

**CITY OF GREEN RIVER
CITY COUNCIL WORKSHOP PROCEEDINGS
September 14, 2010**

The Governing Body of the City of Green River met in workshop session at 6:05 p.m. in the City Hall Council Chambers. Mayor Castillon called the meeting to order. The following Council Members were present: Pete Rust, Ted York, Tom McCullough, Carl Morck, and Lisa Maes. The following were present representing the City: City Administrator Barry Cook, Director of Public Works Mike Nelson, Director of Finance Jeff Nieters, Director of Community Development Laura Hansen, Parks, Facility, and Project Manager Allan Wilson, Planner Ladale Brinton, Recreation Supervisor Kevin Sadler, Purchasing/Payroll Supervisor Trish Mansfield, Sanitation Supervisor Linda Roosa, and Public Information Coordinator Stephen Pyles.

Council candidate Dick Wilson was also present.

Revision of City Purchasing Policy

Jeff Nieters, Director of Finance, updated the Council on the changes that have been made to the City's Purchasing Policy. The City has not changed the Purchasing Policy since June of 2008. Many changes have occurred and other issues needed to be clarified since the last change. The main changes were to the order/flow of the document, along with clarification of Professional Service, also Invitations for Bid, and Requests for Proposals.

Council Member Rust asked who was involved in making the changes. Mr. Nieters stated that he, Purchasing Supervisor Trish Mansfield, Accounting Supervisor Chris Meats, and the City Administrator Barry Cook were all involved in the changes.

Council Member Maes wanted clarification on the Exceptions, i.e. judges or bands for special events would not have to go through the bidding process.

Mr. Nieters replied that is not true. The only exceptions are doctors, lawyers, certified public accountants, architects, and engineering. Mr. Nieters noted, by state statute, these services are not required to go to bid.

Council Member McCullough asked Auditor Stephen Capson how they feel about the changes to the purchasing policy. Mr. Capson said he had not had a chance to go over them in detail, but he will take a look at them during the audit.

Council Member Maes asked about contracts that are drawn up for special services that include buying plane tickets. Does the Finance Department prefer to have it stated in the contract that a person would buy their own plane ticket, to be reimbursed later, or for the City to pay for the tickets?

Mr. Nieters stated it should be looked at on a case by case basis and decided then.

Council Member Rust asked if there were any clarifications in the Purchasing Policy that said anything about buying locally.

Mr. Nieters said no, they do not have anything in the Purchasing Policy stating any requirements to buy local, primarily they go by the lowest bid.

Purchasing Supervisor Trish Mansfield stated they do not have any local preference but they encourage buying locally.

Council Member Rust said he will be looking into the policies of other places for comparison because he would like to see this item changed to state they have to buy locally.

Mrs. Mansfield stated it was in the policy previously, and the city had a lawsuit filed against them, and lost. So, since this happened, it was removed.

The Mayor asked for clarification on Sole Sourcing. He wanted to know why there would be a need for a letter from the vendor to state that they are the sole source. The purchasing supervisor would already know that this vendor is a sole source so he did not see why the vendor would have to send a letter.

Mrs. Mansfield stated the need for the letter was to confirm the fact that the vendor is the only place, the city can get a specific product from, and therefore a second quote was not needed.

Auditor's Presentation

Stephen Capson, Certified Public Accountant, explained the purpose of an audit committee. It is an important place where the auditors can start communication with the legislative body in a more private setting. The benefits of this is the legislative body can express any specific area where they would like to see the auditor's focus their attention, and express any concerns that they might have. This also allows the council to be a part of the auditing process instead of just getting the results. He also said even if they choose not to appoint an audit committee then the council is welcome to contact him personally, and he would be happy to help them with anything they need. He would like to keep the lines of communication open between the council and the auditor's.

The Mayor asked Mr. Cook if council would have to appoint the committee. Mr. Cook replied yes, if they chose to have an audit committee, then they would have to appoint three members from council. The Mayor said he would ask for volunteers.

County Land Exchange

Mr. Cook stated the purpose of the discussion was to review the proposed Memorandum of Understanding between the City of Green River and Sweetwater County regarding a land exchange. The desired outcome would be to approve the Memorandum of Understanding where the City would be exchanging the three tracts at the old Lincoln School site, for property along the river at the existing County Road Bridge site. The governing body can approve the MOU as is, modify it, or decide not to go forward with a land exchange. Staff is seeking direction.

The Mayor said the city is scheduled to present the proposal to the county on September 20, 2010 at 10:30 am. The County would like to make a formal motion on their part to go ahead and continue a dialog on this MOU and the city will be there to present our continued interest.

Council Member McCullough had issues of concern from the employees of the county. They would like some reassurance that they will not be moved. The Mayor said the memorandum is for 50 years and they can be reassured that they will not have to be relocated.

The Mayor stated there is verbiage that covers this in the memorandum of understanding. The purpose of the MOU is to give the county the ability to grow and also keep them here in Green River.

Council Member McCullough said he agrees in the importance of this and would like to see it go forward.

Mr. Cook pointed out five points in the Memorandum of Understanding.

- The City agrees to transfer ownerships of Tracts A, B, and C of the Lincoln School Addition Subdivision to Sweetwater County provided all conditions of the MOU are met.
- Sweetwater County will transfer ownership of their land (along the river) and the smaller building (records storage building) to the City of Green River provided all conditions of the MOU are met.
- Sweetwater County will maintain ownership of the larger building (Road and Bridge building) for a period not to exceed fifty (50) years.
- The City of Green River maintains the option to purchase the Road and Bridge building if Sweetwater County decides to sell the building.
- Sweetwater County will pay the City of Green River One Dollar (\$1.00) per year for the duration of the MOU to lease the land under the footprint of the Road and Bridge building along with all land necessary for the Sweetwater County Road

and Bridge operations as shown on a site plan submitted to the City of Green River and agreed to by all parties of the agreement.

The Mayor replied this is a good deal for the County.

Council Member McCullough replied that it is a good deal for the County along with the City. The MOU will make sure the County does not move more County offices to Rock Springs.

Council Member York replied that the County could turn around and sell the land and not build any of those buildings on it. He feels the City should put some verbiage in the MOU for the County to guarantee they would build on the property and not move to Rock Springs.

Council Member Rust said this is very bizarre. He had thought the discussion had changed from the City wanting this land for developing, not to stop the County from moving. He had not heard the County had planned to stay in the building.

Mr. Cook stated Council Member Rust is correct in his thinking, but when they met with the County there was a problem with the appraised value of the land. The County felt the buildings and land were worth more than the three tracts they were getting from the City. This is the direction the County wanted to go.

Council Member Rust asked why the City still wanted the property.

The Mayor stated the city will also get the other building were the County's purchasing is located.

Council Member McCullough replied the County was not in favor of doing any exchanges. This is the only way to lock in the County to stay in Green River.

Council Member York said if the tracks were his, he would not go along with the MOU. He wants to know if the MOU can state that the County has to make a promise to the City that their intentions are to put a building on the land.

The Mayor said this is the fourth or fifth time that the council has gone over this and these types of things are what need to be decided on so then the City and County can both get what they want. He does agree with Council Member York that this should be included along with the promise that they will not move.

Council Member Maes asked about the issue that was going on with the three tracks of land and if it was resolved. Council Member McCullough replied that it has been taken care of. She stated she had a concern over the MOU going for fifty years without the County promising to stay here or build. She asked if there was any other land they might be interested in.

Director of Community Development Laura Hansen stated the County did not care for the last agreement that was sent to them. The difference in the appraisal was a big issue. The City said they would reimburse the County for the difference of the appraisal. The County did not like that so it was tabled. At that time the building was dropped. The impression that Mrs. Hansen has, is if the City does not build a building of the County's choice, then they are not interested. So the building is dropped out of the discussion.

Council Member McCullough asked if the City added some verbiage in the MOU about the County promising to add a building and stay in Green River would be an issue.

Mrs. Hansen said that she has no problem with adding those items as long as they do not give them complete availability on building what they want since it is zoned residential. She feels it will be okay as long as they have some compromised verbiage.

Council Member McCullough noted the Council can change the zoning at any time if needed, and Council Member Rust agreed.

Mr. Cook said if Council's wishes were to move forward, then they will add the language to make sure the County would take the tracts of land and use them for future expansion of Sweetwater County and would not sell them.

Integrated Solid Waste Plan

Mr. Cook stated the City of Green River has been working for several years on the Solid Waste Plan. To move forward with the plan this would include shutting down the operations of the landfill, construction of a transfer station, and to move forward with discussions on the regional solid waste plan.

Director of Public Works Mike Nelson stated one of the options that was selected was to transfer all garbage over to a regional center in Rock Springs.

The members that came to speak on behalf of the Sweetwater County Solid Waste Disposal District #1 were: Mike Gaviotis Secretary/Treasurer, Harold Kincaid Board Member, and Kevin Herman General Manager.

There are three topics that are up for discussion:

- Acceptance of Green River materials at the Sweetwater County Solid Waste Disposal District #1.
- An estimated fee for material disposal.
- Agree to enter into a long term agreement for disposal between the City of Green River and Sweetwater County Solid Waste Disposal District #1.

Council Member McCullough asked Mr. Nelson if the State of Wyoming is pushing the City to move forward with this.

Mr. Nelson replied the concern is the possibility of contamination of ground water, and they are thinking the state would like to go to 4 or 5 regional dumping centers in Wyoming.

Council Member York stated the City has paid a lot of money to do testing for the ground water, and nothing has ever been found. So why is this going to be a ground water issue? He is wondering if there are any other reasons that we are moving toward a regional center. Is money an issue?

Mr. Nelson said it is a cost issue also. The cost for us to haul it to Rock Springs is cheaper than to continue running the dump.

Council Member York said it is not a ground water issue then, it is a cost issue.

Mr. Nelson replied this is one of the reasons why they are looking to go to Rock Springs. The cost of continuing with what we have now is going to go way up. They are thinking by working as a regional center the cost will not have to go up for the citizens.

Council Member York asked if the cost will go down if we go to a regional center or will they go up.

Mr. Nelson replied they are not sure. This is something that will be discussed later. The collection costs will stay the same since they will still pick up.

Council Member York stated this is not being done because it is required by the state, but because it is a cost issue.

Council Member Rust replied that this is a cost savings for both entities due to the economy of scale.

Accounting Supervisor Chris Meats said Council Member Rust was right. Since there will be a few entities working together, it spreads the cost out among all of them instead of having the cost go directly to the citizens. He does not see the cost going down, but he does not see the cost

going way up either. He feels that even though it has not been mandated from the state right now, it soon will be, and that is when the cost will go up.

Council Member Rust said the federal government is deeply concerned with the contamination of ground water. Whether or not it is mandated now, it soon will be.

Council Member McCullough asked if going to a transfer station would affect anyone with pickup schedules or taking the garbage up to the dump.

Mr. Meats replied that was the committee's number one goal, but there will be some degree of change that will occur. They are hoping it will be as seamless as possible.

Sanitation Supervisor Linda Roosa said the change should be mostly visual, because the service will still need to be done, but how they do it will be a little different.

Council Member York said this is very important, because if it is difficult for people they are more likely to dump their garbage in places where they should not.

The Mayor asked about the need for buildings.

Mrs. Roosa said this is a possibility. She is hoping to get some grants to help, but they will know what will be needed once they are further along in the process.

Mr. Meats said that overall there will be change. It is all depends on what Council decides to do when it is time. The services will still be there.

Kevin Herman, General Manager for Sweetwater County Solid Waste Disposal District #1, stated their direction is to continue on planning to become a regional dumping site. They will plan to maintain their district boundaries, but will expand to include the City of Green River, Eden Valley, and other areas that are looking at them as a regional dumping site. Their thoughts are that the more waste that is brought in, the cheaper price per ton will be. The current price they are looking into is \$55.00 per ton for out of district waste. They are certain that this is a good number now, but they are not sure if this price will stay. They are not looking to get rich quick. They are planning to maintain the cost evenly across the board to all entities that come in. As far as a long term contract they would be willing to enter into a contract, but the specifics would have to be looked at.

Council Member York asked Mr. Meats if they have been aware of the price of \$55.00 per ton.

Mr. Meats stated yes, they are aware and they know it could change.

Council Member York asked how this going to affect the City as far as cost. Is there an increase or not?

Mr. Meats said there is no difference right now as far as cost goes. The cost of running now is around \$109.00 per ton. The cost of \$55.00 per ton is considerable.

Council Member McCullough asked how many years we have left in the landfill.

Mr. Meats said that we have around 10 years.

Mrs. Roosa said they only have around 3-4 years in the landfill because of budget cuts and funding.

Council Member Rust said that basically the Sweetwater County Solid Waste District #1 is willing to go forward with taking our waste, we have an estimated figure that is workable, and a long term agreement is of interest to both parties.

The Mayor asked Mrs. Roosa about how long this will take to start looking at the transition.

Mrs. Roosa said staff is already looking into it. This is one of the big steps, and now they can go forward to find out all the details.

Council Member Rust said we love our landfill, and as long as people can still take their items to the landfill then it will be just fine.

BLM Sections 10 & 12 Land Purchase Update

Mr. Cook updated the Council on the status of the land purchase for Sections 10 and 12 currently owned by Bureau of Land Management. The City would like to proceed with the purchase of Sections 10 and 12 excluding those archeological sites that would require data recovery the City would have to pay for. He stated staff is asking for direction to move forward with the purchase of the remaining acres in Sections 10 & 12.

Council Member Maes asked if the sale would go to a competitive bid, or would the city be the sole buyer.

Mr. Cook said it is competitive process and by law it would go to bid.

Council Member Maes asked if that is the case, then someone else can come and bid on the land, and get it, even though we spent the time and money on it.

Mr. Cook replied yes, there is a chance that could happen.

Council Member Maes asked about the cost to bring utilities to the site.

Mr. Cook replied he had to look into it. There was a study done in 2005 for growth management and he could refer to that.

Council Member Maes questioned the alternate road and the possibility of growth to the East that might have to wait due to the economic issues in the area.

Mr. Cook replied the alternate road issue has not gone forward, because the land was not on the disposable list, and would require congressional action.

The Mayor said there is nothing wrong with starting the process that would take 10 years or more. The land we are working on currently has taken 6 years already, and was already on the disposal list.

Council Member Rust stated these are two separate issues. As far as the land to the West, it was first looked into for growth. It would be great for someone to come in and purchase the land, or we should look at a truck stop in the area, and start working with them to benefit all. This would be good for the City if we could bring a corporation in and share the cost of infrastructure. The land to the East would not be the same. Both have merit.

Council Member Maes asked if there was anyone known to be interested in the land.

The Mayor replied there was interest expressed from Pepco. They have since sold out. He said the City is getting closer to acquiring the land and we could look into any entities being interested.

Council Member Rust said this should be done. Highway 374 would be a great place.

The Mayor said these are the areas that need to be looked into. We need to get the infrastructure in place, and that would be a tool to help get interest in the land.

Council Member McCullough wanted to clarify if we go ahead and move forward, then BLM will put this up for bid where the City can go ahead and bid on it along with anyone. This does not commit us to anything.

Mr. Cook replied it shows the City's interest in moving forward with the purchase of the land. The land becomes valuable when the land has water on it. The two go together so the first step is to go forward with the purchase of the land and then study for utilities.

Council Member Rust said he thinks we need to bring the economic development companies in and see what their marketing strategies are.

The Mayor said that the County was interested in the land along with the Wyoming Highway Patrol.

Mr. Cook stated that in the Borax Study from 2005, the cost of having the utilities brought to the Covered Wagon interchange from Green River were: water \$6.7 million and sewer was \$6.9 million. This estimate was without any improvements that have been done since 2005.

City Administrator's Report

Mr. Cook stated that the monthly meetings with the School District #2 and the City have been going very well. Staff is preparing a RFP for the service road between the City of Green River, and the City of Rock Springs. The County asked if the City would draft a RFP for an engineering firm to submit a cost estimate for this project that will be reviewed by all three entities.

The City wide clean up is scheduled for October 9th.

Western Wyoming Community College will be having an open house for the renovations they will be doing on September 15, 2010 at 4:00 pm. He also had an update on the Capitol Projects: Birch and Arizona are completed, Crossbow is complete, work on the FMC Spur Road is continuing but is running around 10 days behind schedule, Southside Water Improvements are continuing, we are installing the 16 inch water line under the river hopefully, to be finished by the end of the first week in October. The Visitor Center is going up quickly and is planned to be completed by the end of the year, and WYDOT is working on the FMC Bridge. He asked Jeff Nieters to give an update on the wireless project.

Mr. Nieters stated the wireless project is coming along nicely. Phase one is completed with the towers being mounted around the City. There has been a delay due to Rocky Mountain Power over poll attachments. They are working with the Joint Powers Board to put some radios on the towers that they own. It has been confirmed that they have coverage all the way up Uinta and along Flaming Gorge Way. They have not installed computers in the police cars because they do not have all the areas in the City covered, and they do not want the police officers to use them with partial coverage and become frustrated with the system.

Mayor and Council Reports

Council Member Morck had nothing to report.

Council Member McCullough had nothing to report.

Council Member Maes asked why there was heavy equipment out by the highway, sheering off the mountain.

Mr. Cook stated it is Questar's equipment. They are putting in a gas pipeline, and staging the area for boring under the highway.

Council Member York had nothing to report.

Council Member Rust wanted to remind people of the Prevention Advisory Council meeting on Thursday, September 16th at the library in Green River at 12:00 pm.

The Mayor attended the First Book Reading at Sage Elementary School where OCI provided the school with a load of books. He also reminded the Council that they should have received an email from the site locator that came to Green River. He had some interesting items they should go over at a later date.

ADJOURNMENT

The meeting adjourned at 8:15 pm.

H. Castillon, Mayor

ATTEST:

Jeffrey V. Nieters, City Clerk