

Town of Encampment  
Regular Meeting  
May 14th, 2015  
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday May 14th, 2015 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Cindy Hamilton, Kimberly Loftice, Steve Reichert and Gary Stull. Town personnel present were Doreen Harvey, Clerk/Treasurer; Grayling Wachsmuth, Police Chief and Katrina Bergeson and Brandon Jones, Maintenance/Operators. Also present was Vicki Loftice of the Planning Commission. Public Guests were Christy Smith, Director, Grand Encampment Museum; Jim McKinney, Chair of the Cow Pie Open event and Carbon County Visitors Council representative for Encampment; Cole McKinney and Sandra Martin. Others present were Maggie Kelley, Sierra Loftice, Leroy and LeAnn Stephenson, Ken Schwerdt of Engineering Associates, Matthew Kerbs of KTGA/Bigfoot 99 Radio and H.B. Lawson of the Saratoga Sun.

The meeting was called to order by reciting the Pledge of Allegiance.

#### **AGENDA**

Hamilton moved to approve the agenda with the additions, Reichert seconded and the motion was passed.

#### **MINUTES**

Stull moved to approve the minutes of the April 09, 2015 regular meeting as distributed, Reichert seconded and the motion was passed.

#### **FINANCIAL STATEMENT/MONTHLY BILLS**

Clerk/Treasurer Harvey noted that the formula for the year to date percentage of expenses had been corrected to show them at 63.26% of the budget. Hamilton moved to approve the April 2015 Financial Statement and pay the monthly bills in the amount of \$54,249.34, including the April 2015 payroll and contracted liabilities in the amount of \$19,915.82, Loftice seconded and the motion was passed.

#### **PUBLIC GUESTS**

Christy Smith, Director- Grand Encampment Museum: Ms. Smith was present to thank the council for their past support in the annual amount of \$1,200.00, stating the funding has been used for payment of utilities. She asked that the council please consider continuing the support in the same amount. Clerk/Treasurer Harvey noted that the funding has been included in the draft FY2016 budget. Ms. Smith also invited the council to tour the museum, stating that there are new exhibits and that they love to have the locals visit. Mayor Salisbury thanked her for attending stating that the museum is a good facility.

Cole McKinney- Block 92 Electrical Easement: Mr. McKinney asked that the council consider an electrical easement crossing the alley in Block 92. Mayor Salisbury stated that the line needs to be at least two feet deep, encased in conduit and covered in red concrete for safety reasons. Mr. McKinney noted that Carbon Power & Light would be doing the installation and that the irrigation will need to be shut off during the installation as a precaution. Mayor Salisbury also asked that Town personnel be present to verify that the installation is as requested. Stull moved to approve the easement agreement between the Town of Encampment and Cole McKinney, Reichert seconded and the motion was passed.

Jim McKinney- Cow Pie Open/CCVC Update: Mr. McKinney was present to thank the council for their past support of the Cow Pie Open event and to ask for their continued support. He reported that the proceeds from this year's event would go to the Encampment Riverside Volunteer Fire Department. This year marks the 20<sup>th</sup> anniversary of the event which will be held June 6<sup>th</sup>. A fundraiser dinner will be put on by FCCLA on Friday June 5<sup>th</sup>. The dinner will be open to the Public and everyone was encouraged to come out and support the FCCLA.

In other matters, Mr. McKinney who is also the Town of Encampment Representative on the Carbon County Visitors Council reported that the National Travel and Tourism conference was held last week. He informed the council that the tourism industry is second only to the oil and gas industry for revenue in the state of Wyoming. Last year marked a record year for collection of the tax since the board formed in 1986. Over \$400,000.00 of revenue was generated in Carbon County alone. Mr. McKinney reported on the importance of the tourism industry as a whole. The council thanked Mr. McKinney for the update and for his service on the board and for his continued role with the Cow Pie Open.

Sandra Martin: Mrs. Martin showed the council a Town of Encampment Police Department patch that she had framed. She asked that the council allow her to donate the patch to the Wyoming Peace Office Museum as a tribute to former Encampment officer Jesse James, who designed the patch. The council agreed to allow her to make the donation.

### **UNFINISHED BUSINESS**

2015 Hydrant and Valve Replacement Project: Ken Schwerdt of Engineering Associates reported that there is a water main on Winchell that is a dead end line. The looping of that main is already designed. The DEQ permits just need to be updated. The main extension should be eligible as part of the Hydrant and Valve project funding. The project has been on the priority list for a few years. With the way the lines currently dead end there is no way to flush the lines. The project will ensure better flow. The project should cost about \$13,000.00 with approximately \$9,000.00 of that cost being parts. The possibility of renting a track hoe for the project was also discussed. The item will be added to the 3<sup>rd</sup> reading of the FY2016 budget and placed on a future agenda for discussion and decision on its completion.

Sewer Lagoon- Ultrasonic System- Project Update: Maintenance/Operator Bergeson reported that the ultrasonic system appears to be working. Brown residue is showing at the lagoon and the pH is going down. The Public Works Department should know by July if the system will take care of the problem.

2<sup>nd</sup> Reading of FY15/16 Budget: Clerk/Treasurer Harvey presented the 2<sup>nd</sup> Reading FY15/16 budget ordinance with revenue and expenses totaling \$1,394,135.43. Reichert moved to approve the 2<sup>nd</sup> reading of the FY15/16 budget, Loftice seconded and the motion was passed.

Open Bids for FY2016 Propane Service: Mayor Salisbury opened the bids for the FY15/16 propane service. Two bids were received. The 1<sup>st</sup> from North Park Propane for .25 cents per gallon over the current market cost of propane and no additional fees for hazmat or fuel surcharge; the 2<sup>nd</sup> bid was from V-1 Propane Sales and Service for .40 cents per gallon over market cost with no additional fees for hazmat or fuel surcharge. Reichert moved to award the bid for propane service to North Park Propane, Hamilton seconded and the motion was passed.

Fire Department- Open Bids for Sale of Old Rescue Unit: One bid was received for the 1990 Ford Rescue unit from Ben Tieszen in the amount of \$301.00. Stull moved to accept the bid, Loftice seconded and the motion was passed.

### **COMMITTEE REPORTS**

Police Department- Grayling Wachsmuth, Chief: Chief Wachsmuth reported that it has been quiet. Highway 70 from Baggs is on target to be open by Memorial Day weekend. Audience member Sandra Martin asked if the Police Department would consider bringing back the Bicycle Rodeo for the kids. Chief Wachsmuth will look into the cost of helmets required for the event.

Fire Department: Clerk/Treasurer and Fire Department Secretary Harvey reported that the new Ranger has been received and set up. The Cow Pie open proceeds will be donated to the department and will be used toward the purchase of a trailer to haul the unit, as it is longer than originally thought. The Fire Department may need to use the remaining allocation of funding for the initial purchase along with the donation proceeds toward the purchase of a trailer. It was agreed that the unit was an excellent buy for the Fire Department.

Planning Commission- Vicki Loftice: Mrs. Loftice reported that building permits were issued for a new fence, a replacement deck, a fence and a fort for play and an addition to a mud room. A revised drawing on an existing permit was also approved. Activity for the Planning Commission is picking up due to the nice weather.

Department of Public Works: A written report was submitted. Personnel offered to answer any questions.

Clerk/Treasurer- Doreen Harvey: Clerk/Treasurer Harvey asked for permission to purchase some of the supplies for the Community BBQ from the current year budget. Hamilton moved to allow the clerk to purchase non-perishable items from for the Community BBQ, Stull seconded and the motion was passed. Harvey also reported that she had an inquiry for use of the Opera House on a night that had been reserved for Movie Night. Inquiries have not turned up anyone interested in taking over the event. Hamilton stated that she was sorry to see the event end and moved to discontinue the event unless someone steps forward to take it over, Loftice seconded and the motion was passed. It was noted that the Grand Encampment Museum may be bringing back their Movie Night. The clerk will contact the museum about the matter.

Cemetery: Mayor Salisbury inquired about Cemetery Cleanup. The Public Works Department reported that it will be held the week of May 18<sup>th</sup> in anticipation of Memorial Day Weekend.

### **ADDITIONS TO THE AGENDA**

Flood Risk Map Update: The council met in a workshop session with Kim Johnson from FEMA about the Flood Risk Map update. The council will consider the information that was presented to them at a later date.

Mosquito Chemical Purchase: Clerk/Treasurer Harvey noted that the mosquito chemical would need to be purchased prior to the June 11<sup>th</sup> council meeting and that the contract for the aerial spraying and flight plan will need to be executed. Council person Hamilton stated that she trusted the expertise of the personnel to make decisions on any changes. Hamilton moved to

approve the purchase of the chemical and authorize the mayor to sign the flight plan and contract, Reichert seconded and the motion was passed.

South Central Wyoming E.M.S. Approval of Budget: Clerk/Treasurer Harvey reported that she had been contacted by SCWEMS and informed that they would like the council to take action approving their budget. The council agreed that they would approve the \$13,500.00 that was proposed to Encampment for the SCWEMS service along with our regular budget process, but that they did not think it was their place to approve their overall budget of SCWEMS. A copy of the minutes indicating their acceptance of the \$13,500.00 cost for Encampment will be sent to the board.

### **NEW BUSINESS**

Organizational Service Contracts- FY2015 Cow Pie Open- \$500.00: Hamilton moved to approve the FY 2015 contract in the amount of \$500.00 between the Town of Encampment and Jim McKinney as Chair of the Cow Pie Open event, Stull seconded and the motion was passed.

Opera House- Leak in Roof: Mayor Salisbury stated that there was a leak in the roof at the Opera House which has caused damage to some of the ceiling tiles. Maintenance/Operators Bergeson and Jones reported that the leak seemed to be around the vents and homemade flashing where there were slits in the membrane. Photos were shown to the council. Rubber sealant has been applied and the issue will be monitored. Mayor Salisbury suggested that there was a firm in Laramie that deals with the membrane roofing that may have further suggestions on how to repair it. Ultimately the roof may need to be tinned.

Audience member Sandra Martin stated that the molding on the front of the stage at the Opera House needs to be repaired. She suggested that it be replaced with verithaned rope molding. The Town will look into the option.

Liquor License Renewals- Public Hearing: At 7:40 p.m. Mayor Salisbury opened a Public Hearing for the purpose of taking comment on the renewal of the Retail Liquor Licenses held by Chez Booze, Inc. and D's Bar & Grill, Inc. Hearing no comment the hearing was closed. Hamilton moved to renew the Retail Liquor Licenses for Chez Booze, Inc. and D's Bar and Grill, Inc. with an effective term of June 18, 2015 through June 17, 2016, Loftice seconded and the motion was passed. The council expressed appreciation to audience member and Owner of Chez Booze, Inc. Maggie Kelley, thanking her for her business in Encampment.

Purchase of Gravel and Culvert for Drainage Project- Up to \$9,000.00: Clerk/Treasurer Harvey noted that there are still funds available in the current year's budget for the drainage project. Hamilton moved to approve up to \$9,000.00 for the purchase of culvert and gravel, Loftice seconded and the motion was passed.

Resolution #2015-06 Designation of Camping Areas for Events: Hamilton moved to approve Resolution #2015-06 designating the area behind the museum and the Lions Club arena for overflow camping for Woodchoppers Jamboree, Mountain Man Rendezvous and Whatfest, Stull seconded and the motion was passed.

Set Mill Levy at 8 Mills: Loftice moved to keep the Mill Levy at 8 Mills, Reichert seconded and the motion was passed.

Tires for Sport Trac- \$500.00: The Public Works Department presented an estimate which included four tires plus installation. Hamilton moved to approve the purchase of the tires, Stull seconded and the motion was passed.

Purchase of 4 Commercial Grade 8' Plastic Tables- Approximately \$426.99: Clerk/Treasurer Harvey reported that she would like to purchase the new tables to be traded out with any tables that might be damaged at the Opera House. The worn tables would be kept at the Town Hall for rent to members of the public for events. Hamilton moved to approve the purchase of four tables. Reichert suggested that 8 tables be purchased if they would be utilized. Hamilton amended her motion to include the purchase of 8 tables, Stull seconded and the motion was passed.

Encampment Riverside Lions Club Malt Beverage Permit June 20<sup>th</sup> & 21<sup>st</sup>: Hamilton moved to approve the Malt Beverage Permit application for the 55<sup>th</sup> Annual Woodchoppers Jamboree & Rodeo event, Loftice seconded and the motion was passed.

Town of Encampment Website: Clerk/Treasurer Harvey presented a list of several items to be considered if the Town of Encampment would like to develop a website. She reported that the list was just a beginning and a member of the public had offered to donate his time to help establish and maintain the site as part of his civic duty. The site should be minimal in cost. Harvey asked that she and Councilperson Hamilton be allowed to work on establishing the website. Reichert moved to approve starting a website for the Town of Encampment, Stull seconded and the motion was passed.

Renewal of WAM-JPIC/Blue Cross Blue Shield Employee Health Insurance: Hamilton moved to approve the renewal of the WAM-JPIC/Blue Cross Blue Shield Health Insurance at the current level and terms of coverage, Stull seconded and the motion was passed.

Ross & Mary Dugger/ Union Telephone Easement- Fourth Street: Clerk/Treasurer Harvey noted that the matter of the Easement was slated for discussion under Public Guests, but that the Dugger's were not in attendance. She asked if the council would like to consider awarding the easement without further delay as the family was in need of the service. Discussion ensued about whether or not a backhoe was really necessary when a trencher would cause less damage to the road. It was also noted that if approved, the project should be done on a Wednesday or a Friday when the dump was closed to limit the impact to traffic. Maintenance operator Bergeson stated that a detour around the block would be set up during the project. Hamilton moved to approve the easement contingent on the project being done on a day when the dump is closed and that Union Telephone trench the smallest hole possible, Loftice seconded and the motion was passed.

Executive Session- Possible Negotiation / Executive Session- Personnel: At 7:55 p.m. Loftice moved to enter into Executive Session for the purpose of possible negotiation and the discussion of personnel, Hamilton seconded and the motion was passed. Those in attendance were Greg Salisbury, Mayor and Cindy Hamilton, Kimberly Loftice, Steve Reichert and Gary Stull, Council.

At 8:30 p.m. Loftice moved to return to regular session and seal the minutes and place them in the safe, Stull seconded and the motion was passed. Stull moved to hire Mariah Crowe, Brittney Duncan as full time seasonal employees and Sierra Loftice as a part time seasonal employee, Hamilton seconded and the motion was passed. Stull moved to approve the wage rates of \$11.00 per hour for Brittney Duncan as a returning employee and \$10.00 an hour for Mariah Crowe and Sierra Loftice, Hamilton seconded and the motion was passed.

**CORRESPONDENCE**

**CCCOG, UPRSWDD, SCWEMS, CCVC- Minutes via email**

**Encampment School- After Prom Thank You**

**WYDOT- State Transportation Improvement Plan Meeting Notice- via email**

**Encampment Preschool Budget Request**

**CCEDC- Budget Request**

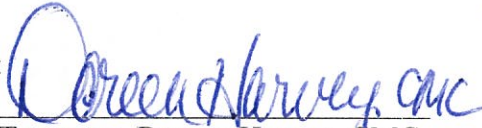
**Next Regular Council Meeting June 11th, 2015 at 7:00 p.m.**

**Next Planning Commission Meeting June 3<sup>rd</sup> 2015 at 7:00 p.m.**

With no further business, Reichert moved to adjourn at 8:35 p.m., Hamilton seconded and the motion was passed.

Doreen Harvey, CMC  
Clerk/Treasurer

Approved: June 11th, 2015

Attest:   
Clerk/Treasurer, Doreen Harvey, CMC

  
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Greg Salisbury, Mayor