

Town of Encampment
Regular Meeting
July 9th, 2015
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday July 9th, 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 Nuhn and Brandon Jones, Maintenance/Operators. Also present was Ros Herring of the Planning Commission. Public Guest was Gary Jacobsen, Co-Owner of Doggett Greenhouse. Others present were Matthew Kerbs of KTGA/Bigfoot 99 Radio and Sarah Hutchins of the Saratoga Sun.

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

AGENDA

Loftice moved to approve the agenda with the additions, Stull seconded and the motion was passed.

MINUTES

Stull moved to approve the minutes of the June 11, 2015 regular meeting as distributed, Loftice seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Hamilton moved to approve the June 2015 Financial Statement and pay the monthly bills in the amount of \$68,770.39 including the June 2015 payroll and contracted liabilities in the amount of \$26,075.10, Loftice seconded and the motion was passed.

PUBLIC GUESTS

Gary Jacobsen, Co-Owner- Doggett Greenhouse: Mr. Jacobsen introduced himself to the council and gave a brief history of his presence in the Grand Encampment Business Park. He expressed his interest in leasing the buildings on tract #200 which is in the process of being vacated by Thompson Logging, Inc. He stated that he would like to expand his tree and shrub operation and needs an indoor facility for critical times. Tender trees and shrubs need time to acclimate and are generally delivered by semi during harsh weather conditions. It is his goal to increase his tree and shrub business and perhaps provide another job or two as well as additional sales tax and revenue for the town.

Discussion ensued about the size of building he would need and if something in the vicinity of his parcel would be acceptable. Mr. Jacobsen stated possibly 60' x 120' or something similar in size to the buildings already there, but that he is specifically interested in the buildings located along the highway frontage. He would clean up and beautify the tract which is part of the first impression to those traveling into Encampment. He also indicated that he does not want to inhibit a new tenant of the saw mill nor be the cause of it not opening by use of the buildings, but that we want to be considered first. Perhaps additional buildings could be built for the saw mill if new buildings were built.

Mayor Salisbury stated that he was glad the greenhouse was growing and that the Town will look into some options. The council thanked Mr. Jacobsen for attending.

UNFINISHED BUSINESS

2015 Hydrant and Valve Replacement Project: Permits for the project have been issued and received. The project will take place in the fall.

Grand Encampment Opera House- Leak in Roof: Councilperson Stull reported that took a sample of the roofing material to Iowa to show to contractors that he knows which are familiar with membrane roofing. They reported that they have not seen that particular type of material. The contractors are testing it and looking to see if they can match the material or make suggestions for an adhesive or other suggestions for repair. Councilperson Stull reiterated that he does not believe that the material was installed correctly to start with.

Discussion ensued about the need to replace the roof, possibly with a rolled seamless metal roof. Mayor Salisbury reported that local contractor Brad Hebig stated that the rolled roofing would be difficult to do on the Opera House because of all of the vents and things on the roof. He is busy and it may be late fall before he has time to look at it and give an estimate. Membrane Roof contractors from Casper and Laramie were not interested in looking at the project for repair. Clerk/Treasurer Harvey reminded the council that if the repair was to be more than \$30,000.00 it would need to go through the bid process. The Town will continue to look into the issue.

COMMITTEE REPORTS

Police Department- Grayling Wachsmuth, Chief: A written report was submitted. Chief Wachsmuth reported that summer was here and that he was looking forward to it.

Fire Department: A draft of the proposed Standard Operating Guidelines from the Carbon County Fire Advisory Group was given to the council for their review and input at a later date.

Planning Commission- Ros Herring, Secretary: Mrs. Herring reported that there were five applications received. Permits were issued for a shed, house, the relocation of a trailer and an addition to a home. The fifth permit was tabled because the applicant signed as owner and the closing has not taken place yet. Planning Commission met with the applicant and got their questions answered. When the property closes a special meeting will be held.

Department of Public Works: A written report was submitted.

Recreation Department: Clerk/Treasurer Harvey reported that the Fireworks Display was a huge success. The Town of Encampment has received a donation from the Grand Encampment Cowboy Gathering in the amount of \$500.00 towards the stage project. She also reported that Robert Kelly has completed his work rebuilding the targets at the Archery Range. She reported that Mr. Kelley expressed interest in holding an event at the archery range at some point and he was advised that the council is in favor of recreational events and that he should provide the town council with the details if he decides to do it.

ADDITIONS TO THE AGENDA

Operator Basics Class- Brandon Jones: Hamilton moved to approve tuition and expenses for trainee Brandon Jones to attend the Operator Basics Class, Stull seconded and the motion was passed.

Addition to Blue Cross Blue Shield Health Insurance: Hamilton moved to add Katrina's new spouse Cory Nuhn to the health insurance plan, Stull seconded and the motion was passed.

NEW BUSINESS

Mayoral Appointments: Mayor Salisbury stated that he would like to appoint Doreen Harvey as Clerk/Treasurer and Clerk of Court; Grayling Wachsmuth as Chief of Police; Deryl Novak as Municipal Court Judge and to continue with David Erickson as the Town Attorney and PMPC Engineering Associates as for engineering. Stull moved to approve the appointments as stated, Loftice seconded and the motion was passed.

Annual Financial Statement Compilation Audit- Mader, Tschacher & Peterson: Clerk/Treasurer Harvey reported that the compilation audit is required as long as there is a balance owed on the State Revolving Fund loans. The contract was not received by meeting time, but the estimated cost of the audit is \$3,900.00. Hamilton moved to approve entering into the contract and having the audit completed, Loftice seconded and the motion was passed.

Organizational Service Contracts: Clerk/Treasurer Harvey asked for permission to award a few of the Organizational Service Contracts that were approved with the new budget. Carbon County Economic Development Corporation \$250.00; Encampment Community Choir \$250.00; Encampment Preschool \$1,250.00; Grand Encampment Cowboy Gathering \$500.00; Grand Encampment Museum \$1,200.00 and Sierra Madre Muzzle Loaders Mountain Man Rendezvous \$500.00 for a total of \$3,950.00. Hamilton moved to approve the Organizational Service Contracts as stated in the amount of \$3,950.00, Stull seconded and the motion was passed.

Ordinance 17.36 Business District- 1st Reading of Amendment: Postponed.

David & Rachel Cogswell- Tap Application: Clerk/Treasurer Harvey reported that the Cogswell's have been issued a permit to build a new home and that the Public Works Department has verified that water and sewer are available to the parcel. Loftice moved to approve the application for water and sewer taps, Stull seconded and the motion was passed.

T-Ball Registration of Participants and Purchase of Shirts: Clerk/Treasurer Harvey reported that Sammy Baysinger had asked that the Town Hall accept T-Ball Registrations and to purchase the T-Shirts from the proceeds as they have done in the past. Hamilton moved to approve the request, Loftice seconded and the motion was passed.

SCWEMS Resolution Request / Encampment #2015-10- Blanket Authorization of Zero Dollar Match Grant Applications: Councilperson Stull reported that as he understood it, the resolution was strictly for zero dollar match grant applications so that no funding opportunities were missed. Stull moved to approve Resolution #2015-10 in blanket support of zero dollar match grant applications for SCWEMS, Hamilton seconded and the motion was passed.

Community Yard Sale/ Community BBQ August 1st: Clerk/Treasurer Harvey reported that the Community Yard Sale and Community BBQ were coming up on August 1st and asked for permission to place the Yard Sale ads in The Rawlins Daily Times and the Saratoga Sun, and for permission to purchase the food for the event. Hamilton moved to approve the request, Loftice

seconded and the motion was passed. Clerk/Treasurer Harvey will contact the council before the event to solidify the details for the day of the BBQ.

Music in the Park/ WAC Grant \$1,872.00 / Teka Brock Band \$2,500.00: Clerk/Treasurer Harvey reported that the Wyoming Arts Council has approved the Arts Access grant for 50% of the project in the amount of \$1,872.00. The contract will need to be executed prior to the event which will be on August 1st. She also asked for approval to issue the check for the band in the amount of \$2,500.00 and for lodging for the band. The reservations were made last year and have been confirmed. Hamilton moved to approve the signing of the contract, payment and lodging for the Teka Brock Band, Stull seconded and the motion was passed. Councilperson Stull asked about placement of the stage, the proximity of power and the running of power cords. The stage will be placed as in the past due to its proximity to the dance area. Cords will be used.

Public Works Department Expense Requests- Team Labs \$1,804.00/Skid Steer Skeleton Grapple \$2,000.00/ Purchase of Ultrasonic System- Balance Due: Maintenance/Operator Nuhn reported that the chemical requested is a vegetation killer for the ball field and the sandy area of the park and that the skeleton grapple would be freighted from a company in Minnesota. The ultrasonic system is working so the Town can purchase it by paying the balance due. Mayor Salisbury stated that he thought the Town would get a lot of use out of the grapple attachment. Hamilton moved to purchase the chemical, the skeleton grapple and to complete the purchase of the Ultrasonic system that began with the lease, Loftice seconded and the motion was passed.

UPRSWDD-Renewal of Contract / Rate Increase: Clerk/Treasurer Harvey reported that she had not gotten the contract for renewal from the Upper Platte River Solid Waste Disposal District (UPRSWDD) yet, but that their rate increase has been finalized and will need to be implemented with the July 31st billing. Hamilton moved to approve the contract cost increase and to implement the rate increase with the July 31st utility bills, Stull seconded and the motion was passed.

Executive Session- Personnel: At 7:40 p.m. Loftice moved to enter into executive session for the purpose of discussing personnel, Hamilton seconded and the motion was passed. Those in attendance were Greg Salisbury, Mayor and Cindy Hamilton, Kim Loftice, Steve Reichert and Gary Stull, Council. At 8:07 p.m. Stull moved to return to regular session and to seal the minutes and place them in the safe, Reichert seconded and the motion was passed.

Hamilton moved to approve a \$1.00 per hour raise for the full time employees with exception of Chief Wachsmuth who is on salary, Reichert seconded and the motion was passed.

CORRESPONDENCE

CCCOG, UPRSWDD, SCWEMS, CCVC- Minutes via email

Carbon County Planning & Development- Zoning Amendment-Request for Comments

Platte Valley Community Center 8th Annual Party on the Platte- Sept. 19th

Wyoming Retirement System-Rate Increase

ISO- Review of Rating

City of Green River-Free Brownfield Workshop

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Next Regular Council Meeting August 13th, 2015 at 7:00 p.m.

Next Planning Commission Meeting August 5th, 2015 at 7:00 p.m.

With no further business, Hamilton moved to adjourn at 8:10 p.m., Reichert seconded and the motion was passed.

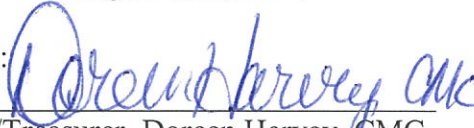
Doreen Harvey, CMC
Clerk/Treasurer

Approved: August 13th, 2015



Greg Salisbury, Mayor

Attest:



Clerk/Treasurer, Doreen Harvey, CMC