March 4, 2025

The Town Council met this day in regular session at 7:00 p.m. in Sundance Council Chambers with Mayor Paul Brooks presiding. Roll call was taken by Mayor Paul Brooks with Council Members, Randy Stevenson, Brad Marchant, Callie Hilty and Joe Wilson present.

CONSENT AGENDA

FEBRUARY 2025

PAYROLL		33775.98
BLUE CROSS BLUE SHIELD OF WY	HEALTH INSURANCE	14203.15
CITY OF SUNDANCE FLEX SHARE	FLEX SHARE BENEFITS	558.80
EFTPS	TAX PAYMENT	10145.73
GREAT WEST TRUST	DEFERED COMPENSATION	325.00
HEALTHSMART BENEFIT SOLUTIONS	LIFE INSURANCE	128.00
POWDER RIVER ENERGY	ELECTRICITY	11412.21
SUNDANCE STATE BANK	DIRECT DEPOSIT FEES	6.05
SYMETRA	LONG TERM DISABILITY	344.23
WYOMING RETIREMENT SYSTEM	RETIREMENT	7543.75
WYOMING WORKERS COMP	WORKERS COMP	1321.55
	TOTAL	79764.45

MARCH 2025

AT & T	WATER-MISC	62.38
ARCHITECTURAL SPECIALITIES LLC	GARBAGE-TRANSER STATION BLDG MAINT	680.10
BARTON, TONY	CUSTOMER DEPOSITES PAYABLE	82.80
BLAKEMAN PROPANE	FIRE	200.00
CAMPBELL COUNTY PUBLIC WORKS	GARBAGE GATE FEE	708.00
CASELLE INC	COMPUTER SUPPORT	1478.00
CITY CLERK TREASURER	ADMIN POSTAGE	14.57
COGENT INC	SEWER GENERATOR	22311.70
CROOK COUNTY SHERIFF	PS-CONTRACT	52618.16
CUSTOM AUTO & TRUCK	STREETS-MISC	144.00
CW WASTE	GARBAGE-GATE FEE	14194.73
	GARBATE RECYCLING	3494.13
DANCIN MACHINE LLC	STREETS-MAINT/PARTS	120.00
DEBORAH KING	ADMIN-JANTORIAL	500.00
ENERGY LABS	WATER TESTING	76.00
ENGINEERING ASSOC	STREETS-CAP IMPROVEMENT	574.56
HARTL ELECTRIC	STREERTS- LIGHT MAINT	1572.59
HAWKIN WATER TREATMENT	WATER CHOLORINE SUPPLY	40.00
HUSKERS	SHOP-DIESEL	1160.69
LEO RILEY & CO	AUDIT	9500.00
MARC	SHOP--SUPPLIES	159.84
MARCO	ADMIN-COPY MACHINE	344.19
MARK HUGHES	ADMIN-CITY ATTORNEY RETAINER	2500.00
NORTHWEST PIPE FITTINGS	WATER-SUPPLIES	25.90
ONE-CALL OF WYOMING	WATER-ONE CALL	29.20
PAUL BROOKS	MAYOR & COUNCIL- TRAVEL & TRAINING	397.60
R & S	TRENCH CUT REFUND	125.00
RANGE TELEPHONE	ADMIN-TELEPHONE & INTERNET	380.90
	FIRE-TELEPHONE & INTERNET	73.32
	GARBAGE/LANDFILL TELEPHON & INTERNET	93.60
	PUBLIC SAFETY-TELEPHONE	43.62
	AMBULANCE-TELEPHONE	22.32
	WATER-INTERNET	80.00
SERVALL UNIFORM	ADMIN-JANITORIAL	206.09
STATE LINE #7	OLD STONEY PHASE 2 GRANT	24087.50
	OLD STONEY PHASE 2 MATCH	1537.50
SUNDANCE HARDWARE & SPORTING GOODS LLC	SHOP-SUPPLIES	133.21
	FIRE-EQUIP & MAINT	25.13
	JANITOR-SUPPLIES	48.98

THE SUNDANCE TIMES	ADMIN ADVERTISING	309.38
	OLD STONEY PHASE 2 GRANT	330.88
	WATER-ADVERTISING	138.87
	SEWER-ADVERTISING	138.88
	GARBAGE/LANDFILL -ADVERTISING	138.87
	OLD STONEY PHASE 2 MATCH	21.12
TRACY MOTOR COMPANY	STREETS-MAINT/PARTS	481.35
TRIHYDRO CORPORATION	WATER 3RD STREET	1253.00
	STREETS- CAP IMPROVEMENT	6493.75
	WATER-CITY ENGINEER	2200.00
US POSTMASTER	POSTAGE	372.89
VISA #5219	COUNCIL TRAVEL & TRAINING	331.20
	ADMIN-COMPUTER SUPPORT	63.19
VOLUNTEER FIREMEN'S PENSION FUND	FIRE DEPARTMENT -RETIREMENT	225.00
WESTERN STATIONERS	OFFICE SUPPLIES	149.87
WONDERWARE	WATER-MISC	11.65
	SEWER-MISC	11.65
	GARBAGE-MISC	11.65
WYOMING ASSOC OF FIRE MARSHALS	DUES	35.00
WYOMING MACHINERY COMP	GARBAGE--EQUIP & MAINT	4706.97
	TOTAL	157271.48

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve the March 4, 2025 Consent Agenda as provided. All Ayes, MOTION CARRIED. Approve Minutes of the City Council Regular Meeting of February 4, 2025, as published. Approve the March check register and the February payroll check register.

REGULAR AGENDA
UNFINISHED BUSINESS
Land Swap
Mark Hughes finished his client's probate and they no longer want to pursue the land swap.

Old Stoney CMAR RFQ Approval
COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow Mayor Brooks to sign the contract for the CMAR that the committee chooses. All Ayes, MOTION CARRIED.

South 21st Street Proposal
COUNCIL MEMBER STEVENSON MOVED, COUNCIL MEMBER WILSON SECONDED a motion to follow Trihydro's recommendation utilizing the alternate "T" configuration intersection at Black Buttes Road for the better turning radius, visibility and also their recommendation the Northern Drainage – Option 2 for conveying surface water from the western borrow ditch through a storm sewer system along/under the ditch, directed in a northern drainage direction per page 8 of Trihydro's Technical Memorandum. That keeps everything in the City ROW and reduces pipe buried depth. All Ayes, MOTION CARRIED.

NEW BUSINESS
Land Use and Planning – Minutes of February 24, 2025
COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve the February 24, 2025 Land Use meeting minutes approving B and C and pulling A. All Ayes, MOTION CARRIED.

COUNCIL MEMBER STEVENSON MOVED, COUNCIL MEMBER WILSON SECONDED a motion to table A, Scully's carport, and have the council look at the property before next council meeting. All Ayes, MOTION CARRIED.

A.	David Scully	Carport	411 E Warren St.
B.	Mountain View Adventures LLC	Shed	TBD W Main Street
C.	Drew Nash	mobile home, fence, deck	134 High Mile Rd.

24-Hour Catering Permit – Turf-Wedding
COUNCIL MEMBER STEVENSON MOVED, COUNCIL MEMBER HILTY SECONDED a motion to the 24 Hour Catering Permit for the Turf for a wedding at the Fairgrounds Shooting Sports building. All Ayes, MOTION CARRIED.

Liquor Licenses
COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow Theresa to advertise for the Liquor License Hearing on April 1st. All Ayes, MOTION CARRIED.

Other
COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to instruct the Public Works Department to work with the Wyoming DOT to see if they will allow an approach to allow Mr. Cooper to access the property behind his building. COUNCIL MEMBER MARCHANT RECUSED HIMSELF. MOTION CARRIED.

COUNCIL MEMBER STEVENSON MOVED, COUNCIL MEMBER HILTY SECONDED a motion that no mobile homes are allowed older than 10 years to come into the City of Sundance. All Ayes, MOTION CARRIED.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to allow Daniel Anderson from the Workforce Services to use the council chambers for their program. All Ayes, MOTION CARRIED.

Daniel Anderson, Department of Workforce Services, is responsible for Crook, Weston and Campbell Counties. Looking for a place to set up to establish some business hours in Sundance for both Crook and Weston County help. If anyone needs help in setting up a resume, unemployment, employment training and help businesses post jobs on Hire Wyo.

Josh Kemmerer, developer of Kemmerer Subdivision, is working with Callie Hilty, EA Associates and Ryan Christensen, Trihydro, with South 21st Street. Would like the city to look at the Trihydro proposal so that he can get started on the development.

Jay Cooper asked that the city help him with parking since WYDOT may be restricting his parking for his business on Cleveland/North West Street. Discussion was made with Brad Marchant, Council Member and WYDOT employee, said that the City could fill out an access permit for the street that isn't built on the north side of Jay Cooper's property. The City would be liable for the concrete work. Callie can get a map to Mac, Public Works Director.

The Scullies asked Council to consider their carport. They would need a variance for the addition to the garage on the concrete driveway.

REPORTS
Jeff Hodge, Sheriff, reported 102 incidents in February 2025. Detention Officer Holst will be graduating from the Academy in April.

Mac Erickson, Public Works Director, reported the Pre-construction meeting for the 3rd Street Waterline on March 27th. They would need to work on scheduling around the rally in August. 57 service lines will be replaced. Short $17,000 in the budget to replace pool heater. Ready to put out yard waste cans. Will deliver the cans to those that request them and see how it goes and see if we need to charge for more than one can. Will patch the Pickleball court since the City does not have the funds to replace the court.

Ryan Christianson, Trihydro, reported that the landfill monitoring is ongoing. Working on adjustments to the CIP water/sewer.

Dallas Johnson and Gari Gill, members of the Volunteer Fire Department, reported that they are working on spending the VFA grant funds. Will work on a contract/MOU with Chris Tomford on being the inspector for the VFD.

Mark Hughes, City Attorney, reported that his client's probate is finished and the family will set aside the land swap at this time and will not pursue it any further.

Theresa Curren, Clerk Treasurer, reported that the office will be averaging the sewers this week. We will change the sewer fee depending on the water usages December through February for each resident. Final copies of the audit are in the council packets and will be putting them on the website. Will be starting to work on the budget in March with the department heads and those that we have contracts with in order to be ready for the first reading of the budget on April 1st. Connexes are located at the Fire Department and Curt's Custom Auto for the 3td Street Waterline Project Contractor, Halme. Both connexes will be removed after the project is finished. Reported that two different copies of Ordinance 2, 2013 Zoning Code are on the website and what we hand out to customers. Need to get clarification of how old mobile homes can be before they are moved into city limits. Wyoming Association of Municipalities will have their next conference June 11-13, 2025. Need to have the Council decide on the following by March 24th: Honorary Member, Community Hero Award, Bartley Skinner Award, LTS Scholarship and WAM Summer Convention Scholarship. Have scheduled a special session on April 16, 2025 for the discussion and decision on the Rate Study done by Carl Brown. Mr. Brown will be here to present and answer questions. Copies of the Rate Study will be published on the website.

Executive Session
South 23rd Street – Snow Priority
COUNCIL MEMBER STEVENSON MOVED, COUNCIL MEMBER WILSON SECONDED a motion to go into Executive Session at 7:50pm. All Ayes, MOTION CARRIED.

Back in Regular Session at 8:02pm
COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER STEVENSON SECONDED a motion that Mac Erickson, Mark Hughes and Jeff Hodge sit down and look at creating a parking ordinance and enforcement. All Ayes, MOTION CARRIED.

Meeting adjourned 8:11p.m.

Mayor_____
(SEAL) Paul Brooks

ATTEST: City Clerk _____
Theresa Curren