

**COUNCIL WORK SESSION**  
Tuesday, August 10, 2021 at 4:30 p.m.  
City Hall - Council Meeting Room

AGENDA

1. Council Meeting Follow-up
2. Telecommunication Right of Way Use Agreement with Advanced Communications Technology, Inc.
3. Public Education Process for the Optional 6<sup>th</sup> Cent Tax
4. Roof Inspections
5. Agenda Review
6. Legislative Review
7. Council Around the Table

Mayor Freel called the meeting to order at 4:37 p.m. with the following Councilmembers present: Cathey, Knell, Engebretsen, Mayor Freel and Vice Mayor Pacheco. Councilmembers Gamroth and Pollock joined the meeting virtually via GoToMeeting and Councilmember Johnson arrived late to the meeting at 5:10 p.m. Councilmember Lutz was absent.

Mayor Freel began by discussing the rising COVID-19 cases and how it has affected staffing and Councilmember absences. He stated that he will leave it up to Council whether they would like to move the meetings into Chambers and whether they would like to wear masks. Councilmember Knell discussed why he feels comfortable attending the meetings in person.

There were no Council follow-up items.

Next, City Manager Napier introduced Wallace Trembath, Deputy City Attorney, to discuss a telecommunications agreement with Advanced Communications Technology (dba RANGE). He explained that staff used a model based on one used by the City of Gillette, because this company only wanted to install fiber-optic communications system in a limited number of right of ways as opposed to other companies that have installed their systems all throughout town and therefore require full-fledged franchise agreements. This agreement would allow for expansion of the system in the future but would require amendments to the agreement. Council gave their thumbs up to move forward with the agreement. Councilmember Cathey pointed out a problem with Jackson and McKinley streets on page 35 of the agreement.

Next, City Manager Napier discussed the possibility of a implementing a sixth cent tax, which is proposed to fund the last phase of the Midwest Avenue project as well as the waterline for Midwest/Edgerton. He explained that the only role the City can take with a cap tax proposal is educational. This means the City cannot lobby that a particular vote takes place. The City has decided to hire a firm, LUM Studio, to help with this educational process. He then introduced Julie Schmitt, Account Manager for this project from LUM Studio, to describe the process they will use for the educational campaign. She explained that as a team they will be working on concise, consistent messaging. They will also work on design and social media campaigns that will be implemented September through the election. City Manager Napier stated that this is a City of

Casper-led initiative which was not contingent on support from the other communities asking for funding in the sixth-cent tax.

Councilmember Knell stated that hiring this firm was not a City Council action. Mayor Freel elaborated that it was not required to be a City Council action because the dollar amount was low enough to be approved in the City Manager budget. Councilmember Pollock stated that she feels it is important for there to be a voter education. Mayor Freel stated he would be happy to answer any citizen questions about this item. City Manager Napier stated that the tax would begin in January if approved.

Next, City Manager Napier discussed roof inspections. He stated that a few months ago a citizen expressed concern regarding roof replacements and inspections during house sale transactions. The citizen stated that the roofs do not always need to be replaced, but the selling party is stuck with the cost of paying for that replacement to complete the transaction. They expressed concern that there is no standardization for trigger points for roof replacement and some of these inspectors and roofers are not licensed or certified.

Councilmember Cathey asked what the standards are for roof inspectors. Dan Elston, Building Supervisor, stated that the building department looks at things per code, not per quality. They are certified inspectors through ICC, and roofs are inspected as a part of that. The roofs are required to be permitted but not inspected, but they will be inspected if they are called in. They do a final inspection per code from the ground to make sure it's installed correctly. If there is something suspicious they will look on the roof. There is no requirement to re-roof a home because of change of ownership. Roofing contractors have to take an IRC test to receive a roofing contractors licensing, which is the same for plumbing, electrical and general contractors. The general inspectors are not certified by the City of Casper. Mayor Freel explained that he has been involved in instances where there were discrepancies between roof replacement and roof repair recommendations. Mayor Freel and Councilmember Knell stated that they would like there to be a certification process for home inspectors. Councilmember Engebretsen stated that she has issues with consistency and standardization between companies and their inspections. Mr. Elston stated that all of the inspectors that work for the City are masters of their craft, so certifying general inspectors would be a long process. Councilmember Cathey suggested just requiring certain credentials to be certified as opposed to the City issuing some type of test. Council directed staff to research the certification process for general inspections further.

Councilmember Cathey asked about soil report requirements, and Mr. Elston responded that soil reports are required for new builds and for subdivisions the report is for the entire subdivision. He explained that the reports are independent of each other because soil reports can differ from lot to lot.

Next, City Manager Napier discussed relevant legislative items. He stated that Council will be discussing missing persons legislation and bias crime legislation. He stated that Council will be giving direction on these items in the coming weeks and will also be looking at non-discrimination local legislation.

Next, Council went around the table to discuss their respective board and committee meetings as well as other matters of public interest. Mayor Freel discussed concerns with vandalism at David Street Station.

The meeting was adjourned at 5:39 p.m.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Fleur Tremel  
City Clerk

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Steven K. Freel  
Mayor