July 7, 2020

The Town Council met this day 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.

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

Approve Minutes of the City Council Regular Meeting of June 2, 2020 as published. Approve the June Adjustment report. Approve the June Paid Invoice report. Approve the July Unpaid Invoice Report. Approve the Monthly Municipal Court Report. MOTION CARRIED (per consent agenda).

US POSTAL SERVICE-POSTAGE $309.14; BACKWARDS DISTILLING CO.-MAIN ST EC DEV $2750.00;CITY OF SUNDANCE-MAC CONST RETAINAGE $57.09; MAC CONST.-WBC OLD STONEY $1084.80; QUICK SIGNS-WBC OLD STONEY $2946.01; TRIHYDRO CORP-SW WATER TANK $6987.25; ARCHITECTURAL SPECIALITIES LLC-BUILDING OFFICE HLS $848.77; ROSENCRANZ CONST -BUILDING FAÇADE $24900.00; HARTL ELEC-BUILDING FAÇADE $3414.96; DORIS SNIDER-UTILITY DEPOSIT REFUND $50.00; STACEY BENNETT-UTILITY DEPOSIT REFUND $31.30; AT & T - WATER STREETS LANDFILL MAYOR PHONE $247.77; BACHMANN, LEANN- ADMIN JANITORIAL $430.00; BARCO PRODUCTS-CEMENTERY EQUIP $3444.09; BLAKEMAN PROPANE-POOL TANK RENTAL $60.00; CITY CLERK-TREASURER-ADMIN POSTAGE $9.42; CLIMATE SOLUTIONS INC- SHOP MISC $308.99; CAN SURETY-ADMIN INS $152.50; CROELL INC. STREETS-MAINT $194.03; CROOK COUNTY SHERIFFS OFFICE- PS-DISPATCH $1900.00; CROOK COUNTY WEED & PEST- STREETS MOSQUITO & MISC $955.78; CW WASTE-GARBAGE GATE FEE $12499.70; DAKOTA EQUIPMENT RENTAL- PARKS EQUIP $ 339.95; DECKERS FOOD MARKET-FIRE DEPT MISC-SHOP MISC $8.89; ENERGY LABORATORIES INC-WATER TESTING $44.00; FASTENAL-SHOP SUPPLIES $56.97; GILLETTE STEELE CENTER-SEWER STREET REPAIRS $665.00; GROSSSENBURG IMPLEMENT INC-CEMETERIES EQUIP MAINT $25.84; HAWKINS WATER TREATMENT-WATER CHLORINE SUPPLY & POOL CHEMICALS $1548.02; HINKLEASE- PS VEHICLE LEASE $937.90; HUGHES, MARK – CITY ATTORNEY RETAINER $2000.00; INTERNATIONAL CODE COUNCIL INC-ADMIN-LAND USE $69.00; L.N. CURTIS AND SONS- EQUIP & MAINT $1212.00; LOWE ROOFING OF WY LLC- BUILDING ROOF $431.30; MARCO – ADMIN COPY MACHINE $322.98; MUNICIPAL EMERGENCY SERVICES- PS UNIFORMS $288.00; NORTHWEST PIPE FITTINGS INC – WATER SUPPLIES $2785.55; ONE CALL OF WY-WATER ONE CALL $26.55; RANGE TELEPHONE-ADMIN-FIRE-GARBAGE-PS-AMBULANCE PHONE & INTERNET $705.11 ROBERTS MACHINE & REPAIR LLC- STREETS & MAINT PARTS $130.92; ROLLING METAL AUTO LLC- SHOP GAS & DIESEL FUEL-PS VEH MAINT-GARBAGE/LANDFILL FUEL $1048.19; SECURE INSTANT PAYMENTS LLC-WATER-SEWER-GARBAGE-MUNICIPAL COURT MISC EXP $44.95; SERVALL UNIFORM LINEN CO- ADMIN JANITORIAL $441.83; SUNDANCE ELECTRIC INC- SEWER SYSTEM REPARIS $85.00; SUNDANCE ELECTRIC INC-BUILDING DAYCARE $352.57; SUNDANCE OFFICE SUPPLY- ADMIN JANITORIAL $138.00; THE SUNDANCE TIMES-ADMIN-LANDFILL-STREETS-CENTRAL PARK $1370.50; TIMBERLINE SERVICES INC-STREETS CAPITAL IMPROVEMENT $3231.32; TONGUE RIVER CABLE TV INC-ADMIN HOUSING AUTHORITY $77.00; TOWN OF MOORCROFT-GARBAGE CHARGES $663.00; TRACY MOTOR CO-STREETS MISC $790.23; TRIHYDRO CORP-GARBAGE-TESTING $878.75; TRIHYDRO CORP- CITY ENGINEER $2000.00; TRIHYDRO CORP-GARBAGE C & D PIT $1155.00; VISA-ADMIN MAIN ST-BUILDING FAÇADE-COMPUTER SUPPORT-ADMIN MISC EXP $368.53; VOLUNTEER FIREMENS PENSION FUND $225.00; WESTERN DAKOTA WASTE SOLUTIONS-GARBAGE LANDFILL CHARGES $902.40; WESTERN WASTE SOLUTIONS-GARBAGE RECYCLING TONAGE $3948.00; WYOMING FIRE CHIEFS ASSOC-FIRE DEPT $100.00; WY SLIB- WATER-MDWSRF LOAN $3791.17; KATHY BEEHLER-LIFEGUARD TRAINING $525.00; BLUFFS SCALE SERVICE INC.-EQUIP MAINT $3965.00; CITY OF SUNDANCE- RECREATION FUND $50000.00; RICARDO CORTEZ-SHOP SUPPLIES $70.62; CROOK COUNTY TREASURER-ADMIN MISC EXP $206.89; CUSTOM AUTO & TRUCK-PS VEHICLE MAINT $6636.00; DEARBORN LIFE INS CO-LIFE INS $156.90; DWYER INSTRUMENTS INC- WATER SUPPLIES $1198.81; GROSSENBURG IMPLEMENT INC- PARK MAINT $245.68; HARTL ELECTRIC-STREET LIGHTS MAINT $264.93; HAWKINS WATER TREATMENT- WATER CHLORINE SUPPLY-POOL SUPPLIES & CHEMICALS $1919.64; HILLS INTERIORS INC-BUILDING DAYCARE $4697.59; KNECTS HOME CENTER OF SPEARFISH LLC- WATER SUPPLIES $892.05; NORRIS DESIGN-WBC CENTRAL PARK $15754.80; NORRIS DESIGN-WBC CENTRAL PARK $ 17835.25; NORTHWEST PIPE FITTINGS INC-WATER SUPPLIES $ 1762.79; SACRISON PAVING INC-STREET IMPROVEMENTS $80000.00; IORN HORSE-WATER VEHICLE MAINT $800.00; SUNDANCE ELECTRIC INC-WATER ELEC MAINT $368.10; SUNDANCE ELECTRIC INC- BUILDING-DAY CARE $727.39; TRIHYDRO CORP- WBC OLD STONEY $3163.25; WYOMING LINES LLC- STREETS STRIPING $ 5556.00; WY SCHOOL FACILITIES DEPT- WATER SCHOOL $21520.71; SALARIES-ADMIN-MAINT-PUBLIC SAFETY-REC-POOL $48703.19; SSB-DIRECT DEPOSIT FEES $7.73; BEARLODGE BAKERY-ADMIN MAIN ST-$340.00; BCBS OF WY-INS $13630.40; CASELLE INC – COMPUTER SUPPORT $ 1379.00; CITY OF SUNDANCE-FLEX SHARE BENEFITS $49.45; CITY OF SUNDANCE FLEX SHARE $787.50; EFTPS-PAYROLL TAX $14367.94; GREAT WEST TRUST CO LLC – DEFFERED COMP $1665.00; HEALTHSMART BENEFIT SOLUTIONS INC LIFE INS $144.00; 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 $5840.89; RELENTLESS LLC DBA DESERT SNOW-PS TRAINING $599.00; STACEY BENNETT-UTILITY DEPOSIT REFUND $37.40; SUNDANCE HARDWARE & SPORTING GOODS LLC-SHOP-GARBAGE-POOL SUPPLIES-SR MISC $170.03; SUNDANCE STATE BANK-ADMIN-MISC EXP $400.00; SYMETRA LIFE INS CO- LONG TERM DISABILITY $439.49; WY RETIREMENT- RETIREMENT $8986.32; WY WORKERS COMP – WORK COMP $2020.95; TOTAL $ 415018.71

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

City Engineer report was given by Dan Mummert. City Engineer Karla Greaser also attended by phone. The Sundance West Water Tank project has gone out for bid. A pre-bid meeting was held on June 16,2020. Bids will be opened on July 9th, 2020. The council will hold a special meeting next week to award the bid.

Mr. Mummert and members from Trihydro met with public works director Mac Erickson. They looked at several locations for the Sundance Kid Tank project. The survey and preliminary boundary have been done. The design work and tank configuration are moving forward.

Clerk Treasurer Kathy Lenz reported on the 4th Street water line project. A second permit from DEQ will need approved before the fire suppression valve can be ordered. After the valve has been installed and passes inspection a permit for occupancy can be issued.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER HILTY SECONDED a motion to approve Change Order No. Eleven, from MAC Construction for $16,036.00 and Change Order No. Twelve, for $994.00. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow the Mayor to sign the contract with Ainsworth Benning for the Sundance Square Park Project. All Ayes, MOTION CARRIED.

Discussion was held regarding the nuisance on Sewell Street. COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow the City to move forward with the abatement. All Ayes, MOTION CARRIED.

City Attorney Mark Hughes reported that a letter has been sent in regards to a nuisance located at 213 N 3rd St. Mayor Brooks noted that progress has been started.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER HILTY SECONDED a motion to allow Mayor Brooks to sign the Ambulance Agreement to rent space at the Fire Hall in the amount of $425.00 per month. The City will turn the Ambulance's and the Ambulance Fund savings account over to the Crook County Medical Services District. All Ayes, MOTION CARRIED.

City Attorney Mark Hughes clarified handing of public funds regarding the Ambulance Fund savings account.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER HILTY SECONDED a friendly amendment to remove turning the Ambulance Fund savings accounts over to CCMSD. All Ayes, MOTION CARRIED.

A public hearing was called at 7:25 pm for a variance request by Kendall Flint for a building permit to place a residence at 104 E Cleveland St. This location is zoned General Business District. No comments were heard.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion allowing Kendall Flint to move forward with her building permit. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve Catering Permits for Pokeys BBQ and Smokehouse, and Dime Horseshoe Bar. All Ayes, MOTION CARRIED.

The following Catering Permits were issued:

Pokeys BBQ and Smokehouse	2423 E Cleveland St	August 10-16, 2020
Dime Horseshoe Bar	3rd St in Front of Dime Bar	July 31, 2020
Dime Horseshoe Bar	3rd St in Front of Hughes Law	August 12, 2020

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion for Margo Johnson to allow her retaining wall to stay in its present location, which is 24" from the property line located at 1015 S 11th St. All Ayes, MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER SECONDED a motion to allow the Mayor to sign the garbage collection contract with CW Waste for an extension of one year. This contract has no price increase. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow the Mayor to sign the agreement with Powder River Energy Corp (PRECorp) for a temporary laydown work yard. All Ayes, MOTION CARRIED.

Clerk Treasurer Kathy Lenz explained Resolution No. 10, 2020 regarding participation in the Wyoming Cooperative Liquid Assets Securities System "Wyoming CLASS"

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve Resolution No. 10, 2020. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve the June 27, 2020 Land Use Commission Minutes as presented with the exception of item D. All Ayes, MOTION CARRIED.

Building Permits issued:

Crook County School District	24x48 Greenhouse	School Property
Grossenburg Implement	140 x 100 Addition	262 W Hwy 14
Jean Lenz	Shed & Deck	148 Gov Valley Rd
Cody Lenz	Storage Shed	1114 Patriot Place
Jim O'Connor	9 x 12 Shed	917 S 1st St
Huskers Travel Center	5' Overhang/Façade	2823 E Cleveland St
Randy Stevenson	Retaining Wall	1102 Liberty Lane

Agreement to rent Fire Hall to CCMSD
CW Waste Contract Renewal

Department Head Reports:

Police Chief Marty Noonan reported 48 calls. Chief Noonan stated that the Annual Sturgis Motorcycle Rally is scheduled. Discussion was held regarding public safety with crowds and COVID-19.

Public Works Director Mac Erickson reported the street paving should be finished tomorrow.

Clerk Treasurer Kathy Lenz gave Fire Chief Gari Gills report, in his absence. Chief Gill is planning a pump test for the Fire Trucks at the Elementary School on July 17th.

City Clerk Treasurer Kathy Lenz invited the council to a 1% SPOT tax meeting. It will be held tomorrow during the Crook County Commissioners meeting at 2:30 p.m. Discussion will be on advertising for the tax.

Ms. Lenz reported:

*shared a letter from the Town of Moorcroft giving notification of an increase in garbage disposal fees. The cost is $73.00 per ton effective July 1, 2020.

*reported the funds have been received from FEMA on the Cole Tank and that debt has been paid.

*The Turf Bar will be having a Street Dance on August 12th and has requested a street closure.

Discussion was held regarding delinquent utility account numbers 32.3. 1044.3 and 378.5.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to allow Public Works Director Mac Erickson to shut the water off for utility accounts 32.3, 1044.3, and 378.5. This will be done when failure to make payment occurs after shut off notices have been processed. All Ayes, MOTION CARRIED.

Meeting Adjourned 7:50 pm

Mayor Paul Brooks

Paul Brooks

SEAL) Deputy Clerk Treasurer Helen Engelhaupt

Helen Engelhaupt

Water Shut Off Accounts 32.3 1044.3 and 378.5