

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

City Council met in regular session on December 4, 2018. Mayor Carl Demshar called the meeting to order at 7 p.m. Members present included Councilors Jason Armstrong, Tim Savage, Billy Shalata, David Tate, Glennise Wendorf, Rob Zotti, and David Halter. Councilor Rose Mosbey was absent from the meeting. Department Heads present included Matt Keslar (for Dwane Pacheco), Rick Beckwith, Steve Horton, Jim Wamsley, Paul Kauchich, Dave Lansang, Matthew L. McBurnett, and Kara Beech. The pledge of allegiance was recited.

Approval of Minutes

Moved by Councilor Shalata seconded by Councilor Wendorf to approve the City Council Meeting Minutes of November 20, 2018 and the Special Meeting Minutes of November 27, 2018. Motion carried unanimously.

PRESENTATIONS AND PROCLAMATIONS

Presentation: Chad Banks, Urban Renewal Agency—Small Business Revolution Update

Chad Banks, Urban Renewal Agency Manager, addressed the Governing Body regarding Urban Renewal Agency marketing materials, such as putting together a list of 25 things to do in Downtown that are less than \$10 or free, as well as a list of 30 gift ideas under \$30. Mr. Banks showed the trailer for the current season of the Small Business Revolution television series, which Rock Springs is in the running for the top 20 candidates to be featured in the next season. The Small Business Revolution television series features one City and its small businesses, with a Marketing Expert helping businesses improve. Being featured on the television series comes with a \$500,000 grant, which will boost local economy. Local contractors will be used for any services to be done through the grant. The Small Business Revolution staff expressed concern regarding our very small community, in a very small state competing with larger communities in larger states. Mr. Banks stressed that social media presence is important to get into the top 10 finalists, which will be announced on December 11, 2018. Social media presence is gauged using the hashtag #MyRockSprings with things that inspire our love for Rock Springs. Mr. Banks encouraged everyone attending and watching or listening to use this hashtag as much as possible. Mayor Demshar indicated that there was a very positive phone interview conducted with the Small Business Revolution. He inquired as to how the top 5 finalists will be established, and whether it relied heavily on social media as well. Mr. Banks responded that it will be a national vote, and that the top 5 are not chosen solely on social media engagement.

Presentation: Sweetwater Economic Development Coalition and Rock Springs Chamber of Commerce Update

The Sweetwater Economic Development Coalition and the Rock Springs Chamber of Commerce were not present to provide an update.

PUBLIC HEARINGS

A Public Hearing on a request from Dory Doud, representing Commerce Centre, LLC for a Revised Condominium Map Approval (Revision #2) Plan approval for the Commerce Centre Commercial Condominium, an existing Condominium with the City of Rock Springs (Resolution 2018-184)

Angie Chavez, owner of Jimmy John's, addressed the Council to express support of the Condominium Map Approval, and that they have been waiting for this to happen. Robert Hautala, owner of Carpet One, stated that before this is done, the parking situation needs to be reviewed in this area. Mr. Hautala specified that Jimmy John's and Carpet One should take up the majority of available parking, according to Planning & Zoning parking calculations, which means other businesses would have no parking spaces. He indicated that Carpet One alone should have 24 spaces, and they only have 6. Mayor Demshar questioned staff as to whether parking was an issue, and Steve Horton, Director of Public Services, indicated that site plans have been done in 3 different phases for this particular area, and that the amount of retail area was reviewed for each site plan. Parking calculations were conducted according to Zoning Ordinance requirements; therefore, will remain the same since the Condominium Map approval will not entail new construction.

A Public Hearing on a request from the City of Rock Springs to vacate a section of Blair Avenue located in the Northeast Quarter of Section 35 within the Union Pacific Railway Company's Second Addition (Resolution 2018-186)

No comments were received.

A Public Hearing on an application to consider amending Chapter 13 (Zoning) and Chapter 16 (Subdivisions) of the Ordinances of the City of Rock Springs to include Zoning Administrative Procedures, Subdivision Improvements, and Subdivision Design Criteria (Ordinance 2018-16)

No comments were received.

PETITIONS

No comments were received.

COUNCIL COMMITTEE AND BOARD REPORTS

Garbage Committee Report

Councilor Wendorf informed the Governing Body that there was a meeting with the Garbage Committee and Michelle Foote, District Manager for Wyoming Waste Systems, to collect information regarding the fee increase proposal. Ms. Foote indicated that the cost of parts for their garbage trucks, as well as the cost for the lease of their building, and maintenance repairs for the equipment, have warranted an increase in collection fees. Councilor Armstrong included that it was a positive meeting, and that he found it interesting that we are the only municipality using price ceiling for these services. Councilor Halter suggested that future discussions could include an idea to remove the price ceiling and include a "franchise fee" in the amount of 2% to help with the funding of the Recycling Center. Councilor Zotti added that with a mandate on services to

collect recyclables, this idea should be discussed with the Recycling Center to ensure that they can handle the capacity that additional collection of recyclables would require. Councilor Halter specified that Michelle Foote is on the board for the Recycling Center, and that she seemed agreeable to the idea.

Moved by Councilor Tate, seconded by Councilor Wendorf to approve the Council Committee and Board Reports and place them on file. Motion carried unanimously.

CORRESPONDENCE

Joint Powers Water Board Meeting Agenda for November 29, 2018

Sweetwater County District Board of Health Meeting Agenda for November 28, 2018

Letter from the Actor’s Mission thanking the Governing Body for waiving water tap fees for the renovation of their new building

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

BILLS AND CLAIMS

Bills & Claims for December 4, 2018

Blue Cross Blue Shield	Health Insurance	\$68,213.14
FlexShare Benefits	Flex Admin	\$391.50
Tuft & Needle	Mattress	\$262.50
Circuit Court of the Third	Court Documents	\$70,085.00
Sweetwater County Sheriff’s Office	Filing Fees	\$50.00
1448 Properties	Housing Assistance	\$671.00
A-G Plumbing	Repairs	\$98.50
ABI Winterhawk Recovery LLC	Housing Assistance	\$620.00
Amazon Capital Services	Supplies	\$84.64
American Floor Mats	Locker Room Mats	\$2,895.89
American Red Cross-Health & Safety	Training	\$678.00
AmeriGas	Gases	\$97.60
Amundsen Construction	Utility Refund	\$8.14
Barnes, Ashley Tenille	Deposit Refund	\$420.00
Battery Systems	Supplies	\$317.62
Best Value Rentals, LLC	Housing Assistance	\$951.00
Black Clover Enterprises, LLC	Pro Shop Supplies	\$630.00
Bottom Line Marketing	Blankets	\$693.57
Cardio Partners Inc.	Maintenance	\$235.00

Carrington Pointe Apartments	Housing Assistance	\$6,708.00
Cartus Relocation C/O CH10231	Utility Refund	\$152.10
Castle Rock Veterinary Center	Services	\$147.53
CenturyLink	Telephone	\$118.62
City of Rock Springs	Health Insurance	\$324,855.59
CJ Signs	Signage	\$220.00
CML Rentals	Housing Assistance	\$1,060.00
Communication Technologies	Supplies	\$38.50
Compression Leasing Services Inc	Equipment	\$1,102.50
Copier & Supply Co. Inc. of RS	Copies	\$7.88
Cummins Rocky Mountain LLC	Parts	\$595.07
Dell	Equipment	\$1,428.95
DEQ/Water Quality Division	Fees	\$400.00
Desert View Animal Hospital	Services	\$232.30
Dijulio Displays Inc.	Lamps	\$580.67
Dominion Energy	Utilities	\$26,478.15
Dustbusters Enterprises, Inc.	Road Salt	\$4,522.84
Egbert, Crystal	Housing Assistance	\$515.00
Elk Center Plaza LLC	Utility Refund	\$81.39
Elwood Staffing Services, Inc.	Wages	\$1,284.22
Emblem Enterprises Inc.	Supplies	\$82.24
Eric F Phillips Law Office	Legal Fees	\$250.00
Fortuna, John A.	Housing Assistance	\$28.00
Fossen, Michelle	Housing Assistance	\$688.00
Frank Ferlic	Utility Refund	\$84.73
Hansen Allen & Luce, Inc.	Change Order #1	\$9,710.43
Harris Mountain West, LLC	Camera Install	\$6,477.00
Homax Oil Sales, Inc.	Supplies	\$6,744.18
International Code Council, Inc.	Code Books	\$804.91
Ipromo LLC	Supplies	\$373.00
Jannel Fossen	Utility Refund	\$99.25
Jason House	Utility Refund	\$20.70
JME Fire Protection, Inc.	Services	\$146.50
Joe F. Mondragon	Utility Refund	\$18.58
Jones, Matthew	Reimbursement	\$132.07
Lewis & Lewis Inc	Asphalt Mix	\$441.09
Lockhart Rentals	Housing Assistance	\$507.00
Long Building Technologies, Inc.	Repairs	\$649.00
M&H Properties, LLC	Housing Assistance	\$153.00

Mark O'Neal	Utility Refund	\$35.70
Masek Golf Car Co.	Parts	\$14.00
Meggitt Training Systems, Inc.	Shooting Range	\$36,424.91
Moody, Breck Nicole	Deposit Refund	\$504.00
Mountaineer Animal Clinic	Services	\$387.92
MPH Industries, Inc.	Repairs	\$132.11
Murdochs Ranch and Home	Dog Food	\$203.96
Myriad Artists, LLC	Contract	\$2,000.00
National Assoc Chiefs of Police	Membership	\$60.00
National Band & Tag	Licenses	\$732.11
Nicholas & Company Inc	Cappuccino Machine	\$1,481.03
Nicholas, Gary	Housing Assistance	\$422.00
North Park LLC	Utility Refund	\$193.85
Nu-Tech Specialties Inc	Chemicals	\$580.30
Overy, Ray	Housing Assistance	\$680.00
Paetec	Telephone	\$110.42
Patrick Towing & Recover, LLC	Services	\$750.00
Payment Remittance Center	Expenses	\$4,113.61
Penoff, David	Housing Assistance	\$140.00
Pixis Labs	Testing	\$1,200.00
Poco Partnership	Utility Refund	\$309.66
Porter, Doug	Services	\$50.00
Power Engineering Co.	Maintenance	\$291.67
R&R Products Inc.	Supplies	\$126.99
RE Pool 1, LLC	Utility Refund	\$42.59
Rock Springs Creekside Apts.	Housing Assistance	\$3,594.00
Rock Springs IV Center	Supplies	\$92.22
Rock Springs Pet Hospital, LLC	Services	\$2,631.30
Rock Springs Renewal Fund	Facebook Ads	\$280.00
Rock Springs Winlectric	Parts	\$925.51
Rocky Mountain Power	Utilities	\$945.55
RS Apartments LLC	Housing Assistance	\$229.00
RS Refrigeration	Parts	\$1,415.48
Samuel Wilde	Utility Refund	\$97.31
Sanchez, Jeremy	Services	\$175.00
Sara or Troy Grundy	Utility Refund	\$28.63
Self, Tim	Housing Assistance	\$469.00
Six States Distributors/TruckPro	Parts	\$172.03
Skaggs Companies, Inc.	Equipment	\$392.90

Smyth Printing Inc	Business Cards	\$74.40
Solarwinds	Subscription	\$409.00
Southwest Real Estate	Housing Assistance	\$779.00
Springview Manor Apts	Housing Assistance	\$3,163.00
Staples	Supplies	\$546.86
State Fire DC Specialties	Services	\$1,275.40
Steve Brumbach	Utility Refund	\$76.60
Sun Life Financial	Life Insurance	\$1,355.37
Susteen Inc.	Equipment	\$1,345.00
Sweetwater County Health Dept.	Flu shots	\$1,125.00
Sweetwater County School Dist. #1	Printing	\$122.25
Sweetwater Heights	Housing Assistance	\$1,242.00
The Barefoot Movement	Hotel Buyout	\$252.42
The Cincinnati Insurance Co.	Housing Insurance	\$35,224.00
The Radio Network	Radio Ads	\$334.00
Thomson Reuters-West Pmnt. Center	Subscription	\$1,333.03
Trujillo, Danny	Housing Assistance	\$94.00
Turnkey Properties, Inc.	Housing Assistance	\$851.00
Tyler Technologies, Inc.	Software	\$160.00
United Site Services	Portable Restrooms	\$360.90
UPS	Shipping	\$110.26
USPS	Postage	\$2,000.00
Verizon Wireless	Telephone	\$4,187.26
Vesco, Beulah	Housing Assistance	\$420.00
Vonage Business	Telephone	\$433.46
Wakefield & Associates, Inc.	Collections	\$66.78
Walmart Community BRC	Supplies	\$2,921.33
Ware, Ted	Housing Assistance	\$1,142.00
Watkins, Casey	Reimbursement	\$115.48
Waxie	Supplies	\$290.07
Webb, Regina	Services	\$175.00
Whitaker Construction Co., Inc.	Retainage	\$19,637.92
Williams, Penny	Services	\$175.00
Willow Street Rentals	Housing Assistance	\$1,036.00
Yoon Bae Kim	Utility Refund	\$116.23
Zanetti Prestige Collection	Repairs	\$3,808.30
	Total:	\$694,535.17

Report Checks for November 21, 2018

Employee Garnishments	Employee deductions	\$404.46
Internal Revenue Service	Electronic fund transfer	\$151,386.97
AXA - Equitable	Employee deferred	\$137.50
ICMA	Electronic fund transfer	\$2,739.16
Nationwide Insurance	Employee deferred	\$370.00
Waddell and Reed	Employee deferred	\$875.00
Waddell and Reed	Section 529 Plan	\$775.00
Great West Retirement	Employee deferred	\$8,047.50
Great West Retirement	Post Tax	\$225.00
Sweetwater Federal Credit Union	Employee deductions	\$2,585.00
Misc. Reimbursement City of RKS	Misc. Reimbursement	\$234.26
Flexible Spending Account/BCBS	Employee BCBS FlexShare	\$6,574.16
Wyoming Child Support	Child Support payments	\$3,970.00
Unemployment Insurance	Unemployment Quarterly	\$0.00
	Total:	\$178,324.01

Moved by Councilor Wendorf, seconded by Councilor Shalata to approve the bills and claims for December 4, 2018. Motion carried unanimously.

Salaries for November 21, 2018: 687,752.97

Moved by Councilor Wendorf, seconded by Councilor Tate to approve the salaries for November 21, 2018. Motion carried unanimously.

NEW BUSINESS

Request from the Department of Engineering and Operations for permission to fill a vacant Pretreatment & Collections Supervisor position at the Water Reclamation Facility

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

Request from the Police Department for permission to fill a vacant Parking & Nuisance Officer position

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

Request from Lew's, Inc. for a Liquor Catering Permit for the Catholic Church Fundraiser New Year's Eve Party on December 31, 2018, from 4 p.m.—midnight at the SCM Parish Center

Mayor Demshar stated that this event has been cancelled and will not be acted upon.

RESOLUTIONS

Resolution 2018-182 A RESOLUTION ACCEPTING AND APPROVING A CONTRACT WITH FREMONT MOTORS, ROCK SPRINGS, WYOMING, IN THE AMOUNT OF \$33,479.00, AND AUTHORIZING CARL R. DEMSHAR, JR. AS MAYOR, AND MATTHEW MCBURNETT, AS CITY CLERK, TO EXECUTE SAID CONTRACT ON BEHALF OF THE CITY OF ROCK SPRINGS, was read by title.

Moved by Councilor Tate, seconded by Councilor Wendorf to approve Resolution 2018-182. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Shalata, Tate, Wendorf, Zotti, Halter, and Mayor Demshar. Motion carried unanimously.

Resolution 2018-183 A RESOLUTION ACCEPTING AND APPROVING IMPROVEMENTS INSTALLED IN THE GUNSIGHT ESTATES, PHASE THREE SUBDIVISION OF THE CITY OF ROCK SPRINGS, SWEETWATER COUNTY, WYOMING, AND ACCEPTING CONTROL AND MAINTENANCE OF THE SAME PURSUANT TO THE PROVISIONS OF ROCK SPRINGS ORDINANCE SECTION 16-807, was read by title.

Moved by Councilor Wendorf, seconded by Councilor Tate to approve Resolution 2018-183. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Shalata, Tate, Wendorf, Halter, and Mayor Demshar. Motion carried, with Councilor Zotti abstaining.

Resolution 2018-184 A RESOLUTION ACCEPTING AND APPROVING THE CONDOMINIUM MAP AND CONDOMINIUM DECLARATION OF COMMERCE CENTRE – REVISION NO. 2, AS A COMMERCIAL CONDOMINIUM DEVELOPMENT IN THE CITY OF ROCK SPRINGS, WYOMING, AND LOCATED IN THE NE ¼ OF THE NW ¼ OF SECTION 3, TOWNSHIP 18 NORTH, RANGE 105 WEST OF THE SIXTH PRINCIPAL MERIDIAN, SWEETWATER COUNTY, WYOMING, was read by title.

Councilor Zotti stated that he believes the parking should be reviewed in this area, as indicated in the Public Hearings section of this meeting.

Moved by Councilor Halter, seconded by Councilor Armstrong to approve Resolution 2018-184. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Shalata, Tate, Wendorf, Zotti, Halter, and Mayor Demshar. Motion carried unanimously.

Resolution 2018-185 A RESOLUTION ACCEPTING AND APPROVING A FEE AGREEMENT BETWEEN WILLIS TOWERS WATSON AND THE CITY OF ROCK SPRINGS, WYOMING, AND AUTHORIZING CARL R. DEMSHAR, JR., AS MAYOR OF THE CITY OF ROCK SPRINGS, AND MATTHEW L. MCBURNETT, AS CITY CLERK OF THE CITY OF ROCK SPRINGS, TO EXECUTE SAID AGREEMENT ON BEHALF OF THE CITY OF ROCK SPRINGS, was read by title.

Moved by Councilor Zotti, seconded by Councilor Shalata to approve Resolution 2018-185. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Shalata, Tate, Wendorf, Zotti, Halter, and Mayor Demshar. Motion carried unanimously.

Resolution 2018-186 A RESOLUTION DECLARING THE INTENTION OF THE MAYOR AND COUNCIL OF THE CITY OF ROCK SPRINGS, WYOMING, TO VACATE A PORTION OF BLAIR AVENUE TO THE SWEETWATER COUNTY LIBRARY AT 400 C STREET, ROCK SPRINGS, WYOMING, was read by title.

Moved by Councilor Halter, seconded by Councilor Tate to approve Resolution 2018-186. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Shalata, Tate, Wendorf, Zotti, Halter, and Mayor Demshar. Motion carried unanimously.

ORDINANCES

Ordinance 2018-14 AN ORDINANCE AMENDING ARTICLE 4-2, ENTITLED “GARBAGE COLLECTION”, OF THE ORDINANCES OF THE CITY OF ROCK SPRINGS, WYOMING, was read by title on third reading.

Moved by Councilor Armstrong, seconded by Councilor Wendorf to remove Ordinance 2018-14 from the table. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Shalata, Tate, Wendorf, Zotti, Halter, and Mayor Demshar. Motion carried unanimously.

Moved by Councilor Armstrong, seconded by Councilor Zotti to remove Section 4-200-5 of Article 4-2, entitled “fees.” Upon roll call the following voted in favor: Councilors Armstrong, Tate, Zotti, and Halter. Motion failed with Councilors Savage, Shalata, Wendorf, and Mayor Demshar voting no.

Moved by Councilor Halter, seconded by Councilor Shalata to approve Ordinance 2018-14. Upon roll call the following voted in favor: Councilors Armstrong, Savage, Shalata, Wendorf, Halter, and Mayor Demshar. Motion carried, with Councilors Tate and Zotti voting no.

Ordinance 2018-15 AN ORDINANCE AMENDING ARTICLE 13-6 OF THE ORDINANCES OF THE CITY OF ROCK SPRINGS, WYOMING, ENTITLED “DEFINITIONS”, was read by title on second reading.

Ordinance 2018-16 AN ORDINANCE AMENDING ARTICLES 13-9, ENTITLED “ADMINISTRATIVE PROCEDURES”, 16-8 ENTITLED “IMPROVEMENTS” AND 16-9, ENTITLED “DESIGN CRITERIA” OF THE ORDINANCES OF THE CITY OF ROCK SPRINGS, WYOMING, was read by title on first reading.

EXECUTIVE SESSION

Moved by Councilor Shalata, seconded by Councilor Tate to move into Executive Session at 7:40 p.m. Motion carried unanimously.

RECONVENE

Moved by Councilor Shalata, seconded by Councilor Armstrong to reconvene at 8:05 p.m. Motion carried unanimously.

Moved by Councilor Shalata, seconded by Councilor Tate to allow City Attorney Rick Beckwith to proceed as recommended during the Executive Session. Motion carried unanimously.

ADJOURNMENT

There being no further business, the meeting adjourned at 8:06 p.m.

By: _____
Council President

ATTEST:

City Clerk

Mayor