their concerns about diverting water from Wyoming to other states. Hartley reported that our basin is close to average for snowfall this year, and we should have a normal flow of water this spring and summer. However, Colorado is only about 1/3 of normal. There could be the potential for reduction in water use in 2020.

**PETITIONS - None**

**COUNCIL COMMITTEE AND BOARD REPORTS**

Councilor Mosbey informed everyone that the Rock Springs Historical Museum is currently hosting Cheyenne’s Mobile Museum. It is an interactive display and geared toward 2-7 yr. olds, but it is a great event for the entire family. Admission is free.

Councilor Wendorf stated that this year’s City-wide Cleanup will take place on Saturday, May 19. She asked everyone to save the date. More information to follow.

Councilor Savage stated that the Companion Animal Committee is hosting a raffle fundraiser for a low cost spay/neuter clinic in the fall. He has tickets available if anyone would like to purchase them.

**CORRESPONDENCE**

Mayor Demshar acknowledged the receipt of a letter from John Partain reporting the progress of the Emporium in Slovenski Dom.

Moved by Councilor Mosbey, seconded by Councilor Shalata to approve the correspondence and place it on file. Motion carried unanimously.

**BILLS AND CLAIMS**

**Bills and Claims for March 6, 2018**

Flexshare Benefits	Administration	391.50
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Payment Remittance Center	Expenses	3,015.42
WY Dept. of Revenue & Tax	Sales tax	467.38
5280 Digital	Subscription	991.00
A-G Plumbing	Services	305.20
ABI Winterhawk Recovery, LLC	Housing assistance	998.00
Ambiente H2O, Inc.	Parts	4,056.29
American Water Works Association	Membership	79.00
Moody, Anna	Utility refund	130.96
Applied Concepts, Inc.	Repairs	193.00
Ascentia Real Estate Holding Co., LLC	Housing assistance	136.00
Best Practice Consulting, LLC	Consulting services	3,400.00
Best Value Rentals, LLC	Housing assistance	739.00
Carrier Corporation	Parts	792.00
Carrington Pointe Apartments	Housing assistance	8,784.00
Casper Police Department	Registration	295.00
Castle Cleaning	Services	1,900.00
CDM Smith	Services	12,606.53
CDW Government	Parts	136.88
Chavez, Maria	Housing assistance	408.00
Chemical Testing Program	Supplies	379.00
Ranta, Christopher	Utility refund	32.65
City of Rock Springs	Health insurance	330,780.55
Clark Wireless	Services	1,044.96
CML Rentals	Housing assistance	1,039.00
Cobra Puma Golf, Inc.	Merchandise	456.82
Codale Electric Supply, Inc.	Lighting	1,634.76
Creative Culture Insignia, LLC	Badge	98.75
Crum Electric Supply Co., Inc.	Lighting	847.12
Cuellar, Nikita	Deposit refund	370.00
Desert View Animal Hospital	Services	480.53
Dominion Energy	Utilities	22,071.53
DS Construction Remodeling, Inc.	Utility refund	18.49
Davila, Ed	Utility refund	38.79
Elkanger, Danni	Utility reimbursement	29.00
Eric F. Phillips Law Office	Fees	550.00
Fossen, Michele	Housing assistance	686.00
Gamble, April	Utility reimbursement	68.00
Godfrey, Julie	Utility reimbursement	58.00
Great Basin Industrial	Services	7,425.00
Greene's Energy Services, Inc.	Part	45.00
Guilford, Mercedes	Utility reimbursement	38.00
Hansen Allen & Luce, Inc.	Services	1,822.37
Honnen Equipment Co.	Parts	115.46
Hoxsey, Misty	Utility reimbursement	31.00
HWP, Inc.	Parts	51.91
Wangsgard, Jeff	Utility refund	36.96
Jim's Upholstery	Services	145.00
JM Electrical Services	Services	464.14
Kolar, Keith	Utility refund	64.76
Linford, Sterling	Utility reimbursement	52.00
Logiudice, Natalie	Utility reimbursement	52.00
Loredo, Kathleen	Utility reimbursement	52.00
Luna, Cristy	Utility reimbursement	52.00
Lund, Victoria	Performance	400.00
M & H Properties, LLC	Housing assistance	161.00
Martinez, Crystal	Utility reimbursement	31.00
McFadden Wholesale Co., Inc.	Supplies	4,268.79
Memorial Hospital of SWC	Services	786.00
Druce, Mick	Utility refund	31.03
My Educational Resources, Inc.	Materials	336.00
North American Directory Srv., LLLP	Advertising	590.00

Nu-Life Auto Glass, LLC	Windshields	2,057.22
Orkin Exterminating	Services	309.12
Overy, Ray	Housing assistance	680.00
Paetec	Telephone	134.15
Panda Rentals	March housing assistance	454.00
Parker, Latiecha	Utility reimbursement	12.00
Paulson, Scott	Reimbursement	37.25
Penoff, David	Housing assistance	260.00
Perfectpetmatch.com, LLC	Software subscription	192.00
Pex Fitness, LLC	Equipment	5,495.00
Physio-Control, Inc.	Subscription	1,880.28
Pineda, Bobby	Services	75.00
Pioneer Gasket of Wyoming, Inc.	Gasket	50.00
Porter, Doug	Resident manager	50.00
Power Engineering Co.	Services	291.67
Preservatinal Trust for Hist. Pres.	Advertisement	395.00
Pro Force Law Enforcement	Uniform	1,145.00
Ramaker & Associates, Inc.	Maintenance	750.00
Respond First Aid Systems	Masks	200.00
Robertson, Samantha	Utility reimbursement	38.00
Rock Springs Creekside Apts.	Housing assistance	3,304.00
Rock Springs Municipal Utility	Water/sewer	27,243.31
Rock Springs Newspapers	Subscription/advertising	277.00
Rock Springs Pet Hospital, LLC	Services	1,053.30
Rock Springs Renewal Fund	Movie rental	250.00
Rock Springs Winlectric	Parts	1,183.52
Rocky Mountain Air Solutions	Oxygen	32.75
Rocky Mountain Power	Lighting	13,327.00
Rocky Mountain Power	Housing electric	1,293.62
Rocky Mountain Survey, Inc.	Services	3,495.00
Rocky Mountain Climate Control	Repairs	132.96
Serles, Ron	Utility refund	39.76
Roose, Cheryl	Utility reimbursement	11.00
Rosenbauer Minnesota, LLC	Housing assistance	270.31
RS Apartments, LLC	Housing assistance	233.00
RS Refrigeration	Parts	289.55
Sanchez, Jeremy	Resident manager	175.00
Self, Tim	Housing assistance	476.00
Semedo, Edna	Utility reimbursement	31.00
Sheepdog Seminars	Registration	138.00
Shell, Misty	Utility reimbursement	38.00
Sirchie Laboratories	Supplies	249.05
Skaggs Companies, Inc.	Uniforms	1,557.90
Source One Environmental	Supplies	4,475.59
Southwest Real Estate	Housing assistance	671.00
Springview Manor Apts.	Housing assistance	3,661.00
Staples	Supplies	1,812.04
Staples Advantage	Supplies	1,075.76
State Fire DC Specialties	Inspections	1,584.00
Stephenson, Monica	Utility reimbursement	31.00
Sun Life Financial	Insurance	1,321.50
Sweetwater Heights	Housing assistance	2,450.00
Sweetwater Trophies	Plaque	37.50
Taylor Made Golf Co., Inc.	Merchandise	714.34
The Partridge Psychological Group	Evaluation	850.00
The UPS Store	Stamps	49.00
Titleist	Merchandise order	650.40
Burton, Toi	Utility refund	30.88
Best, Tom	Utility refund	129.85
Turnkey Properties, Inc.	Housing assistance	579.00
United Site Services	Services	362.00

UPS	Shipping	108.67
USA Blue Book	Chemicals	399.53
USPS – Hasler	Postage	2,000.00
Verizon Wireless	Telephone	4,357.63
Vesco, Beulah	Housing assistance	425.00
Vonage Business	Telephone	404.60
Walmart Community BRC	Supplies	2,365.42
Ware, Ted	Housing assistance	1,306.00
Water Environment Federation	Membership	110.00
Webb, Regina	Resident manager	175.00
Western Wyoming Beverage	Pepsi	88.40
Willdan Lighting & Electric, Inc.	Lighting	12,423.59
Williams, Penny	Resident manager	175.00
Willow Street Rentals	Housing assistance	444.00
Woodard, Steven	Housing assistance	102.00
Wostrel, Aaron	Housing assistance	935.00
Wyo-NAHRO	Membership	75.00
Wyoming Lifestyle Magazine	Advertising	400.00
Wyoming Machinery	Parts	1,427.95
Wyoming State Fire Marshal’s Office	Publications	652.68
Wyoming.com	DSL	75.95
	Total	\$536,103.53

**Report Checks for February 22, 2018**

Employee Garnishments	Employee deductions	391.65
Internal Revenue Service	Electronic fund transfer	131,768.68
AXA-Equitable	Employee deferred	137.50
ICMA	Electronic fund transfer	3,123.65
Misc. Reimbursement	Employee reimbursement	105.00
Nationwide Insurance	Employee deferred	370.00
Waddell and Reed	Employee deferred	925.00
Waddell and Reed	Section 529 plan	825.00
Great West Retirement	Employee deferred	7,352.50
Great West Retirement	Post tax	200.00
Sweetwater Federal Credit Union	Employee deductions	3,050.00
Flexible Spending Account/BCBS	Employee BCBS flexshare	7,003.32
Wyoming Child Support	Child support payments	3,570.00
	Total	\$158,822.30

Moved by Councilor Wendorf, seconded by Councilor Mosbey to approve the bills and claims for March 6, 2018. Motion carried unanimously.

**Salaries for February 22, 2018: \$620,451.80**

Moved by Councilor Wendorf, seconded by Councilor Halter to approve the salaries for February 22, 2018. Motion carried unanimously.

**NEW BUSINESS**

**Request from the Rock Springs Historical Museum for permission to apply for a grant through the Historic Architecture Assistance Fund Program**

Moved by Councilor Mosbey, seconded by Councilor Wendorf to approve the request. Motion carried unanimously.

**Request from the Police Department for permission to apply for the 2019 Highway Safety Grant**

Moved by Councilor Wendorf, seconded by Councilor Zotti to approve the request. Motion carried unanimously.

**Request from the Police Department to fill a vacant Community Service Officer position**

Moved by Councilor Armstrong, seconded by Councilor Halter to approve the request. Motion carried unanimously.

## **RESOLUTIONS**

**Resolution 2018-27** A RESOLUTION ACCEPTING AND APPROVING A SALES AGREEMENT WITH AMANDA CLAWSON-WALKER, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, TO EXECUTE SAID AGREEMENT ON BEHALF OF THE CITY, was read by title.

Moved by Councilor Savage, seconded by Councilor Mosbey to approve Resolution 2018-27. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, Zotti, Armstrong, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-28** A RESOLUTION ACCEPTING AND APPROVING A CONTRACT AMENDMENT FOR ENGINEERING SERVICES WITH NELSON ENGINEERING, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, TO EXECUTE SAID AMENDMENT ON BEHALF OF SAID CITY, was read by title.

Moved by Councilor Wendorf, seconded by Councilor Mosbey to approve Resolution 2018-28. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, Zotti, Armstrong, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-29** A RESOLUTION ACCEPTING AND APPROVING A CHANGE REQUEST FROM POINT & PAY, LLC, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, WYOMING, AND MATTHEW L. MCBURNETT, AS CITY CLERK OF THE CITY OF ROCK SPRINGS, TO EXECUTE SAID CHANGE REQUEST ON BEHALF OF THE CITY, was read by title.

Moved by Councilor Mosbey, seconded by Councilor Wendorf to approve Resolution 2018-29. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, Zotti, Armstrong, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-30** A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF LABORER, FOR THE CITY OF ROCK SPRINGS, WYOMING, was read by title.

Moved by Councilor Halter, seconded by Councilor Wendorf to approve Resolution 2018-30. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, Zotti, Armstrong, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-31** A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF MUSEUM ADMINISTRATIVE ASSISTANT, FOR THE CITY OF ROCK SPRINGS, WYOMING, was read by title.

Moved by Councilor Mosbey, seconded by Councilor Halter to approve Resolution 2018-31. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, Zotti, Armstrong, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-32** A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF POLICE COMMUNITY SERVICE OFFICER AT PAY GRADE 34, FOR THE CITY OF ROCK SPRINGS, WYOMING, was read by title.

Moved by Councilor Savage, seconded by Councilor Mosbey to approve Resolution 2018-32. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, Zotti, Armstrong, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-33** A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF CROSSING GUARD, FOR THE CITY OF ROCK SPRINGS, WYOMING, was read by title.

Moved by Councilor Savage, seconded by Councilor Zotti to approve Resolution 2018-33. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, Zotti, Armstrong, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-34 A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF POLICE EVIDENCE TECHNICIAN AT PAY GRADE 36, FOR THE CITY OF ROCK SPRINGS, WYOMING, was read by title.**

Moved by Councilor Zotti, seconded by Councilor Armstrong to approve Resolution 2018-34. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, Zotti, Armstrong, and Mayor Demshar. Motion carried unanimously.

**Resolution 2018-35 A RESOLUTION ACCEPTING AND APPROVING A JOB DESCRIPTION FOR THE POSITION OF POLICE EVIDENCE COORDINATOR AT PAY GRADE 38, FOR THE CITY OF ROCK SPRINGS, WYOMING, was read by title.**

Moved by Councilor Armstrong, seconded by Councilor Halter to approve Resolution 2018-35. Upon roll call the following voted in favor: Councilors Savage, Mosbey, Shalata, Halter, Wendorf, Zotti, Armstrong, and Mayor Demshar. Motion carried unanimously.

**EXECUTIVE SESSION – Personnel, Litigation, Real Estate**

Moved by Councilor Mosbey, seconded by Councilor Shalata to move into executive session at 7:41 p.m. Motion carried unanimously.

**RECONVENE**

Moved by Councilor Shalata, seconded by Councilor Armstrong to reconvene at 8:41 p.m. Motion carried unanimously.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 8:41p.m.

By: \_\_\_\_\_  
Council President

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor