

PRE-MEETING AGENDA

Casper City Council
City Hall, Council Chambers
Tuesday, December 21, 2021, 5:15 p.m.



Please silence cell phones during the City Council meeting.

Entrance to the meetings is the east door off David Street. Face coverings are encouraged for those individuals who have not been fully vaccinated against COVID-19. Public input via email is encouraged: CouncilComments@casperwv.gov.

	Presentation	Beginning Time	Allotted
1.	Tree Suckers	5:15	20 min
2.	Council Pre-Meeting or Work Session Attendance	5:35	15 min
3.	Sole Source - Irrigation Station Improvements for the Casper Soccer Complex	5:50	5 min
4.	Agenda Review	5:55	5 min
	Approximate Ending Time		6:00

We are CASPER

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

December 3, 2021

MEMO TO: City Council
J. Carter Napier, City Manager *JCN*

FROM: John Henley, City Attorney *JH*
Amber Jividen, Code Enforcement Supervisor *AJ*
Katy Hallock, Park Supervisor – Arborist *KH*

SUBJECT: Issues and considerations regarding “tree suckers”.

Meeting Type & Date

Pre-meeting prior to the
December 21, 2021, Council Meeting

Action type

Information and direction requested.

Recommendation

That City Council review the information and provide direction regarding “tree suckers”.

Summary

I. Background

A citizen contacted the City Code Enforcement Department and suggested that the City trim “tree suckers” as it treats and trims noxious weeds or overgrown lawns, mowing them back. This is the first complaint or request to mow down or cut back “tree suckers,” known or remembered by the City Code Enforcement Department. The particular complaint was resolved by the offending property listing agent simply mowing down the tree suckers. Staff is requesting direction regarding the maintenance of “tree suckers”.

II. What is a “tree sucker”

A “tree sucker” is a tree’s attempt to grow a branch. Sucker growth originates from the root system of a parent tree. Tree roots can grow up to three times the height of the tree; a 70 foot tree could have sucker growth up to approximately 240 feet from the parent tree. Tree suckers tend to grow fast and multiply when not maintained properly.

Causes of tree sucker growth include shallow root systems, stress to a tree caused by insufficient water management or poor soil conditions, damage from trimming or managing growth, and the age of the tree.

Tree suckers can be maintained or managed by mechanical or chemical treatment. Mechanical treatment includes mowing, weed trimming, pruning, and careful hand digging to physically

remove the sucker from the root. There are products available to chemically treat tree suckers without harming the parent tree.

Common trees species in Casper that may produce tree suckers' growth include cottonwood, aspen, poplar, sumac, willow, black locust, honey locust, crabapple, Canada red cherry, linden, and Russian olive.

III. Issues and considerations regarding private property

The considerations for this topic include private property intrusion by the City; some property owners and occupiers love trees and want to have the wind block, shade and privacy that they provide. Such owners may not want their small trees cut down.

If the "tree suckers" are from a neighboring property but are on an adjacent property, not owned by the individual whose trees' roots are volunteering, the volunteering roots - "tree suckers" may be mowed, dug up, or may be treated, usually one time per summer with a growth inhibitor.

While the property owner with the volunteers may cut down, mow, or dig up the roots on his or her property, care should be taken not to harm the tree from which the volunteers spring.

Code Enforcement, while having many hats to wear, embraces a goal when it comes to private property to enforce "nuisance" violations be it junk, litter, or weeds. One person's viewpoint on tree suckers within their neighbor's property is an opinion of that complainant. While tree suckers may be unsightly to one person, they may not be to another.

Code Enforcement's duty is to abate noxious weeds due to the fact that by nature, they are harmful. Code Enforcement abates junk and junk vehicles within a property again, because they pose a harm to the community, such as rodent and vermin infestations. Trees offer beneficial aspects to the community. Code Enforcement does not regulate "yard art" or landscaping unless there is a distinct public safety issue, yet some choices in "yard art" would often be frowned upon by neighbors. It is recommended that Code Enforcement should address the noxious and harmful violations within the Community.

MEMO TO: City Council
J. Carter Napier, City Manager *JCN*

FROM: John Henley, City Attorney *JH*

SUBJECT: Potential rule to address small attendance at a pre-meeting or work session.

Meeting Type & Date

Pre-Meeting prior to the December 21, 2021, Council Meeting

Action type

Information

Recommendation

That City Council review the information below and provide direction.

Summary

The question of attendance, or more accurately lack of attendance, was raised following a pre-meeting, which had low attendance. The pre-meeting was scheduled to be extra-long and began a half hour earlier than usual, due to the presentation and attendance of out-of-town speakers, and four local non-profit organizations' presentations requesting grant assistance. The information presentation proceeded as scheduled, but only three councilmembers were present initially. As the meeting continued, other councilmembers joined and before any requested actions were discussed, a quorum was present.¹

A proposed rule for your consideration may include the following scenarios.

Procedural Rule for Pre-meetings and Work Sessions


Information only, direction requested or move forward for approval:

- For information to be presented at a scheduled pre-meeting or work session at least three (3) members must be present; questions may be asked.
- Councilmember discussion will not be allowed until five (5) councilmembers are present, including those who declare a conflict or potential conflict.

¹ No formal action can be taken in either a work session or a pre-meeting, but council can discuss, ask questions, request more information, give feedback and let staff know if they want to see the topic again.

- If five (5) to seven (7) members are present at least four (4) members must agree in providing direction to staff or to move forward. A majority of those present may ask for additional research or information at a subsequent work session or pre-meeting.
- A member who has no conflict of interest and no potential for an appearance of a conflict of interest on the topic presented (non-conflicted), who was not present for an agenda topic where only four (4) councilmembers agreed upon a specific direction or request may: Request further discussion and another opportunity for Council to provide direction to staff or direct that a matter not be considered in a regular council meeting; such request for further discussion shall be granted.
- The request for information or approval of direction by less than four (4) councilmembers, shall be held in abeyance and placed on a subsequent work session or pre-meeting agenda at the request of at least two (2) non-conflicted councilmembers.

December 13, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director
Zulima Lopez, Director of Parks, Recreation & Public Facilities
Randy Norvelle, Parks Manager
Alex Sveda, P.E., City Engineer

SUBJECT: Irrigation Pump Station Improvements for the Casper Soccer Complex

Meeting Type & Date

Pre-Meeting
December 21, 2021

Action Type

Informal Approval

Recommendation

That Council provide informal authorization of a professional services agreement with Granite Peak Pump Service, Inc., 919 Betsy Drive, Billings, Montana, for a 1800 gallon per minute, 95 pounds per square inch package pump station in the amount of \$201,430. Formal approval, by Resolution, will take place at the January 4, 2022 Regular Council Meeting.

Summary

The Casper Soccer Complex irrigation pump station was constructed in the late 1980's. In 2014, raw water irrigation supply was added to the system. The existing pumps have received ongoing maintenance repairs in the last several years, and inefficiencies of varying pressures to the irrigation transmission lines and components have burdened the system with maintenance repairs and costs. The existing pump system controls at the Complex do not have capability for full remote access which is needed to quickly identify and isolate system issues. This has required additional service calls to patch the control system.

The Parks Department is requesting that a new 1800 GPM, 95 PSI Watertronics Vertical Turbine Pump Station with Variable Speed Drive (VFD) and Electronic Butterfly Valves (EBV's) be installed solely by Granite Peak Pump Service, Inc (Granite). The reasoning is as follows:

1. The scope, complexity, and magnitude of the work require a qualified/certified technician to complete the service. Granite technicians are certified to perform complex irrigation pump station work.
2. MCI Flowtronix and Munro Pumps are regional companies that have been contacted to provide proposals for similar pump stations, and neither have submitted proposals.
3. Granite (Billings, Montana) is a qualified firm with the ability to provide, install, and service these package pump stations.
4. A similar Watertronics package pump station was installed by Granite at the Municipal Golf Course in 2020. Having a similar system will allow staff familiarity and consistency with operation and maintenance.

5. The package pump station includes EBV's, which regulate pressures, minimize air infiltration, lessen wear/tear on system lines and components, and serve as a back-up to the VFD's, if they were to fail.
6. Watertronics service personnel and technicians are located in several regional locations such as Denver, Billings, and Salt Lake City to provide on-site support and remote support.
7. Granite technicians will use original equipment manufacturer parts that are supplied with a warranty.
8. Granite technicians will have access to special tools and the most recent equipment improvements/enhancements.
9. Granite will install a control system with full remote access capability, as successfully demonstrated by the pump station replacement performed by Granite at the Municipal Golf Course in 2020.

Granite provided an original proposal in the amount of \$189,185 in October 2021, which was slated for the November 2 Council meeting. Granite declined the original proposal and increased pricing to \$211,887 due to the nature of the supply chain demand and materials price increases. The City worked with Granite to cut the increase to an amount of \$201,430. City staff have reviewed the adjusted total cost in the amount of \$201,430 and recommend approval.

The Parks Department will perform all necessary building, electrical, and plumbing modifications to facilitate installation of the new pump station within the existing building.

Financial Considerations

Funds for this will be \$145,000 from Munis Project Number 1019021024 for Soccer Irrigation Pump Station Update and \$56,430 from Munis Project Number 1019021025 Parks Irrigation Misc Improvements.

Oversight/Project Responsibility

Randy Norvelle, Parks Manager
Alex Sveda, City Engineer