

COMMUNITY SERVICES COMMISSION  
December 10, 2007

The Community Services Commission of the City Council of Worland, Wyoming met in regular session at the Airport at 5:00 p.m. on December 10, 2007. Councilmembers present were Curt Christoffersen and George Hazen. Also attending were Airport Manager Gary Thompson, Superintendent of Public Works Gene Cliame, Police Chief Bob Richardson, Clerk-Treasurer Tracy Glanz and Clerk/Typist Nancy Dellos. Councilmember Justin Pfeiffer was absent.

Clerk-Treasurer Tracy Glanz reported that the Accounts Payable Clerk Tammy Maya is resigning from the City, her last day is December 24<sup>th</sup>. Tracy will be moving Wendi Dickerson from the Building Department up front and will split the Accounts Payable duties between Wendi and Nancy Dellos. Wendi will still work in the Building Department and assist Heath Overfield when he is here. In the future, the Building Official may be located next to the Clerk-Treasurer's office.

Clerk-Treasurer Glanz also reported that Judge Ed Luhm's clerk is resigning in January and that City Hall personnel may be assuming some of the Municipal Clerk duties. Tracy is checking with Caselle to get a cost estimate on the Municipal Court software.

Superintendent of Public Works Gene Cliame reported that some of the crew will be out plowing snow this evening. They have been out sanding streets and there is a crew working on the Airport sewer line project.

Superintendent of Public Works Cliame also reported that he will be going back up to the wells in the morning; Big Horn Regional Water is having some issues on their repairs.

Airport Manager Gary Thompson reported that he had purchased tickets and will be going to Denver on December 18<sup>th</sup> to meet with FAA and WYDOT to discuss grant money to complete the Runway Relocation Project. There won't be any construction done next year, as the grant money won't be available before August. Gary doesn't want to start construction that late as it would not be done before winter. Gary did say that there will be \$150,000.00 of entitlement money available next year. He would like to replace snow removal equipment with that entitlement if possible. The money may have to be used for an electrical equipment relocation project. He will discuss the options with FAA and WYDOT in Denver.

Airport Manager Thompson also reported that he had a meeting with Reed Roberts, the Federal Security Director for this area. TSA is changing the requirements for reimbursing the City for security screening. Gary and his crew

are doing a lot of snow removal, the runway was shut down on Friday evening for the Saturday flight due to ice.

Airport Manager Thompson reported that there is some electrical problems out at the Airport. The strobe lights on the end of the runway have already lost one of the circuit boards and, the manufacturer said that the warranty had expired. Gary did get a circuit board in and the strobe lights are working now. There are also some issues with the signs not working properly.

Gary has a conference call set-up with the manufacturer of the ARFF vehicle to discuss a few issues with the specifications and invoicing.

Airport Manager Thompson mentioned that he, Kimball Croft and the County Commissioners are putting a committee together for Disaster Recovery.

Motion: to approve a Travel Request for Airport Manager Thompson to attend a meeting in Denver with FAA and WYDOT.

By: Councilmember Hazen.

Second by: Councilmember Christoffersen.

Vote: The motion passed unanimously.

Police Chief Bob Richardson reported that he will be testing Police Officer applicants on Thursday night and Friday. Hopefully the department will have 10 officers by the end of January or maybe mid February.

Bob said that Chad Jones from Worland Ford called and said that they have a VIN number for the new Police vehicle, but no vehicle yet. It will be built in the near future.

There being no further business, the meeting adjourned.

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Curt Christoffersen, Chairman

ATTEST:

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Nancy Dellos, Clerk/Typist