



CITY COUNCIL AGENDA

I. 7:00 PM **CALL TO ORDER: MARCH 15, 2016 COUNCIL**

II. **PLEDGE OF ALLEGIANCE**

III. **APPROVAL OF AGENDA**

IV. **PROCLAMATIONS**

A. **DEVELOPMENTAL DISABILITIES AWARENESS MONTH PROCLAMATION**

Members of NOWCAP will join Mayor Rust and Council for the Developmental Disabilities Awareness Month Proclamation

Documents: [DEVELOPMENTAL DISABILITIES AWARENESS MONTH 2016.PDF](#)

V. **PRESENTATIONS**

A. **SWEETWATER COUNTY TRAVEL & TOURISM ANNUAL REPORT**

B. **ROCK SPRINGS SWEETWATER COUNTY AIRPORT UPDATE**

Documents: [AIRPORT UPDATE.PDF](#)

VI. **CITIZEN REQUESTS AND OTHER COMMUNICATIONS**

Now is the appropriate time for citizens in the audience to be recognized and to speak on items both on the agenda and of general concern for them as citizens of Green River. There will be a limit of three (3) minutes for each individual and five (5) minutes for a group spokesperson. No speaker shall speak more than twice on any issue.

VII. **BOARD AND COMMITTEE APPOINTMENTS**

A. **APPOINTMENT OF RUDY GUNTER TO THE GREEN RIVER ARTS COUNCIL**

The Green River Arts Council has recommended the reappointment of Rudy Gunter to the Green River Arts Council for an additional 2 year term.

Suggested Motion: I move to confirm the Mayor's appointment of Rudy Gunter to a 2 year term on the Green River Arts Council.

Documents: [RUDY GUNTER APP AND COUNCIL PAPERWORK.PDF](#)

B. APPOINTMENT OF JOE KILLPACK TO THE PLANNING AND ZONING COMMISSION

Mayor Rust recommends the appointment of Joe Killpack to the Green River Planning and Zoning Commission for a term of three years, effective April 1, 2016 and concluding April 1, 2019.

Suggested motion: I move to confirm Mayor's appointment of Joe Killpack to a three year term on the Green River Planning and Zoning Commission beginning April 1, 2016 and terminating April 1, 2019.

Documents: [KILLPACK APPOINTMENT PLANNING AND ZONING.PDF](#)

VIII. PUBLIC HEARING

A. WASTEWATER TREATMENT PLANT REPLACEMENT FACILITY PROJECT DESIGN - STATE REVOLVING FUND LOAN APPLICATION

The City recently applied for a \$1.2 million State Revolving Fund (SRF) Loan to develop the Design for a Wastewater Treatment Plant Replacement Facility. The SRF Loan application requires that a Public Meeting must be held where the preliminary plan and schedule for the project are presented. The estimates costs of the improvements will also be discussed.

Documents: [PUBLIC HEARING.PDF](#)

IX. RESOLUTIONS

A. CONSIDERATION TO APPROVE A RESOLUTION ACCEPTING THE FINAL PLAT OF WAPITI RIDGE ESTATES, ACCEPT THE SUBDIVISION IMPROVEMENT GUARANTEE, AND TO EXECUTE A SUBDIVISION IMPROVEMENT AGREEMENT

A Resolution to approve the Final Plat of Wapiti Ridge Estates, a Re-Subdivision of Lot 1 of the AC Addition, a three lot residential subdivision located along Hitching Post Drive. The Resolution also accepts a subdivision improvement guarantee in the amount of \$16,922.92 and authorizes the Mayor to execute a Subdivision Improvement Agreement between the City of Green River and Triple A&W, LLC.

Suggested Motion: I move to approve the resolution to accept the Final Plat of Wapiti Ridge Estates, accept a subdivision improvement guarantee in the amount of \$16,922.92 and authorize the Mayor to execute a Subdivision Improvement Agreement between the City of Green River and Triple A&W, LLC.

Documents: [WAPITI RIDGE ESTATES AGENDA PACKET.PDF](#)

B. CONSIDERATION OF A RESOLUTION TO INCREASE THE COMMUNITY DEVELOPMENT'S BUILDING INSPECTOR'S PROFESSIONAL SERVICES BUDGET

The Community Development Department budgets \$5,000 each year into the Non-Residential Plan Review Program to pay for the City's contracted commercial plan reviewer (Sunrise Engineering) to perform the required plan reviews of new commercial construction. This cost is fully recovered by the submittal of the Plan Review Fee by the building permit applicant. However, the fee that is received by the applicant goes directly into the City's general revenue fund and is not returned into the Community Development Department's budget.

This year has seen an increase in commercial construction, and therefore, more plan reviews than anticipated. Invoices due to the City's commercial plan reviewer are expected to exceed the budgeted amount once all outstanding invoices have been paid. In addition, the department is anticipating at least one more commercial plan review prior to the end of the current fiscal year.

The Community Development Department/Building Division is requesting to increase the expenditure budget authority in the Non-Residential Plan Review Program (10.100.420.BDNRES) in the amount of \$4,000 for additional and anticipated commercial plan review costs.

Suggested Motion: I move to approve the Resolution to increase the General Fund for the Community Development Building Division, in the amount of \$4,000.

Documents: [RESOLUTION - BUILDING INSPECTOR.PDF](#)

C. CONSIDERATION TO APPROVE A RESOLUTION TO MOVE FUNDS FROM THE POLICE DEPARTMENT RESTRICTED DRUG SEIZURE FUND TO THE GENERAL FUND IN THE PATROL DIVISION

With the GRPD's drug K-9, Melanie, being re-assigned to a different officer, the detection team needs to attend some training to become certified together. The cost of this training is \$5,660 through the company that the GRPD uses for drug dog certification. The proposed request is to move the money from the restricted drug seizure account to a general spending account in the Patrol Division to pay for this training.

Suggested Motion: I move to approve a Resolution to modify the General Fund for the Police Department's Patrol Division, in the amount of \$5,660.

Documents: [RESOLUTION - PD.PDF](#)

D. CONSIDERATION OF A RESOLUTION FOR THE 2016 SOUTHSIDE WATER SYSTEMS IMPROVEMENT PROJECT PHASE III

The bids for the proposed water system work were more than what was

requested last year. \$32,000 is requested to be authorized from the Water Fund for project construction and related testing.

Suggested Motion: I move to approve a resolution to increase the Capital Projects Fund for the 2016 Southside Water System Improvements Project Phase III, in the amount of \$32,000.

Documents: [RESOLUTION - SOUTHSIDE WATER SYSTEM IMPROVEMENT PHASE III.PDF](#)

E. CONSIDERATION OF A RESOLUTION AUTHORIZING THE SUBMISSION OF AN LOAN APPLICATION FOR THE WASTEWATER TREATMENT PLANT REPLACEMENT FACILITY DESIGN

The City recently applied for a \$1.2 million State Revolving Fund (SRF) Loan to develop the design for the Wastewater Treatment Plant Replacement Facility. The SRF Loan application requires that a public meeting must be held where the preliminary plan and schedule for the project are presented. The estimated costs of the improvements will also be discussed.

Suggested Motion: I move to approve a resolution authorizing the submission of a loan application to the Wyoming State Revolving Fund Program for a \$1.2 million loan for the design phase of the Wastewater Treatment Plant Replacement Facility Project, and authorize the Mayor to sign pertinent loan documents.

Documents: [WWTP LOAN APPLICATION RESOLUTION.PDF](#)

X. COUNCIL ACTION ITEMS

A. CONSIDERATION TO SUBMIT A 2016 ADVERTISING & MARKETING GRANT APPLICATION TO THE SWEETWATER JOINT TRAVEL & TOURISM BOARD FOR ART ON THE GREEN

The Green River Arts Council's mission is to promote public art and creativity. The 2015 Art on the Green event brought in artists and spectators from all over the region including Wyoming, Colorado, Arizona, and Utah. Spectator numbers reached great heights with over 5,000 attendees. This popular event promotes our county as a whole and shows off the diversified talents and interests of the people of Green River.

Advertising is essential to the success of Art on the Green. Advertising must be done in creative and far reaching ways to bring competitors into town for participation in the 24-hours live sculpting and painting competition and to ensure that art buyers take advantage of the artwork silent auction.

Suggested Motion: I move to approve the submission of a 2016 Advertising & Marketing Grant to the Sweetwater Travel & Tourism Board for Art on the Green, in the amount of \$6,000.

Documents: [2016 ART ON THE GREEN TT GRANT.PDF](#)

B. CONSIDERATION TO APPLY FOR AND ACCEPT REC MIL FUNDS FROM SWEETWATER COUNTY SCHOOL DISTRICT #2 REC BOARD

To apply for and accept Rec Mil Funds for a 4th session of swim lessons and transportation for the Summer Day Camp.

Suggested Motion: I move to approve the Parks & Recreation Department to apply for and accept Rec Mil Funds, in the amount of \$14,769.44, from Sweetwater County School District #2, for a fourth session of summer swim lessons in 2016 and the transportation expenses for the 2016 Summer Day Camp Program.

Documents: [COUNCIL0315.16.PDF](#)

C. CONSIDERATION TO AUTHORIZE THE GREEN RIVER URA/MAIN STREET AGENCY TO APPLY FOR A TECHNICAL ASSISTANCE GRANT FROM WYOMING MAIN STREET FOR STAFF/BOARD MEMBER TRAINING

Consideration to authorize the Green River URA/Main Street agency to submit an application for a Technical Assistance Grant from Wyoming Main Street for required training in the amount of \$3,500.00.

Suggested Motion: I move to Authorize the Green River URA/Main Street Agency to apply for Wyoming Main Street Technical Assistance Grant for FYE 2017, in the amount of \$3,500, to be utilized for staff/board member training, and for the Mayor to sign the contract awarding the monies upon receipt.

Documents: [TECHNICAL ASSISTANCE GRANT APP - STAFF BOARD MEMBER TRAINING.PDF](#)

D. CONSIDERATION OF A BID AWARD FOR THE 2016 SOUTHSIDE WATER IMPROVEMENT PROJECT PHASE III

The Bid Opening for the 2016 SIP Southside Water Improvement Project Phase III was held on March 3, 2016, resulting in three Bids: Jackman Construction, Inc., Lewis and Lewis, Inc., and Whitaker Construction Co. The lowest bid submitted was from Jackman Construction, and had a cashier's check in lieu of a bid bond. Wyoming Statute 15-1-113 states that bids greater than \$150,000 require a bid bond, invalidating their bid. We are selecting the next lowest bidder, Lewis and Lewis, Inc. in the amount of \$346,544.96.

The project consists of spot improvements to the City's Water and Sewer infrastructure within the footprint of the WYDOT Green River Streets Urban Systems Project to be constructed during the spring and summer of 2016. Sanitary sewer collection system work will include the repair of several isolated low spots and/or offset joints in East Teton Boulevard. Water distribution system work will include the replacement of approximately 250 LF of 12" and 16" water main in the intersection of Upland Way and Hitching Post Drive. Water distribution system work

will also include the replacement of approximately 70 curb stops on East and West Teton and several fire hydrants. The Contractor will coordinate the timing of this work with the WYDOT contractor. The Base Bid amount is higher than the current Engineer's Estimate of \$325,000, there is a Resolution to add \$32,000 from the Water Fund to the HPSIMP Project.

Suggested Motion: I move to award the 2016 SIP Southside Water Improvement Project Phase III to Lewis and Lewis, Inc., in the amount of \$346,544.96, and authorize the Mayor to sign the Agreement.

Documents: [BID AWARD - SOUTHSIDE PHASE III.PDF](#)

E. CONSIDERATION TO AWARD TASK ORDER #7 TO INBERG-MILLER ENGINEERS FOR MATERIALS TESTING SERVICES

On February 3, 2015, Council approved a Master Service Agreement with Inberg-Miller Engineers to provide Geotechnical Engineering and Materials Testing Services for City projects on an On-Call basis. The Engineering Division has negotiated Task Order 7 (\$9,800.00) for materials testing services related to the 2016 Southside Water System Improvement Project Phase III.

Suggested Motion: I move to award Task Order 7 to Inberg-Miller Engineers for construction materials testing services for the 2016 Southside Water System Improvement Project Phase III, in the amount of \$9,800, and authorize the Mayor to sign the Task Order.

Documents: [TASK ORDER 7.PDF](#)

F. CONSIDERATION OF AMENDMENT #6 TO THE LANDFILL ENGINEERING SERVICES AGREEMENT

The City entered into a Landfill Engineering Services Agreement with Inberg-Miller Engineers (IME) in 2009. Since that time, IME has provided landfill groundwater monitoring and closure permitting assistance to the City. The current Amendments #6 would extend the term of IME services to the City related to landfill groundwater monitoring and landfill closure design in compliance with the City's Cease and Transfer Grant and Loan parameter.

Suggested Motion: I move to approve Amendment #6 to the Landfill Engineering Service Contract, with Inberg-Miller Engineers, in the amount of \$114,100, and authorize the Mayor to sign the amendment.

Documents: [LANDFILL AMENDMENT 6.PDF](#)

XI. CONSENT AGENDA

A. APPROVAL OF THE AGREEMENT WITH HILL'S PET NUTRITION

Authorize the renewal of the agreement with Hill's Pet Nutrition Incorporated, for purchasing and delivery of animal food to the Green River Animal Control Shelter, at a reduced cost.

Suggested Motion: I authorize the Mayor to sign the a three year

agreement with Hill's Pet Nutrition Incorporated for the purchasing and delivery of animal food to the Green River Animal Control Shelter, at a reduced cost of \$.35 per pound.

Documents: [HILLS AGREEMENT.PDF](#)

B. APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF GREEN RIVER AND JIM DEAN

To enter into a Memorandum of Understanding between the City of Green River and Jim Dean, dba Pineda's Kenpo-Karate, for the purpose of the City of Green River Parks & Recreation Department's co-sponsorship of the 2016 Western Wyoming Karate Tournament.

Suggested Motion: I move to enter into a MOU between The City of Green River and Jim Dean for the Parks & Recreation Department to co-sponsor the 2016 Western Wyoming Karate Tournament.

Documents: [COUNCIL.JDEAN.MOU.0315.16.PDF](#)

C. APPROVAL OF MINUTES FOR:

C.i. March 1, 2016 Council

Documents: [MARCH 1, 2016 COUNCIL SIGNATURES.PDF](#)

D. APPROVAL OF PAYMENT OF BILLS:

D.i. Prepaid - \$183,034.21

Documents: [3-15-16 PREPAID INVOICES.PDF](#)

D.ii. Outstanding Invoices - \$438,570.55

Documents: [3-15-16 OUTSTANDING INVOICES.PDF](#)

D.iii. Payroll Expenditures - \$290,277.28

Documents: [3-15-16 PAYROLL AUTHORIZATION.PDF](#)

D.iv. Preauthorization Payments - \$1,065,000.00

Documents: [3-15-16 PREAUTHORIZATION.PDF](#)

XII. CITY ADMINISTRATOR'S REPORT

XIII. CITY ATTORNEY'S REPORT

XIV. MAYOR AND COUNCIL REPORTS

XV. ADJOURNMENT