



**CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
201 E. 5TH ST.**

**Monday, September 15, 2025
6:00 PM**

Special Meeting

A. CALL TO ORDER

B. INVOCATION AND PLEDGE OF ALLEGIANCE

1. Invocation led by Pastor Caleb Nelson of Harvest Presbyterian Church and Pledge of Allegiance led by the Civil Air Patrol Cadets

C. APPROVAL OF GENERAL AGENDA

D. APPROVAL OF CONSENT AGENDA

Items listed on the Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a member of Council so requests, in which case, the item will be removed from the Consent Agenda and considered on the Regular Agenda.

1. **Regular Meeting Minutes - September 2, 2025**

2. **Council Consideration to Ratify a Previous Title of a Professional Services Agreement for Engineering Services Associated with the Antelope Valley Subdivision Street Maintenance Project, with KLJ Engineering LLC, in the Amount of \$64,700.00 (1% Project), to PCA Engineering, Inc.**

Staff Reference: Ry Muzzarelli, P.E., Development Services Director

3. **ORDINANCE 2ND READING**

Council Consideration of an Ordinance Approving and Authorizing the Vacation of a 70-foot-wide Stormwater Detention Easement on Lot 1B, of Prestige Park Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 5/0)

Staff Reference: Ry Muzzarelli, P.E., Development Services Director

4. **ORDINANCE 2ND READING**

Council Consideration of an Ordinance Amending the District Zoning Map of the City of Gillette, Wyoming, for a Portion Of The Southeast Quarter of Section 27, Township 50

North, Range 72 West, and a Portion of the Southwest Quarter of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive And 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming, from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District, per the Attached Exhibit. (Planning Commission Vote: 5/0)

Staff Reference: Ry Muzzarelli, P.E., Development Services Director

5. Bills and Claims

Staff Reference: Michelle Henderson, Finance Director

E. APPROVAL OF CONFLICT CLAIMS

1. Mayor Lundvall - \$2,892.62

Staff Reference: Michelle Henderson, Finance Director

F. COMMENTS

Council:

Liaison:

Written:

Other - Comments:

G. PROCLAMATIONS / PRESENTATIONS

1. Recognition of the City of Gillette 2025 2nd Quarter P.R.I.D.E Award Recipient, Misty Reynolds, Electrical Engineering Designer.

Staff Reference: Michael H. Cole, City Administrator

2. Employee Benefits Presentation

Staff Reference: Deca Wasson, Human Resources Director

3. Nuisance Ordinance Options

Staff Reference: Ry Muzzarelli, P.E., Development Services Director & Sean Brown, City Attorney

H. UNFINISHED BUSINESS

I. NEW BUSINESS

1. Council Consideration of a Parade Permit on Saunders Blvd, Sinclair Street, Enzi Road, College Drive, Slate Street, and Christinck Ave on September 29, 2025 from 4:30 p.m. to 5:00 p.m. for Thunder Basin High School's Homecoming Parade, Requested by Devin Wells.

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

2. **Council Consideration of a Parade Permit on Gillette Avenue on September 24, 2025 from 4:30 p.m. to 5:30 p.m. for Campbell County High School's Homecoming Parade, Requested by Joshua Dillinger.**

Staff Reference: MAP - Jennifer Toscana, Public Affairs Director

3. **Council Consideration for the Acceptance of Public Improvements for the 2023 Water Main Interconnect Project, Installed by DRM, Inc., in the Amount of \$623,857.97 (1% Project).**

Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director

4. **Council Consideration for the Acceptance of Public Improvements for the Energy Capital Sports Complex Outdoor Workout Facility Project, Installed by Van Ewing Construction, Inc., in the Amount of \$263,074.46.**

Staff Reference: MAP/PHOTOS - Ry Muzzarelli, P.E., Development Services Director

5. **Council Consideration for the Acceptance of Public Improvements for the 2025 Gurley Overpass Epoxy Injections Project, Performed by Hladky Construction, Inc., in the Amount of \$70,975.00 (1% Project).**

Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director

6. **Council Consideration of a Bid Award to Floyd's Truck Center, Gillette, Wyoming in the amount of \$459,220.00 for One (1) New 2026 Autocar ACX64 Right Hand Steer, Low Entry, Cab Forward Cab & Chassis with One (1) New McNeilus ZR Zero Radius ASL 28 Yard Refuse Body.**

Staff Reference: Sawley Wilde, Public Works Director

7. **Council Consideration of a Bid Award to Bobcat of Gillette, Wyoming for One (1) New Diesel 4x4 Enclosed Cab Utility Vehicle in the amount of \$27,820.21.**

Staff Reference: Sawley Wilde, Public Works Director

8. **Council Consideration of a Bid Award for the 2025 Sewer Point Repairs at Delanie Court and Black Hills Urgent Care to DRM, Inc., in the Amount of \$141,618.25 (1% Project).**

Staff Reference: MAP - Ry Muzzarelli, P.E., Development Services Director

9. **Council Consideration of a Bid Award for the Western Tie 69 kilovolt (kV) Electric Transmission Rebuild/Reconductor Project to Schulte TA, Inc. for Construction Labor in the Amount of \$590,000.**

Staff Reference: Joff Pilon, P.E., Utilities Director

10. **Council Consideration of a Memorandum of Understanding Between the City of Buffalo, the City of Gillette, and the City of Sheridan, to formally dissolve the Northeast Wyoming Growth Alliance ("NEW Growth Alliance") as an entity and establish agreed upon**

percentages for member investment returns.

Staff Reference: Michael H. Cole, City Administrator

11. Council Consideration of a Resolution approving the City's Health Plan Premiums and Plan Design changes effective January 1, 2026.

Staff Reference: Deca Wasson, Human Resources Director

J. PUBLIC HEARINGS AND CONSIDERATIONS

K. PUBLIC COMMENT

The purpose of Public Comment is for the Council to receive thoughts, suggestions, and concerns from our citizens. To this end, the Council will not engage in any discussion with individuals presenting Public Comment; nor will the Council engage in discussion amongst itself during the Public Comment Period. The reason for this is to treat each presenter and the ideas presented with due respect. Many of the ideas presented will require time for careful consideration, review, and discussion with City Staff. After such time, the Council may respond to matters raised during Public Comment at an appropriate time and setting.

1. Council Meeting Safety & Public Meeting Rules.

Staff Reference: Michael H. Cole, City Administrator

L. ADMINISTRATOR'S REPORT

M. EXECUTIVE SESSION

N. ADJOURNMENT



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **September 15, 2025**

TITLE:

Invocation led by Pastor Caleb Nelson of Harvest Presbyterian Church and Pledge of Allegiance led by the Civil Air Patrol Cadets



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **September 15, 2025**

TITLE:

Regular Meeting Minutes - September 2, 2025

ATTACHMENTS:

[Regular Meeting Minutes 09/02/2025](#)

A Regular Meeting of the City Council was held on Tuesday the 2nd day of September 2025, in the City Hall Council Chambers.

Present were Councilmembers Smith, McLeland, Gross, Carsrud, Clary, and West; City Administrator Cole; City Attorney Brown; Chief of Police Deaton; Directors Henderson, Muzzarelli, Toscana, and Wilde; City Clerk Allen and Deputy City Clerk Clymer.

Invocation and Pledge of Allegiance

The Invocation and Pledge of Allegiance was led by Pastor Marty Crump of Family Life Church.

Approval of General Agenda

Councilmember Clary made a motion to approve the General Agenda; seconded by Councilmember Gross. All voted aye. The motion carried.

Approval of Consent Agenda

Minutes

Regular Meeting Minutes - August 19, 2025

Executive Session Meeting Minutes - August 19, 2025

Ordinance 3rd Reading

ORDINANCE NO. 4069

AN ORDINANCE APPROVING AND AUTHORIZING THE PARTIAL VACATION OF A 20-FOOT-WIDE GENERAL UTILITY & WATER LINE EASEMENT RECORDED IN BOOK 11 OF PLATS, PAGE 241, BY THE CAMPBELL COUNTY CLERK; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS. (PLANNING COMMISSION VOTE: 6/0)

ORDINANCE NO. 4070

AN ORDINANCE TO AMEND THE ELECTRICAL LINE EXTENSION POLICY FOR THE CITY OF GILLETTE AND TO AMEND CHAPTER 17, 17-5 OF THE GILLETTE CITY CODE TO INCLUDE REFERENCE TO THE AMENDED ELECTRICAL LINE EXTENSION POLICY

Bills and Claims

Adamson Police Products, 800.00; Adecco Employment Services, 2768.60; Advanced Network Management Inc, 237205.19; Air-Tech Heating and Ac, 7408.76; Alsco, 1229.79; Anixter Power Solutions, 2110.84; April Shippy, 40.00; Architectural Specialties LLC, 346.94; Arete Design Group, 437.07; Arthurs, Brandon, 162.05; Atlas Office Products, 795.17; Austin Tennant, 189.95; Axon Enterprise Inc, 47330.89; Balco Uniform Co., Inc, 123.50; Bell, Tim & Roni, 24.70; Big Horn Tire Inc, 7543.93; Bighorn Hydraulics Inc, 174.86; Black Hills Energy, 11993.59; Black Hills Power & Light, 545294.17; Black Hills Power & Light, 51490.29; Black Hills Power & Light, 1065667.15; Black Hills Power & Light, 306666.79; Black Hills Wyoming LLC, 249311.04; Black Hills Wyoming LLC, 340476.08; Blue Cross Blue Shield of Wyoming, 130,059.98; Bomgaars Supply, 478.71; Border States Electric, 4697.40; Border States Electric, 180.90; Border States Electric, 6249.00; Brenntag Pacific, Inc, 14833.00; Brill, Bob & Nora, 1482.60; Brown, Gilley, 24.06; Calvert, Laurie, 0.41; Campbell County Landfill, 87051.00; Campbell County Public Land Board Cam-Plex, 150.00; Campbell County Sheriff, 3500.00; Car-Knack Inc, 750.00; Carver, Rachael, 155.45; CenturyLink, 145.17; Chemsearch, 8104.15; City Of Gillette, 13.00; City Of Gillette - Petty Cash, 136.26; Collection Professionals Gillette, 135.46; Compasscom Software, 299.00; Computershare Trust Company, N.A., 2750.00; Condux International Inc., 5578.82; Cooley, Michael, 610.03; Core & Main, 8173.37; Coulter West, 6004.00; Courtney Lorraine Fulginiti, 375.00; Craft, Mary, 81.46; Craig Furman, 300.00; Cues Inc, 1341.04; Culey, Derric, 332.98; Cummins Rocky Mountain Inc, 8217.10; Dads Truck And Auto LLC, 560.00; Dahn Iv, Arthur, 94.36; Dane Schiller, 2500.00; Davis & Cannon LLP, 2750.00; Dell Computer Corp, 54982.14; Delta Dental of Wyoming, 27,025.55; Department of Energy, 83879.29; Derric Culey, 75.00; Dooley Oil, Inc, 3723.30; DRM Inc, 2220.75; Egan, Marvin & Lu Jean, 17.43; Energy Laboratories Inc, 3034.30; Entenmann Rovin Company, 147.50; Ferguson Enterprises LLC #3325, 524.44; Ferguson Enterprises, Inc #1116, 2898.00; Firemaster Dept 1019, 73.25; First American Title, 250.00; Flagshooter LLC, 1670.74; Frandson Safety Inc, 105.00; Fujimoto, Crystine, 9.94; Gallagher Benefit Services, Inc, 156.25; Galls, An Aramark Company, 1195.00; Garland, Matt R, 311.92; Gerber, Amanda, 32.52; Giles, Ashley, 17.92; Gillette Contractors Supply Inc, 7824.62; GMCO Corporation, 15053.04; Greiner Motor Company, 2661.67; Grossenburg Implement Incorporated, 1191.40; Hagerott, Rory, 134.28; Hamilton, Chris, 203.23; Hatzenbuhler, Kyla, 60.02; HD Supply Inc, 1190.72; HDR Engineering Inc, 11859.19;

HealthEquity, Inc., 1080.88; HealthEquity, Inc., 2535.98; HealthEquity, Inc., 1098.09; Hector Fuentes, 14993.00; Helsper, Kathleen & Dale, 126.40; Highview MHC LLC, 52.06; Hoffman, Frank & Marilene, 133.35; Hoffman, Leslie, 164.32; Homax Oil, 3839.88; Howard, Donna & Wesley, 39.72; Hughes Fire Equipment, Inc., 888.74; Jack's Truck Center Inc, 751998.02; Jacobs, Jennifer, 168.96; Joe Johnson Equipment, LLC, 1257.27; Jose Guerrero, 1180.00; Josh Mitchell, 520.34; Journey Church Gillette, 25.00; Keeper Security, Inc, 9014.60; Keffer, Janice, 48.26; Keffer, Rohy, 23.96; Keyla Hodges, 600.00; KLJ Engineering LLC, 2003.51; Lap Pacific Enterprises, LLC, 13.36; Lawson Products, Inc., 471.60; LexisNexis Matthew Bender, 638.46; Liberty Oilfield Services, 3574.41; LMV LLC, 1393.30; LMV LLC, 1317.30; LMV LLC, 1365.66; LMV LLC, 1231.91; LMV LLC, 1251.53; LMV LLC, 1325.59; Long's Plumbing & Heating Inc, 1174.31; Maki, Mary R, 412.39; Mandros Painting Inc, 218468.00; Marlow, Kasey E, 479.70; Martin, Katrina & Patrick, 59.60; McCafferty, Braden, 11.69; McKinney, Leyra, 191.47; MCM General Contractors, 71731.43; Mechanical Design Works, 500.00; Mid-West Pest Management, 3520.00; Mollere, Troy, 145.87; Motorola Government Markets Sales, 142180.75; Mountain Peaks Diagnostics, LLC, 228.85; Newman Signs Inc, 1956.00; Norco Inc, 2436.07; Obert, Tracy, 85.02; One Call of Wyoming Corp, 933.45; Optum Health Financial Services, 358.05; Paintbrush Sewer & Drain, 13393.20; Parsons, Jayden, 1054.53; Partson LLC, 1390.11; PCA Engineering Inc, 1694.30; Plata, Julian, 32.94; Pollick, Riley, 190.22; Postal Pros Southwest Inc, 4794.47; Powder River Construction, 41040.00; Powder River Energy Corporation, 7088.52; Powder River Heating & Conditioning Corporation, 1042.86; Pro Force Law Enforcement, 5640.00; Pro Windmill Inc, 175.00; ProElectric Inc, 2419.78; PVS Dx Inc, 8310.55; Quality Agg and Construction Inc, 1812.17; Razor City Rental, 225.82; Rdo Equipment Co, 946.85; Ricketts, Orchid, 40.64; Rivas Llamis, Eduardo, 164.00; Rms Instrument & Electrical, LLC, 3227.66; Rocky Mountain Hoist Service, 2160.00; Ryan Schrock, 1572.10; Simon Contractors, 6615.24; Simpson's Printing, 90.00; Sioux Falls Children's Home Society, 600.00; Skydio, Inc, 9509.00; Sletten Construction of Wyoming, Inc, 19690.00; Southern Computer Warehouse, 10282.80; State Of Wyoming Office of The Attorney General, 325.00; Sterling Infosystems, Inc, 359.72; Stevens, Robert, 14.99; Stotz Equipment, 778.39; Terry Sjolín, 325.00; Terry Sjolín, 500.00; Tester, Sarah, 36.49; The Ice Cream Cafe, 1614.00; Thunder Basin Ford LLC, 605.17; Tn Management LLC, 66.03; UMB Bank, 109546.47; United Central Industrial Supply Co, 367.57; Unity, 2.60; Villegas, Ben, 75.71; Wesco Receivables Corp, 5113.65; White's Frontier Motors, 7402.42; Wickham, Marshal, 12.28; Wyodak Resources Development Corp, 554.29; Wyoming Center For Clinical Excellence, 600.00; Wyoming Machinery Co, 24963.06; Wyoming Peace Officer Assoc, 750.00; Wyoming Water Solutions, 21.00; Xerox Corporation, 470.00; Xscindo Wyoming LLC, 1155.40; Xylem Water Solutions Usa Inc, 31113.00; Zabel & Associates, 5000.00.

Councilmember West made a motion to approve the Consent Agenda; seconded by councilmember Clary. All voted aye. The motion carried.

Comments

Council

Councilmember Gross stated that she attended a Town Hall where she learned a lot about Nuclear Energy.

Councilmember Smith praised the Parks Department for their efforts in keeping the City Parks clean and safe.

Liaison Report

Councilmember Gross stated that she attended the Council of Community Services Board meeting. Gross added that they are looking at making changes to their programming due to reductions in federal funding.

Proclamations / Presentations

Katey Stevenson, Family Advocate for the Jason's Friends Foundation, expressed the importance and the impact of the foundation. Stevenson added that the foundation currently serves 175 families whose child is either actively in treatment or in remission. Council President Carsrud then proclaimed September 2025, as *Childhood Cancer Awareness Month*.

Jenny Nell, Salvation Army Executive Director, presented statistics about the impact the Salvation Army has on the community. Nell stated that during the month of August, 2,326 food boxes were handed out locally. Nell expressed her gratitude to the volunteers and how grateful the Salvation Army is to their donors as well as being recipients of 1% funds. Council President Carsrud then proclaimed September 2025 as *Hunger Action Month*.

Teddrick Walker, Campbell County Prevention Specialist, noted an increase of losses due to suicide from last year to the current year. Walker expressed the importance of talking to someone and reaching out for help. Council President Carsrud then proclaimed September 2025 as *Suicide Prevention Month*.

Director Toscana presented a Things to Know Video for September 2025.

New Business

Minute Action

Councilmember West made a motion to approve a Special Event Permit including a Street Closure on Gillette Avenue between 5th and 6th Street for a 9/11 run/walk and outdoor service from 7:00 a.m. until 11:30 a.m., on September 7, 2025, Requested by First Baptist Church; seconded by councilmember Gross. All voted aye. The motion carried.

Councilmember Gross made a motion to approve a Special Event Permit, including a Street Closure on 3rd Street Plaza, an Open Container Permit and Live Music, for a Mexican Independence Day Celebration on September 13, 2025, from 4:00 PM to 10:00 PM, requested by Cinco De Mayo Restaurant; seconded by councilmember McLeland. All voted aye. The motion carried.

Councilmember West made a motion to approve a Request from the Boys & Girls Club of Campbell County for the City to Donate Materials to Replace Existing Playground Surfacing with Engineered Wood Fiber Material; seconded by councilmember Gross. Administrator Cole explained that the city does have some wood fiber material on hand that was an overage from Camporee 2024. Cole added that if the request passed, it would cost the City roughly \$15,550.00 to fund the replacement. Council members Smith and Clary expressed their desire for the club to raise their own funds. Councilmembers West and Gross stated they wish to see this be funded for the safety of the children. Brittney Locken, Executive Director clarified fundraising efforts for multiple projects and invited the community to upcoming fundraisers. Councilmembers McLeland, Gross, West, and Council President Carsrud voted aye. Councilmember Smith and Clary voted nay. The motion carried.

Councilmember West made a motion to approve a Professional Services Agreement for Professional Engineering Evaluation Services Associated with the Gurley Overpass Project, to HDR Engineering, Inc., in the Amount of \$56,270.27 (1% Project); seconded by councilmember Clary. Administrator Cole explained that this study is to receive updated cost estimates associated with the Gurley Overpass. All voted aye. The motion carried.

Councilmember West made a motion to approve a Professional Services Agreement for Construction Management Services Associated with the Foothills Boulevard Reconstruction Project, with Morrison-Maierle, in the Amount of \$415,800.00 (1% Project); seconded by Councilmember Clary. Administrator Cole informed the council that this agreement is for the construction management associated with the project. Cole continued that the project includes several improvements including drainage, water, sewer, power, and other utilities. All voted aye. The motion carried.

Councilmember West made a motion to approve a Professional Services Agreement for Engineering Services Associated with the Antelope Valley Subdivision Street Maintenance Project, with KLJ Engineering LLC, in the Amount of \$64,700.00 (1% Project); seconded by councilmember Clary. Administrator Cole explained that this agreement is the design services to detail the extent of work that needs done to ensure the street is up to the City's standards. All voted aye. The motion carried.

Councilmember West made a motion to approve a Contract Amendment to a Professional Services Agreement with Morrison Maierle, Inc., for Additional Construction Management Services Related to the Gillette Regional Water Supply Project: Priority 5 in the Amount of \$30,000.00; seconded by councilmember Gross. Administrator Cole pointed out that this project has been through multiple alignment changes which have increased the timeline of the project, thus the need for additional funds. All voted aye. The motion carried.

RESOLUTION NO. 2917

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION TO THE OFFICE OF STATE LANDS AND INVESTMENTS TO REQUEST ADDITIONAL LOAN FUNDS IN THE AMOUNT OF \$2,500,000 THROUGH THE DRINKING WATER STATE REVOLVING FUND ON BEHALF OF THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING, FOR THE PURPOSE OF THE 30" MADISON WATER TRANSMISSION MAIN PIPELINE REPAIR PROJECT

Councilmember West made a motion to approve the foregoing Resolution; seconded by councilmember Gross. Administrator Cole provided insight into what the additional funds are for, why they are

necessary, and how they are related to the next couple of agenda items. All voted aye. The motion carried.

Councilmember McLeland made a motion to approve a Professional Services Agreement for Construction Management Services Associated with the 30-inch Madison Transmission Repairs Project, with HDR Engineering Inc., in the Amount of \$535,640.00; seconded by councilmember West. All voted aye. The motion carried.

Councilmember West made a motion to approve Work Authorization 2 to Enter into an Agreement for a Guaranteed Maximum Price (GMP) for the 30-inch Madison Transmission Repairs Project, to Garney Construction, in the Amount of \$8,632,908.47; seconded by councilmember Gross. All voted aye. The motion carried.

Councilmember West made a motion to approve a Bid Award for the City Hall Customer Service Renovation Project to Hladky Construction, Inc. in the amount of \$163,488.00; seconded by councilmember McLeland. Administrator Cole explained that while Customer Service's reconstruction efforts were originally budgeted for \$150,000.00, the division's current layout is cumbersome to their workflow. All voted aye. The motion carried.

Councilmember West made a motion to approve a Bid Award for the Energy Capital Sport Complex Softball Field Bleacher Shelter Project to S & S Builders, LLC in the Amount of \$297,189.00; seconded by councilmember McLeland. Administrator Cole and Director Muzzarelli stated that this project would put enclosed covers over the existing bleachers. Cole added that the city owns this facility, therefore, costs associated with the upgrades are the City's responsibility. He added that 50% of the costs will be covered by grant funds. Council members Smith and Clary expressed similar mindsets that the covers are more of a want, and not a need. Councilmembers McLeland, Gross, West, and Council President Carsrud voted aye. Councilmembers Smith and Clary noted nay. The motion carried.

RESOLUTION NO. 2918

A RESOLUTION APPROVING AND AUTHORIZING THE RESUBDIVISION OF LOT 10B OF COLLINS HEIGHTS INDUSTRIAL PARK SUBDIVISION TO BE KNOWN AS LOTS 10C & 10D OF COLLINS HEIGHTS INDUSTRIAL SUBDIVISION; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS. (PLANNING COMMISSION VOTE: 4/0)

Councilmember West made a motion to approve the foregoing Resolution; seconded by councilmember Clary. All voted aye. The motion carried.

RESOLUTION NO. 2919

A RESOLUTION APPROVING AND AUTHORIZING THE FINAL PLAT OF THE OPSETH SUBDIVISION, TO BE KNOWN AS LOT 1 OF THE OPSETH SUBDIVISION; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS. (PLANNING COMMISSION VOTE: 4/0/1 ABSTENTION)

Councilmember West made a motion to approve the foregoing Resolution; seconded by councilmember Gross. All voted aye. The motion carried.

RESOLUTION NO. 2920

A RESOLUTION APPROVING AND AUTHORIZING THE RESUBDIVISION OF LOT 17 & THE SOUTH ½ OF LOT 18, BLOCK 3 OF SUNBURST SUBDIVISION TO BE KNOWN AS LOT 17A, BLOCK 3 OF SUNBURST SUBDIVISION; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS. (PLANNING COMMISSION VOTE: 5/0)

Councilmember West made a motion to approve the foregoing Resolution; seconded by councilmember McLeland. All voted aye. The motion carried.

Ordinance 1st Reading

ORDINANCE NO. 26-06

AN ORDINANCE APPROVING AND AUTHORIZING THE VACATION OF A 70-FOOT-WIDE STORMWATER DETENTION EASEMENT ON LOT 1B, OF PRESTIGE PARK SUBDIVISION; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS. (PLANNING COMMISSION VOTE: 5/0)

Councilmember Gross made a motion to approve the foregoing Ordinance on first reading; seconded by councilmember McLeland. All voted aye. The motion carried.

Public Hearings and Considerations

Council President Carsrud opened a Public Hearing to Amend the District Zoning Map of the City of Gillette, Wyoming, for a Portion Of The Southeast Quarter of Section 27, Township 50 North, Range 72 West, and a Portion of the Southwest Quarter of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive And 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming, from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District, per the Attached Exhibit. Hearing no comments, he closed the public hearing.

Ordinance 1st Reading

ORDINANCE NO. 26-07

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF GILLETTE, WYOMING, FOR A PORTION OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 50 NORTH, RANGE 72 WEST, AND A PORTION OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 50 NORTH, RANGE 72 WEST, ALSO KNOWN AS 1000 CAMEL DRIVE AND 1500 S BUTLER SPAETH ROAD, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, FROM R-1, SINGLE FAMILY RESIDENTIAL DISTRICT AND R-2, TWO-FAMILY RESIDENTIAL DISTRICT, TO C-O, OFFICE AND INSTITUTION DISTRICT, PER THE ATTACHED EXHIBIT. (PLANNING COMMISSION VOTE: 5/0)

Councilmember West made a motion to approve the foregoing Ordinance on first reading; seconded by councilmember Gross. Administrator Cole stated that the Ordinance would rezone the existing school lots that Cambell County High School and Hillcrest Elementary are currently located on in anticipation for the new Campbell County High School construction. All voted aye. The motion carried.

Public Comment

Campbell County Commissioner Chairman, Kelley McCreery, voiced concerns about alleged secret meetings amongst Commissioners Jim Ford and Scott Clem, Mayor Shay Lundvall, and City Administrator Mike Cole. McCreery stated that these undisclosed meetings have broken his trust and integrity with the Commissioners and the City Council.

Campbell County Commissioner Bob Jordan defended the county's spending on its facilities and extended an invitation to City Council members to attend county budget meetings. Jordan stated that the County Commissioners pride themselves on their transparent meetings and explained what the Commissioners have done to collect and understand information pertaining to nuclear development. Jordan concluded by expressing his hope for greater transparency from all parties in the future.

Wyoming State Senator Troy McKeown addressed his previous comments to the city council, clarifying that his intent was to question why council members signed a non-disclosure agreement regarding nuclear energy. McKeown explained that his constituents want to be informed about the city's actions and the reasoning behind them.

Rolf Arands raised concerns about the lack of transparency surrounding nuclear energy development, referencing articles from County 17. Arands highlighted the Cooperative Agreement between the City of Gillette and BWXT, noting that his research showed that \$20,000 has been spent on nuclear energy in the past 18 months, but there has been only one public presentation on the topic in 2024.

Adjournment:

There being no further business to come before the Council, the meeting was adjourned at 7:22 p.m. The meeting can be viewed on the City's website, www.gillettewy.gov/gpa. The next regularly scheduled meeting on September 16, 2025, is cancelled, and special meeting will take place on Monday, September 15, 2025, in the City Hall Council Chambers.

(S E A L)
ATTEST:

Shay Lundvall, Mayor

Alicia Allen, City Clerk
Publication Date: September 9, 2025



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration to Ratify a Previous Title of a Professional Services Agreement for Engineering Services Associated with the Antelope Valley Subdivision Street Maintenance Project, with KLJ Engineering LLC, in the Amount of \$64,700.00 (1% Project), to PCA Engineering, Inc.

PROJECT NUMBER:

26EN01

CASE BACKGROUND:

The engineering firm in the previous September 2, 2025, item referenced KLJ Engineering, Inc. The agreement is with PCA Engineering, Inc. This item ratifies and updates the engineering firm the City enters into an agreement with.

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

ORDINANCE 2ND READING

Council Consideration of an Ordinance Approving and Authorizing the Vacation of a 70-foot-wide Stormwater Detention Easement on Lot 1B, of Prestige Park Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements. (Planning Commission Vote: 5/0)

SUGGESTED ACTION:

I move to Approve an Ordinance Approving and Authorizing the Vacation of a 70-foot-wide Stormwater Detention Easement on Lot 1B, of Prestige Park Subdivision; to the City of Gillette, Wyoming, Subject to all Planning Requirements.

APPLICANT/OWNER:

Diverse Energy LLC, Owner

AGENT:

Gerald Williams, Inberg-Miller Engineers, Agent

CASE BACKGROUND:

1ST READING VOTE: 6/0

The applicant is requesting the vacation of an existing 70-foot-wide Stormwater Detention Easement located at 2901 Conestoga Drive; more specifically, 185'x70' easement, totaling 12,950 sq. ft. that beings at the north property line and runs down the western side of the property. A drainage plan indicated that the easement is unnecessary as the stormwater has been re-routed to the north-eastern side of the property to a detention pond with stormwater pipes draining into it. The following city divisions reviewed the proposed vacation and found no issues with it: Planning, GIS, Engineering, Wastewater, Water, Electrical, and the Fire Department.

This case was approved by the Planning Commission during their August 26, 2025, meeting with a vote of 5/0.

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

CASE MANAGER:

Meredith Duvall, City Planning Manager

ATTACHMENTS:

[Ordinance](#)

[Vicinity Map](#)

[Stormwater Easement Vacate](#)

[Planning Requirements](#)

[08/26/25 Planning Commission Minutes](#)

ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE VACATION OF A 70-FOOT-WIDE STORMWATER DETENTION EASEMENT ON LOT 1B, OF PRESTIGE PARK SUBDIVISION; TO THE CITY OF GILLETTE, WYOMING, SUBJECT TO ALL PLANNING REQUIREMENTS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING:

SECTION ONE.

Pursuant to the petition of Diverse Energy LLC, property owner of Lot 1B of Prestige Park Subdivision, and the authority of W.S. 15-6-104 and W.S. 34-12-106 through W.S. 34-12-110, the City Council finds that the vacation of the 70 ft. wide Stormwater Detention Easement located at 2901 Conestoga Drive; more specifically, 185'x70' easement, totaling 12,950 sq. ft. that beings at the north property line and runs down the western side of the property, as contained entirely within Lot 1B of Prestige Park Subdivision, as recorded by the Campbell County Clerk in Book 12 of Plats, Page 15, Folder 6 will not abridge or destroy any of the rights and privileges of the other landowners in Lots 1B and 2B, Prestige Park Subdivision; and further finds that the vacation is in the best interest of the City of Gillette. For a more detailed location of the vacation see the attached Exhibit Map.

SECTION TWO.

- (a) The Ordinance and Exhibit Map shall be recorded at the Campbell County Clerk's Office upon approval of the Vacation by City Council.
- (b) The Clerk of Campbell County, in whose office the aforesaid plat is recorded, shall write in plain legible letters across that part of the plat so vacated, the word "VACATED" and also make a reference on the same to the volume and page in which the said instrument of Vacation is recorded.

SECTION THREE. This ordinance shall be in full force and effect on its effective date, October 7th, 2025.

PASSED, APPROVED AND ADOPTED THIS 7th day of October, 2025.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk

STATE OF WYOMING)
)ss.
County of Campbell)

On this ____ day of _____, 2025, before me personally appeared Shay Lundvall, to me personally known, who being by me duly sworn, did say that he is the Mayor of the City of Gillette, and that the seal affixed to said instrument is the Corporate Seal of said corporation, and that said instrument was signed and sealed on behalf of said corporation by authority of its City Council, and said Shay Lundvall acknowledged said instrument to be a free act and deed of said corporation.

Witness my hand and official seal.

Notary Public

My Commission Expires: _____

Easement Vacation - 2901 Conestoga Dr



CITY OF GILLETTE

Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

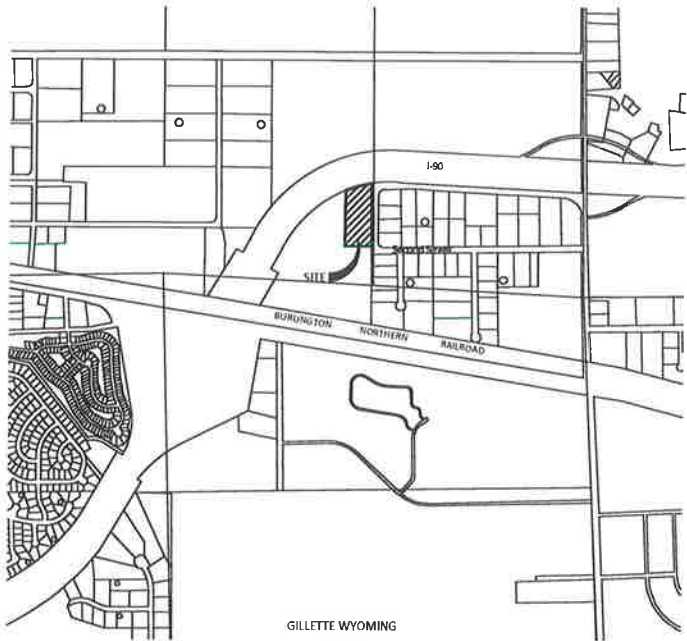
City of Gillette, GIS Division, Campbell
County, State of Wyoming

THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM
RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO
GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR
THE INFORMATION CONTAINED THEREIN.



1 inch equals 83 feet
1 inch equals 0.02 miles

August 01, 2025



GILLETTE WYOMING
VICINITY MAP
1"=1,000'

LEGEND

- FOUND ALUMINUM CAP
PROPOSED EASEMENT VACATION

STORM WATER DETENTION EASEMENT VACATION

BEING SITUATED IN A PORTION OF LOT 1B,
OF THE RESUBDIVISION OF LOTS 1A & 2A, PRESTIGE PARK
CITY OF GILLETTE, WYOMING

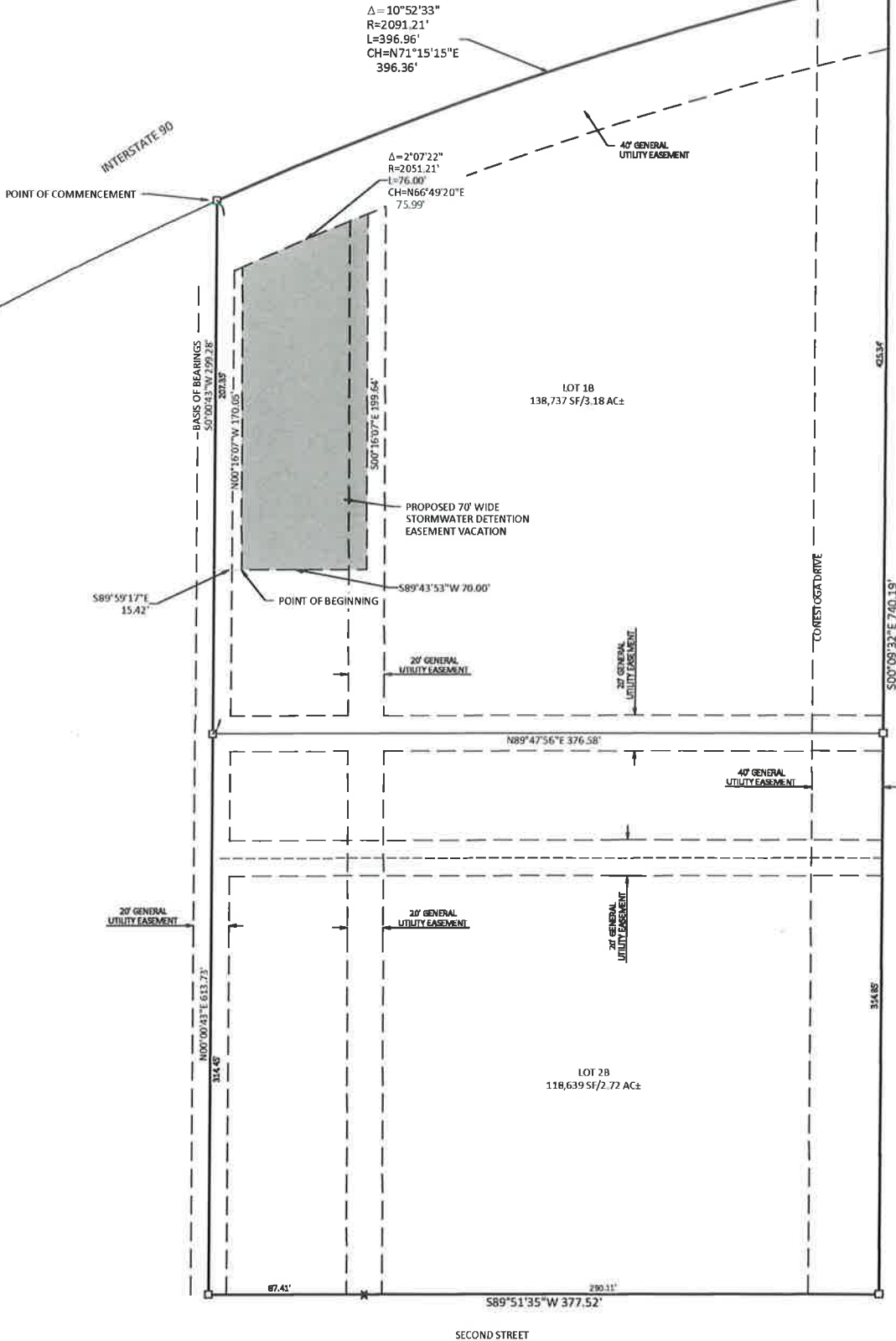
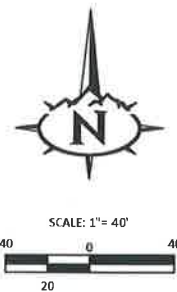
LEGAL DESCRIPTION

THE FOLLOWING METES AND BOUNDS DESCRIPTION IS FOR A STORM WATER DETENTION EASEMENT VACATION SITUATED IN LOT 1B, OF THE RESUBDIVISION OF LOTS 1A & 2A, PRESTIGE PARK, AS RECORDED IN BOOK 12 OF PLATS, PAGE 15, FOLDER 6 AT THE CAMPBELL COUNTY CLERK AND RECORDS OFFICE IN GILLETTE, WYOMING, BEING SITUATED IN A PORTION OF THE SW1/4, OF SECTION 24, TOWNSHIP 50 NORTH, RANGE 72 WEST, OF THE SIXTH PRINCIPAL MERIDIAN, CAMPBELL COUNTY, WYOMING, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF LOT 1B OF SAID RESUBDIVISION OF LOT 1A, BEING A FOUND ALUMINUM CAP MONUMENT, FROM WHICH THE SOUTHWEST CORNER OF LOT 1B OF SAID RESUBDIVISION BEING A FOUND ALUMINUM CAP MONUMENT, BEARS S0°00'43"W, 299.28 FEET, WHICH IS THE BASIS OF BEARING; THENCE S0°00'43"W ALONG THE WEST BOUNDARY LINE OF SAID LOT 1B, 207.35 FEET; THENCE S89°59'17"E AND PERPENDICULAR TO THE WEST BOUNDARY OF SAID LOT 1B, 15.42 FEET TO THE POINT OF BEGINNING OF THIS STORM WATER DETENTION EASEMENT VACATION DESCRIPTION; THENCE FROM SAID POINT OF BEGINNING N00°16'07"W ALONG THE WEST BOUNDARY OF SAID STORM WATER DETENTION EASEMENT, 170.05 FEET TO A POINT ON A NON-TANGENT CURVE; THENCE NORTHEASTERLY ALONG SAID NON-TANGENT CURVE TO THE RIGHT 76.00 FEET, SAID CURVE HAVING A RADIUS OF 2051.21', A CENTRAL ANGLE OF 2°07'22" AND CHORD BEARING N66°49'20"E; THENCE S00°16'07"E, 199.64 FEET; THENCE S89°43'53"W, 70.00 FEET TO THE POINT OF BEGINNING OF THIS STORM WATER DETENTION EASEMENT VACATION DESCRIPTION, CONTAINING 0.297 ACRES, MORE OR LESS, AND SUBJECT TO ALL EASEMENTS, RIGHTS-OF-WAY, AND RESTRICTIONS OF RECORD.

STATE OF WYOMING)
COUNTY OF NATRONA) ss

I, Travis D. Ferguson, a Professional Land Surveyor of the State of Wyoming, do hereby state that the above described easement was surveyed under my direction by Travis L. Hiatt on June 12, 2025 and that the accompanying map is correct to the best of my knowledge.



Know what's below.
Call before you dig.

ANY USE, REUSE, OR ADAPTATION OF THIS DRAWING OTHER THAN FOR THE SPECIFIC PURPOSE INTENDED BY THE ENGINEER, WITHOUT WRITTEN AUTHORIZATION FROM THE ENGINEER, WILL BE AT THE CLIENT'S RISK AND FULL LEGAL RESPONSIBILITY.

MOUNTAIN PEAK BUILDERS
PRESTIGE PARK REPLAT
GILLETTE, WYOMING
STORM WATER DETENTION EASEMENT
VACATION

PROJECT NUMBER	24706-LS
CHECKED BY	TDF
DRAWN BY	MDH
SCALE	1"=40' HORIZ.
BOOK	1360
PAGE	49
DATE	JULY 18, 2025
SHEET	V101

Planning Requirements

PL2025-0030 | Easement Vacation | 2901 Conestoga St

The Planning Requirements are as follows:

1. All comments in EnerGov will be addressed.

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall ~ August 26, 2025 ~ 5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Vice-Chair Richard Cone, Matthew Nelson, Ian Scott, and Lance Walker.

Commission Members Absent: Brian Rozier and Jack Colson

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, City Planner; Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Shaun Hottell called the meeting to order at 5:15 p.m.

APPROVAL OF
THE MINUTES

A motion was made by Vice-Chair Cone to approve the meeting minutes of July 22, 2025. Ian Scott seconded the motion. Motion carried 5/0.

Case No.
PL2025-0029 –
MAP
AMENDMENT –
1000 Camel Dr &
1500 Butler Spaeth
Rd

The owner, Campbell County School District, Owner, seeks to amend the Zoning Map to rezone 1000 Camel Drive and 1500 S Butler Spaeth Road from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District.

The proposed rezone area is approximately 69.32 acres and as the minimum district size for the C-O District is 1 acre; this rezone does meet the minimum district requirements. 1000 Camel Drive is the site of Campbell County High School, which includes the school, football/soccer/track fields, tennis courts, a vocational tech building, and all associated parking for the above-mentioned activities. 1500 S Butler Spaeth Road is the site of Hillcrest Elementary School, which includes the school, playground, field, and all associated parking for the above-mentioned activities. Both properties are currently serviced with city water, sewer, and electric utilities.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Ian Scott made a motion to approve the case, and Vice-Chair Cone seconded. The Motion carried 5/0.

Case No.
PL2025-0030 –
EASEMENT
VACATION – 2901
Conestoga Dr

The owner, Diverse Energy LLC, is requesting the vacation of an existing 70-foot-wide Stormwater Detention Easement located at 2901 Conestoga Drive; more specifically, 185'x70' easement, totaling 12,950 sq. ft. that beings at the north property line and runs down the western side of the property.

A drainage plan indicated that the easement is unnecessary as the stormwater has been re-routed to the north-eastern side of the property to a detention pond with stormwater pipes draining into it. The following city divisions reviewed the proposed vacation and found no issues with it: Planning, GIS, Engineering, Wastewater, Water, Electrical, and the Fire Department.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Lance Walker seconded. The Motion carried 5/0.

Case No.
PL2025-0031 –
MINOR
SUBDIVISION –
Opseth Subdivision

The owners, John & Brenda Opseth, propose combining two existing lots, known as 2331 S Butler Spaeth Rd & 1490 Country Club Rd, into one lot. 2331 S Butler Spaeth Rd is 1.09 acres and currently undeveloped. 1490 Country Club Rd is 0.79 acres and has one residence.

Both properties are zoned R-S, Suburban Residential District, and currently meet the minimum lot size of ½ acre and minimum lot width of 12 feet. The proposed 1.87-acre lot also meets these minimum requirements.

Pursuant to the City of Gillette Subdivision Regulations for residentially zoned properties, installation of water and sanitary sewer services to each lot is required prior to the filing of the final plat. These improvements were not made to 2331 S Butler Spaeth Rd before platting, and the lot does not currently have water and sewer services installed. If the two properties are allowed to be combined, then what is now 2331 S Butler Spaeth Rd would be served by the existing water and sewer services for 1490 Country Club Rd, removing the nonconformity with the City Subdivision Regulations.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Shaun Flynn, resident of Country Club Estates, was present and said his main concern was public safety if a building – such as a garage or shop – were to be built on the property it would diminish visibility at the intersection of Butler Spaeth Road and Country Club Road, as there has been a fatality at the intersection in the past. Mr. Flynn said also in the winter it would make an impact on safety with the hill going up Butler Spaeth Road towards Country Club Road. Mr. Flynn said there was a fence that was located on the property that was a noise deterrent for Mr. Flynn's property, but part of the fence has been removed and the noise increase has been significantly increased according to him, along with garbage coming onto his property and he wanted to ask for the fence to be put back up. Chair Hottell said that it was a private fence, and the Planning Commission would only be voting on if the property lot line could be removed at this meeting.

Mr. Flynn asked if the applicant had already purchased the lots that were proposed to have the lot line removed, and Meredith Duvall said the property was either already purchased or was under contract. Mr. Flynn said he would have wanted to buy part of the property, but it was not highly advertised when the property was for sale. Mr. Flynn said the property owner has already started to park vehicles on the property and he feels this will become a problem. Mr. Flynn asked if the property owner could subdivide the lot on the future, and Ms. Stefanick said if the zoning were to stay R-S the area would need to be a minimum of ½ acre with a width of 125 feet for a front setback then a subdivision of the property could happen. Mr. Flynn said if that were to happen then part of the lot could then be resold and a building could then go behind his house and he did not want that. Ms. Stefanick said an owner of the property could have built on that lot at any time, it just had not been utilized or developed up to this time. Ms. Stefanick explained with building anything on the property site triangles would have to be applied and a building would not be able to impede on the site triangle.

Mr. Flynn said he was concerned about an alley that was behind the property owner's house that was connected to Mr. Flynn's house, as there was a concern by Mr. Flynn

that the property owner could close off the alley, blocking access to his house. Ms. Stefanick said the alley was a public access easement and the property owner would not be able to close off the alley, as it will continue to be on the recorded plat.

Christopher Flynn, Shaun Flynn's son and resident of Country Club Estates, was present and said his concern was the property owner's removal of his fence and creating road noise that wasn't there before the fence removal. Chair Hottell said since it was a privately-owned fence, the property owner has the right to remove it, and the Planning Commission would only be voting on the lot line removal at the meeting. Ms. Duvall stated that the fence was private property, and the property owner could remove it or choose to replace what had been taken down. Ms. Duvall advised Mr. Flynn that they also could obtain a fence permit from the City Planning Division and put one up on their property. Mr. Flynn said his concern also was any potential of an obstruction being built on the property because of the hill coming up Butler Spaeth Road to County Club Road, as there had already been a fatality at that location in the past. Ms. Duvall said any building would have to be outside of the site triangle as well as any setbacks to the property would have to be followed. Any building would also have to be permitted by the city, and all the site triangles and setbacks would be reviewed at that time. Ms. Duvall said even if the lot line were not removed, a building could be built on the property at any time, but all the setbacks and site triangles would need to be observed.

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Ian Scott seconded. The Motion carried 4/0/1.

Case No.
PL2025-0032 –
MINOR
SUBDIVISION –
4201 Tepee

The owners, Susan Saunders and Rebecca Mast, propose to combine one existing lot (Lot 17) with one-half lot (southern one-half of Lot 18) to reflect the way the properties were sold and are currently being utilized.

Sunburst subdivision was originally platted in 1962, before that area's annexation to the city that occurred in 1984. After platting, 10 of the properties on Block 2 of Sunburst Subdivision were purchased as one- and one-half lots. These properties were later built on and utilized as one lot. These properties are now non-conforming as current zoning regulations do not allow structures to be built over lot lines. The proposed subdivision will remove the nonconformity from the property known as 4201 Tepee St.

As the proposed subdivision only includes the property owned by 4201 Tepee St, the subdivision will result in the northern half of Lot 18 being left over and not absorbed into an existing lot at this time. The northern half of Lot 18 is owned by the adjacent property owners to the north, located at 4111 Tepee St; at this time the property owners have no interest in combining their lots.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Danny Engdahl and Kathleen Doege, owners of the adjoining property at 4111 Tepee St., were present and asked if their adjoining property line would also be removed with this case. Ms. Stefanick said a Minor Subdivision application would be needed to remove any of their lot lines. Mr. Engdahl asked if he was to sell his property if the lot line would be an issue for future buyers. Ms. Stefanick said for Mr. Engdahl's property, the buildings currently built over the lot line were built when the city allowed it in the past, therefore they are legal non-conforming buildings and still allowed and can be utilized as is. However, any additions that would be put in now would have to meet current city standards. Vice-Chair Cone stated the Title Company may have issues

with the way the lots are now, and Ms. Stefanick said that it would be on the civil side of their property sale. Ms. Doege asked why their lot was 1-1/2 lot size, and Ms. Stefanick said there were 10 lots that were sold as 1-1/2 lot pieces when the subdivision was platted in 1962.

Cevin Imus, agent for the case, was present and said he wanted to clarify that if the neighboring property owner wanted to add an addition onto their property that the Planning Division would require for their 1-1/2 lots to be combined prior to that, so now would be time to do the lot line removal process. Ms. Duvall and Ms. Stefanick provided the contact information for the Planning Division should the adjoining property owners want to pursue removing the lot line from their property.

There being no further comments or questions, Vice-Chair Cone made a motion to approve the case, and Matthew Nelson seconded. The Motion carried 5/0.

Case No.
PL2025-0033 –
MINOR
SUBDIVISION –
4001 E Collins Rd

Commissioner Lance Walker excused himself from consideration from this matter due to a conflict. The owners, Matthew & Laurie Walker, propose to subdivide an existing developed 2.22-acre parcel into two individual lots. Lot 1 is proposed to be 1.48 acres and will contain the northern building. Lot 2 is proposed to be 0.73 acres and will contain the southern building.

The property located at 4001 E Collins Rd is zoned I-2, Heavy Industrial District. There is no minimum lot size or width in an I-2 District. Both proposed properties are served by existing utilities.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Ian Scott seconded. The Motion carried 4/0.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the September 9, 2025, and September 23, 2025, meetings would be canceled.

ADJOURNMENT

The meeting was adjourned at 5:57 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

ORDINANCE 2ND READING

Council Consideration of an Ordinance Amending the District Zoning Map of the City of Gillette, Wyoming, for a Portion Of The Southeast Quarter of Section 27, Township 50 North, Range 72 West, and a Portion of the Southwest Quarter of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive And 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming, from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District, per the Attached Exhibit. (Planning Commission Vote: 5/0)

SUGGESTED ACTION:

I move to Approve an Ordinance Amending the District Zoning Map of the City of Gillette, Wyoming, for a Portion Of The Southeast Quarter of Section 27, Township 50 North, Range 72 West, and a Portion of the Southwest Quarter of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive And 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming, from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District, per the Attached Exhibit.

APPLICANT/OWNER:

Campbell County School District, Owner

AGENT:

Craig Shavlik, KL&A, Inc, Agent

CASE BACKGROUND:

1ST READING VOTE: 6/0

See attached Explanation of Rezone submitted by applicant.

The applicant seeks to amend the Zoning Map to rezone 1000 Camel Drive and 1500 S Butler Spaeth Road from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District. The proposed rezone area is approximately 69.32 acres, with 1000 Camel Drive

being 49.02 acres and 1500 S Butler Spaeth Road being 20.30 acres. The minimum district size for the C-O District is 1 acre; this rezone does meet the minimum district requirements. 1000 Camel Drive is the site of Campbell County High School, which includes the school, football/soccer/track fields, tennis courts, a vocational tech building, and all associated parking for the above-mentioned activities. 1500 S Butler Spaeth Road is the site of Hillcrest Elementary School, which includes the school, playground, field, and all associated parking for the above-mentioned activities. Both properties are currently serviced with city water, sewer, and electric utilities.

The surrounding Zoning Districts are:

North – R-2, Two-Family Residential District; R-4, Multi-Family Residential District; R-3, Single and Multi-Family Residential District

East – R-4, Multi-Family Residential District; R-2, Two-Family Residential District

South – I-2, Heavy Industrial District

West – C-1, General Commercial District; R-4, Multi-Family Residential District

Per Section 1.e(1) Amendment Procedures, Statement of Policy:

Any person, corporation, or the City may initiate amendments to the Zoning Code to:

Correct an obvious error or oversight in the regulations; or

Recognize changing conditions in the City that requires an amendment(s) for the public health, safety, or general welfare.

The existing zoning districts, R-1 and R-2, do allow schools as a permitted use within each district. In this case, Staff recognizes both a) and b) as valid reasons for a rezone. 1000 Camel Drive currently has both R-1 and R-2 zoning districts within its boundary, which is illegal, as a single parcel is required to contain one zoning district. Because of the split zoning issue on the parcel, this rezone would apply to a) by correcting an obvious error or oversight in the regulations (which the Zoning Map is considered a regulatory document). As for b), recognizing changing conditions within the city, specifically for general welfare, the change of zoning district will allow for more than a school structure on site; the school district can further utilize the site for administrative offices, shops for school storage, or any other school district function that isn't necessarily a school building.

This case was approved by the Planning Commission during their August 26, 2025, meeting with a vote of 5/0.

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director

CASE MANAGER:

Meredith Duvall, City Planning Manager

ATTACHMENTS:

[Explanation of Rezone](#)

[Ordinance](#)

[Vicinity Map](#)

[Area to be Rezoned](#)

[Planning Requirements](#)

[08/26/25 Planning Commission Minutes](#)

Findings of Facts

City of Gillette, Wyoming
Department of Community Development
Planning Division
Request For Zoning Amendment

CASE NO. _____ Z

- I. Applicants Name: Campbell County School District #1 (CCSD#1)
Mailing Address: 100 West Eighth Street (P.O. Box 3033), Gillette, WY 82717
Phone No.: (307) 682-5171
Interest in Property: Owner

- II. Explain in detail the reasons for the proposed zoning amendment. Describe specifically the error in the current zoning, or how changing conditions require this requested amendment (attach additional pages if needed.)

The New Campbell County High School Project will require a minor subdivision to combine the parcels for the campus of the existing Campbell County High School. The common boundary of the Campbell County High School East Parking Area and the Hillcrest School Addition may also need to be adjusted south to accommodate the proposed development for the new high school. The properties are zoned Single-Family Residential (R-1) and Two-Family Residential (R-2) and must be designated as a single zoning district before the minor subdivision can be approved by the City of Gillette. The proposed change to Office and Institutional (C-O) District meets the needs of the CCSD#1 to operate and maintain both the Campbell County High School and Hillcrest Elementary School. The C-O designation is compatible with the adjacent residential and commercial districts. The proposed rezoning from residential to institutional will support the development of a new school that directly serves the educational needs of the growing community. This change promotes the public health, safety, and general welfare by providing a safe, modern learning environment designed to meet current building, safety, and environmental standards. The site will include proper access for emergency vehicles, designated drop-off and pick-up areas to manage traffic flow safely, and pedestrian pathways to encourage walkability. Thoughtful site design and landscaping will buffer surrounding residential areas, minimizing impacts such as noise and traffic. Overall, the rezoning enables responsible, community-serving development that enhances long-term neighborhood vitality and supports access to quality education.

*If a map amendment, complete Section III. If a text amendment, complete section IV.

ORDINANCE NO.

AN ORDINANCE AMENDING THE DISTRICT ZONING MAP OF THE CITY OF GILLETTE, WYOMING, FOR A PORTION OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 50 NORTH, RANGE 72 WEST, AND A PORTION OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 50 NORTH, RANGE 72 WEST, ALSO KNOWN AS 1000 CAMEL DRIVE AND 1500 S BUTLER SPAETH ROAD, CITY OF GILLETTE, CAMPBELL COUNTY, WYOMING, FROM R-1, SINGLE FAMILY RESIDENTIAL DISTRICT AND R-2, TWO-FAMILY RESIDENTIAL DISTRICT TO C-O, OFFICE AND INSTITUTION DISTRICT, PER THE ATTACHED EXHIBIT.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, WYOMING, THAT:

Section 1. Legal Description

A Portion Of The Southeast Quarter Of Section 27, Township 50 North, Range 72 West, and A Portion Of The Southwest Quarter Of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive and 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming

Section 2. Zoning Amendment

A Portion Of The Southeast Quarter Of Section 27, Township 50 North, Range 72 West, and A Portion Of The Southwest Quarter Of Section 26, Township 50 North, Range 72 West, Also Known As 1000 Camel Drive and 1500 S Butler Spaeth Road, City of Gillette, Campbell County, Wyoming, is hereby amended from R-1, Single Family Residential District and R-2, Two-Family District, to C-O, Office and Institution District, per the attached Exhibit.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2025.

Shay Lundvall, Mayor

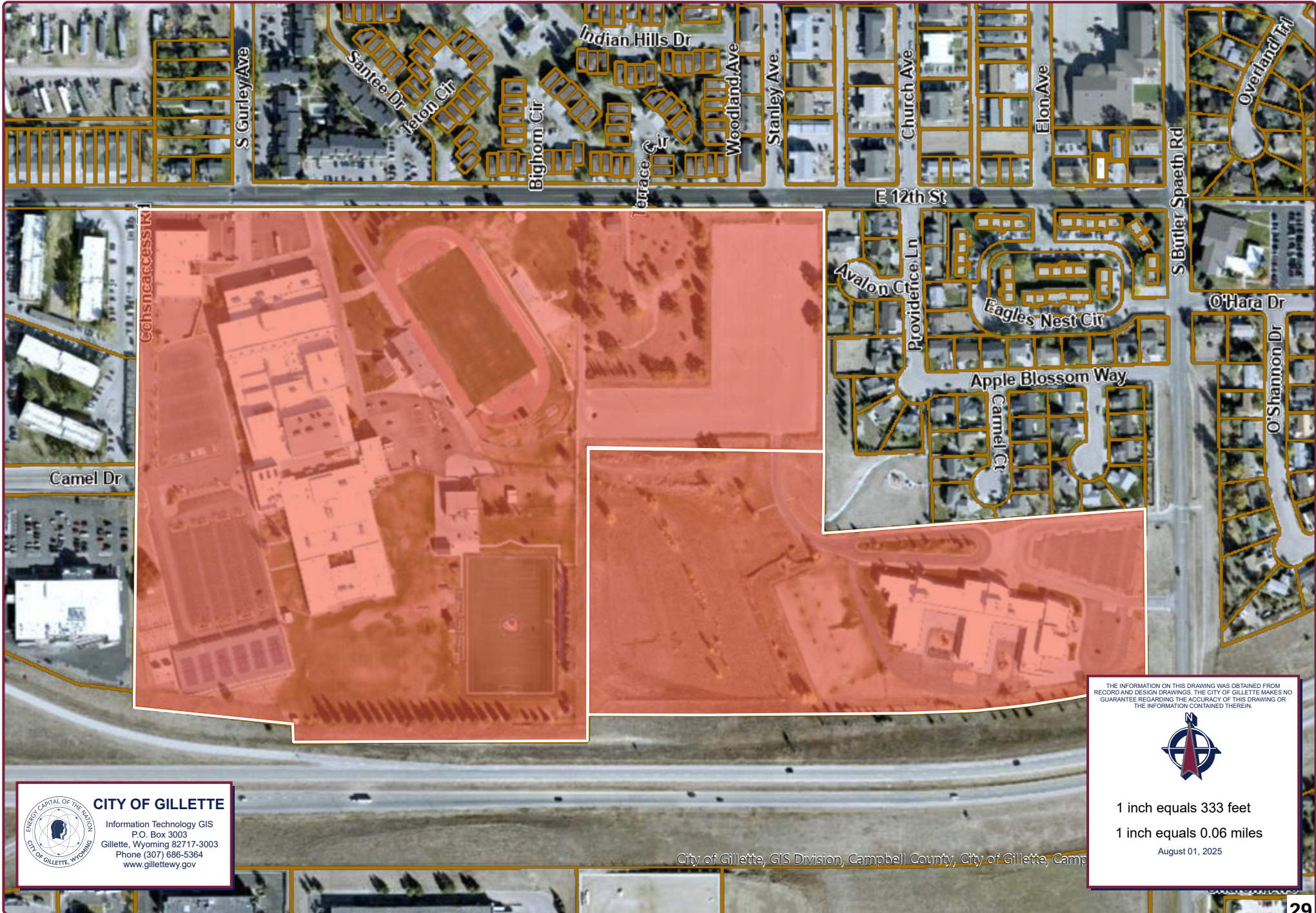
(S E A L)

ATTEST:

Alicia Allen, City Clerk

Publication Date:

Vicinity Map - 1000 Camel Dr & 1500 S Butler Spaeth Rd



CITY OF GILLETTE

Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

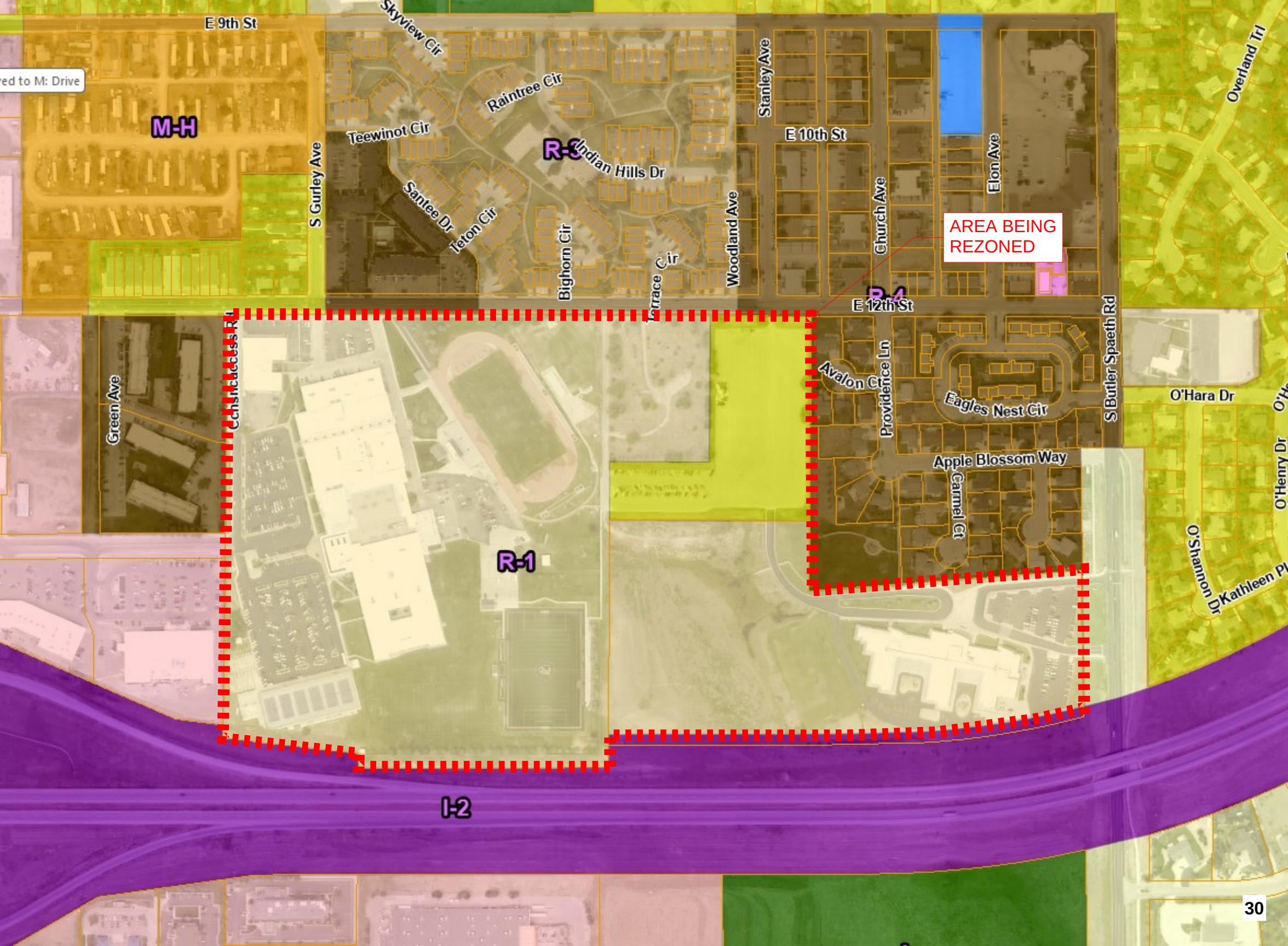
THE INFORMATION ON THIS DRAWING WAS OBTAINED FROM RECORD AND DESIGN DRAWINGS. THE CITY OF GILLETTE MAKES NO GUARANTEE REGARDING THE ACCURACY OF THIS DRAWING OR THE INFORMATION CONTAINED THEREIN.



1 inch equals 333 feet
1 inch equals 0.06 miles

August 01, 2025

City of Gillette, GIS Division, Campbell County, City of Gillette, Camp



AREA BEING
REZONED

Planning Requirements

PL2025-0029

Zoning Map Amendment | 1000 Camel Drive & 1500 S Bulter Spaeth Road

There are no Planning Requirements for this case.

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
Community Room ~ City Hall ~ August 26, 2025 ~ 5:15 pm

PRESENT

Commission Members Present: Chair Shaun Hottell, Vice-Chair Richard Cone, Matthew Nelson, Ian Scott, and Lance Walker.

Commission Members Absent: Brian Rozier and Jack Colson

Staff Present: Meredith Duvall, Planning Manager; Shannon Stefanick, City Planner; Jill McCarty, Administrative Coordinator.

CALL TO ORDER

Chair Shaun Hottell called the meeting to order at 5:15 p.m.

APPROVAL OF
THE MINUTES

A motion was made by Vice-Chair Cone to approve the meeting minutes of July 22, 2025. Ian Scott seconded the motion. Motion carried 5/0.

Case No.
PL2025-0029 –
MAP
AMENDMENT –
1000 Camel Dr &
1500 Butler Spaeth
Rd

The owner, Campbell County School District, Owner, seeks to amend the Zoning Map to rezone 1000 Camel Drive and 1500 S Butler Spaeth Road from R-1, Single Family Residential District and R-2, Two-Family Residential District, to C-O, Office and Institution District.

The proposed rezone area is approximately 69.32 acres and as the minimum district size for the C-O District is 1 acre; this rezone does meet the minimum district requirements. 1000 Camel Drive is the site of Campbell County High School, which includes the school, football/soccer/track fields, tennis courts, a vocational tech building, and all associated parking for the above-mentioned activities. 1500 S Butler Spaeth Road is the site of Hillcrest Elementary School, which includes the school, playground, field, and all associated parking for the above-mentioned activities. Both properties are currently serviced with city water, sewer, and electric utilities.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Ian Scott made a motion to approve the case, and Vice-Chair Cone seconded. The Motion carried 5/0.

Case No.
PL2025-0030 –
EASEMENT
VACATION – 2901
Conestoga Dr

The owner, Diverse Energy LLC, is requesting the vacation of an existing 70-foot-wide Stormwater Detention Easement located at 2901 Conestoga Drive; more specifically, 185'x70' easement, totaling 12,950 sq. ft. that beings at the north property line and runs down the western side of the property.

A drainage plan indicated that the easement is unnecessary as the stormwater has been re-routed to the north-eastern side of the property to a detention pond with stormwater pipes draining into it. The following city divisions reviewed the proposed vacation and found no issues with it: Planning, GIS, Engineering, Wastewater, Water, Electrical, and the Fire Department.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Lance Walker seconded. The Motion carried 5/0.

Case No.
PL2025-0031 –
MINOR
SUBDIVISION –
Opseth Subdivision

The owners, John & Brenda Opseth, propose combining two existing lots, known as 2331 S Butler Spaeth Rd & 1490 Country Club Rd, into one lot. 2331 S Butler Spaeth Rd is 1.09 acres and currently undeveloped. 1490 Country Club Rd is 0.79 acres and has one residence.

Both properties are zoned R-S, Suburban Residential District, and currently meet the minimum lot size of ½ acre and minimum lot width of 12 feet. The proposed 1.87-acre lot also meets these minimum requirements.

Pursuant to the City of Gillette Subdivision Regulations for residentially zoned properties, installation of water and sanitary sewer services to each lot is required prior to the filing of the final plat. These improvements were not made to 2331 S Butler Spaeth Rd before platting, and the lot does not currently have water and sewer services installed. If the two properties are allowed to be combined, then what is now 2331 S Butler Spaeth Rd would be served by the existing water and sewer services for 1490 Country Club Rd, removing the nonconformity with the City Subdivision Regulations.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Shaun Flynn, resident of Country Club Estates, was present and said his main concern was public safety if a building – such as a garage or shop – were to be built on the property it would diminish visibility at the intersection of Butler Spaeth Road and Country Club Road, as there has been a fatality at the intersection in the past. Mr. Flynn said also in the winter it would make an impact on safety with the hill going up Butler Spaeth Road towards Country Club Road. Mr. Flynn said there was a fence that was located on the property that was a noise deterrent for Mr. Flynn's property, but part of the fence has been removed and the noise increase has been significantly increased according to him, along with garbage coming onto his property and he wanted to ask for the fence to be put back up. Chair Hottell said that it was a private fence, and the Planning Commission would only be voting on if the property lot line could be removed at this meeting.

Mr. Flynn asked if the applicant had already purchased the lots that were proposed to have the lot line removed, and Meredith Duvall said the property was either already purchased or was under contract. Mr. Flynn said he would have wanted to buy part of the property, but it was not highly advertised when the property was for sale. Mr. Flynn said the property owner has already started to park vehicles on the property and he feels this will become a problem. Mr. Flynn asked if the property owner could subdivide the lot on the future, and Ms. Stefanick said if the zoning were to stay R-S the area would need to be a minimum of ½ acre with a width of 125 feet for a front setback then a subdivision of the property could happen. Mr. Flynn said if that were to happen then part of the lot could then be resold and a building could then go behind his house and he did not want that. Ms. Stefanick said an owner of the property could have built on that lot at any time, it just had not been utilized or developed up to this time. Ms. Stefanick explained with building anything on the property site triangles would have to be applied and a building would not be able to impede on the site triangle.

Mr. Flynn said he was concerned about an alley that was behind the property owner's house that was connected to Mr. Flynn's house, as there was a concern by Mr. Flynn

that the property owner could close off the alley, blocking access to his house. Ms. Stefanick said the alley was a public access easement and the property owner would not be able to close off the alley, as it will continue to be on the recorded plat.

Christopher Flynn, Shaun Flynn's son and resident of Country Club Estates, was present and said his concern was the property owner's removal of his fence and creating road noise that wasn't there before the fence removal. Chair Hottell said since it was a privately-owned fence, the property owner has the right to remove it, and the Planning Commission would only be voting on the lot line removal at the meeting. Ms. Duvall stated that the fence was private property, and the property owner could remove it or choose to replace what had been taken down. Ms. Duvall advised Mr. Flynn that they also could obtain a fence permit from the City Planning Division and put one up on their property. Mr. Flynn said his concern also was any potential of an obstruction being built on the property because of the hill coming up Butler Spaeth Road to County Club Road, as there had already been a fatality at that location in the past. Ms. Duvall said any building would have to be outside of the site triangle as well as any setbacks to the property would have to be followed. Any building would also have to be permitted by the city, and all the site triangles and setbacks would be reviewed at that time. Ms. Duvall said even if the lot line were not removed, a building could be built on the property at any time, but all the setbacks and site triangles would need to be observed.

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Ian Scott seconded. The Motion carried 4/0/1.

Case No.
PL2025-0032 –
MINOR
SUBDIVISION –
4201 Tepee

The owners, Susan Saunders and Rebecca Mast, propose to combine one existing lot (Lot 17) with one-half lot (southern one-half of Lot 18) to reflect the way the properties were sold and are currently being utilized.

Sunburst subdivision was originally platted in 1962, before that area's annexation to the city that occurred in 1984. After platting, 10 of the properties on Block 2 of Sunburst Subdivision were purchased as one- and one-half lots. These properties were later built on and utilized as one lot. These properties are now non-conforming as current zoning regulations do not allow structures to be built over lot lines. The proposed subdivision will remove the nonconformity from the property known as 4201 Tepee St.

As the proposed subdivision only includes the property owned by 4201 Tepee St, the subdivision will result in the northern half of Lot 18 being left over and not absorbed into an existing lot at this time. The northern half of Lot 18 is owned by the adjacent property owners to the north, located at 4111 Tepee St; at this time the property owners have no interest in combining their lots.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

Danny Engdahl and Kathleen Doege, owners of the adjoining property at 4111 Tepee St., were present and asked if their adjoining property line would also be removed with this case. Ms. Stefanick said a Minor Subdivision application would be needed to remove any of their lot lines. Mr. Engdahl asked if he was to sell his property if the lot line would be an issue for future buyers. Ms. Stefanick said for Mr. Engdahl's property, the buildings currently built over the lot line were built when the city allowed it in the past, therefore they are legal non-conforming buildings and still allowed and can be utilized as is. However, any additions that would be put in now would have to meet current city standards. Vice-Chair Cone stated the Title Company may have issues

with the way the lots are now, and Ms. Stefanick said that it would be on the civil side of their property sale. Ms. Doege asked why their lot was 1-1/2 lot size, and Ms. Stefanick said there were 10 lots that were sold as 1-1/2 lot pieces when the subdivision was platted in 1962.

Cevin Imus, agent for the case, was present and said he wanted to clarify that if the neighboring property owner wanted to add an addition onto their property that the Planning Division would require for their 1-1/2 lots to be combined prior to that, so now would be time to do the lot line removal process. Ms. Duvall and Ms. Stefanick provided the contact information for the Planning Division should the adjoining property owners want to pursue removing the lot line from their property.

There being no further comments or questions, Vice-Chair Cone made a motion to approve the case, and Matthew Nelson seconded. The Motion carried 5/0.

Case No.
PL2025-0033 –
MINOR
SUBDIVISION –
4001 E Collins Rd

Commissioner Lance Walker excused himself from consideration from this matter due to a conflict. The owners, Matthew & Laurie Walker, propose to subdivide an existing developed 2.22-acre parcel into two individual lots. Lot 1 is proposed to be 1.48 acres and will contain the northern building. Lot 2 is proposed to be 0.73 acres and will contain the southern building.

The property located at 4001 E Collins Rd is zoned I-2, Heavy Industrial District. There is no minimum lot size or width in an I-2 District. Both proposed properties are served by existing utilities.

Chair Hottell asked if there were any comments or questions by the public or the Commission.

There being no further comments or questions, Matthew Nelson made a motion to approve the case, and Ian Scott seconded. The Motion carried 4/0.

OLD BUSINESS

None.

NEW BUSINESS

Meredith Duvall said the September 9, 2025, and September 23, 2025, meetings would be canceled.

ADJOURNMENT

The meeting was adjourned at 5:57 p.m.

Minutes taken and prepared by Jill McCarty, Administrative Coordinator.

BEFORE THE CITY OF GILLETTE PLANNING COMMISSION

CITY OF GILLETTE

PL2025-0029

ZONING MAP AMENDMENT

**1000 CAMEL DRIVE AND 1500 S BUTLER
SPAETH ROAD**

CITY OF GILLETTE ZONING ORDINANCE

PETITIONER

CAMPBELL COUNTY SCHOOL DISTRICT

FINDINGS OF FACT; CONCLUSIONS OF LAW

THESE MATTERS came before the City of Gillette Planning Commission (“Commission”) on August 26, 2025, for hearing on the Zoning Map Amendment filed by Petitioner Campbell County School District, represented by Craig Shavlik of KL&A, Inc. Petitioner seeks to change the zoning district of 1000 Calem Drive and 1500 S Butler Spaeth Road from R-1, Single Family Residential District and R-2, Two-Family Residential District to C-O, Office and Institution District. Chair Shaun Hottell, chairman of the Commission presided. Commissioners Vice-chair Richard Cone, Ian Scott, Matthew Nelson, and Lance Walker were also present.

Meredith Duvall, City Planning Manager for the City of Gillette, acted as Case Manager for the proceedings. The Commission, having heard the statements and evidence presented by the Case Manager, and having considered the matter, reviewed the case herein, and being otherwise fully advised on the premises, makes the following findings of fact and conclusions of law.

FINDINGS OF FACT

1. These matters are a request by the Petitioner to change the Zoning District Map of the City of Gillette.
2. Petitioner is requesting to change the zoning for 1000 Camel Drive and 1500 S Butler Spaeth Road.

3. Case Manager established that the current Zoning Ordinance requires all proposed amendments to the Zoning Ordinance through Map Amendment Procedures, as required by Section 1.e., of the Code, to (1) correct an obvious error or oversight in the regulations; or to: (2) recognize changing conditions in the City, which require that amendments be adopted for the promotion of the public health, safety, or general welfare.

4. Petitioner established that the Zoning Map Amendment will change the Zoning Map for 1000 Camel Drive and 1500 S Butler Spaeth Road from R-1, Single Family Residential District and R-2, Two-Family Residential District to C-O, Office and Institution District.

5. Notice of the hearing date and times were published in the local newspaper of record, as required by W.S.15-1-602.

6. At the hearing, the Case Manager demonstrated the proposed district change will not adversely affect the character of neighborhood.

7. Case Manager established that the Staff Recommendation supports the Zoning Map Amendment to change the zoning district for 1000 Camel Drive and 1500 S Butler Spaeth Road.

8. At the hearing, the Case Manager demonstrated the proposed changes will correct an obvious error in the Zoning Map as 1000 Camel Drive currently contains spit zoning on the single parcel. Furthermore, it will provide more opportunities for the property owner to have site flexibility, which recognizes changing conditions within the city, specifically for general welfare.

CONCLUSIONS OF LAW

1. Under W.S. 15-1-602, the governing body shall specify how regulations and the district boundaries are to be determined, established, enforced, amended, supplement or otherwise changed.

The Board must hear taxpayers' complaints and hold hearings after proper notice.

2. Under Section 1.e(1) Statement of Policy, the Zoning Ordinance, which includes both the Ordinance and the Zoning District Map, has been established for the purpose of promoting sound

development and maintaining stable land use patterns. “Any person, corporation, or the City may initiate amendments to the Zong Code to (1) correct an obvious error or oversight in the regulations; or to: (2) recognize changing conditions in the City that requires an amendment(s) for the public health, safety, or general welfare.”

3. Under Section 1.e(1) Statement of Policy, the City Council, the Development Services Department, or any person, firm, or corporation may initiate amendments.

4. Petitioner timely filed its application for a Zoning Text Amendment and all supporting documents required by the City of Gillette and the Board has jurisdiction to hear these matters.

5. Petitioner established the legal basis for such an amendment by stating the proposed change is to recognize changing conditions in the community.

6. When proposing a zoning map amendment, the burden is on the Petitioner to establish by credible evidence an obvious error in the map or changing conditions within the city boundaries as required in Section 1.e(1) of the Code.

7. In the absence of evidence rebutting the presumption in favor of the Petitioner, reviewing bodies presume that the Case Manager charged with establishing consistency with administering the Code, exercised honest judgement in accordance with the applicable rules, regulations, and other directives that have passed public scrutiny under W.S. 15-1-602 and Section 1.e(1) of the Code.

8. The Board was presented with the Petitioner’s Map Amendment.

9. The Board was unanimous in their vote to approve the Petitioner’s Map Amendment to amend the Zoning District Map for 1000 Camel Drive and 1500 S Butler Spaeth Road from R-1, Single Family Residential District and R-2, Two-Family Residential District to C-O, Office and Institution District based on both correcting an obvious error in the Zoning Map and changing conditions in the City. The Commission forwards the case to the City of Gillette City Council for a

second public hearing and final vote.

NOTICE

Any party may appeal a final adverse written decision or order of this City of Gillette Planning Commission by filing a notice of appeal to the City of Gillette City Council or attend the City Council public hearing on the matter. Such written appeal must be filed no later than 4pm on the day of the City Council public hearing.

DATED THIS 29th **day of August, 2025.**

CITY OF GILLETTE PLANNING COMMISSION



Shaun Hottell, Chair

ATTEST: 
Meredith Duval, City Planning Manager



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Bills and Claims

SUGGESTED ACTION:

I move that the bills and claims, excepting any and all conflict claims, be approved.

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

[Bills and Claims](#)

[Bills and Claims - Prepaids](#)

[Wire Transfers](#)

Expenditure Approval Report

Check Approval Date of 09/15/2025



Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
00-UNDEFINED		
00-UNDEFINED		
4555-ATLAS OFFICE PRODUCTS		
195637	OFFICE SUPPLY INVENTORY	68.04
195638	OS INVENTORY	609.33
195640	CUSTODIAL INVENTORY	347.60
	VENDOR TOTAL:	1,024.97
2594-BOMGAARS SUPPLY		
195643	OFFICE SUPPLY INVENTORY	439.50
	VENDOR TOTAL:	439.50
1511-NORCO INC		
195691	CUSTODIAL INVENTORY	729.66
195692	CUSTODIAL INVENTORY	147.37
195693	CUSTODIAL INVENTORY	163.13
195694	CUSTODIAL INVENTORY	135.66
195698	CUSTODIAL INVENTORY	135.66
195699	CUSTODIAL INVENTORY	135.66
195700	CUSTODIAL INVENTORY	237.00
195701	CUSTODIAL INVENTORY	852.28
195702	CUSTODIAL INVENTORY	1,296.80
	VENDOR TOTAL:	3,833.22
1804-SIMPSON'S PRINTING		
195706	OS INVENTORY	853.00
	VENDOR TOTAL:	853.00
2437-STATE OF WYOMING OFFICE OF THE ATTORNEY GENERAL		
195417	AUGUST 2025 OFFICER TRAINING FEES	65.00
	VENDOR TOTAL:	65.00
2300-WESTERN STATIONERS		
195728	OS INVENTORY	68.00

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
2300-WESTERN STATIONERS			
	195729	OS INVENTORY	113.75
		VENDOR TOTAL:	181.75
		DIVISION TOTAL:	6,397.44
		DEPARTMENT TOTAL:	6,397.44

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
10-ADMINISTRATION			
01-MAYOR & COUNCIL			
5057-MICHELLE L. DENNIS			
	195416	GILLETTE HISTORIC PRESERVATION PLAN	5,000.00
		VENDOR TOTAL:	5,000.00
1882-THOMAS A FORD			
	195376	CHILDREN'S MEMORIAL BRICKS	70.00
		VENDOR TOTAL:	70.00
		DIVISION TOTAL:	5,070.00
04-SPECIAL PROJECTS			
1864-FIRST NATIONAL BANK OF GILLETTE			
	195542	ENZI PRACTICE FIELDS IMPROVEME	21,420.68
		VENDOR TOTAL:	21,420.68
4422-INTERSTATE ENGINEERING, INC			
	195523	CITY POOL RECONSTRUCTION	15,258.44
		VENDOR TOTAL:	15,258.44
1958-PCA ENGINEERING INC			
	195537	ENZI PRACTICE FIELD IMPROVEMEN	12,659.95
		VENDOR TOTAL:	12,659.95
2033-POWDER RIVER CONSTRUCTION			
	195539	ENZI PRACTICE FIELDS IMPROVEME	406,992.96
		VENDOR TOTAL:	406,992.96
		DIVISION TOTAL:	456,332.03
		DEPARTMENT TOTAL:	461,402.03

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Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
15-ATTORNEY			
15-ATTORNEY			
1606-DELL MARKETING LP			
	195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
VENDOR TOTAL:			1,300.55
2312-THOMSON WEST			
	195464	SUBSCRIPTION	774.76
	195465	SUBSCRIPTION	774.76
	195466	SUBSCRIPTION	774.76
VENDOR TOTAL:			2,324.28
DIVISION TOTAL:			3,624.83
DEPARTMENT TOTAL:			3,624.83

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Invoice Number		Invoice Description	Amount
001-GENERAL FUND			
20-HUMAN RESOURCES			
20-HUMAN RESOURCES			
4908-COOPERATIVE PERSONNEL SERVICES			
	195426	EMPLOYEE HANDBOOK CONSULTANT	322.50
VENDOR TOTAL:			322.50
4458-EMPLOYMENT TESTING CENTER OF WYOMING			
	195519	TECHNICAL SERVICES	350.00
VENDOR TOTAL:			350.00
5143-RYAN SCHROCK			
	195377	DRUG AND ALCOHOL TESTING	595.10
VENDOR TOTAL:			595.10
1804-SIMPSON'S PRINTING			
	195348	TRADING CARDS	360.00
	195431	TRADING CARDS	602.50
	195432	TRADING CARDS	80.50
	195433	TRADING CARDS	45.00
VENDOR TOTAL:			1,088.00
DIVISION TOTAL:			2,355.60
21-SAFETY			
1511-NORCO INC			
	195430	EYE FLUSH BOTTLE	32.60
VENDOR TOTAL:			32.60
5174-WS AUDIOLOGY USA, INC.			
	195349	SHIPPING	29.00
VENDOR TOTAL:			29.00
DIVISION TOTAL:			61.60
DEPARTMENT TOTAL:			2,417.20

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
25-FINANCE		
25-FINANCE		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
	VENDOR TOTAL:	1,300.55
5555-MISC EMPLOYEE VENDOR		
195485	TUITION REIMBURSEMENT	1,611.00
	VENDOR TOTAL:	1,611.00
	DIVISION TOTAL:	2,911.55
26-CUSTOMER SERVICE		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
	VENDOR TOTAL:	1,300.55
5555-MISC EMPLOYEE VENDOR		
195484	TUITION REIMBURSEMENT	3,000.00
	VENDOR TOTAL:	3,000.00
1898-ONLINE UTILITY EXCHANGE		
195418	UTILITY EXCHANGE REPORT	376.32
	VENDOR TOTAL:	376.32
3369-POSTAL PROS SOUTHWEST INC		
195366	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECT	1,944.21
195469	PRINT & MAIL UTILITY BILLS, REMINDS, DISCONNECTS	2,638.88
	VENDOR TOTAL:	4,583.09
	DIVISION TOTAL:	9,259.96
34-INFORMATION TECHNOLOGY		
4025-AGOSTO HOLDINGS, LLC		
195462	GOOGLE VOICE	3,531.01
	VENDOR TOTAL:	3,531.01
5055-ALOFT TECHNOLOGIES, INC		
195458	ALOFT FLIGHT MANAGEMENT	2,600.00
	VENDOR TOTAL:	2,600.00

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
25-FINANCE			
34-INFORMATION TECHNOLOGY			
1358-CENTURYLINK			
	195457	TELEPHONE SERVICE AUGUST	3,014.80
		VENDOR TOTAL:	3,014.80
2625-CHARTER MEDIA			
	195441	INTERNET SERVICE	1,299.00
		VENDOR TOTAL:	1,299.00
4398-DICTATIONSTORE.COM			
	195463	SPEECHLIVE FOR HR	1,145.00
		VENDOR TOTAL:	1,145.00
3916-SHI INTERNATIONAL CORP			
	195705	EXACQVISION LICENSES	15,504.51
		VENDOR TOTAL:	15,504.51
2179-TYLER TECHNOLOGIES INC			
	195460	TYLER PAYMENTS IMPLEMENTATION	709.00
	195461	TYLER PAYMENTS POS DEVICES	9,022.00
		VENDOR TOTAL:	9,731.00
2222-VERIZON WIRELESS			
	195440	CELLULAR SERVICE	16,860.56
		VENDOR TOTAL:	16,860.56
2247-VISIONARY COMMUNICATIONS			
	195459	INTERNET SERVICE	1,092.96
		VENDOR TOTAL:	1,092.96
		DIVISION TOTAL:	54,778.84
		DEPARTMENT TOTAL:	66,950.35

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
4481-BALCO UNIFORM CO., INC		
195448	JOHNSON BPV	1,889.90
195449	NAME STRIPS	35.69
195473	BULLET PROOF VEST - HAYES	1,889.90
195474	BULLET PROOF VEST - COX	1,889.90
195475	BULLET PROOF VEST - DAWE	1,889.90
	VENDOR TOTAL:	7,595.29
2483-CAMPBELL COUNTY SHERIFF		
195456	JULY PRISONER BILLING	2,525.00
	VENDOR TOTAL:	2,525.00
3860-COMMUNICATION TECHNOLOGIES INC		
195471	RADIO MAINTENANCE	910.80
	VENDOR TOTAL:	910.80
5134-COURTNEY LORRAINE FULGINITI		
195455	DUI BLOOD DRAW	75.00
	VENDOR TOTAL:	75.00
2597-CRAIG FURMAN		
195478	DUI BLOOD DRAW	75.00
	VENDOR TOTAL:	75.00
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	6,502.75
	VENDOR TOTAL:	6,502.75
1798-ENTENMANN ROVIN COMPANY		
195470	BADGE (RETIRED) - STROUP	159.15
	VENDOR TOTAL:	159.15
1916-GALLS INC		
195451	NOLAN UNIFORMS	852.00
195452	TENNANT & CALE	354.00
195453	STOUT PULLOVER	167.95
195454	UNIFORMS	167.95

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
40-PD ADMINISTRATION		
1916-GALLS INC		
195476	EQUIPMENT	21.95
195477	UNIFORMS	167.95
	VENDOR TOTAL:	1,731.80
1254-MANNING WRECKER SERVICE LLC		
195446	TOW BILL	200.00
	VENDOR TOTAL:	200.00
55555-MISC EMPLOYEE VENDOR		
195480	FY25/26 BOOT ALLOWANCE	200.00
195481	FY25/26 BOOT ALLOWANCE	191.16
195482	FY25/26 BOOT ALLOWANCE	189.00
	VENDOR TOTAL:	580.16
2050-PRIME RIB RESTAURANT		
195472	NATIONAL NIGHT OUT	5,010.00
	VENDOR TOTAL:	5,010.00
4925-SAFE RESTRAINTS INC		
195447	WRAP SUPPLIES	683.12
	VENDOR TOTAL:	683.12
1804-SIMPSON'S PRINTING		
195348	TRADING CARDS	360.00
195431	TRADING CARDS	602.50
195432	TRADING CARDS	80.50
195433	TRADING CARDS	45.00
	VENDOR TOTAL:	1,088.00
4865-WYOMING CENTER FOR CLINICAL EXCELLENCE		
195442	PD COUNSELING	200.00
195443	PD COUNSELING	200.00
195444	PD COUNSELING	200.00
195445	PD COUNSELING	200.00
	VENDOR TOTAL:	800.00

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
40-POLICE DEPARTMENT		
DIVISION TOTAL:		27,936.07
41-DISPATCH		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	2,480.06
VENDOR TOTAL:		2,480.06
DIVISION TOTAL:		2,480.06
44-ANIMAL CONTROL		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
VENDOR TOTAL:		1,300.55
DIVISION TOTAL:		1,300.55
45-ANIMAL SHELTER		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
VENDOR TOTAL:		1,300.55
DIVISION TOTAL:		1,300.55
DEPARTMENT TOTAL:		33,017.23

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
33-CITY HALL BUILDING MAINTENANCE		
1040-ALSCO		
195334	RUG CLEANING	19.82
195336	RUG CLEANING	46.10
195344	RUG CLEANING	19.82
195346	RUG CLEANING	48.42
	VENDOR TOTAL:	134.16
1197-BORDER STATES ELECTRIC		
195651	BM & WT - BOTTLED WATER	663.60
	VENDOR TOTAL:	663.60
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
	VENDOR TOTAL:	1,300.55
5106-GARRATT CALLAHAN COMPANY		
195502	CH HVAC CHEMICAL TESTING	730.00
195503	CH HVAC CHEMICAL TESTING	730.00
	VENDOR TOTAL:	1,460.00
1786-SHERWIN WILLIAMS		
195438	POOL REPAIRS	26.94
195501	POOL BUILDING REPAIRS	80.90
	VENDOR TOTAL:	107.84
	DIVISION TOTAL:	3,666.15
50-PUBLIC WORKS ADMIN		
4148-TERRY SJOLIN		
195607	SCHEDULING FOR THE FIELDS	525.00
	VENDOR TOTAL:	525.00
	DIVISION TOTAL:	525.00
51-PARKS		
1040-ALSCO		
195332	UNIFORM CLEANING	41.40
195341	UNIFORM CLEANING	42.08

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
50-PUBLIC WORKS		
51-PARKS		
	VENDOR TOTAL:	83.48
3909-CRESTVIEW IMPROVEMENT & SERVICE DISTRICT		
195439	CRESTVIEW PARK PAYMENT JUNE/JULY/AUG 2025 WATER	2,790.90
	VENDOR TOTAL:	2,790.90
1999-HAWKINS INC		
195361	CHEMICALS	391.79
	VENDOR TOTAL:	391.79
5555-MISC EMPLOYEE VENDOR		
195483	SEASONAL BOOT ALLOWANCE	81.80
	VENDOR TOTAL:	81.80
1511-NORCO INC		
195425	3RD STREET RESTROOM SUPPLIES	186.56
	VENDOR TOTAL:	186.56
2124-RECREATION SUPPLY COMPANY INC		
195424	SPLASH PAD PROBES	875.52
	VENDOR TOTAL:	875.52
	DIVISION TOTAL:	4,410.05
54-STREETS		
1040-ALSCO		
195330	UNIFORM CLEANING	70.28
195339	UNIFORM CLEANING	70.28
	VENDOR TOTAL:	140.56
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	5,202.20
	VENDOR TOTAL:	5,202.20
4887-GMCO CORPORATION		
195613	FY 25/26 ICE SLICE	5,836.86
195614	FY 25/26 ICE SLICE	6,259.68
195615	FY 25/26 ICE SLICE	3,862.08
	VENDOR TOTAL:	15,958.62
	DIVISION TOTAL:	21,301.38

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
	DEPARTMENT TOTAL:	29,902.58

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
60-ENGINEERING & DEV SERVICES		
60-ENGINEERING		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	3,901.65
	VENDOR TOTAL:	3,901.65
	DIVISION TOTAL:	3,901.65
61-BUILDING INSPECTION		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
	VENDOR TOTAL:	1,300.55
2375-WYOMING CONFERENCE BUILDING OFFICAL		
195505	WCBO CONFERENCE REGISTRATION DAVID STRICKLAND	175.00
	VENDOR TOTAL:	175.00
	DIVISION TOTAL:	1,475.55
62-TRAFFIC SAFETY		
1381-CITY OF GILLETTE		
195548	TRAFFIC SAFETY STORAGE * RETAI	2,889.94
	VENDOR TOTAL:	2,889.94
1560-HLADKY CONSTRUCTION		
195545	TRAFFIC SAFETY STORAGE	54,908.80
	VENDOR TOTAL:	54,908.80
4228-RMS INSTRUMENT & ELECTRICAL, LLC		
195379	VACTORED HOLES FOR SIGNS	2,548.00
195380	CHANGE OUT LED LIGHT, INSTALL SENSOR, SET UP	2,240.00
195419	REPAIR 7TH ST SCHOOL LIGHT	605.00
195420	CHANGE OUT LED - PED BUTTONS	415.00
	VENDOR TOTAL:	5,808.00
2339-TRAFFIC SIGNAL CONTROLS INC		
195468	WARLOW/BURNS TRAFFIC SIGNAL CARDS	980.00
	VENDOR TOTAL:	980.00
	DIVISION TOTAL:	64,586.74

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	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
60-ENGINEERING & DEV SERVICES			
64-CODE COMPLIANCE			
1908-DALE HELSPER			
	195617	MOWING 3600 LUNAR AVE	175.00
	195618	MOWING 3415 QUACKER AVE	155.00
	195619	MOWING 209 W TONK ST	135.00
	195620	MOWING 2601 MERCURY CT	190.00
VENDOR TOTAL:			655.00
DIVISION TOTAL:			655.00
DEPARTMENT TOTAL:			70,618.94

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Invoice Number	Invoice Description	Amount
001-GENERAL FUND		
65-PUBLIC AFFAIRS DEPARTMENT		
31-CITY CLERK/PRINT SHOP		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
	VENDOR TOTAL:	1,300.55
	DIVISION TOTAL:	1,300.55
32-JUDICIAL		
2483-CAMPBELL COUNTY SHERIFF		
195456	JULY PRISONER BILLING	625.00
	VENDOR TOTAL:	625.00
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
	VENDOR TOTAL:	1,300.55
	DIVISION TOTAL:	1,925.55
	DEPARTMENT TOTAL:	3,226.10
	FUND TOTAL:	677,556.70

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Invoice Number		Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1182-BLACK CAT CONSTRUCTION LLC			
	195522	SEWER POINT REPAIR	24,704.63
		VENDOR TOTAL:	24,704.63
1381-CITY OF GILLETTE			
	195601	GURLEY OVERPASS MAINTENANCE *	3,548.75
		VENDOR TOTAL:	3,548.75
1415-CONSOLIDATED ENGINEERS INC			
	195534	HIDDEN VALLEY PLAYGROUND RENOV	39.00
	195573	DESERT HILLS CIRCLE FDR - DESI	17,096.25
	195591	NORTHLAND VILLAGE DRAINAGE REC	1,786.50
	195592	2025 CRACK SEALING * CM / DESI	2,287.00
		VENDOR TOTAL:	21,208.75
1559-DOWL LLC			
	195535	WESTOVER ROAD RETAINING WALL	550.00
		VENDOR TOTAL:	550.00
1864-FIRST NATIONAL BANK OF GILLETTE			
	195597	FOX PARK WATER MONITORING BUIL	3,468.77
		VENDOR TOTAL:	3,468.77
5056-FIRST STATE BANK, DIVISION OF GLACIER BANK			
	195529	ALLEN AVE IMPROVEMENTS * RETAI	22,407.90
		VENDOR TOTAL:	22,407.90
1450-HDR ENGINEERING INC			
	195517	CAM-PLEX WASTEWATER LIFT STATI	4,238.75
	195518	CAM-PLEX WASTEWATER LIFT STATI	7,780.00
		VENDOR TOTAL:	12,018.75
1560-HLADKY CONSTRUCTION			
	195594	FOX PARK WATER MONITORING BUIL	65,906.66
	195600	GURLEY OVERPASS MAINTENANCE	67,426.25
		VENDOR TOTAL:	133,332.91

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	Invoice Number	Invoice Description	Amount
201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
1589-HOT IRON			
	195554	640 N HWY 14-16 SEWER IMPROVEM	204,499.11
	195576	DESERT HILLS CIRCLE FDR	248,534.04
		VENDOR TOTAL:	453,033.15
1754-KLJ ENGINEERING LLC			
	195531	ALLEN AVENUE RECONSTRUCTION *	28,422.46
	195571	COTTONWOOD PARK DRAINAGE REPOR	7,794.88
	195589	HIDDEN VALLEY SEWER IMPROVEMEN	10,819.87
	195599	RR QUIET ZONES MAINTENACE REPA	1,646.51
	195605	REMINGTON DRAINAGE IMPROVEMENT	1,284.39
	195606	KILLARNEY WATER MAIN IMPROVEME	4,221.20
		VENDOR TOTAL:	54,189.31
1312-MORRISON MAIERLE INC			
	195525	2023 WATER MAIN INTERCONNECT	3,835.65
	195562	640 N HWY 14-16 SEWER IMPROVEM	25,205.00
	195598	FOX PARK WATER MONITORING BUIL	9,361.25
		VENDOR TOTAL:	38,401.90
1313-MOTOROLA			
	195362	RADIOS	508,157.70
		VENDOR TOTAL:	508,157.70
1919-PAINTBRUSH SEWER & DRAIN			
	195429	640 HWY 14/16 SEWER	2,016.00
		VENDOR TOTAL:	2,016.00
1958-PCA ENGINEERING INC			
	195565	ECHETA ROAD RECONSTRUCTION	5,751.25
	195581	RC RANCH MILL AND OVERLAY	4,055.75
	195593	2025 CHIP SEAL PROJECT	5,171.15
		VENDOR TOTAL:	14,978.15

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201-1% FUND			
10-ADMINISTRATION			
05-1% OPTIONAL SALES TAX			
4228-RMS INSTRUMENT & ELECTRICAL, LLC			
	195351	WW LIFT STATION GATE	1,296.25
	195421	SIGNAL CABINET CHANGE OUT GARNER LAKE/BOXELDER	3,635.04
		VENDOR TOTAL:	4,931.29
1779-SECURITY STATE BANK			
	195559	640 N HWY 14-16 SEWER IMPROVEM	10,763.12
	195578	DESERT HILLS CIRCLE FDR * RETA	13,080.74
		VENDOR TOTAL:	23,843.86
4738-STEVEN GERBER			
	195528	ALLEN AVE IMPROVEMENTS	425,750.06
		VENDOR TOTAL:	425,750.06
3623-STRUCTURAL DYNAMICS LLC			
	195602	2025 GURLEY OVERPASS ANNUAL MA	5,547.30
	195604	2025 GURLEY OVERPASS ANNUAL MA	13,952.70
		VENDOR TOTAL:	19,500.00
2363-WWC ENGINEERING			
	195521	FEMA DONKEY CREEK MASTER DRAIN	10,932.00
	195568	2025 ALLEY PROJECT	4,203.75
	195586	SUTHERNLAND SUBDIVISION R & O	10,680.75
		VENDOR TOTAL:	25,816.50
		DIVISION TOTAL:	1,791,858.38
		DEPARTMENT TOTAL:	1,791,858.38
		FUND TOTAL:	1,791,858.38

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Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
70-UTILITIES		
72-MADISON WATER LINE		
1228-BURNS AND MCDONNELL CORPORATION		
195504	GILLETTE MADISON PIPELINE PROJ	17,712.12
	VENDOR TOTAL:	17,712.12
1559-DOWL LLC		
195513	GILLETTE REGIONAL WATER SUPPLY	4,720.10
195515	GILLETTE REGIONAL WATER SUPPLY	3,052.55
	VENDOR TOTAL:	7,772.65
1684-DRM INC		
195510	GRWSP PHASE III	29,133.74
	VENDOR TOTAL:	29,133.74
1866-FIRST NORTHERN BANK OF WYOMING		
195511	GRWSP PHASE III - RETAINAGE	1,533.36
	VENDOR TOTAL:	1,533.36
1450-HDR ENGINEERING INC		
195512	GILLETTE REGIONAL WATER SUPPLY	26,406.25
	VENDOR TOTAL:	26,406.25
4992-HERITAGE BANK		
195508	GILLETTE MADISON PROJECT- CONT	23,558.98
	VENDOR TOTAL:	23,558.98
1312-MORRISON MAIERLE INC		
195520	GILLETTE REGIONAL WATER SUPPLY	5,923.65
	VENDOR TOTAL:	5,923.65
4991-PROSPECT CONSTRUCTION INC.		
195507	GILLETTE MADISON PIPELINE PROJ	447,620.64
	VENDOR TOTAL:	447,620.64
	DIVISION TOTAL:	559,661.39
	DEPARTMENT TOTAL:	559,661.39
	FUND TOTAL:	559,661.39

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Invoice Number	Invoice Description	Amount
501-UTILITIES ADMINISTRATION FUND		
70-UTILITIES		
70-UTILITIES ADMINISTRATION		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	2,601.10
	VENDOR TOTAL:	2,601.10
	DIVISION TOTAL:	2,601.10
71-ELECTRICAL ENGINEERING		
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	7,561.22
	VENDOR TOTAL:	7,561.22
2435-WYOMING STATE		
195375	NOTARY RENEWAL - J BOWMAN	60.00
	VENDOR TOTAL:	60.00
	DIVISION TOTAL:	7,621.22
76-SCADA		
1447-ANIXTER POWER SOLUTIONS		
195632	SCADA FR *SWEATSHIRTS	125.00
	VENDOR TOTAL:	125.00
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	6,502.75
	VENDOR TOTAL:	6,502.75
	DIVISION TOTAL:	6,627.75
	DEPARTMENT TOTAL:	16,850.07
	FUND TOTAL:	16,850.07

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Invoice Number	Invoice Description	Amount
502-SOLID WASTE FUND		
50-PUBLIC WORKS		
55-SOLID WASTE		
1040-ALSCO		
195331	UNIFORM CLEANING	16.74
195340	UNIFORM CLEANING	16.74
	VENDOR TOTAL:	33.48
2434-AMERICAN WELDING & GAS INC		
195500	WELDING SUPPLIES	39.86
	VENDOR TOTAL:	39.86
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
	VENDOR TOTAL:	1,300.55
1511-NORCO INC		
195437	PARTS	159.16
	VENDOR TOTAL:	159.16
2303-WESTERN WASTE SOLUTIONS INC		
195479	AUGUST 2025 RECYCLING	6,230.00
195499	DUMPSTER	97.00
	VENDOR TOTAL:	6,327.00
	DIVISION TOTAL:	7,860.05
	DEPARTMENT TOTAL:	7,860.05
	FUND TOTAL:	7,860.05

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Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
1029-AIR TECH INC		
195533	REPAIRS	1,878.95
	VENDOR TOTAL:	1,878.95
4864-EDI MENDOZA		
195370	CONCRETE REPAIRS	14,260.00
195616	STREET SURFACING	12,425.00
	VENDOR TOTAL:	26,685.00
1792-ENERGY LABORATORIES INC		
195359	TESTING	690.00
	VENDOR TOTAL:	690.00
1892-FRANDSON SAFETY INC		
195524	EQUIPMENT CALIBRATION WATER	671.00
	VENDOR TOTAL:	671.00
1422-GILLETTE CONTRACTORS SUPPLY INC		
195655	ORIGINAL PO 2251262 * WATER * SAMPLE STATIONS* ELI	28,340.00
195656	ORIGINAL PO 2251262 * WATER * SAMPLE STATIONS* ELI	9,249.40
	VENDOR TOTAL:	37,589.40
1450-HDR ENGINEERING INC		
195526	30" MADISION TRANSMISSION LINE	13,980.82
	VENDOR TOTAL:	13,980.82
1511-NORCO INC		
195358	INSTRUMENT CALIBRATION	50.00
	VENDOR TOTAL:	50.00
2566-OFFICE OF STATE LANDS AND INVESTMENTS		
195367	SPECIAL USE LEASE SU-00522	765.98
195368	SPECIAL USE LEASE SU-00865	9,790.86
	VENDOR TOTAL:	10,556.84
2005-PETE LIEN & SONS INC		
195373	CONCRETE	1,844.75
	VENDOR TOTAL:	1,844.75

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Invoice Number	Invoice Description	Amount
503-WATER FUND		
70-UTILITIES		
73-WATER		
1802-SIMON CONTRACTORS		
195357	ROAD BASE	5,252.47
195360	ROAD BASE	1,870.95
195527	ROAD BASE	7,028.57
195530	ROAD BASE	4,436.90
	VENDOR TOTAL:	18,588.89
1748-THAT EMBROIDERY PLACE		
195355	EMBROIDERY	17.00
195356	EMBROIDERY	64.00
	VENDOR TOTAL:	81.00
2731-WATERWORKS INDUSTRIES		
195716	WT - VALVES * COOPER	1,409.00
	VENDOR TOTAL:	1,409.00
2289-WESCO DISTRIBUTION INC		
195724	WATER * LADDER * ELI	900.00
	VENDOR TOTAL:	900.00
2364-WWQ & PCA ASSOC		
195371	CONFERENCE REGISTRATION - H JONES	340.00
195372	CONFERENCE REGISTRATION - M PIERINI	340.00
	VENDOR TOTAL:	680.00
	DIVISION TOTAL:	115,605.65
	DEPARTMENT TOTAL:	115,605.65
	FUND TOTAL:	115,605.65

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Invoice Number	Invoice Description	Amount
504-POWER FUND		
70-UTILITIES		
74-POWER		
1526-CURRY GARAGE DOOR COMPANY		
195675	EW - WHITE SHED DOOR * MICK	1,782.00
	VENDOR TOTAL:	1,782.00
1606-DELL MARKETING LP		
195676	REPLACEMENT DESKTOP COMPUTERS	1,300.55
	VENDOR TOTAL:	1,300.55
1901-FRONTIER PRECISION INC		
195536	LOCATOR REPAIR TRANSMITTER	451.84
	VENDOR TOTAL:	451.84
1450-HDR ENGINEERING INC		
195611	WESTERN TIE 69KV TRANSMISSION	4,610.14
	VENDOR TOTAL:	4,610.14
2071-PROELECTRIC INC		
195609	ANNUAL MISCELLANEOUS ELECTRICAL	1,033.76
195610	ANNUAL MISCELLANEOUS ELECTRICAL	1,690.01
	VENDOR TOTAL:	2,723.77
4228-RMS INSTRUMENT & ELECTRICAL, LLC		
195612	ELECTRICAL MAINTENANCE	1,579.88
	VENDOR TOTAL:	1,579.88
	DIVISION TOTAL:	12,448.18
	DEPARTMENT TOTAL:	12,448.18
	FUND TOTAL:	12,448.18

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	Invoice Number	Invoice Description	Amount
505-SEWER FUND			
70-UTILITIES			
75-SEWER			
1040-ALSCO			
	195337	UNIFORM CLEANING	147.19
	195347	UNIFORM CLEANING	154.83
		VENDOR TOTAL:	302.02
1522-CUES INC			
	195363	PARTS	3,549.86
		VENDOR TOTAL:	3,549.86
1606-DELL MARKETING LP			
	195676	REPLACEMENT DESKTOP COMPUTERS	7,803.30
		VENDOR TOTAL:	7,803.30
3712-DUKE'S ROOT CONTROL INC			
	195427	MANHOLE ROOT CONTROL	54,433.42
		VENDOR TOTAL:	54,433.42
1792-ENERGY LABORATORIES INC			
	195364	TESTING	162.30
	195374	TESTING	55.00
		VENDOR TOTAL:	217.30
1450-HDR ENGINEERING INC			
	195516	WWTF HEADWORKS IMPROVEMENTS PR	32,210.25
	195550	WWTP PHASE II PROJECTS	43,928.75
		VENDOR TOTAL:	76,139.00
1290-MID WEST PEST MANAGEMENT			
	195378	SPRAYED LIFT STATION	1,215.00
		VENDOR TOTAL:	1,215.00
1958-PCA ENGINEERING INC			
	195509	WWTP HEADWORKS	910.50
		VENDOR TOTAL:	910.50
2116-RAPID FIRE PROTECTION INC			
	195428	REPAIRS TO COLLECTION SYSTEM MAINT BUILDING	2,285.00
		VENDOR TOTAL:	2,285.00

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Invoice Number	Invoice Description	Amount
505-SEWER FUND		
70-UTILITIES		
75-SEWER		
4228-RMS INSTRUMENT & ELECTRICAL, LLC		
195350	GRIT BUILDING REPLACE AT WW	11,484.74
195354	WW CLARIFIER CONDUIT	18,062.93
195467	WASTEWATER CLARIFIER CONDUIT	6,170.99
	VENDOR TOTAL:	35,718.66
5133-SLETTEN CONSTRUCTION OF WYOMING, INC		
195552	WWTP PH II CMAR	14,017.50
	VENDOR TOTAL:	14,017.50
2410-XYLEM WATER SOLUTIONS USA INC		
195730	WASTEWATER - UV PARTS * BRETT	11,965.00
	VENDOR TOTAL:	11,965.00
	DIVISION TOTAL:	208,556.56
	DEPARTMENT TOTAL:	208,556.56
	FUND TOTAL:	208,556.56

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Invoice Number		Invoice Description	Amount
506-FIBER FUND			
70-UTILITIES			
78-FIBER			
2071-PROELECTRIC INC			
	195365	BOXELDER FIBER EXTENSION	27,213.53
VENDOR TOTAL:			27,213.53
DIVISION TOTAL:			27,213.53
DEPARTMENT TOTAL:			27,213.53
FUND TOTAL:			27,213.53

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	Invoice Number	Invoice Description	Amount
601-CITY WEST FUND			
50-PUBLIC WORKS			
39-CITY WEST BUILDING MAINT			
1019-ADECCO EMPLOYMENT SERVICES			
	195436	TEMP HELP CW	1,016.00
		VENDOR TOTAL:	1,016.00
1040-ALSCO			
	195329	RUG CLEANING	57.75
	195335	RUG CLEANING	45.05
	195338	RUG CLEANING	57.75
	195345	RUG CLEANING	47.31
		VENDOR TOTAL:	207.86
1197-BORDER STATES ELECTRIC			
	195645	BUILDING MAINTENENACE * CLEANER * JEFF	23,500.00
		VENDOR TOTAL:	23,500.00
2289-WESCO DISTRIBUTION INC			
	195723	BUILDING MAINTENANCE * LED * JEFF	2,872.00
		VENDOR TOTAL:	2,872.00
		DIVISION TOTAL:	27,595.86
		DEPARTMENT TOTAL:	27,595.86
		FUND TOTAL:	27,595.86

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Invoice Number		Invoice Description	Amount
603-WAREHOUSE FUND			
00-UNDEFINED			
00-UNDEFINED			
1447-ANIXTER POWER SOLUTIONS			
	195627	ELECTRICAL INVENTORY	1,117.92
	195628	ELECTRICAL INVENTORY	5,010.80
	195629	ELECTRICAL INVENTORY	55.00
	195630	ELECTRICAL INVENTORY * WESTERN TIE PROJECT * MICK	6,975.10
	195631	ELECTRICAL INVENTORY	10.00
	195633	ELECTRICAL INVENTORY	334.04
	195634	ELECTRICAL INVENTORY	179.71
	195635	ELECTRICAL INVENTORY	306.05
	195636	ELECTRICAL INVENTORY	1,740.28
		VENDOR TOTAL:	15,728.90
4333-BARCO MUNICIPAL PRODUCTS, INC			
	195641	TRAFFIC INVENTORY	1,600.00
	195642	TRAFFIC INVENTORY	5,260.00
		VENDOR TOTAL:	6,860.00
2594-BOMGAARS SUPPLY			
	195644	ELECTRICAL INVENTORY	208.18
		VENDOR TOTAL:	208.18
1197-BORDER STATES ELECTRIC			
	195646	WATER INVENTORY	190.32
	195647	WATER INVENTORY	190.32
	195648	ELECTRICAL INVENTORY	1,235.00
	195649	ELECTRICAL INVENTORY	1,005.00
	195650	ELECTRICAL INVENTORY	71.76
		VENDOR TOTAL:	2,692.40
2852-CORE & MAIN			
	195671	WATER INVENTORY	18,887.04
	195672	WATER INVENTORY	1,518.90
	195673	WATER INVENTORY	2,313.28
		VENDOR TOTAL:	22,719.22

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Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1464-CRESCENT ELECTRIC SUPPLY		
195674	WATER INVENTORY	262.63
	VENDOR TOTAL:	262.63
1422-GILLETTE CONTRACTORS SUPPLY INC		
195654	WATER INVENTORY	215.21
195657	WATER INVENTORY * SAMPLE STATION ORDER	2,319.30
195658	PARKS INVNETORY	569.75
195659	WATER INVENTORY	17.12
195660	PARKS INVNETORY	619.40
195661	WATER INVENTORY	3,921.59
195662	WATER INVENTORY	88.32
195663	WATER INVENTORY	3,897.77
195664	TRAFFIC INVENTORY	40.15
195665	ELECTRICAL INVENTORY	57.16
195666	PARKS INVENTORY	433.44
195667	WATER INVENTORY	973.36
195668	PARKS INVENTORY	1,797.91
195669	WATER INVENTORY	1,761.53
195670	WATER INVENTORY	1,264.50
	VENDOR TOTAL:	17,976.51
1947-GILLETTE WINNELSON COMPANY		
195679	STREETS INVENTORY	1,187.50
	VENDOR TOTAL:	1,187.50
5097-KEYSTONE RIDGE DESIGNS		
195683	PARKS INVENTORY	8,892.00
	VENDOR TOTAL:	8,892.00
1479-NEWMAN SIGNS INC		
195684	TRAFFIC SAFETY INVENTORY	1,377.00
195686	TRAFFIC SAFETY INVENTORY	379.10

Expenditure Approval Report
Check Approval Date of 09/15/2025



Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND		
00-UNDEFINED		
00-UNDEFINED		
1479-NEWMAN SIGNS INC		
195687	TRAFFIC INVENTORY	204.16
	VENDOR TOTAL:	1,960.26
1511-NORCO INC		
195688	ELECTRICAL INVENTORY	50.40
195689	ELECTRICAL INVENTORY	79.56
195690	PARKS INVNETORY	67.63
	VENDOR TOTAL:	197.59
5078-PARTSONE LLC		
195703	VEHICLE MAINTENANCE INVENTORY	168.32
	VENDOR TOTAL:	168.32
2198-STUART C. IRBY CO		
195707	ELECTRICAL INVENTORY	191.25
195708	PARKS INVENTORY	156.00
195709	ELECTRICAL INVENTORY	212.50
	VENDOR TOTAL:	559.75
3014-UNITED CENTRAL INDUSTRIAL SUPPLY CO		
195711	VEHICLE MAINTENANCE WEARHOUSE INVENTORY	90.07
195712	WATER INVENTORY	151.43
195713	WATER INVENTORY	411.89
195714	VEHICLE MAINTENANCE WAREHOUSE	103.31
195715	TRAFFIC INVENTORY	74.60
	VENDOR TOTAL:	831.30
2731-WATERWORKS INDUSTRIES		
195717	WATER INVENTORY	5,000.00
195718	WATER INVENTORY	954.36
195719	WATER INVENTORY	462.00
195720	WATER INVENTORY	1,160.00
	VENDOR TOTAL:	7,576.36

Expenditure Approval Report

Check Approval Date of 09/15/2025



Invoice Number		Invoice Description	Amount
603-WAREHOUSE FUND			
00-UNDEFINED			
00-UNDEFINED			
2289-WESCO DISTRIBUTION INC			
195721		ELECTRICAL INVENTORY	387.00
195722		ELECTRICAL INVENTORY	216.00
195725		ELECTRICAL INVENTORY	201.60
195726		ELECTRICAL INVENTORY	84.36
195727		ELECTRICAL INVENTORY	1,428.00
VENDOR TOTAL:			2,316.96
DIVISION TOTAL:			90,137.88
DEPARTMENT TOTAL:			90,137.88

Expenditure Approval Report
Check Approval Date of 09/15/2025



	Invoice Number	Invoice Description	Amount
603-WAREHOUSE FUND			
25-FINANCE			
28-WAREHOUSE FUND			
1040-ALSCO			
	195343	RUG CLEANING	28.69
	195435	RUG CLEANING	30.15
		VENDOR TOTAL:	58.84
		DIVISION TOTAL:	58.84
		DEPARTMENT TOTAL:	58.84
		FUND TOTAL:	90,196.72

Expenditure Approval Report

Check Approval Date of 09/15/2025



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
00-UNDEFINED		
00-UNDEFINED		
3904-CBH CO-OP		
195652	VM * DIESEL	32,168.51
	VENDOR TOTAL:	32,168.51
4128-GROSSENBURG IMPLEMENT INCORPORATED		
195680	VM INVENTORY	184.77
195681	VM INVENTORY	71.27
	VENDOR TOTAL:	256.04
1575-HOMAX OIL		
195682	VM * GASOLINE	28,879.12
	VENDOR TOTAL:	28,879.12
3398-JACK'S TRUCK CENTER INC		
195677	VM INVENTORY	35.38
195678	VM INVENTORY	12.96
	VENDOR TOTAL:	48.34
5078-PARTSONE LLC		
195704	VM INVENTORY	12.20
	VENDOR TOTAL:	12.20
2190-SPENCER FLUID POWER		
195710	VM INVENTORY	478.45
	VENDOR TOTAL:	478.45
	DIVISION TOTAL:	61,842.66
	DEPARTMENT TOTAL:	61,842.66

Expenditure Approval Report

Check Approval Date of 09/15/2025



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
3622-ABSOLUTE AUTO, LLC		
195388	PARTS	200.00
	VENDOR TOTAL:	200.00
1328-ADVANCE AUTO PARTS		
195403	PARTS	402.48
	VENDOR TOTAL:	402.48
1040-ALSCO		
195333	UNIFORM CLEANING	119.68
195342	UNIFORM CLEANING	120.36
	VENDOR TOTAL:	240.04
1041-ALTEC INDUSTRIES INC		
195404	PARTS	1,086.73
195405	PARTS	1,915.63
195406	PARTS	550.59
195575	PART	488.64
195577	PARTS	1,830.20
195579	REPAIRS	944.59
195580	REPAIRS	1,332.51
195582	REPAIRS	2,039.09
195584	REPAIRS	1,509.53
195585	REPAIRS	1,301.09
	VENDOR TOTAL:	12,998.60
1167-BIG HORN TIRE INC		
195414	TIRE REPAIR	57.75
195572	REPAIRS	42.75
195574	REPAIRS	219.50
	VENDOR TOTAL:	320.00
1178-BJ NELSON/NELSON AUTO GLASS		
195413	WINDSHIELD REPLACEMENT	375.53
	VENDOR TOTAL:	375.53

Expenditure Approval Report

Check Approval Date of 09/15/2025



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2594-BOMGAARS SUPPLY		
195412	PARTS	29.98
	VENDOR TOTAL:	29.98
4292-CAR-KNACK INC		
195389	FLOORLINER	150.00
	VENDOR TOTAL:	150.00
4985-GILLETTE STEEL CENTER		
195411	FLAT IRON	31.45
	VENDOR TOTAL:	31.45
2645-GREINER MOTOR COMPANY		
195555	PARTS	93.96
195556	PARTS	406.07
	VENDOR TOTAL:	500.03
5093-INTERSTATE POWER SYSTEMS INC		
195551	REPAIRS	2,239.90
	VENDOR TOTAL:	2,239.90
3398-JACK'S TRUCK CENTER INC		
195547	PARTS	38.40
195549	PARTS	91.08
	VENDOR TOTAL:	129.48
5130-JENNER EQUIPMENT CO		
195407	PARTS	220.00
	VENDOR TOTAL:	220.00
1758-KAREN'S DELIVERY SERVICE		
195408	DELIVERY	30.00
	VENDOR TOTAL:	30.00
1291-MIDLAND IMPLEMENT CO INC		
195392	PARTS	445.38
195393	PARTS	90.05

Expenditure Approval Report
Check Approval Date of 09/15/2025



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
1291-MIDLAND IMPLEMENT CO INC		
195394	PARTS	95.08
195395	PARTS	1,566.25
195396	PARTS	936.00
195397	PARTS	325.60
195398	PARTS	325.60
195399	PARTS	423.33
195566	PARTS	304.93
	VENDOR TOTAL:	4,512.22
1511-NORCO INC		
195410	FORKLIFT PROPANE	215.32
195567	PROPANE	43.71
195569	EYEWASH SHOP	32.60
	VENDOR TOTAL:	291.63
5078-PARTSONE LLC		
195381	PARTS	15.43
195382	PARTS	26.99
195383	RETURN PARTS	-9.44
195384	PARTS	4.90
195385	PARTS	13.80
195386	PARTS	570.33
195387	PARTS	8.54
195538	PARTS	28.28
195540	PARTS	76.38
195541	PARTS	13.28
195543	PARTS	69.17
195544	PARTS	42.25
195546	PARTS	18.89
	VENDOR TOTAL:	878.80

Expenditure Approval Report

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Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
5172-POWER EQUIPMENT COMPANY		
195570	REPAIRS	2,748.17
	VENDOR TOTAL:	2,748.17
4967-RDO EQUIPMENT CO		
195553	PARTS	105.44
	VENDOR TOTAL:	105.44
2074-SOUTHWESTERN EQUIPMENT COMPANY		
195409	PARTS	3,119.47
	VENDOR TOTAL:	3,119.47
2315-THUNDER BASIN FORD LLC		
195401	PARTS	217.08
195561	REPAIRS	356.70
195563	PARTS	54.27
	VENDOR TOTAL:	628.05
2309-WHITE'S FRONTIER MOTORS		
195402	PARTS	76.89
195557	PARTS	568.85
195560	PARTS	394.05
	VENDOR TOTAL:	1,039.79
	DIVISION TOTAL:	31,191.06
37-VEHICLE REPLACEMENT		
4292-CAR-KNACK INC		
195390	FLOORLINER	150.00
195391	FLOORLINER	150.00
	VENDOR TOTAL:	300.00
2315-THUNDER BASIN FORD LLC		
195400	PARTS	6.17
195564	PARTS	6.17
	VENDOR TOTAL:	12.34
	DIVISION TOTAL:	312.34

Expenditure Approval Report
Check Approval Date of 09/15/2025



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
	DEPARTMENT TOTAL:	31,503.40
	FUND TOTAL:	93,346.06

Expenditure Approval Report
Check Approval Date of 09/15/2025



	Invoice Number	Invoice Description	Amount
702-LIABILITY INSURANCE FUND			
25-FINANCE			
38-LIABILITY INSURANCE			
2677-CENTRAL TRUCK & DIESEL INC			
	195415	PARTS	171.26
		VENDOR TOTAL:	171.26
1860-FIRST CLASS AUTO			
	195587	REPAIRS UNIT 240458	27,154.42
		VENDOR TOTAL:	27,154.42
3023-HUB INTERNATIONAL MOUNTAIN STATES LIMITED			
	195422	PUBLIC OFFICIAL BOND - A ALLEN	100.00
	195423	PUBLIC OFFICIAL BOND - L SHAMION	100.00
		VENDOR TOTAL:	200.00
		DIVISION TOTAL:	27,525.68
		DEPARTMENT TOTAL:	27,525.68
		FUND TOTAL:	27,525.68
		GRAND TOTAL:	3,656,274.83

Expenditure Approval Report
Check Approval Date of 08/29/2025



Invoice Number	Invoice Description	Amount
301-MADISON WATERLINE		
70-UTILITIES		
72-MADISON WATER LINE		
2399-WYOMING WATER DEVELOPMENT COMM		
195312	LEVEL III CONST APP AND REIMB FEES	4,000.00
	VENDOR TOTAL:	4,000.00
	DIVISION TOTAL:	4,000.00
	DEPARTMENT TOTAL:	4,000.00
	FUND TOTAL:	4,000.00
	GRAND TOTAL:	4,000.00

Expenditure Approval Report
Check Approval Date of 09/02/2025



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2432-WYOMING DEPT OF TRANSPORTATION		
195321	NEW LICENSE PLATES	20.00
	VENDOR TOTAL:	20.00
	DIVISION TOTAL:	20.00
	DEPARTMENT TOTAL:	20.00
	FUND TOTAL:	20.00
	GRAND TOTAL:	20.00

Expenditure Approval Report

Check Approval Date of 09/05/2025



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
50-PUBLIC WORKS			
33-CITY HALL BUILDING MAINTENANCE			
1590-KONE INC			
	195327	CITY HALL/PD ELEVATOR PROJECT	68,563.00
	195328	CITY HALL/PD ELEVATOR PROJECT	1,195.00
		VENDOR TOTAL:	69,758.00
		DIVISION TOTAL:	69,758.00
		DEPARTMENT TOTAL:	69,758.00
		FUND TOTAL:	69,758.00
		GRAND TOTAL:	69,758.00

Expenditure Approval Report

Check Approval Date of 09/10/2025



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
1590-KONE INC			
	195696	RETAINAGE RELEASE	9,464.00
		VENDOR TOTAL:	9,464.00
		DIVISION TOTAL:	9,464.00
		DEPARTMENT TOTAL:	9,464.00
		FUND TOTAL:	9,464.00

Expenditure Approval Report

Check Approval Date of 09/10/2025



Invoice Number	Invoice Description	Amount
604-VEHICLE MAINTENANCE FUND		
50-PUBLIC WORKS		
36-VEHICLE MAINTENANCE		
2432-WYOMING DEPT OF TRANSPORTATION		
195626	TRANSFER PLATES	10.00
	VENDOR TOTAL:	10.00
	DIVISION TOTAL:	10.00
	DEPARTMENT TOTAL:	10.00
	FUND TOTAL:	10.00
	GRAND TOTAL:	9,474.00

Expenditure Approval Report

Check Approval Date of 08/31/2025



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
5051-HEALTHEQUITY, INC.			
	195486	WEEKLY CLAIMS	1,790.67
	195487	HRA/FSA DEDUCTION	1,080.88
		VENDOR TOTAL:	2,871.55
		DIVISION TOTAL:	2,871.55
		DEPARTMENT TOTAL:	2,871.55
		FUND TOTAL:	2,871.55

Expenditure Approval Report

Check Approval Date of 08/31/2025



Invoice Number		Invoice Description	Amount
701-HEALTH INSURANCE FUND			
20-HUMAN RESOURCES			
22-HEALTH INSURANCE			
2557-BLUE CROSS BLUE SHIELD OF WYOMING			
	195490	DRUG COSTS, WEEKLY CLAIMS, COTIVITI	74,551.62
	195491	DRUG COSTS, WEEKLY CLAIMS, COTIVITI	110,110.32
VENDOR TOTAL:			184,661.94
DIVISION TOTAL:			184,661.94
DEPARTMENT TOTAL:			184,661.94
FUND TOTAL:			184,661.94
GRAND TOTAL:			187,533.49

Expenditure Approval Report

Check Approval Date of 09/08/2025



	Invoice Number	Invoice Description	Amount
001-GENERAL FUND			
00-UNDEFINED			
00-UNDEFINED			
5051-HEALTHEQUITY, INC.			
	195493	WEEKLY CLAIMS	1,301.83
	195494	HRS/FSA DEDCUCTION	1,080.88
		VENDOR TOTAL:	2,382.71
		DIVISION TOTAL:	2,382.71
		DEPARTMENT TOTAL:	2,382.71
		FUND TOTAL:	2,382.71

Expenditure Approval Report

Check Approval Date of 09/08/2025



	Invoice Number	Invoice Description	Amount
504-POWER FUND			
70-UTILITIES			
74-POWER			
2697-BLACK HILLS WYOMING LLC			
	195492	SEPTMEMBER 2025 CTII GROUND LEASE	4,505.36
		VENDOR TOTAL:	4,505.36
2365-WYODAK RESOURCES DEVELOPMENT CORP			
	195495	SEPTMEMBER 2025 WYGEN III GROUND LEASE	45,396.56
		VENDOR TOTAL:	45,396.56
		DIVISION TOTAL:	49,901.92
		DEPARTMENT TOTAL:	49,901.92
		FUND TOTAL:	49,901.92

Expenditure Approval Report

Check Approval Date of 09/08/2025



	Invoice Number	Invoice Description	Amount
701-HEALTH INSURANCE FUND			
20-HUMAN RESOURCES			
22-HEALTH INSURANCE			
2557-BLUE CROSS BLUE SHIELD OF WYOMING			
	195497	AUGUST 2025 ADMIN FEES AND STOP/LOSS	106,972.22
	195498	DRUG COSTS, WEEKLY CLAIMS, COTIVITI	71,733.03
		VENDOR TOTAL:	178,705.25
5051-HEALTHEQUITY, INC.			
	195496	SEPTEMBER 2025 ADMIN FEES	253.50
		VENDOR TOTAL:	253.50
		DIVISION TOTAL:	178,958.75
		DEPARTMENT TOTAL:	178,958.75
		FUND TOTAL:	178,958.75
		GRAND TOTAL:	231,243.38



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Mayor Lundvall - \$2,892.62

SUGGESTED ACTION:

I move for the approval of the conflict claims for Mayor Lundvall.

CASE BACKGROUND:

S & S Builders - Retainage Release for Large Patch 7th and Twin Spruce Alley, Project 25EN35 - \$2,892.62

STAFF REFERENCE:

Michelle Henderson, Finance Director

ATTACHMENTS:

[Conflict Claims](#)

Expenditure Approval Report
Check Approval Date of 09/10/2025



	Invoice Number	Invoice Description	Amount
201-1% FUND			
00-UNDEFINED			
00-UNDEFINED			
1493-S & S BUILDERS			
	195653	RETAINAGE RELEASE	2,892.62
		VENDOR TOTAL:	2,892.62
		DIVISION TOTAL:	2,892.62
		DEPARTMENT TOTAL:	2,892.62
		FUND TOTAL:	2,892.62
		GRAND TOTAL:	2,892.62



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **September 15, 2025**

TITLE:

Recognition of the City of Gillette 2025 2nd Quarter P.R.I.D.E Award Recipient, Misty Reynolds, Electrical Engineering Designer.

STAFF REFERENCE:

Michael H. Cole, City Administrator



**CITY OF GILLETTE
CITY COUNCIL**

DATE: **September 15, 2025**

TITLE:

Employee Benefits Presentation

STAFF REFERENCE:

Deca Wasson, Human Resources Director



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Nuisance Ordinance Options

STAFF REFERENCE:

Ry Muzzarelli, P.E., Development Services Director & Sean Brown, City Attorney



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration of a Parade Permit on Saunders Blvd, Sinclair Street, Enzi Road, College Drive, Slate Street, and Christinck Ave on September 29, 2025 from 4:30 p.m. to 5:00 p.m. for Thunder Basin High School's Homecoming Parade, Requested by Devin Wells.

SUGGESTED ACTION:

I move to approve a Parade Permit on Saunders Blvd, Sinclair Street, Enzi Road, College Drive, Slate Street, and Christinck Ave on September 29, 2025 from 4:30 p.m. to 5:00 p.m. for Thunder Basin High School's Homecoming Parade, Requested by Devin Wells.

CASE BACKGROUND:

The parade will run from TBHS 4001 Saunders Blvd across Enzi onto Sinclair Street. They will have the parade run on College Drive until Slate Street. They will then cross Enzi into Thunder Basin. (Same route as in the past).

Barricades are requested. There will be outdoor music. 150-300 people are expected to attend.

STAFF REFERENCE:

MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

[MAP](#)

[Insurance](#)

Thunder Basin High School Homecoming Parade Sept. 29, 2025 4:30 pm to 5:00 pm



August 29, 2025
CITY OF GILLETTE
Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov



Productivity Service With P.R.I.D.E. Enthusiasm
Responsibility Integrity Dedication

**COMMERCIAL GENERAL LIABILITY DECLARATIONS
OCCURRENCE**



Issued By Liberty Insurance Corp.

Policy Number TB7-Z51-295077-025
New
Account Number 5-295077

Issuing Office NASHVILLE, TN
Issue Date 2025-07-30
Sub Account 0000

Named Insured and Mailing Address
Campbell County School District #1
100 West Eighth
PO Box 3033
Gillette WY 82717

Franchise 4130

Form of Business: All Other

Policy Period: The policy period is from 07/01/2025 to 07/01/2026 12:01 A.M. standard time at the Insured's mailing address.

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

LIMITS OF INSURANCE

Each Occurrence Limit	\$	1,000,000	
Damage to Premises Rented to You Limit	\$	1,000,000	Any one premises
Medical Expense Limit	\$	5,000	Any one person
Personal & Advertising Injury Limit	\$	1,000,000	
General Aggregate Limit	\$	3,000,000	
Products-Completed Operations Aggregate Limit	\$	3,000,000	

SCHEDULE

The declarations are completed on the accompanying "Declarations Extension Schedule(s)".

Commercial General Liability Coverage Part Premium	\$	97,235
Endorsement Premium	\$	41,308
Total Estimated Premium	\$	138,543

Policywriting Minimum Premium \$ 1,000

Forms Applicable: See Attached Inventory

HUB INTE 0073034003
HUB INTERNATIONAL MOUNTAIN STATES
LIMITE
601 FOUR-J CT UNIT A

GILLETTE WY 82716



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration of a Parade Permit on Gillette Avenue on September 24, 2025 from 4:30 p.m. to 5:30 p.m. for Campbell County High School's Homecoming Parade, Requested by Joshua Dillinger.

SUGGESTED ACTION:

I move to approve a Parade Permit on Gillette Avenue on September 24, 2025 from 4:30 p.m. to 5:30 p.m. for Campbell County High School's Homecoming Parade, Requested by Joshua Dillinger.

CASE BACKGROUND:

The parade will line up on 8th Street along the Cemetery and Legacy park. Turning north onto Carey Ave then West onto 7th St and then North onto Gillette Ave. The Parade will follow Gillette Ave North to 2nd Street turning right (west) onto 2nd street.

No barricades are requested.

STAFF REFERENCE:

MAP - Jennifer Toscana, Public Affairs Director

ATTACHMENTS:

[MAP](#)

[Insurance](#)

Campbell County High School Homecoming Sept. 24, 2025 4:30 pm to 5:30 pm



September 05, 2025
CITY OF GILLETTE

Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

0 250 500
Feet

Productivity Service With P.R.I.D.E. Enthusiasm
Responsibility Integrity Dedication

 Parade Route
 Staging Area

**COMMERCIAL GENERAL LIABILITY DECLARATIONS
OCCURRENCE**



Issued By Liberty Insurance Corp.

Policy Number TB7-Z51-295077-025
New
Account Number 5-295077

Issuing Office NASHVILLE, TN
Issue Date 2025-07-30
Sub Account 0000

Named Insured and Mailing Address
Campbell County School District #1
100 West Eighth
PO Box 3033
Gillette WY 82717

Franchise 4130

Form of Business: All Other

Policy Period: The policy period is from 07/01/2025 to 07/01/2026 12:01 A.M. standard time at the Insured's mailing address.

In return for the payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in this policy.

LIMITS OF INSURANCE

Each Occurrence Limit	\$	1,000,000	
Damage to Premises Rented to You Limit	\$	1,000,000	Any one premises
Medical Expense Limit	\$	5,000	Any one person
Personal & Advertising Injury Limit	\$	1,000,000	
General Aggregate Limit	\$	3,000,000	
Products-Completed Operations Aggregate Limit	\$	3,000,000	

SCHEDULE

The declarations are completed on the accompanying "Declarations Extension Schedule(s)".

Commercial General Liability Coverage Part Premium	\$	97,235
Endorsement Premium	\$	41,308
Total Estimated Premium	\$	138,543

Policywriting Minimum Premium \$ 1,000

Forms Applicable: See Attached Inventory

HUB INTE 0073034003
HUB INTERNATIONAL MOUNTAIN STATES
LIMITE
601 FOUR-J CT UNIT A

GILLETTE WY 82716



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration for the Acceptance of Public Improvements for the 2023 Water Main Interconnect Project, Installed by DRM, Inc., in the Amount of \$623,857.97 (1% Project).

SUGGESTED ACTION:

I move for Approval of the Acceptance of Public Improvements for the 2023 Water Main Interconnect Project, Installed by DRM, Inc., in the Amount of \$623,857.97 (1% Project).

PROJECT NUMBER:

23EN06

CASE BACKGROUND:

The project installed the necessary valves, fittings, fire hydrant and water mains to improve water pressure in the northern area of Sage Valley Estates Subdivision. These improvements also provided connections from pressure zone 1 to pressure zone 2 to allow for water to be available to other areas during water outages.

NEED: The project was needed due to having very low water pressure in the northern area of Sage Valley Estates subdivision. Adding this connection increased the pressure by approximately 40 PSI in the area (going from 40 to 80 psi).

The project awarded a base bid and all 3 bid alternates. The base bid included installing a new 8" water main along Beaver Dr. Bid Alternate #1 included installing an 8" water main in Dry Fork Dr. Bid Alternate #2 installed fittings and valves to connect two water mains that were in separate zones within Hillcrest Dr. Bid Alternate #3 installed water valves and a flushing hydrant that will allow for the Water Division to connect a pump to flow water from one pressure zone to another during a water outage.

The awarded project amount was \$597,968.42 and there were a total of six change orders with the project. The final construction cost was \$623,857.97 with the difference of \$25,889.55.
Change order #1 - added time to the project due to weather

Change order #2 - added replacement of one water expansion tank inside home per plumbing code; increase \$1,347.00

Change order #3 - added replacement of seven water expansion tanks inside homes per plumbing code; increase \$6,205.50

Change order #4 - added replacement of remaining water expansion tanks inside homes per plumbing code; increase \$12,606.12

Change order #5 - repaired damaged water service line and repaired existing culvert and flared end; increase \$14,228.95

Change order #6 - reconciled all quantities

The overage of \$25,889.55 from the original contract was covered with savings from other construction projects.

ACTUAL COST VS BUDGET:

\$623,857.97 Actual: \$630,000.00 Budgeted

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Affidavit on Behalf of Contractor](#)

[Certificate of Final Completion](#)

[Certificate of Substantial Completion](#)

[Warranty](#)

[Project Map](#)

AFFIDAVIT ON BEHALF OF CONTRACTOR

STATE OF: WyomingCITY: GilletteCOUNTY: CampbellDATE: July 30, 2025

I certify to the best of my knowledge and belief that all work has been performed and materials supplied in strict accordance with the terms and conditions of the correspondence contract documents between the City of Gillette the Owner, and DRM, Inc. the Contractor, date July 30, 2025.

For the 23EN06 – 2023 Water Main Interconnect
Project

And further declare that all bills, for materials, supplies, utilities and for all other things furnished or caused to be furnished by the above named contractor and used in the execution of the above contract have been fully paid, and that there are no unpaid claims or demands of State Agencies, sub-contractors, material men, mechanics, laborers or any other resulting from or arising out of any work done or ordered to be done by said contractor under the above identified contract.

In consideration of the prior and final payments made and all payments made for authorized changes, the contractor releases and forever discharges the Owner from any and all obligations and liabilities arising by virtue of said contract and authorized changes between the parties hereto, either verbal or in writing, and any and all claims and demands of every kind and character whatsoever against the Owner, arising out of or in any way relating to said contract and authorized changes.

This statement is made for the purpose of inducing the Owner to make FINAL PAYMENT under the terms of the contract, relying on the truth and statements contained therein.

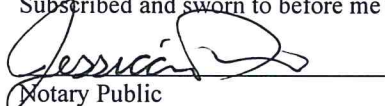
DRM, Inc.
Contractor
P.O. Box 1002
Address
Gillette
City
Wyoming
State
82717
Zip Code

July 30, 2025

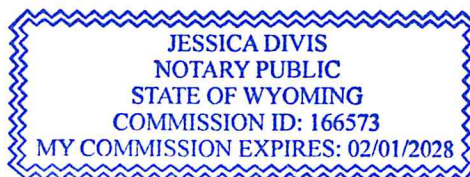

Signed By

Sec-Treasurer
Title

Subscribed and sworn to before me this 10 day of Aug, 2025


Notary Public

My Commission Expires: 2/1/28



CITY OF GILLETTE CERTIFICATE OF FINAL COMPLETION

Project: 2023 Water Main Interconnect

Project No.: 23EN06

Owner: City of Gillette

Date of Contract: June 18, 2024

Contractor: DRM, Inc.

Engineer: Morrison Maierle, Inc.

This Certificate of Final Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

July 30, 2025
Date of Final Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete in accordance with the Contract Documents.

The project will be advertised according to W.S. 16-6-116, and the Affidavit on Behalf of the Contractor is attached to and made part of this certificate.

DATED this 6 day of August, 2025

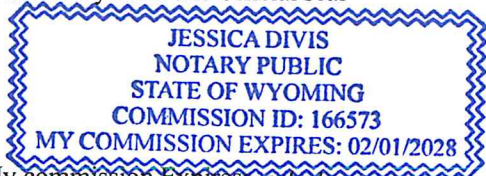
DRM Inc.
CONTRACTOR (COMPANY NAME)

Don McKillop Sec-Treas
SIGNATURE (TITLE)

STATE OF Wyoming }
COUNTY OF Campbell } SS

The foregoing instrument was acknowledged before me by Don McKillop
this 6 day of August, 2025

Witness my hand and official seal



My commission Expires: 2/1/28

Jessica Divis
Notary Public

CITY OF GILLETTE

(Name), Mayor

Date

(S E A L)
ATTEST:

(Name), City Clerk

CITY OF GILLETTE CERTIFICATE OF SUBSTANTIAL COMPLETION

Project: 2023 Water Main Interconnect

Project No.: 23EN06

Owner: City of Gillette

Date of Contract: June 18, 2024

Contractor: DRM, Inc.

This Certificate of Substantial Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

July 30, 2025

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

☐ Amended Responsibilities

☒ Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

The following documents are attached to and made part of this Certificate:

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

DATED this 6 day of August, 2025

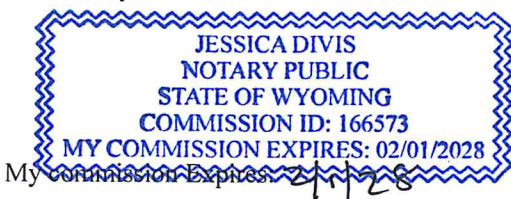
DAM, Inc
 CONTRACTOR (COMPANY NAME)

Don McKillop Sec-Treas.
 SIGNATURE (TITLE)

STATE OF Wyoming }
 }
 COUNTY OF Campbell } SS

The foregoing instrument was acknowledged before me by Don McKillop
 this 6 day of August, 2025

Witness my hand and official seal



Jessica Divis
 Notary Public

CITY OF GILLETTE

 (Name), Mayor

 Date

(S E A L)
 ATTEST:

 (Name), City Clerk

W A R R A N T Y

(Contractor)

_____ DRM, Inc. hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the 23EN06 – 2023 Water Main Interconnect Project FOR A PERIOD OF One Year FROM THE DATE OF SUBSTANTIAL AND FINAL COMPLETION.

CONTRACTOR further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of ONE YEAR is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to CONTRACTOR that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to CONTRACTOR by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to CONTRACTOR in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of CONTRACTOR shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the one year period specified above if the City sent notice as provided above within the one year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the one year period.

CONTRACTOR and the City of Gillette agree and acknowledge that this Agreement is the consideration for acceptance by the City of Gillette of the Project improvements for maintenance by the City of Gillette including, but not limited to the release of any performance or penal bonds, letters of credit, cash escrows, promissory notes or other securities posted and approved to secure the installation of required Project improvements for 23EN06 – 2023 Water Main Interconnect

DATED this 6th day of August, 2025

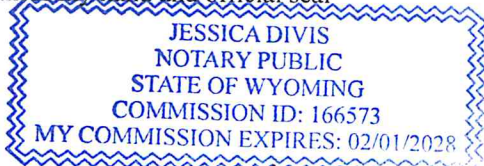
DRM, Inc
CONTRACTOR (COMPANY NAME)

Don McKillop Sec-Treas
SIGNATURE (TITLE)

STATE OF Wyoming }
COUNTY OF Campbell } SS

The foregoing instrument was acknowledged before me by Don McKillop
this 6 day of August, 2025

Witness my hand and official seal



My commission Expires: 2.1.28

Jessica Davis
Notary Public

APPROVED BY CITY OF GILLETTE

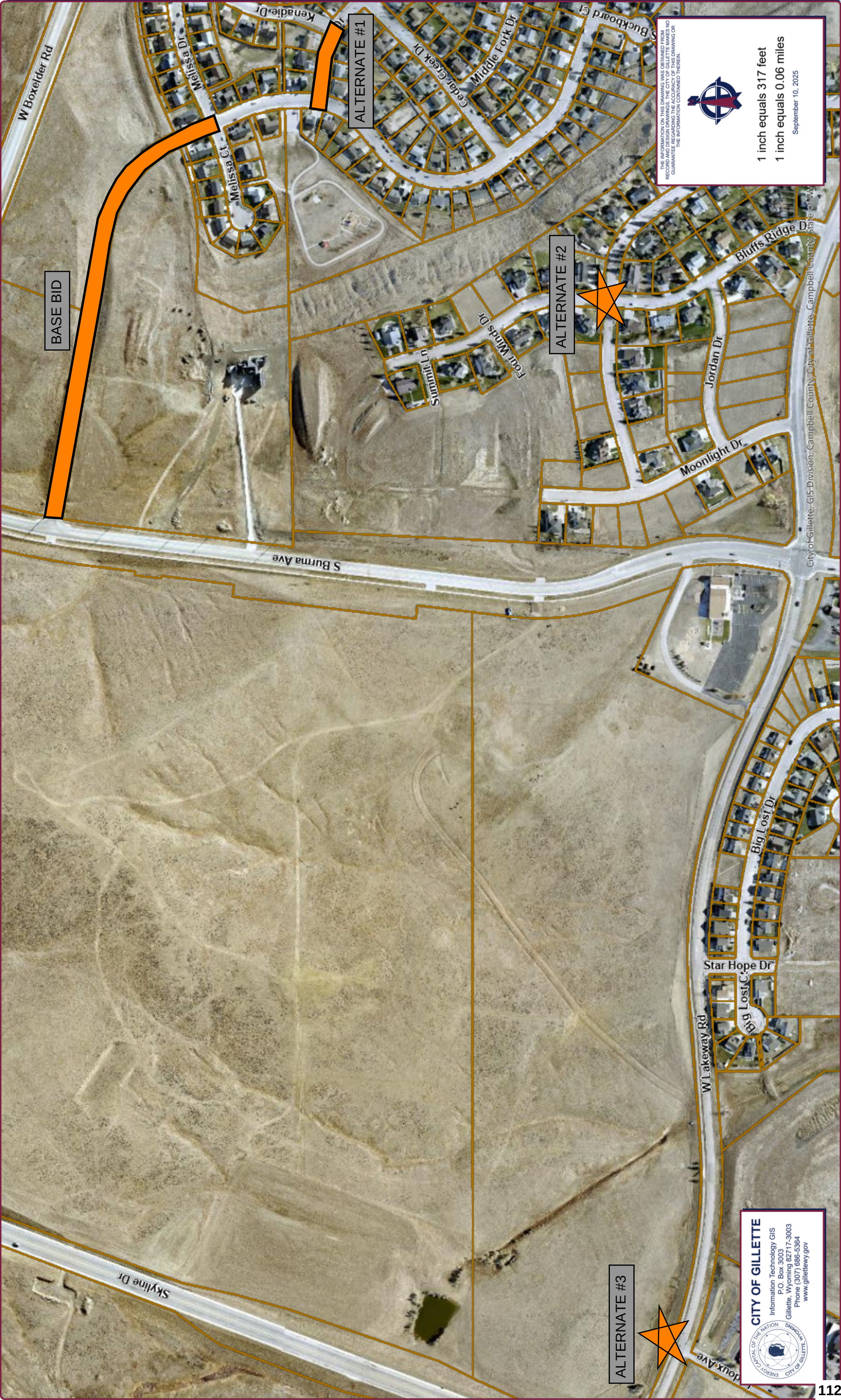
MAYOR, CITY OF GILLETTE

Date

ATTEST:

(Name), City Clerk

2023 Water Main Interconnect Project





**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration for the Acceptance of Public Improvements for the Energy Capital Sports Complex Outdoor Workout Facility Project, Installed by Van Ewing Construction, Inc., in the Amount of \$263,074.46.

SUGGESTED ACTION:

I move for Approval of the Acceptance of Public Improvements for the Energy Capital Sports Complex Outdoor Workout Facility Project, Installed by Van Ewing Construction, Inc., in the Amount of \$263,074.46.

PROJECT NUMBER:

24EN09

CASE BACKGROUND:

This project installed an outdoor workout facility at the Energy Capital Sports Complex. The project was fully funded with a Land and Water Conservation Fund 50/50 grant and the General Fund. This project added the first outdoor workout facility within the City of Gillette. This project will allow parents, spectators, and local workout organizations to enjoy the outdoors while incorporating healthy benefits of working out.

ACTUAL COST VS BUDGET:

\$263,074.46 Actual: \$275,000 Budgeted

STAFF REFERENCE:

MAP/PHOTOS - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Affidavit](#)

[Certificate of Final Completion](#)

[Certificate of Substantial Completion](#)

Warranty
Location Map
Photo-Workout Facility 1
Photo-Workout Facility 2

AFFIDAVIT ON BEHALF OF CONTRACTOR

STATE OF: WyomingCITY: GilletteCOUNTY: CampbellDATE: 9/3/2025

I certify to the best of my knowledge and belief that all work has been performed and materials supplied in strict accordance with the terms and conditions of the correspondence contract documents between the City of Gillette the Owner, and Van Ewing Construction, Inc. the Contractor, dated 9/3/2025

For the Energy Capital Sports Complex Outdoor Workout Facility Project
Project

And further declare that all bills, for materials, supplies, utilities and for all other things furnished or caused to be furnished by the above named contractor and used in the execution of the above contract have been fully paid, and that there are no unpaid claims or demands of State Agencies, sub-contractors, material men, mechanics, laborers or any other resulting from or arising out of any work done or ordered to be done by said contractor under the above identified contact.

In consideration of the prior and final payments made and all payments made for authorized changes, the contractor releases and forever discharges the Owner from any and all obligations and liabilities arising by virtue of said contract and authorized changes between the parties hereto, either verbal or in writing, and any and all claims and demands of every kind and character whatsoever against the Owner, arising out of or in any way relating to said contract and authorized changes.

This statement is made for the purpose of inducing the Owner to make FINAL PAYMENT under the terms of the contract, relying on the truth and statements contained therein.

Van Ewing Construction, Inc.

9/3/2025

Contractor

Date

5650 Magnuson Blvd.

Address

Gillette

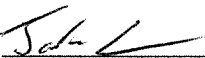
City

Wyoming

State

82718

Zip Code

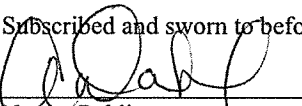
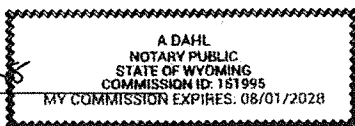


Signed by

Van Ewing Construction, Inc.

Title

Subscribed and sworn to before me this 3rd day of September, 2025


Notary Public
My Commission Expires: 08-01-2028

CITY OF GILLETTE CERTIFICATE OF FINAL COMPLETION

Project Name: Energy Capital Sports Complex Outdoor Workout Facility Project

Project No.: 24EN09

Date of Contract: June 2nd, 2025

Owner: City of Gillette

Contractor: Van Ewing Construction, Inc.

Engineer: Van Ewing Construction, Inc.

This Certificate of Final Completion applies to:

x All Work under the Contract Documents:

 The following specified portions:

8/31/2025
Date of Final Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete in accordance with the Contract Documents.

The project will be advertised according to W.S. 16-6-116, and the Affidavit on Behalf of the Contractor is attached to and made part of this Certificate.

DATED this 3rd day of September, 2025

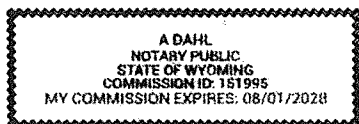
Van Ewing Construction, Inc.
CONTRACTOR (COMPANY NAME)

 President
SIGNATURE (TITLE)

STATE OF WYOMING }
COUNTY OF CAMPBELL } SS

The foregoing instrument was acknowledged before me by Jake Ewing,
this 3rd day of September, 2025

Witness my hand and official seal



My commission Expires: 08/01/2028

[Signature]
Notary Public

CITY OF GILLETTE

(Name), Mayor

Date

(S E A L)
ATTEST:

(Name), City Clerk

CITY OF GILLETTE CERTIFICATE OF SUBSTANTIAL COMPLETION

Project: Energy Capital Sports Complex Outdoor Workout Facility Project

Project No.: 24EN09

Owner: City of Gillette

Date of Contract: June 2nd, 2025

Contractor: Van Ewing Construction, Inc.

This Certificate of Substantial Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

8/15/2025

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared except as stated below.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

 Amended Responsibilities

 X Not Amended

Owner's Amended Responsibilities:

Contractor's Amended Responsibilities:

The following documents are attached to and made part of this Certificate:

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

DATED this 3rd day of September, 2025

Van Ewing Construction, Inc.

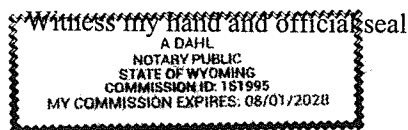
CONTRACTOR (COMPANY NAME)

[Signature] President
 SIGNATURE (TITLE)

STATE OF WYOMING }
 }
 COUNTY OF CAMPBELL }

SS

The foregoing instrument was acknowledged before me by Jake Ewing,
 this 3rd day of September, 2025



[Signature]
 Notary Public

My commission Expires: 08/01/2028

CITY OF GILLETTE

 (Name), Mayor

 Date

(SEAL)
 ATTEST:

 (Name), City Clerk

WARRANTY

(Contractor)

Van Ewing Construction, Inc. hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the ECSC Outdoor Workout Facility Project FOR A PERIOD OF One Year FROM THE DATE THE PROJECT IMPROVEMENTS ARE ACCEPTED BY FORMAL ACTION OF THE GILLETTE CITY COUNCIL. In the event that a particular item of equipment or major element of the total project improvements was placed into continuous service prior to Substantial Completion of the total project, an Attachment A may be attached to this Warranty to designate the separate warranty periods. Attachment A shall only be used when the requirements of Supplementary Condition 13.07 have been met.

CONTRACTOR further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of ONE YEAR is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to CONTRACTOR that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to CONTRACTOR by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to CONTRACTOR in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of CONTRACTOR shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the one year period specified above if the City sent notice as provided above within the one year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the one year period.

CONTRACTOR and the City of Gillette agree and acknowledge that this Agreement is the consideration for acceptance by the City of Gillette of the Project improvements for maintenance by the City of Gillette including, but not limited to the release of any performance or penal bonds, letters of credit, cash escrows, promissory notes or other securities posted and approved to secure the installation of required Project improvements for ECSC Outdoor Workout Facility Project

DATED this 3rd day of September, 2025

Van Ewing Construction, Inc.

CONTRACTOR (COMPANY NAME)

[Signature]

President

SIGNATURE

(TITLE)

STATE OF WYOMING }

}

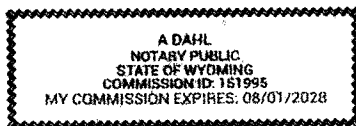
SS

COUNTY OF CAMPBELL }

}

The foregoing instrument was acknowledged before me by Jake Ewing,
this 3rd day of September, 2025

Witness my hand and official seal



[Signature]
Notary Public

My commission Expires: 08/01/2028

APPROVED BY CITY OF GILLETTE

MAYOR, CITY OF GILLETTE

ATTEST:

GILLETTE CITY CLERK

ECSC Outdoor Workout Facility









**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration for the Acceptance of Public Improvements for the 2025 Gurley Overpass Epoxy Injections Project, Performed by Hladky Construction, Inc., in the Amount of \$70,975.00 (1% Project).

SUGGESTED ACTION:

I move for Approval of the Acceptance of Public Improvements for the 2025 Gurley Overpass Epoxy Injections Project, Performed by Hladky Construction, Inc., in the Amount of \$70,975.00 (1% Project).

PROJECT NUMBER:

25EN38

CASE BACKGROUND:

Part of the annual maintenance program for the Gurley Overpass is epoxy injections to infill the separations (delamination) of the concrete deck parallel to the surface. The delamination typically occurs at the upper reinforcing steel mat in the deck. The City has taken steps to slow the separation by inspection and deck injection repairs. The injection repair requires the contractor to drill into the delaminated areas, fill the hollow area with epoxy, and then wait for it to cure to allow traffic back on the bridge.

ACTUAL COST VS BUDGET:

Actual Cost: \$70,975.00; Budget: \$125,000.00

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Certificate of Substantial Completion](#)

[Certificate of Final Completion](#)

[Contractors Affidavit](#)

[Warranty](#)

CITY OF GILLETTE CERTIFICATE OF SUBSTANTIAL COMPLETION

Project: Gurley Avenue Overpass – 2025 Deck Injection Repairs

Project No.: 25EN38

Owner: City of Gillette

Date of Contract: 7/23/2025

Contractor: Hladky Construction Inc.

This Certificate of Substantial Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

8/8/2025

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared except as stated below.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

 Amended Responsibilities

 X Not Amended

Owner's Amended Responsibilities:

N/A

Contractor's Amended Responsibilities:

N/A

The following documents are attached to and made part of this Certificate:
None.

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

DATED this 28TH day of AUGUST, 2025

HLADKY CONSTRUCTION
CONTRACTOR (COMPANY NAME)

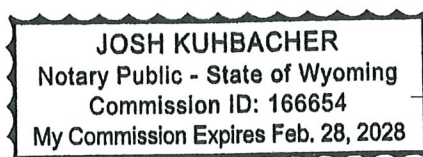
[Signature] PRESIDENT
SIGNATURE (TITLE)

STATE OF WYOMING }
COUNTY OF CAMPBELL } SS

The foregoing instrument was acknowledged before me by Scott Heibult,
this 28th day of August, 2025

Witness my hand and official seal

My commission Expires:



[Signature]
Notary Public

CITY OF GILLETTE

(Name), Mayor

Date

(SEAL)
ATTEST:

(Name), City Clerk

CITY OF GILLETTE CERTIFICATE OF FINAL COMPLETION

Project Name: Gurley Avenue Overpass – 2025 Deck Injection Repairs

Project No.: 25EN38

Date of Contract: 7/23/2025

Owner: City of Gillette

Contractor: Hladky Construction Inc.

Engineer: Structural Dynamics, LLC

This Certificate of Final Completion applies to:

 X All Work under the Contract Documents:

 The following specified portions:

8/8/2025

Date of Final Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be complete in accordance with the Contract Documents.

The project will be advertised according to W.S. 16-6-116, and the Affidavit on Behalf of the Contractor is attached to and made part of this Certificate.

DATED this 28TH day of AUGUST, 2025

HLADKY CONSTRUCTION
CONTRACTOR (COMPANY NAME)

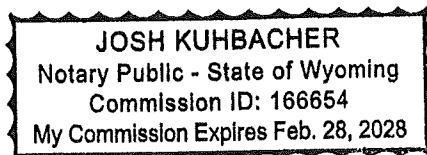
 PRESIDENT
SIGNATURE (TITLE)

STATE OF WYOMING }
 }
 COUNTY OF CAMPBELL }

SS

The foregoing instrument was acknowledged before me by Scott Heibult,
 this 28th day of August, 2025

Witness my hand and official seal



[Signature]
 Notary Public

My commission Expires: 2/28/2028

CITY OF GILLETTE

 (Name), Mayor

 Date

(S E A L)
 ATTEST:

 (Name), City Clerk

AFFIDAVIT ON BEHALF OF CONTRACTOR

STATE OF: WyomingCITY: GilletteCOUNTY: CampbellDATE: 8/27/2025

I certify to the best of my knowledge and belief that all work has been performed and materials supplied in strict accordance with the terms and conditions of the correspondence contract documents between the City of Gillette the Owner, and Hladky Construction Inc. the Contractor, dated 7/23/2025.

For the Gurley Avenue Overpass – 2025 Deck Injection Repairs – 25EN38
Project

And further declare that all bills, for materials, supplies, utilities and for all other things furnished or caused to be furnished by the above named contractor and used in the execution of the above contract have been fully paid, and that there are no unpaid claims or demands of State Agencies, sub-contractors, material men, mechanics, laborers or any other resulting from or arising out of any work done or ordered to be done by said contractor under the above identified contact.

In consideration of the prior and final payments made and all payments made for authorized changes, the contractor releases and forever discharges the Owner from any and all obligations and liabilities arising by virtue of said contract and authorized changes between the parties hereto, either verbal or in writing, and any and all claims and demands of every kind and character whatsoever against the Owner, arising out of or in any way relating to said contract and authorized changes.

This statement is made for the purpose of inducing the Owner to make FINAL PAYMENT under the terms of the contract, relying on the truth and statements contained therein.

HLADKY CONSTRUCTION

Contractor

8-28-25

Date

1100 W. GURLEY AVE

Address

GILLETTE

City

WY

State

82716

Zip Code

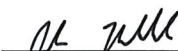


Signed by

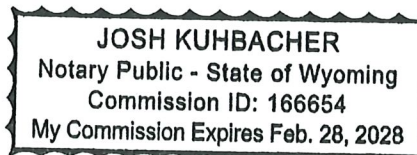
PRESIDENT

Title

Subscribed and sworn to before me this 28th day of August, 2025.


Notary Public

My Commission Expires: 2/28/2028



WARRANTY

(Contractor)

Hladky Construction Inc. hereinafter the CONTRACTOR, does expressly affirm, promise and guarantee all project improvements including materials, equipment and workmanship on the Gurley Avenue Overpass – 2025 Deck Injection Repairs – 25EN38 (Project) FOR A PERIOD OF **One Year** FROM THE DATE THE PROJECT IMPROVEMENTS ARE ACCEPTED BY FORMAL ACTION OF THE GILLETTE CITY COUNCIL. In the event that a particular item of equipment or major element of the total project improvements was placed into continuous service prior to Substantial Completion of the total project, an Attachment A may be attached to this Warranty to designate the separate warranty periods. Attachment A shall only be used when the requirements of Supplementary Condition 13.07 have been met.

CONTRACTOR further agrees in the event that any or all of the Project improvements fail to conform to the Contract Documents or require any rebuilding, construction or reconstruction to keep Project improvements in conformity with the Contract Documents or to bring Project improvements up to the Contract Document Specifications that CONTRACTOR will pay all necessary, reasonable and normal costs whatsoever, incurred by the City of Gillette in repairing, construction, reconstruction, or rebuilding any of the Project improvements which at any time within the above mentioned period of **ONE YEAR** is not in conformity with the Contract Documents.

Provided, however: That the City of Gillette shall give written notice to CONTRACTOR that the City of Gillette intends to perform work on the Project improvements and that said notice shall specify the improvement, its location and the cause or kind of non-conformity with reference to the relevant Contract Documents. Said notice shall be sent to CONTRACTOR by registered mail before the City begins any work or incurs any cost unless an emergency situation occurs. The occurrence of an emergency shall be determined in the reasonable discretion of the City Engineer of the City of Gillette, and is declared to be an event which renders advance notice contrary to the health, safety or welfare of the residents of the City of Gillette. In case the City Engineer finds the existence of an emergency requiring immediate action he shall serve notice to CONTRACTOR in the form above mentioned as soon as practical and shall include an explanation of the state of affairs requiring emergency action.

Provided, further: That the obligation of CONTRACTOR shall be to compensate the City of Gillette for bringing any improvements up to the Contract Documents Specifications and this obligation shall cover all work necessary to bring the improvement into conformity, even if the work occurs after the expiration of the one year period specified above if the City sent notice as provided above within the one year period or, in the case of any emergency as provided above if the City actually began work on the improvement within the one year period.

CONTRACTOR and the City of Gillette agree and acknowledge that this Agreement is the consideration for acceptance by the City of Gillette of the Project improvements for maintenance by the City of Gillette including, but not limited to the release of any performance or penal bonds, letters of credit, cash escrows, promissory notes or other securities posted and approved to secure the installation of required Project improvements for _____

DATED this 28th day of AUGUST, 20 25

HADKY CONSTRUCTION
CONTRACTOR (COMPANY NAME)

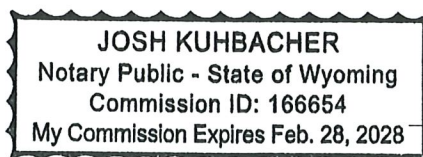
[Signature] PRESIDENT
SIGNATURE (TITLE)

STATE OF WYOMING }
 }
COUNTY OF CAMPBELL }

SS

The foregoing instrument was acknowledged before me by Scott Heibalt,
this 28th day of August, 2025

Witness my hand and official seal



[Signature]
Notary Public

My commission Expires: 2/28/2028

APPROVED BY CITY OF GILLETTE

MAYOR, CITY OF GILLETTE

ATTEST:

GILLETTE CITY CLERK

ATTACHMENT A

to

WARRANTY

Hladky Construction Inc. provided labor and equipment to install the Owner provided epoxy. Hladky Construction Inc. is not under obligation concerning the performance of the work on this Project. The installation was experimental, and Hladky Construction Inc. is not responsible for its success or failure.

GURLEY OVERPASS ANNUAL MAINTENANCE LOCATION MAP PROJECT # 25EN38

PROJECT SITE
GURLEY OVERPASS



May 21, 2024

CITY OF GILLETTE

Information Technology GIS
P.O. Box 3003
Gillette, Wyoming 82717-3003
Phone (307) 686-5364
www.gillettewy.gov

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Feet

Productivity Service With P.R.I.D.E. Enthusiasm
Responsibility Integrity Perfection

City of Gillette, Campbell



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration of a Bid Award to Floyd's Truck Center, Gillette, Wyoming in the amount of \$459,220.00 for One (1) New 2026 Autocar ACX64 Right Hand Steer, Low Entry, Cab Forward Cab & Chassis with One (1) New McNeilus ZR Zero Radius ASL 28 Yard Refuse Body.

SUGGESTED ACTION:

I move for approval of a Bid Award to Floyd's Truck Center, Gillette, Wyoming in the amount of \$459,220.00 for One (1) New 2026 Autocar ACX64 Right Hand Steer, Low Entry, Cab Forward Cab & Chassis with One (1) New McNeilus ZR Zero Radius ASL 28 Yard Refuse Body.

CASE BACKGROUND:

This vehicle is budgeted for FY26 as a replacement for our Solid Waste Division. Additional funds will be required to up-fit the vehicle with necessary equipment, appropriate lighting, City of Gillette signage, etc.

Bidder	Make/Model	Bid Price	Notes
Floyd's Truck Center Gillette, Wyoming	2026 Autocar ACX64 Chassis with 2026 McNeilus ZR Zero Radius ASL Side Load Body	\$459,220.00	3 Minor Model Year Change Exceptions
No Other Bids			

ACTUAL COST VS BUDGET:

Budgeted: \$445,300.00, Actual Cost: \$459,220.00

STAFF REFERENCE:

Sawley Wilde, Public Works Director



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration of a Bid Award to Bobcat of Gillette, Wyoming for One (1) New Diesel 4x4 Enclosed Cab Utility Vehicle in the amount of \$27,820.21.

SUGGESTED ACTION:

I move to approve a Bid Award to Bobcat of Gillette, Wyoming for One (1) New Diesel 4x4 Enclosed Cab Utility Vehicle in the amount of \$27,820.21.

CASE BACKGROUND:

This vehicle is budgeted for FY26 as a replacement for unit 150142 in the Wastewater Division. Remaining funds will be used to up-fit the vehicle with necessary equipment, appropriate lighting, City of Gillette signage, etc.

Bidder	Make/Model	Bid Price	Notes
Bobcat of Gillette, Wyoming	Bobcat UV34 Diesel Utility Vehicle	\$27,820.21	No Exceptions
Stotz Equipment Evansville, Wyoming	John Deere Gator XUV	\$34,600.00	2 Exceptions

ACTUAL COST VS BUDGET:

Budgeted: \$29,187.00, Actual Cost: \$27,820.21

STAFF REFERENCE:

Sawley Wilde, Public Works Director



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration of a Bid Award for the 2025 Sewer Point Repairs at Delanie Court and Black Hills Urgent Care to DRM, Inc., in the Amount of \$141,618.25 (1% Project).

SUGGESTED ACTION:

I move for Approval of a Bid Award for the 2025 Sewer Point Repairs at Delanie Court and Black Hills Urgent Care to DRM, Inc., in the Amount of \$141,618.25 (1% Project).

PROJECT NUMBER:

25EN19

CASE BACKGROUND:

BACKGROUND: This project relates to Sanitary Sewer Main Improvements at Delanie Court in the Sage Valley Subdivision and in the area of Black Hills Urgent Care at 2201 South Douglas Highway 59, southeast of the Douglas Highway 59 and Country Club Road Intersection. These improvements were identified as priorities for the Sewer Point Repair Project based on input from the Wastewater Division staff.

WHY NEEDED:

At the Delanie Court (Schedule A) location, an existing 8-inch collector main running between Delanie Court and Kenadie Drive is installed almost directly beneath an existing 36-inch concrete stormwater pipe. The stormwater pipe has caused significant sagging in the 8-inch collector main triggering frequent backups requiring maintenance. The project will reroute approximately 220 linear feet of sanitary sewer main away from the existing stormwater pipe and install additional manholes to accommodate changes in the direction of flow.

At the Black Hills Urgent Care (Schedule B), the service line from Black Hills Urgent Care discharges directly into an existing manhole at the dead end of an 8-inch collector main. This allows solids to frequently separate out and cause blockage at the manhole. Additional service connections to the east of this manhole utilize connections that no longer meet City of Gillette standards. Finally, a

sanitary sewer main pipe joint in the vicinity of Jimmy Johns has failed and causes frequent blockages. The project will remove the existing manhole and install a new manhole further to the west, this will allow all services in this area to be tied in downstream of the manhole per current City of Gillette standards. The service connections downstream of the manhole will be updated to current standards and the failed joint at Jimmy Johns will be repaired and replaced and an unused service stub will be removed.

FUNDING: This project is fully funded in the Optional 1% Sales Tax Fund for sanitary sewer main improvements.

BIDS RECIEVED: Bids were received and opened at 2:00 P.M. August 26, 2025, for the above referenced Project, with three (3) general contractors submitting bids. The Bid Results are summarized below:

Bidder	Delanie Court (Schedule A)	Black Hills Urgent Care (Schedule B)	Total Bid
DRM, Inc.	\$71,823.00	\$69,795.25	\$141,618.25
Hot Iron, Inc.	\$72,267.31	\$82,591.47	\$154,858.78
LJS Concrete & Excavating, LLC	\$130,156.00	\$122,346.40	\$252,502.40
Engineer's Estimate (Consolidated Engineers, Inc.)	\$82,412.50	\$70,177.50	\$152,590.00

ANTICIPATED SCHEDULE: The contract documents provide twenty-five (25) working days for the completion of the work. The work is required to be complete on or before December 31, 2025.

ANTICIPATED COSTS VS BUDGET: Remaining funds from Fiscal Year 2025 for this project in the amount of \$86,000.00 will be carried over into the current 2026 Fiscal Year and combined with the current budget allocation of \$125,000 for total available project funding in the amount of \$211,000.00. Based on the bids received and accounting for professional service costs, staff anticipates a surplus of \$30,000.00.

ACTUAL COST VS BUDGET:

Anticipated Costs: \$141,618.25; Available Funding: \$175,000.00

STAFF REFERENCE:

MAP - Ry Muzzarelli, P.E., Development Services Director

ATTACHMENTS:

[Reference Map](#)

**2025 SEWER SPOT REPAIRS
(DELANIE COURT & BLACK HILLS URGENT CARE)
25EN19**



PROJECT LOCATION MAP



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration of a Bid Award for the Western Tie 69 kilovolt (kV) Electric Transmission Rebuild/Reconductor Project to Schulte TA, Inc. for Construction Labor in the Amount of \$590,000.

SUGGESTED ACTION:

I Move for Approval of a Bid Award for the Western Tie 69 kilovolt (kV) Electric Transmission Rebuild/Reconductor Project to Schulte TA, Inc. for Construction Labor in the Amount of \$590,000.

PROJECT NUMBER:

25ES23

CASE BACKGROUND:

The City Electrical Services Division maintains two transmission sources into Gillette from the Wyodak complex. Our Western Tie connects the two sources on the western side of Gillette. We have designed our redundant feed from Wyodak with the understanding that if one feed is not available due to an outage for planned maintenance, the other feed can supply power to meet the City's max day demand.

The max day demand of the City is approximately 77 Megawatts (MW) with this normally being split approximately 47MW on one feed and 30MW on the other. When tied together, this puts the Western Tie at approximately 71% capacity. Completion of this project would give the system the capacity to serve 25+ years of load growth.

The complexity of this project, which includes a railroad crossing, an interstate crossing, and a majority of work in high-traffic areas, necessitates close collaboration between City line crews, contractor personnel, and business schedules. To accurately reflect these challenges, a sample section of the line was bid to obtain hourly rates and a sectional labor cost.

Bids for this project were opened on August 28, 2025 at 2:00 PM at the office of Purchasing Division, Central Warehouse, 800 North Burma Ave, Gillette, Wyoming. Contract bid documents were received from three bidders. The bids evaluated costs are shown below:

Contractor	Bid Amount
Schulte TA	\$ 56,440.00
Probst Electric	\$ 79,053.02
Altitude Energy	\$110,200.00

This project will be fully funded from Account # 504-70-74-442-47430 (New Distribution Lines).

STAFF REFERENCE:

Joff Pilon, P.E., Utilities Director

ATTACHMENTS:

[Schulte Bid](#)

SECTION 00300

BID FORM

Western Tie 69KV Rebuild/Reconductor

ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to:
City of Gillette, City Purchasing Division
800 N Burma Ave
Gillette, WY 82716
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the price, and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 The Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for sixty (60) days after the day of the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

- 3.01 In submitting this Bid, Bidder represents:
- A. The Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents and the following Addenda, receipt of all which is hereby acknowledged.
- | Addendum No. | Addendum Date |
|--------------|---------------|
| NA | |
| | |
| | |
| | |
- B. The Bidder has visited the Site and become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all federal, state and local Law and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and test of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures at or contiguous to the Site (except Underground Facilities) which have been identified in Paragraph 4.02 Supplementary Conditions and (2) reports and drawings of Hazardous Environmental Conditions that have been identified in Paragraph 4.06 Supplementary Conditions.

- E. Bidder has obtained and carefully studied (or accepts the consequences for not doing so), all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents to be employed by Bidder, and safety precautions and programs incident thereto.
- F. Bidder does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of the Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of the work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, report and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Bidding Documents.
- I. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Biddings Documents, and the written resolution thereof by Engineer is acceptable to Bidder.
- J. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which the Bid is submitted.
- K. Bidder will submit written evidence of its authority to do business in the state where the Project is located not later than the date of its execution of the Agreement.

ARTICLE 4 – FURTHER REPRESENTATIONS

4.01 Bidder further represents that:

- A. This bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

ARTICLE 5 – BASIS OF BID

- 5.01 Bidder will complete the Work in accordance with the Contract Documents for the following prices(s): Please read the General Instruction for bidders (5.02) Unit price item descriptions (5.03) and complete the bid tab (5.04).
- 5.02 General Instruction for bidders.

GENERAL INSTRUCTIONS FOR BIDDERS

City of Gillette, Electrical Services Division is requesting Bids for 69KV transmission rebuild and reconductor. Below are listed specific requirements for this bid. Attached is a quantity bid sheet as well as unit price item descriptions.

- ◆ The timeline for the bids is as follows:
 - ◆ Advertisement for Bid August 5th, August 12th, and August 19th, 2025
 - ◆ Pre-bid meeting August 13th, 2025, at 1:00PM at City West Utilities Conference Room
 - ◆ Qualification documents submitted by August 20th, 2025, at 4:00PM
 - ◆ Notification to individual Contractors of Qualification/Disqualification by 12:00PM on August 22nd
 - ◆ Public Opening of Bids on August 28th, 2025, at 2:00PM at City Purchasing Division Conference Room
- ◆ Detailed Project scope is as follows:
 - ◆ Removal of approximately 2.5 miles of 336 ACSR "Linnet" Conductor.
 - ◆ Installation of approximately 2.5 miles of 477 Southwire C7 ACCS-Composite Core "Rodgers" Conductor
 - ◆ Installation across interstate 90, state highway 14/16, and BNSF railroad rights-of-way.
 - ◆ Installation of 1 direct embed and 1 foundation mounted steel pole.
 - ◆ Removal and installation of 7 wood poles.
 - ◆ Installation and replacement of 69kV and 25kV crossarms, insulators, and other hardware.
 - ◆ Contractor is responsible for providing and coordinating all the traffic control plans needed with City of Gillette, BNSF, and WYDOT. Costs will be reimbursed by the City.
 - ◆ All retired wire and material will be returned to City Warehouse.
- ◆ Bids shall be evaluated on unit pricing schedule attached. Mobilization and per diem fees will not be reimbursed by the City
- ◆ The award shall be based on unit costs evaluated against the quantities described in the attached unit pricing schedule. These quantities have no bearing on the work to actually be performed, however they are listed and used only for evaluation purposes.
- ◆ Bids shall be valid from date of award for one calendar year
- ◆ Contractor shall have 105 calendar days, beginning at the estimated construction start date of March 2nd, 2026, to complete installation unless prior arrangements are made. Should Contractor not complete installation within the specified time, the City shall be free to award remaining installation to another contractor.
- The City will elect one Contractor. The bid tab for this contract will determine the successful bidder.
- ◆ Contractor shall warrant all work for a period of one year from the date of project completion. This shall include any excessive surface restoration.
- ◆ Contractor shall be responsible for all locates prior to excavation. Contractors shall expose or excavate through non-destructive means to depth above all utilities crossed prior to crossing.
- ◆ Contractor shall be responsible for the cost of repairs to any damaged utilities or adjacent property damage based on accuracy of locates this includes private sprinkler systems.
- ◆ All work shall be in accordance with the City of Gillette, Electrical Line Extension Policy as well as any other standards set by the City of Gillette.
- ◆ All installations shall be inspected by Electric Utility representative prior to acceptance.
- The Contractor shall be qualified to safely work in / around energized electrical equipment and lines.
- ◆ City will supply all material, and Contractor shall pick up said material at the City Warehouse or other designated locations. Any material needed for a project that is not stocked in the City Warehouse and provided by the contractor must be approved by Electric Utility representative.

- ◆ Miscellaneous hand tools and small equipment must be provided by Contractor at their cost, including but not limited to stringing dollies, reel racks, hydraulic press, pump press, hoists and grips, Kellems grips, lifting chains/straps.
- ◆ All provided equipment must be of appropriate type and size for the conductor as per manufacture's recommendations.
- ◆ Detailed weekly field tickets describing unit installation amounts, specific manhour functions, daily duties and progress MUST accompany all invoices.

5.03

UNIT PRICE ITEM DESCRIPTIONS**Section 1 Labor**

Items 1-3: "Apprentice Lineman" will include any workmen without Journeyman certification. Examples include, but are not limited to, laborer, groundman, operator, and helper.

"Journeyman Lineman" will mean any workman who holds a Journeyman certification.

"Foreman" is the lead field supervisor for the project. Only one can be billed out at a time, any other supervisor grade employees should be billed out as Journeymen.

Section 2 Equipment

All items in this section will include support equipment to allow for equipment function. Shall not include operator(s).

Items 4-11:

"Pickup" will be an hourly rate that will include any fuel, milage, or other incurred costs.

"Digger Derrick" will be an hourly rate that will include any fuel, milage, or other incurred costs. This will include all required rigging equipment for operation. This item is split according to the maximum operation height.

"Bucket Truck" will be an hourly rate that will include any fuel, milage, or other incurred costs. This will include all hand tools, hoists, crimping, or other equipment required for operation. This item is split according to the maximum operating height.

"Tractor Trailer" will be an hourly rate that will include any fuel, milage, or other incurred costs. This will include all load securement equipment needed for normal operation.

"Tugger/Rope Puller" will include reel racks, ropes and rigging, and any other equipment needed for normal operation.

"Tensioner" will include all equipment needed for normal operation.

NOTE: THE AWARD SHALL BE BASED ON UNIT COSTS EVALUATED AGAINST THE QUANTITIES DESCRIBED. THESE QUANTITIES HAVE NO BEARING ON THE WORK TO ACTUALLY BE PERFORMED, HOWEVER ARE LISTED AND USED ONLY FOR EVALUATION PURPOSES.

5.04

TRANSMISSION CONSTRUCTION/MAINTAINCE BID SHEET

ITEM	DESCRIPTION	UOM	EVALUATION QUANTITIES	UNIT PRICE	PRICE
<i>Section 1</i>	LABOR				
1	Apprentice Lineman	HR	121.5	\$90.00	\$10935
2	Journeyman Lineman	HR	185	\$95.00	\$17575
3	Foreman	HR	50	\$100.00	\$5000
<i>Section 2</i>	Equipment				
4	Pickup	HR	100	\$60.00	\$6000
5	Digger Derrick 45ft to 60ft	HR	5	\$120.00	\$600
6	Digger Derrick 65ft to 80ft	HR	10	\$150.00	\$1500
7	Bucket Truck 36ft to 80ft	HR	44	\$120.00	\$5280
8	Bucket Truck 85ft to 125ft	HR	19.5	\$150.00	\$2925
9	Tractor Trailer	HR	5	\$125.00	\$625
10	Tugger/Rope Puller	HR	20	\$150.00	\$3000
11	Tensioner	HR	20	\$150.00	\$3000
Evaluation Totals:					

Total Dollar Amount \$ 56,440.00

Total Dollar Amount Fifty Six Thousand Four Hundred Forty and 00/XX
(PLEASE USE WORDS – DO NOT USE FIGURES)

<u><i>Subcontractors</i></u>	<u><i>Type of Work</i></u>
<u>Silverline Construction</u>	<u>Steel Pole Foundation/Drilling</u>
<u>Keyhole Technologies</u>	<u>Traffic Control</u>
_____	_____

Unit Price work has been computed in accordance with Paragraph 11.03.B of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF CONTRACT

6.01 Bidder acknowledges that the contract will be a contract beginning September 2nd 2025 and ending September 2nd 2026. The contract may be extended for an additional year if the bidder holds the price of the contract for the second year and the City is satisfied with bidders performance.

6.02 The Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the Contract Times.

ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are attached to and made a condition of this bid:

- A. Required Bid Security in the form of N/A.
- B. BIDDER'S Pre-qualification document Due – August 20th 4:00 PM
- C. Project Experience – include with pre-qualification document
- D. State of Wyoming Residency Certificate if claiming residency.

ARTICLE 8 – BID SUBMITTAL

8.01 This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____ (SEAL-if available)
(Individual's Signature)

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL-if available)

By: _____
(Signature of general partner – attach evidence of authority to sign)

Name (typed or printed): _____

A Corporation

Corporation Name: Schulte TA, Inc. (SEAL-if available)

State of Incorporation: South Dakota

Type (General Business, Professional, Service, Limited Liability): General Business

By: Daniel E. Fraser
(Signature – attach evidence of authority to sign)

Name (typed or printed): Daniel E. Fraser

Title: President

(CORPORATE SEAL-if available)

Attest:



(Signature of Corporate Secretary)

Bidder's Business address: 5950 Swanson Road Gillette, WY 82718

Phone: 307-685-3181

Facsimile: 307-685-3260

Submitted on August 28, 2025

Contractor License No. _____

ELECTRICAL TRANSMISSION/DISTRIBUTION CONSTRUCTION/MAINTENANCE AGREEMENT

Agreement was made as of August 28, 2025, between City of Gillette and Schulte TA, Inc.
(herein after called the "Contractor").

WHERE AS the Contractor is authorized to engage in Electrical Construction & Maintenance Projects and has personnel with sufficient experience and equipment to perform the Services set forth herein and desires to perform said services for the City of Gillette.

GENERAL

The contractor shall render diligently and competently the services requested by the City of Gillette upon the terms and conditions contained herein.

SCOPE OF WORK

Complete approximately 2.5 miles of 69KV power line rebuild/reconductor. Other construction and maintenance if needed as coordinated between the City and Contractor.

COMPENSATION

The City of Gillette shall pay the Contractor for the services performed after the Contractor invoices (invoices must be accompanied by detailed daily job tickets with specific manpower hours and tasks completed, equipment hours, and quantities installed) the City of Gillette Electrical Services Division. Invoices may be dropped off at or mailed to the Electrical Services Division 611 N. Exchange Ave., Gillette, Wyoming, 82716. The City of Gillette shall pay the full statement amount due to the Contractor for services and expenses within thirty (30) days after approval by the City Council.

INSURANCE

The Contractor shall procure and maintain the following policies of insurance for the duration of the contract against claims for injuries to persons or damage to property which may arise from work in connection with the performance of the work hereunder and the results of that work by the Contractor, his agents, representatives, employees, or subcontractors and failure to do so shall be a condition of default and cause for termination. Coverage shall be as least as broad as

- a) Commercial General Liability Insurance Services Office Form CG 00 0 coverage on an Occurrence basis including products-completed operations, property damage, bodily injury and personal injury with limits no less than \$1,000,000 per occurrence. Covering all operations by, or on behalf of, the Contractor. If a general aggregate limit applies, the general aggregate limit shall be twice the required occurrence limit

Automobile Liability Insurance Services Office Form CA 0001 covering any auto (Code 1) of if the contractor has no owned autos, hired (Code 8) and non-owned (Code 9) with a limit no less than \$1,000,000 per accident for bodily injury and property damage.

- b) Worker's Compensation insurance as required by Wyoming laws, which meets the requirements of Wyoming statutes will be provided by the contractor. If the Workers' Compensation coverage does not include Employers Liability, that coverage shall be included as a part of the Commercial General Liability Policy

The Commercial General Liability and Automobile Liability policies of insurance shall contain or be endorsed to contain The City of Gillette, its officers, officials, employees and volunteers as additional insured's' with respect to liability arising out of automobiles owned, leases, hired, or borrowed by or on behalf of the contractor and with respects to liability arising out of the work or operations performed by on the behalf of the contractor. The Contractor's Commercial General Liability and Automobile Liability policies shall be primary insurance as respects the City of Gillette, its officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City of Gillette, its officials, employees, agents and volunteers

shall be excess of the Contractor's insurance and shall not contribute with it. Contractor shall provide to the City of Gillette, evidence Contractor has complied with the requirements of this section.

The above limit requirements are minimum requirements and if the Contractor maintains higher limits, the City of Gillette shall be entitled to the benefit of those limits.

SAFETY AND LICENSING

The Contractor shall insure compliance with all regulatory agencies with regard to work place safety and licensing. The Contractor shall become familiar with and abide by pertinent City of Gillette Safety policies and procedures.

INDEMNITY

The Contractor shall indemnify and hold harmless City of Gillette from and against any claim of, or liability for, negligent error or omission of the Contractor under this agreement. The Contractor shall not be required to indemnify City of Gillette for claim of, liability for, the joint negligent error or omission of the Contractor and the independent negligence of City of Gillette the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. "Contractor" and "City of Gillette", as used within this article, include the employees, agents and other utilities that are directly responsible, respectively, to each. The term "Independent Negligence" is negligence other than in City of Gillette selection, administration, monitoring, or control of the Contractor and in approving or accepting the Contractor's work.

- c) The Contractor shall exercise that degree of skill, care, and judgment commensurate with the professional standards for the services of a similar nature in Wyoming.

TERMINATION

Default Termination: This agreement may be terminated by either party upon ten (10) days of receiving written notice if the other party fails substantially to perform in accordance with its terms through no fault of the party initiating the termination (default termination). If City of Gillette terminates this agreement, City of Gillette will pay the Contractor a sum equal to the percentage of work completed that can be substantiated in whole or in part by either the Contractor to the satisfaction of the City of Gillette, or by the City of Gillette.

ASSIGNMENT

The obligation of the contractor under this Agreement shall not be assigned without the approval in writing of the City of Gillette.

TERM AND EXTENSION

This Agreement terminates September 1st, 2026, unless the City of Gillette and the Contractor agree in writing to extend the Agreement and complete additional work after September 1st, 2026.

WITNESS WHEREOF, the parties hereto have caused this agreement to be duly executed.

ATTEST

City of Gillette _____

Witness

By: _____

Its: _____

ATTEST

Schulte TA, Inc.

 Witness
By Its: PresidentAcceptance of Additional Contractor RequirementsHold Harmless Clause

Schulte TA, Inc. agrees to defend, pay on behalf of and hold harmless the City of Gillette and its directors, officers, agents and employees from all claims of whatsoever nature or kind, including those brought by employees of Schulte TA, Inc., its employees, agents and subcontractors.

Schulte TA, Inc. agrees to defend and pay all costs in defending these claims, including attorney fees.

Further, Schulte TA, Inc. agrees to maintain public liability and property damage insurance (including automobile, public liability and property damage insurance) to cover the obligations set forth above. The minimum insurance limits of liability shall be \$1,000,000 bodily injury and property damage, the City of Gillette shall receive a minimum 30-day notice in the event of cancellation of insurance required by this Agreement.

Schulte TA, Inc. shall furnish a certificate of insurance to the City of Gillette, showing that the above obligation and requirements are provided or by a qualified insurance carrier, and showing the City of Gillette as an additional insured on such insurance.

OSHA Requirements

It shall be the responsibility of Schulte TA, Inc. to insure they and their employees meet OSHA requirements as stated in 1903.1 (Contractor Safety) of the federal register.

Schulte TA, Inc.By: Date: August 28, 2025

City of Gillette

By: _____

Date: _____



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration of a Memorandum of Understanding Between the City of Buffalo, the City of Gillette, and the City of Sheridan, to formally dissolve the Northeast Wyoming Growth Alliance ("NEW Growth Alliance") as an entity and establish agreed upon percentages for member investment returns.

SUGGESTED ACTION:

I move to approve a Memorandum of Understanding Between the City of Buffalo, the City of Gillette, and the City of Sheridan, to formally dissolve the Northeast Wyoming Growth Alliance ("NEW Growth Alliance") as an entity and establish agreed upon percentages for member investment returns.

CASE BACKGROUND:

In 2016, the Governing Bodies of the City of Gillette, City of Sheridan and City of Buffalo, Wyoming ("participating entities") executed a Memorandum of Understanding ("2016 MOU") to create the Northeast Wyoming Growth Alliance ("NEW Growth Alliance") initiative. Attached is a copy of the 2016 MOU. Through this MOU, the three participating entities agreed to work collaboratively to market the three communities and their surrounding area for economic development opportunities, highlighting the competitive advantage and strengths of the region. At the time, a marketing strategy was completed for Northeast Wyoming, using funding from all three of the participating entities and proceeds from a Wyoming Business Council Grant, that outlined goals and actions for collaboration between the three communities to market the region. Upon executing of the 2016 MOU, each of the participating entities contributed funding for the start-up and maintenance of this economic development initiative. Gillette's original contribution was \$50,000. Several joint meetings were held and marketing strategies explored during the first several years of this initiative.

Since 2020, the NEW Growth Alliance initiative has grown stagnant, as the original intent of the NEW Growth Alliance has not fully performed as intended. There is now consensus among all participating entities to dissolve this initiative.

Upon approval of the attached 2025 NEWGA Dissolution MOU by all three of the participating entities, the remaining balance of each entities' contribution toward this initiative shall be returned to the respectful party. Gillette's refund will be deposited within the City's General Fund until it is reappropriated through a budget amendment or similar action. This refund amount is approximately

\$83,085.64.

The City of Sheridan City Council approved the 2025 NEWGA Dissolution MOU during their regular City Council meeting earlier this month. The City of Buffalo will consider similar action during their meeting on September 16.

STAFF RECOMMENDATION:

Staff recommends approval of the 2025 NEWGA Dissolution MOU.

ACTUAL COST VS BUDGET:

FY26 General Fund Refund Deposit in the amount of \$83,085.64.

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

[2025 NEWGA MOU Dissolution](#)

[2016 NEWGA MOU](#)

MEMORANDUM OF UNDERSTANDING

BETWEEN THE CITIES OF BUFFALO, GILLETTE, AND SHERIDAN

This Memorandum of Understanding ("MOU") is entered into by and between the City of Buffalo ("Buffalo"), the City of Gillette ("Gillette"), and the City of Sheridan ("Sheridan"); and is effective this ____ day of September, 2025.

Purpose

The purpose of this MOU is to formally dissolve the Northeast Wyoming Growth Alliance ("NEW Growth Alliance") as an entity and establish agreed upon percentages for member investment returns.

Recitals

WHEREAS, the governing bodies of Buffalo, Gillette and Sheridan agreed to form a coalition in order to work collaboratively to market the three communities and their surrounding area, highlighting the competitive advantage and strengths of the region; and

WHEREAS, a memorandum of understanding dated, 15 August 2016 was signed to that end; and

WHEREAS, the three cities agreed to appoint JOCO First as the central point of contact for the NEW Growth Alliance.

WHEREAS, original collection of funds totaled \$28,000 from Buffalo, \$10,000 from JOCO First, \$50,000 from Gillette, and \$50,000 from Sheridan.

WHEREAS, these collection funds totaling \$138,000 and amounted to the following percentages of the total by entity: 20% for Buffalo, 7% for JOCO First, and 36% for Gillette and 36% for Sheridan; and

WHEREAS, funds amounting to \$131,514.03 were transferred on behalf of NEW Growth Alliance for management under the supervision of the City of Sheridan in 2019; and

WHEREAS, no funds have been expended since July 2020; and

WHEREAS, the original intent of the NEWGA was not fully performed as intended; and

WHEREAS, as of 21 July 2025, the current value of the amount transferred to Sheridan minus any official allocations and transfers on behalf of the NEW Growth Alliance equals \$229,316.38; and

WHEREAS, there is consensus among all partner entities of the NEW Growth Alliance to dissolve;

NOW THEREFORE BE IT RESOLVED:

1. That the NEW Growth Alliance is hereby dissolved and terminated.
2. The City of Sheridan shall distribute all the funds held on behalf of NEW Growth Alliance as follows:

	Initial Contribution	Percent	Payout Amount
Buffalo	\$28,000	20%	\$46,527.96
JOCO First	\$10,000	7%	\$16,617.13
Gillette	\$50,000	36%	\$83,085.64
Sheridan	\$50,000	36%	\$83,085.64
Total	\$138,000	100%	\$229,316.38

3. General Provisions.
 - a. This MOU is terminated in compliance with the provisions of the NEW Growth Alliance MOU dated 15 August 2016.
 - b. JOCO First payout will be sent to the City of Buffalo for proper distribution.

SIGNED AND EXECUTED by the parties effective as of the date set forth above.

CITY OF BUFFALO	CITY OF GILLETTE	CITY OF SHERIDAN
Shane Schrader, Mayor	Shay Lundvall, Mayor	Richard Bridger, Mayor
ATTEST:	ATTEST:	ATTEST:

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITIES OF BUFFALO, GILLETTE, AND SHERIDAN**

This Memorandum of Understanding ("MOU") is entered into by and between the City of Buffalo ("Buffalo"), the City of Gillette ("Gillette"), and the City of Sheridan ("Sheridan"); and is effective this 15th day of August, 2016.

Purpose

The purpose of this MOU is to establish and formalize the mutual understanding of tasks and responsibilities of each community for the Northeast Wyoming Growth Alliance ("NEW Growth Alliance") initiative, as well as to set forth the scope of the initiative itself.

Recitals

WHEREAS, the governing bodies of Buffalo, Gillette and Sheridan recognize the benefits of maximizing the effectiveness of limited economic development dollars by working collaboratively to market the three communities and their surrounding area, highlighting the competitive advantage and strengths of the region; and

WHEREAS, a marketing strategy was recently completed for the Northeast Wyoming region, using funding from the three communities and a Wyoming Business Council Grant, that outlines goals and actions for collaboration between the three communities in marketing the region; and

WHEREAS, the initiative surrounding said marketing strategy has been named the NEW Growth Alliance; and

WHEREAS, in order for the NEW Growth Alliance initiative to be successful, the cities of Buffalo, Gillette, and Sheridan must share a common understanding of the scope and goals of the initiative and commit resources vital to its success;

Now Therefore Be It Resolved:

I. Scope of Northeast Wyoming Growth Alliance

- A. The parties agree that the mission and scope of the NEW Growth Alliance shall be as detailed in the NEW Growth Alliance Business/Operational Plan dated April 2016 attached hereto and incorporated herein as Exhibit A.
- B. The parties hereby appoint JOCO First as the Central Point of Contact for the NEW Growth Alliance. The initial duties of the Central Point of Contact shall be as defined in the Business/Operational Plan. Additional duties may be assigned by the Management Council described below.
- C. The process of handling of leads, inquiries, and prospects shall be as outlined in the Business/Operational Plan. Likewise, what constitutes an inquiry, lead, or prospect shall be as

Memorandum of Understanding
Buffalo, Gillette, Sheridan, NEW Growth Alliance
7/28/2016 Page 1 of 3

defined in the Business/Operational Plan.

II. NEW Growth Alliance Management Council

- A. The efforts of the NEW Growth Alliance shall be governed by a Management Council. Each participating community shall appoint representation to the Management Council as follows:
- **Buffalo** – 1 elected official,
 - **Gillette** – 1 elected official,
 - **Sheridan** – 1 elected official
 - Two at large appointees shall be selected and approved by a majority of the three elected officials on the Management Council. The two at-large appointees will serve staggered, one year and three year terms. Upon the expiration of the initial terms, all subsequent appointments shall be for three year terms.
 - The three elected officials of the Management Council shall have authority to remove the at-large appointees upon unanimous agreement.
- B. The Management Council shall direct the efforts of the Central Point of Contact and shall promulgate bylaws, policies and procedure to administer the affairs, appoint committees as needed and manage the funds allocated to the NEW Growth Alliance.
- C. The Management Council shall be responsible for proposing an annual budget for the scope of work of the NEW Growth Alliance.
- D. Representatives of the Management Council shall report biannually on the efforts of the NEW Growth Alliance to the governing bodies of the Buffalo, Gillette, and Sheridan. The Management Council shall provide a written biannual accounting of all funds expended for the NEW Growth Alliance and its fiscal position to the governing bodies of the same.
- E. The Management Council shall be assisted in their efforts by a Technical Advisory Committee. The Technical Advisory Committee may consist of one economic development representative from each community and may also include other stakeholders as selected by the majority of the Management Council.
- F. The Management Council, with assistance from the Technical Advisory Committee, shall develop bylaws and other operating procedures to help govern the affairs of the Management Council and NEW Growth Alliance.

III. Responsibilities of Parties

- A. In order to provide for the first three years of activities and organizational stability, the parties agree to contribute the following funds to the for fiscal year 2016/17, 2017/18, 2018/19:

Memorandum of Understanding
Buffalo, Gillette, Sheridan, NEW Growth Alliance
7/28/2016 Page 2 of 3

Buffalo – ~~\$40,000~~ \$28,000

JOCO First - \$10,000

Gillette – \$50,000

Sheridan – \$50,000

Total Year 1 Contributions – ~~\$150,000~~ \$138,000

- B. The Central Point of Contact shall be responsible for invoicing the other parties as necessary, and shall maintain the funds in a fiscally responsible manner in accordance with state law and the fiscal procedures adopted by the Management Council. The Central Point of Contact shall also provide the Management Council with all necessary information to meet its responsibilities to the governing bodies of Buffalo, Sheridan, and Gillette.

IV. General Provisions

- A. This MOU shall remain in effect until terminated by mutual consent of the parties.
- B. This MOU contains all the terms and understanding agreed to by the parties relating to its subject matter. It replaces all previous discussions, understandings, and agreements.
- C. This MOU may be amended by mutual consent of the parties. Any changes, modifications, revisions or amendments to this MOU that are mutually agreed upon by and between the parties shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.
- D. This MOU may be signed in counterparts.

SIGNED AND EXECUTED by the parties effective as of the date set forth above.

CITY OF BUFFALO

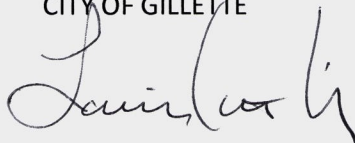


Michael Johnson, Mayor



ATTEST:

CITY OF GILLETTE



Louise Carter-King, Mayor



ATTEST:

CITY OF SHERIDAN



John Heath, Mayor



ATTEST:

Memorandum of Understanding
Buffalo, Gillette, Sheridan, NEW Growth Alliance
7/28/2016 Page 3 of 3



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Consideration of a Resolution approving the City's Health Plan Premiums and Plan Design changes effective January 1, 2026.

SUGGESTED ACTION:

I move to approve a Resolution approving the City's Health Plan Premiums and Plan Design changes effective January 1, 2026.

CASE BACKGROUND:

The City's Medical Fund Task Force and the Human Resources Department review the status of the City's medical fund on a semi-annual basis and makes recommendations each year to City Council regarding amendments to the health plan design and premium rates for the new plan year beginning every January 1st and related wellness program. City Council held a Council Meeting on September 15, 2025, for the purpose of hearing the Medical Fund Task Force and Human Resources Department recommendations for the 2026 plan year.

STAFF REFERENCE:

Deca Wasson, Human Resources Director

ATTACHMENTS:

[Resolution](#)

RESOLUTION NO. __

**A RESOLUTION
APPROVING THE CITY'S HEALTH PLAN PREMIUMS AND PLAN DESIGN
CHANGES EFFECTIVE JANUARY 1, 2026**

WHEREAS, the City's Medical Fund Task Force and the Human Resources Department review the status of the City's medical fund on a semi-annual basis and provide recommendations each year to City Council regarding amendments to the health plan design and premium rates for the new plan year beginning every January 1st; and desires to provide an opportunity for all eligible City employees to participate in the City sponsored group health insurance plans and related wellness programs; and

WHEREAS, the City Council held a Council Meeting on September 15, 2025, for the purpose of hearing the Medical Fund Task Force and the Human Resources Department recommendations for the 2026 plan year; and

WHEREAS, the City Council desires to adopt the recommendations presented at the September 15th Council Meeting;

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GILLETTE, that effective January 1, 2026, the following amendments to health plans and premium rates are adopted:

1. The City currently offers both a Preferred Provider Organization (PPO) Plan and a High Deductible Health Plan (HDHP) Plan;
2. The City is currently in the *BCBS Wyoming Total Choice Network*;
3. The Medical and Dental premiums for the PPO Plan will continue to be a cost share at 15% employee contribution and 85% employer contribution;
4. The Medical and Dental premiums for the HDHP Plan will continue to be paid at 100% by the City;
5. There will be a 3% increase in the Medical premiums for both the PPO and HDHP plans;
6. There will be a 3% increase in the Dental premiums for both the PPO and HDHP plans;
7. All co-insurance will remain the same as the prior benefit year for both the PPO (20%) and HDHP (10%) plans;
8. All deductibles and out-of-pocket maximums will remain the same as the prior benefit year for both the PPO and HDHP plans;
9. All Retail Prescription Plan and Mail Order Prescription copays and coverage will remain the same as the prior benefit year for both the PPO and HDHP plans;
10. The twenty percent (20%) Wellness Participant Differential Premium Incentive will continue as based on established criteria for the PPO plan;

11. The City will deposit a HSA contribution of \$300 for employees who have been compliant with the Wellness program for the prior calendar year and remain compliant in the Wellness program; for HDHP plan participants only;
12. The City will deposit a combined total HSA contribution of \$600 for employees and their spouse who have been compliant with the Wellness program for the prior calendar year and remain compliant in the Wellness program; for HDHP plan participants only;
13. The City's individual stop loss liability deductible increased from \$230,000 to \$250,000; effective July 1, 2025;
14. Vision insurance will remain a voluntary benefit. The premium will increase from the prior benefit year; and
15. Other separate ancillary benefits and insurance plans remain as per the established plans.

The Human Resources Director shall oversee the City benefits and insurance plans, serve as the contact for the plans and shall receive necessary reports, notices, etc.

The Human Resources Director, as the responsible facilitator of the plans, shall provide necessary reports, notices, etc., to the Council regarding the above plans and programs, as needed.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2025.

Shay Lundvall, Mayor

(S E A L)
ATTEST:

Alicia Allen, City Clerk



**CITY OF GILLETTE
CITY COUNCIL**

DATE: September 15, 2025

TITLE:

Council Meeting Safety & Public Meeting Rules.

CASE BACKGROUND:

The purpose of these rules is to allow Council Meetings open to all viewpoints germane to City government business. The rules provide a safe environment for the public, Council, and City staff while preserving order, decorum and minimizing any potential disruption.

STAFF REFERENCE:

Michael H. Cole, City Administrator

ATTACHMENTS:

[Meeting Safety & Public Meeting Rules](#)



CITY CLERK'S OFFICE

CITY COUNCIL MEETING SAFETY & PUBLIC MEETING RULES

The purpose of these rules is to allow Council Meetings open to all viewpoints germane to City government business. The rules provide a safe environment for the public, Council, and City staff while preserving order, decorum and minimizing any potential disruption.

Speakers

- Persons seeking to be recognized for public comment must, without exception:
 - State their name
 - State their physical address
 - If speaking on behalf of an organization, identify their position or affiliation
- The public comment period will be limited to ten (10) minutes total.
- Speakers must remain behind the podium/lectern.
- Speakers shall refrain from making comments of a personal nature that reflect upon the character of a Councilperson, the Mayor, City staff, or another speaker. Personal criticism, ridicule, intimidating behavior, and name calling is forbidden.
- Speakers shall refrain from the use of indecent or obscene language, "fighting words" or other language which is disruptive to the orderly discussion at the meeting.

Audience Members

- Audience members will refrain from distracting side conversations or speaking out when another person is talking.
- Audience members will refrain from shouting, booing, or other similar unruly behavior that impedes or disrupts the orderly conduct of the meeting.

Enforcement of Meeting Rules

- The Governing Body will request that a person violating any Meeting Rules cease the violation.
- Failure to comply with the Governing Body's warning may result in removal from the Council Chambers, criminal prosecution pursuant to Gillette City Code Section 14-5, recess of the meeting, or any remedy available under Wyoming law.