May 5, 2020

The Town Council met this day by Conference Call in regular session at 7:00 p.m. with Mayor Paul Brooks presiding.

Roll call was taken by Mayor Brooks with Council Members Jana McLean, Brad Marchant, Joe Wilson and Callie Hilty all present by phone call.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL WILSON SECONDED a motion to approve the Consent Agenda. All ayes, MOTION CARRIED.

Approve Minutes of the City Council Regular Meeting of April 7, 2020 as published. Approve the April Adjustment report. Approve the April Paid Invoice report. Approve the May Unpaid Invoice Report. Approve the Monthly Municipal Court Report. MOTION CARRIED (per consent agenda).

US POSTAL SERVICE-POSTAGE $306.05; DONNA WAUGH-UTILITY DEPOSIT REFUND $28.19; ESMERALDO MOONCHILD-UTILITY DEPOSIT REFUND $26.89; PETER HOGUE-UTILITY DEPOSIT REFUND $81.29; AT & T -WATER STREETS LANDFILL MAYOR PHONE $233.89; AMERICAN SAFETY ASSOC OF CO-FIRE EQUIP & MAINT $7914.00; BACHMANN, LEANN- ADMIN JANITORIAL $400.00; BLAKEMAN PROPANE-POOL TANK RENTAL $144.00; CASELLE INC-COMPUTER SUPPORT-SOFTWARE $1278.00; CITY CLERK-ADMIN POSTAGE $21.44; COCA-COLA BOTTLING HIGH COUNTRY- FIRE MISC $75.00; COLLINS COMMUNICATIONS INC-FIRE DEPT EQUIP & MAINT $9998.40; CROOK COUNTY SHERIFFS OFFICE- PS-DISPATCH $1900.00; CUSTOM AUTO & TRUCK-STREETS MISC $649.18; CW WASTE-GARBAGE GATE FEE $12499.70; CW WASTE-GARBAGE GATE FEE $750.00; DEARBORN LIFE INSURANCE CO-LIFE INS $172.20; ENERGY LABORATORIES INC-WATER TESTING $44.00; FLOYDS TRUCK CENTER GILLETTE WY-FIRE DEPT EQUIP & MAINT $1835.62; GILLETTE STEELE CENTER-STREETS MAINT $100.00; HAWKINS WATER TREATMENT-WATER-CHLORINE SUPPLY $20.00; HINKLEASE- PS VEHICLE LEASE $937.90; HUGHES, MARK – CITY ATTORNEY RETAINER $2000.00; KATHY LENZ- MAYOR- TRAVEL & TRAINING $422.40;LENZ PRINTING & LAMINATING-FIRE DEPT MISC $110.00; LEO & RILY-ADMIN AUDIT- $7000.00; MARCO-ADMIN COPY MACHINE $322.98; ONE CALL OF WYOMING-WATER ONE CALL $2.25; RANGE TELEPHONE-ADMIN-FIRE-GARBAGE-PS-AMBULANCE PHONE & INTERNET $717.55; ROLLING METAL AUTO LLC- SHOP GAS & DIESEL FUEL-PS FUEL-GARBAGE/LANDFILL FUEL $1686.36; SECURE INSTANT PAYMENTS LLC-WATER-SEWER-GARBAGE-MUNICIPAL COURT MISC EXP $44.95; SERVALL UNIFORM LINEN CO-ADMIN JANITORIAL $256.54; SUNDANCE HARDWARE & SPORTING GOODS LLC-SHOP $24.48; SUNDANCE HARDWARE & SPORTING GOODS LLC-ADMIN & SHOP-JANITORIAL – FIRE $93.07; TEAM LABORATORY CHEMICAL CORP-STREETS CAPITAL IMPROVEMENT $837.50; THE SUNDANCE TIMES- ADMIN ADVERTISING $823.00; TONGUE RIVER CABLE TV INC-ADMIN HOUSING AUTHORITY $77.00; TRACY MOTOR CO- SHOP SUPPLIES-STREETS MAINT PARTS $2240.03; TRIHYDRO CORP-LANDFILL-ENGINEER PERMIT $1786.95; TRIHYDRO CORP- ADMIN CITY ENGINEER $2000.00; TRIHYDRO CORP-SANITATION TESTING $129.00; VILAS PHARMACY-PS SUPPLIES $6.48; VISA- WATER & ADMIN TRAINING-MAYOR TRAVEL & TRAINING-COMPUTOR SUPPORT--ADMIN ADVERTISING-FIRE MISC $817.47; VOLUNTEER FIREMENS PENSION FUND $225.00;WAMCAT- ADMIN TRAVEL & TRAINING $195.00; WESTERN WASTE SOLUTIONS-GARBAGE RECYCLING TONAGE $3948.00; WYOMING MACHINERY CO-STREETS CAPITAL IMPROVEMENT $562.92; SALARIES-ADMIN-MAINT-PUBLIC SAFETY-REC-POOL $36838.20; SSB-DIRECT DEPOSIT FEES $6.33; BCBS OF WY-INS $11774.90;CITY-MAC CONST RETAINAGE $2993.00; CITY-MAC CONST-WBC OLD STONEY $56859.39; TRIHYDRO CORP-SW WATER TANK $2469.25; CITY OF SUNDANCE-FLEX SHARE BENEFITS $45.25; CITY OF SUNDANCE FLEX SHARE $725.00; EFTPS-PAYROLL TAX $11779.56; DEAN RUPPERT CONST-BUILDING FAÇADE $2520.00; GREAT WEST TRUST CO LLC – DEFFERED COMP $1640.00; HEALTHSMART BENEFIT SOLUTIONS INC LIFE INS $128.00; NEBRASKA CHILD SUPPORT PAYMENT CENTER-ADMIN MISC EXPENSE $392.00; POWDER RIVER ENERGY CORP-ADMIN-STREETS-SR-WATER-SEWER LANDFILL-DAYCARE-FIRE-AMBULANCE-PARK-ELECTIRCITY $9608.99; SYMETRA LIFE INS CO- LONG TERM DISABILITY $404.35; WY RETIREMENT- RETIREMENT $8292.59; WY WORKERS COMP – WORK COMP $1577.75; TOTAL $ 213799.24

Upcoming Meeting-NEWY meeting will be postponed until further notice. WAM Summer Conference Cancelled.

City Engineer report was given by Dan Mummert in Karla Greaser's absence. Trihydro has responded to the comments received from WDEQ on The Sundance West Water Tank project. When the final comments are resolved this project can be put out for bid.

Mr. Mummert reported on the work order for the Sundance Kid Tank Project. Trihydro is preparing a work order for engineering services for the Sundance Kid Water Tank Project. The project will include a 180,000 gallon tank and upgraded water transmission line. The project will require boring the new water lines under both the Frontage Road and the Interstate. One line is to supply water for the new tank. The other will be to upgrade the existing 6 inch main to a 10 inch water main.

In the Level I and Level II water studies the need to upsize water main lines was documented. A recent repair to the 3rd Street water line confirms the need to upgrade the water supply lines that are tied to the two older storage tanks. The areas affected are the North Zone, which is the downtown area and the South Zone, which is the area south of Sundance Creek and extends between HWY 14 & 585. The City has received grant funding from Abandoned Mine Land (AML) for the tank upgrades but funding to upgrade the water supply lines was not included at the time of the grant application.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER HILTY SECONDED a motion to approve the Work Order from Trihydro for the original scope of work on the Sundance Kid Tank Project. All Ayes, MOTION CARRIED.

Public Works Director Mac Erickson reported the C & D Permit is now open for use. He has reviewed the rates and believes that a reduction can be made for clean pre-sorted Construction and Demolish debris. The cost for unsorted material will remain the same at $100.00 per ton. Discussion was held.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve a rate of $70.00 per ton for clean pre-sorted C & D Waste. All Ayes, MOTION CARRIED.

Discussion was held on the Old Stoney 4th street water line extension. Dan Mummert reported that Trihydro has been working with WDEQ in regards to meeting the fire suppression needs required by the State Fire Marshall. City Clerk Kathy Lenz reported the cost is under the bid requirements and Public Works Director reported the City will do the portion of the work involving the street patch and paving. When the permit is approved work can proceed.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to allow Mayor Brooks to sign a change order for the 4th Street water line extension. All Ayes, MOTION CARRIED.

Discussion was held on the Central Park Project. Dan Mummert from Trihydro has been in contact with Kelly Savage from Norris Design. When the 4th Street water line extension is complete the project plans can be started for the restrooms, splash pad and irrigation.

City Attorney Mark Hughes reported on the Nuisance on Sewell St. The property owner has not responded to letter that was served. He hopes to hear something before the next council meeting.

Discussion was held on the Ambulance Agreement. City Attorney Mark Hughes stated he had reviewed the draft and felt it was best to wait and see what future funding may be available to help the Hospital for their needs. Mayor Brooks agreed and would like to see what is the best option.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to accept the pasture bid of $400.00 from Jay Cooper for Pasture # 1. All Ayes, MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER HILTY SECONDED a motion to approve ORDINANCE 1, 2020-APPROPRIATING MONEY FOR THE 12 MONTH PERIOD BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021-SECOND READING. All Ayes, MOTION CARRIED.

Mayor Brooks asked the Council if they would allow Clerk Treasurer Kathy Lenz to draft three Resolutions to be passed in regards to Covid 19. Mayor Brooks wants to give recognition to the following:

1) Recognition to the Crook County Medical Services District and First Responders
2) Recognition to the Crook County Incident Management Team
3) Recognition to Senator Ogden Driskill and Representative Tyler Lindholm

Mayor Brooks expressed his thanks for all the hard work and many hours that have gone into making every effort to keep this community safe.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow Ms Lenz to write the three Resolutions. All Ayes, including Mayor Brooks. MOTION CARRIED.

COUNCIL MEMBER MCLEAN MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve service agreements for Crook County Family Violence and Sexual Assault Services Inc. and Weston County Children's Center Region 111 Developmental Services. All Ayes, MOTION CARRIED.

Clerk Treasurer Kathy Lenz stated that City Council members Joe Wilson and Jana McLean's positions will be coming open for re-election. The Filing dates for council members are May 14-May 29, 2020.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve the April 27, 2020 Land Use Commission minutes as presented with the exception of items A,D & J. All Ayes, MOTION CARRIED.

Discussion was held on a variance from J&L Rentals.
COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve a variance to build a 24x60 shed at 933 S 23rd St. All Ayes, MOTION CARRIED.

Discussion was held on an application from Michael & Kendall Flint.
COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to have the Flints follow a request to re-zone the property as was previously requested by the Land Use Commission. All Ayes, MOTION CARRIED.

Discussion was held on an application from Callie Hilty for a variance on a retaining wall.
COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve a variance to build a retaining wall at 416 Thompson Street. COUNCIL MEMBER HILTY recused herself. All Ayes, MOTION CARRIED.

Building Permits approved:

Crook County	Pre-fabricated shed	1321 E Main St
Maria Ruiz	Sign Permit	2423 E Cleveland St
Blake & Tynel Abraham	Privacy Fence	1105 S 11th St
Kenneth & Janet Grubb	16x22 addition, 8x16 deck	442 Canyon Rd
Paul Brooks	Fence	111 ½ Edna St
Cayla Watson	Privacy Fence	1003 E Sewell St
Keith & Cindy Lambert	Garage	343 Canyon Rd
Justin Johnson	Fence	808 S 2nd St

Department Head Reports

Police Chief Marty Noonan reported 25 calls and one arrest for the month. The Police Department along with the Fire Department and EMS provided a public parade with emergency vehicles to celebrate a 12 yr old girls Birthday.

Public Works Director Mac Erickson said the mowers are ready to start next week.

Clerk Treasurer Kathy Lenz announced that Bonnie Beaudoin has resigned her position on the Land Use Commission after many years of volunteer service. Thank You Bonnie for your time on the board.

Ms. Lenz said the advertisement for the SPOT tax is being worked on, and the new facade on City Hall is taking place.

City Attorney Mark Hughes expressed his thanks to Mac Erickson and the City Crew for their work on Park Street's repair.

Councilmember Brad Marchant reported that the WYDOT will be paving May 18th & 19th on Hwy 585. The project area will involve work from the on and off ramps past Central Office to the bridge. Some traffic interruptions are to be expected.

Meeting Adjourned 8:00 pm

Mayor Paul Brooks

Paul Brooks

SEAL)

Deputy Clerk Treasurer Helen Engelhaupt

Helen Engelhaupt