

City of Worland  
Buildings and Grounds Commission  
Regular Meeting  
December 10, 2007

The Building and Grounds Commission met on Monday, December 10, 2007 at 6:30 P.M. in the Council Chambers at City Hall. Commission Members in attendance were: Chairman Jerry Alexander. Councilmember Shane Anderson and Councilmember Vasca Gilmore were absent. Also in attendance were: Superintendent of Public Works Gene Cliame, Parks Maintenance Worker Mark Osbon, Clerk/Treasurer Tracy Glanz and Clerk Tammy Maya.

Visitors were: Mike Karr with the Northern Wyoming Daily News, Lisa Hulshizer with NOWCAP Services and Steve Hunt with the Worland Community Center Complex (WCCC).

Due to the absence of a quorum, the minutes from November 13, 2007 were not approved.

Chairman Jerry Alexander asked for the business of visitors to be addressed first. Lisa Hulshizer with NOWCAP Services addressed the commission regarding NOWCAP Services and the services it provides for disabled persons in the Worland area. She explained that the 4<sup>th</sup> Annual Wyoming Disability Awareness Walk is planned for March, National Disability Month. This year, NOWCAP Services plans to make the walk a fundraising event to put wheelchair accessible playground equipment in each of the four communities it serves, including Worland. Lisa explained that it is the hope of NOWCAP Services to provide the funding for the equipment and to work with the City of Worland as to its planning and installation.

Superintendent of Public Works Gene Cliame stated that he wasn't sure which park would be the best fit. He reported that some parks have limited wheelchair accessibility already but that he does not have the man power available to install new equipment currently. Chairman Jerry Alexander suggested contacting someone with WBI or Devon to see if they would help with installation. Parks Maintenance Worker Mark Osbon inquired as to the projected amount NOWCAP Services expected to raise as ADA equipment can be very expensive. Mark also suggested that Lisa contact Rene Lee with the Worland Recreation District. He felt Rene might have a better idea as to what equipment should be purchased and where it should be placed.

Lisa Hulshizer stated that NOWCAP Services has done some research into the cost of equipment and that she will seek out Rene Lee for consultation prior to the council meeting. She also stated that the walk will take place on March 1<sup>st</sup>. Due to weather conditions at that time of year they are looking for a place to do the walking. Steve Hunt with WCCC stated that the NOWCAP Services clients already use the facility twice a week and that he's sure an arrangement can be made to accommodate the fundraiser walk. Lisa stated that the City of Casper is pledging \$2,100 plus \$400 in kind; a foundation has pledged \$5,000. She also reported that KWOR/KKLX, Casper NBC TV, and the Casper Star Tribune have all pledged to advertise the event. Chairman Jerry Alexander and Superintendent of Public Works Gene Cliame directed Lisa to organize the plans for the walk and come to the council meeting on December 17<sup>th</sup>.

Steve Hunt with the WCCC brought a list of Recreation Expenditures for the year 2007 for review by the commission. Parks Maintenance Worker Mark Osbon added that the Worland Recreation District Board is pleased with the trade out arrangement. Chairman Jerry Alexander invited Steve to attend the next council meeting, Monday, December 17<sup>th</sup>, to present this information to the full council. Steve also reported that the construction at the WCCC is ahead of schedule. He is also working to receive grant funding to enable the conversion of the back gym into a community hall facility including a commercial kitchen.

Chairman Jerry Alexander reported that the golf agreement had been finished and signed without any known snags.

Parks Maintenance Worker Mark Osbon reported that he is busy with snow removal. Superintendent of Public Works Gene Clame stated that the grading equipment is pretty old and in need of replacement.

Clerk/Treasurer Tracy Glanz reported that Accounts Payable Clerk Tammy Maya had submitted her resignation effective December 25, 2007. Tracy's plan is to divide the Accounts Payable duties between Clerk Nancy Dellos and Building Department Assistant Wendi Dickerson. She will have Wendi spend Monday, Wednesday, and Friday up front doing A/P duties and then Tuesday and Thursday in the Building Department. Eventually, the Community Development Department may move completely into the Clerk/Treasurer portion of the building.

Chairman Jerry Alexander urged all department heads and council members to start thinking about budgeting. He would like definitive answers regarding longevity pay and insurance for the employees, who deserve advance notice of any changes.

There being no further discussion, the meeting adjourned at 7:05 p.m.

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Jerry Alexander, Chairman

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Tammy Maya, Clerk