

Town of Encampment  
Regular Meeting  
February 11, 2016  
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday February 11, 2016 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Kimberly Loftice and Steve Reichert. Town personnel present were Doreen Harvey, Clerk/Treasurer; Grayling Wachsmuth, Chief of Police and Ben Tieszen, Maintenance/Operator. Public Guest was Brad Hebig of the Encampment Riverside Lions Club. Also present were Ken Schwerdt and Karl Smith of Engineering Associates and Erik Gantt of the Saratoga Sun.

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

#### **AGENDA**

Loftice moved to approve the agenda, Reichert seconded and the motion was passed.

#### **MINUTES**

Reichert moved to approve the minutes of the January 14, 2016 regular meeting as presented, Loftice seconded and the motion was passed.

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

Reichert moved to approve the January 2016 financial statement and pay the monthly bills in the amount of \$48,526.54 including the January 2016 payroll and liabilities in the amount of \$20,839.38, Loftice seconded and the motion was passed.

#### **PUBLIC GUESTS**

Encampment Riverside Lions Club- Brad Hebig: Mr. Hebig informed the council that he has purchased the property formerly belonging to Dick Ament which includes both 318 and 320 McCaffrey Avenue. He stated that he intends to donate the use of the old VFW Hall for use as a monthly meeting place for the Lions Club, stating that they currently have no other place to meet except in the summer when they meet at the rodeo grounds. This would be a good opportunity for the Lions Club as the building has a commercial kitchen in it for their use. It would likely get used six times in a year. He asked that the Town Council consider waiving the utility bill for that tap stating that he would pay the other monthly bill on the living quarters. The other buildings on the property will be used for storage only and that they have no facilities in them. Mayor Salisbury asked for clarification on the ownership of the meeting space. Mr. Hebig stated that he would remain the owner and would provide all the upkeep on the property but would enter into a lease agreement with the Lions Club for donation of the space for tax purposes. Mayor Salisbury stated that he knows the Lions Club does good things, but that because the property would be under private ownership that the council would like to see a copy of the agreement stating the terms between him and the Lions Club before making a decision.

#### **UNFINISHED BUSINESS**

2015 Hydrant & Valve Project-Ken Schwerdt- Engineering Associates: Mr. Schwerdt reported that it is a good time of the year for the council to get rolling on the permitting process if they have any decisions for the continuation of the Hydrant and Valve Project. The option list presented to the council in January was discussed. Maintenance/Operator Tieszen noted that while the continuation of the new water main looping was a project that the town crew could complete, the area was not well developed and it may not be as worthwhile as the transmission

line valves. He stated that in his opinion the priority should probably be the replacement of the valves controlling the flow from the water tank to town as there is currently no way isolate the flow from the two transmission lines. Mr. Schwerdt agreed that those valves should be the higher priority. The permitting of the hydrant replacements and the valves would cost approximately \$2,000.00. The project could be permitted and then the town could proceed with getting some quotes for the completion of the valve portion of project to see about where the costs will fall. Loftice moved to move forward with the permitting of the hydrant replacement and the water plant transmission line valves at a cost of approximately \$2,000.00, Reichert seconded and the motion was passed.

CCSD#2 Rec Board Grant Application: Clerk/Treasurer Harvey reported that the grant request in the amount of \$10,417.00 was ready for submission if the council agreed with the priority list. 1<sup>st</sup> Priority \$3,500.00 for utilities for the Opera House, Grandview Park and McClure Field; 2<sup>nd</sup> Priority \$3,000.00 for Parks Department Wages; 3<sup>rd</sup> Priority \$2,000.00 for the Music in the Park event; 4<sup>th</sup> Priority \$1,417.00 for two stationary benches for the Sand Volleyball Pit and 5<sup>th</sup> Priority \$500.00 toward the Winter Carnival event. Reichert moved to submit the grant application with the priorities as listed, Loftice seconded and the motion was passed.

### **COMMITTEE REPORTS**

Police Department- Grayling Wachsmuth, Chief: Chief Wachsmuth reported that his computer was slow and had froze up, but that he would get the council his report when it prints. He asked for permission to attend the legislative update training February 17<sup>th</sup> & 18<sup>th</sup> in Cheyenne so that he could be informed about the any laws passed a legislature that would be going into effect in July. The training would involve a one night stay at a motel. Reichert moved to authorize the lodging for attendance to the event, Loftice seconded and the motion was passed.

Department of Public Works: A written report was submitted. Maintenance/Operator Tieszen offered to answer any questions. The other items are on the agenda for discussion.

### **ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

### **NEW BUSINESS**

Public Works- Purchase of Trailer and Materials- \$1,200.00: Maintenance/Operator Tieszen reported that the Public Works Department had come up with the idea to build a bigger trailer for the parks department kids so that they could haul both mowers and get all of their other equipment on it so that they are not making so many trips back and forth hauling things. He reported that employee Katrina Nuhn has a frame she would sell the Town for \$200.00. Expanded metal for the floor and material for side rails would cost \$1,000.00. This trailer would allow all of the parks department equipment to be stored together and could be pulled into the shop at night for storage. Then the kids could just hook onto it and go. Mayor Salisbury stated that he thought it sounded like a good idea. Reichert asked for confirmation that the \$1,200.00 cost was for everything including the angle iron, expanded metal and fenders. Maintenance/Operator Tieszen stated that it was. Loftice moved to approve \$1,200.00 for the materials to construct the trailer, Reichert seconded and the motion was passed.

Public Works- Sanding Unit- Discussion of Options: Maintenance/Operator Tieszen reported that they have been having constant issues with the sander. The unit is not funneled and the auger is constantly getting plugged and putting a strain on the hydraulics. Pictures were distributed for two sanding units that the Town of Saratoga would entertain an offer for. One sanding unit to be used and the other for the parts. The second one was used for mag-chloride and is rusted, but it's a package deal. They would take what they could use off of the second unit and the rest would be scrapped. The Town of Saratoga paid \$200.00 for them from WYDOT a few years back. We would need to set up the hydraulics for it. Tieszen stated that regardless of what the council chooses to do the sander is not working. A new one would cost about \$3,000.00-\$5,000.00. They had also looked at the government surplus website and saw nothing. Reichert moved to offer \$300.00 to the Town of Saratoga for the units, Loftice seconded and the motion was passed.

Sewer Rodder- Discussion of Options: Maintenance/Operator Tieszen reported that the town's sewer rodder is ancient and that they are unable to get parts for it anymore. He reported that they have looked at options and that the cost of a new low-end unit is roughly \$65,000.00. There are some options that can be trimmed from the unit to save some cost, but that it is something that the town may want to think about with the budget discussions coming up. Tieszen also stated that what we have is working now, but the parts are no longer available. If something bad were to happen, we could be in a situation. The fact that we still have clay sewer pipe determines what types of units will work for Encampment. All of the units available are manufactured by Sewer Company of America. The estimated cost includes delivery of the unit.

Clerk/Treasurer Harvey reported that she made some calls regarding the rates for lease purchase agreements similar to what was used for the backhoe and that the interest rate is about 4%. Another option might be an MRG loan subject to their lending cycle, which is currently at a rate of 2.5% or the town could consider use of the Equipment Replacement Fund or the Sewer Fund.

The council agreed that it is not likely that the cost will go down on this type of an item and that the purchase of something like this used would not necessarily be a good risk. Reichert stated that he thought the council should consider the purchase of the item sooner rather than later. The council agreed and Maintenance/Operator Tieszen was instructed to get an official quote on the item for consideration by the council.

Resolution #2016-03- A Resolution Supporting the W.A.M/ Legislative Agenda: Clerk/Treasurer Harvey reported that the Wyoming Association of Municipalities has requested a resolution from all of the municipalities in support of their legislative agenda regarding appropriations. A draft was sent to the communities. Reichert moved to pass Resolution #2016-03 in support of the Wyoming Association of Municipalities legislative agenda regarding appropriations, Loftice seconded and the motion was passed.

Post Prom Request for Support: Clerk/Treasurer Harvey reported that the Encampment School had sent out a letter of request specifically geared toward financial support for the after-prom event. The event provides safe recreation for youth after prom is over. Rather than issuing the Hometown Certificates for the event as in the past, she stated that she thought funding for the event could be provided through the Recreation Department Budget. Reichert moved to approve \$100.00 toward the event, Loftice seconded and the motion was passed.

Carbon County Fair Book Ad- Advertisement Request: Loftice moved to approve a 1/2 page ad in the amount of \$50.00, Reichert seconded and the motion was passed.

Bulk Fuel Tanks- Fuel Service Options for Town Vehicles: Maintenance/Operator Tieszen reported that there have been problems getting fuel deliveries from the current provider over the past few months. The department has looked into other options for the lease or purchase of two fuel tanks and containment systems so that the Town would own their own tanks and be in control of getting fuel when they need it at the best deal available. A quote on tank costs from Corkle oil was presented and containment systems were discussed. It was agreed that light duty tanks would be sufficient for town use at a cost of \$1,300.00 each. Stock tanks could be utilized for containment systems. The cost for containment tanks at Murdock's was \$329.00 or used tanks may be available from Jim Remick or Cory Nuhn locally for about \$300.00.

Maintenance/Operator Tieszen reiterated that fuel service has become a constant issue and that the Town has been allowed to run out of fuel. Being able to call around for the best cost and service would be better than being locked into a rate and made to wait. Consensus was reached that the purchase of the tanks would be the best long term solution for the town. Loftice moved to approve up to \$3,000.00 for the purchase of fuel tanks and containment systems, Reichert seconded and the motion was passed.

**Correspondence:**

**UPRSWDD, S PT-JPB, SCWEMS, WAM,- Minutes and Newsletters via email**  
**FEMA- Carbon County Multi-Hazard Mitigation Plan Approval-Via email**  
**Carbon County Commissioners, Medicine Bow- SCWEMS Correspondence via email**  
**WARWS- Thank You**  
**The Red Wagon, LLC- Alyson Sneddon- Thank you**  
**Upper North Platte River Watershed Study**  
**Department of Interior- BLM Field Office**  
**Wyoming Arts Council- Governors Arts Awards**  
**Wyoming DEQ- Notice of Pesticide General Permit Renewal**  
**US Census Bureau 2017 Census of Governments Preliminary Information**  
**WAMJPIC- Notice of Board Vacancy**  
**Carbon County Planning & Development-Brush Creek Ranch- Zoning Change**

**Next Regular Council Meeting March 10, 2016 at 7:00 p.m.**

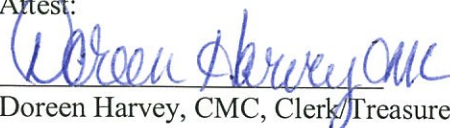
**Next Planning Commission Meeting March 02, 2016 at 7:00 p.m. if there is business to transact.**

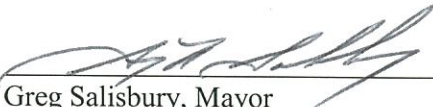
With no further business, Reichert moved to adjourn at 7:35 p.m., Loftice seconded and the motion was passed.

Doreen Harvey, CMC  
Clerk/Treasurer

Approved: March 10, 2016

Attest:

  
Doreen Harvey, CMC, Clerk/Treasurer

  
Greg Salisbury, Mayor