

Town of Encampment  
Regular Meeting  
October 13, 2016  
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday October 13, 2016 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, Chief of Police and Ben Tieszen, Maintenance/Operator. Also present were Vicki Loftice of the Planning Commission and Fred Broschart of the Saratoga Sun.

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

#### **AGENDA**

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

#### **MINUTES**

Stull moved to approve the minutes of the September 8, 2016 regular meeting as presented, Loftice seconded and the motion was passed.

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

Loftice moved to approve the September 2016 Financial Statement, ratify the payment of late monthly bills totaling \$1,946.38 and to approve the monthly bills with an additional bill to Global Industrial in the amount of \$215.14 and the September 2016 payroll and liabilities in the amount of \$22,312.94 for a grand total of \$49,329.66, Hamilton seconded and the motion was passed.

#### **PUBLIC GUESTS**

SCWEMS, Jeb Steward, Chair: Mr. Steward was present to give the council a brief update on the activities of the SCWEMS board. He thanked the council for the opportunity to work and serve in this capacity citing that the level of challenges has lived up to expectation. He noted that he was elected chair by the members of the board and that the board has been working on structural and personnel issues that can be traced way back. He noted that the board which was made up mostly of employees had been overseeing daily operations, which really is not a board function. The board should focus more on policy and other responsibilities. He noted that newly appointed representatives are not employees of the board. Of the seven board members only three are employees now. He summarized a number of items the board is working on. The creation of job descriptions and moving some of the tasks the board was undertaking to a new paid position with board oversight. Mr. Steward stated that he was really looking forward to these changes and that it would make things operate more efficiently. Minutes would contain more details, be timelier and include a Directors Report and Chairman's Notes so that there will not be the need to fill in the blanks of the information distributed. The board will also work toward resolving issues about member requirements and amend the language in the Standard Operating Guidelines to clarify minimum requirements.

Mr. Steward also reported on staffing issues in the northern area and the number of ways that it has impacted that end of the coverage area. Some are not happy about it, but they are working on the issue. He reported working out a temporary solution with the Mayors of the affected communities and noted that there are still challenges within the fragile volunteer system. He

noted that some EMT's are coming back. One program that the board has started is an employer recognition program where an employer can be recognized with articles and ads about their dedication to their volunteers. The employers are the unsung heroes by allowing their employees to participate on calls during business hours. Another program is the contract with the Platte Valley Medical Clinic which has helped to closed daytime coverage gaps significantly.

Other topics touched on were future recruitment and the important role law enforcement and dispatch play in the service as a whole. Mr. Steward state d that there is preliminary consideration being given to putting on another EMT class, but that the classes are longer now and participation can be grueling.

Mayor Salisbury and the council commended Mr. Steward on the job he is doing, thanked him for taking the time to come and update them and stated that they think that the improvements and ideas being brought forward are outstanding.

John Farr- Continental Divide Gateway Communities: Mr. Farr informed the council that he was present to put forth a concept and hopefully get a general approval from the council to the idea of becoming a "Continental Divide Trail Gateway Community". He noted that this section of the trail is 50 years old and that he was part of the organization of it 50 years ago. He reported that the trail is managed by a group out of Golden, Colorado under the oversight of the U.S. Forest Service and other agencies. Two million people hike some portion of the trail each year. A new section will be developed around the wind farm on the Sage Creek side that will include a major interpretive area. Wyoming has three spots where the trail passes close to or through a community, Rawlins, Dubois and Encampment which is located right about in the middle of the trail as a whole. Some hike it a section each year and some just visit certain sections of the trail like the Wounded Warriors. He noted that snowpack has made access in summer months the premium time in this area. He stated that the designation of Battle Pass as a scenic byway doubled the traffic over it and that the designation of being a "Continental Divide Trail Gateway Community" and the posting of unique signs drawing attention to it along with promotion through social media and other venues would generate more interest in this area and would be beneficial to the businesses. Those that use the trails can plan to get supplies and learn about what the area has to offer through the designation and its promotion.

Mr. Farr noted that the process of becoming a "Continental Divide Trail Gateway Community" asks for an event to call attention to the designation and that he has spoken with the Lions Club about the use of Woodchoppers Jamboree & Rodeo for the promotion as it is held close to the most active times on our section of the trail. Mr. Farr noted that he has reviewed the entire package and that he sees no cost involved in it. There will be the need for help in putting up signs and gaining the cooperation of WYDOT for their placement. Councilperson Hamilton noted that she had heard advertisements about the scenic byway and that those advertisements definitely caught her attention. The council expressed their approval of the idea and gave their consensus to pursue the designation. The council thanked Mr. Farr for the information and his time.

## **PUBLIC HEARING**

Mayor Salisbury turned control of the meeting over to Councilperson Loftice for a Public Hearing. At 7:32 p.m. Councilperson Loftice opened a Public Hearing for the purpose of taking

comment on the application for a Conditional Use Permit application as submitted by Greg and Debbie Salisbury. Hearing no comment, the hearing was closed.

### **UNFINISHED BUSINESS**

Conditional Use Permit Application/ Letter of Recommendation from Planning Commission: Clerk/Treasurer Harvey noted that the Planning Commission had submitted a letter of recommendation on the matter and that all of the public notification requirements had been satisfied. Hamilton moved in favor of issuing the Conditional Use Permit to Greg and Debbie Salisbury for the placement of an accessory building across a platted, unopened and partially abandoned street from their home, Stull seconded and the motion was passed with Mayor Salisbury abstaining.

### **COMMITTEE REPORTS**

Police Department- Grayling Wachsmuth, Chief: Chief Wachsmuth stated that everything was going good. He noted that he had ordered a new battery for the radar sign and that he was in need of new tires for the Dodge at an estimated cost of \$640.00 for decent snow tires. Stull moved to allow the purchase of the tires, Loftice seconded and the motion was passed.

Planning Commission- Vicki Loftice: Mrs. Loftice reported that at the Planning Commissions Public Hearing for the Conditional Use Application there were no public comments. Other meeting information is contained the minutes provided. Mayor Salisbury stated that things should be slowing down for the season.

Department of Public Works- Ben Tieszen, Maintenance/Operator: Maintenance/Operator Tieszen reported that Brandon Jones would be taking another try at his test Friday and that they wished him luck with it. Mayor Salisbury stated that the new fence was looking good. Tieszen reported that they had installed the sprinklers and were debating whether to seed this fall or wait until spring. The council agreed to seed it now and then if more seed is required in the spring it could be purchased at that time. In other matters, Maintenance/Operator Tieszen reported that they have been doing maintenance and getting ready for winter. All mowers and equipment are drained and winterized. He noted that there was a little project that needed to be done at the pond to extend the outfall above water level. A fitting will be ordered to extend the pipe.

### **ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

### **NEW BUSINESS**

Town Hall Park Area Improvements: Maintenance/Operator Tieszen reported that there was an idea for a giant evergreen to be installed in the area and that he had contacted Reg Forster of Forster Landscape and Construction and was given a quick estimate on a guaranteed tree at about \$3,000.00. It could be decorated in winter as the town Christmas tree. The council expressed their favor of the idea. Councilperson Reichert stated that he has had good experience with the large trees purchased through Forster at the ranch and that they come in on a semi with about a 100" root ball. The weight of the equipment traveling on the area was also discussed and it was agreed that any damage could be repaired. It was also noted that the ideal time for planting an evergreen was in the fall. Loftice moved to approve the purchase of the large evergreen tree, Stull seconded and the motion was passed.

Clerk/Treasurer Harvey reported that she too had an idea for an attraction to the park. She noted the idea of developing a Music Park. The pieces are actual musical instruments that are attractively designed for the outdoors and that they would be a nice addition to the park, attracting people to stop in town. She noted that she had obtained a quote for the "Swirl" at cost of approximately \$5,800.00. She noted that it was one of the more visually attractive pieces and that it should catch people's eye. If the concept of a Music Park catches on, grants and other funding could be sought for the purchase of future pieces which are all designed to harmonize together. Councilperson Hamilton stated that she liked the idea. Harvey informed the council that in discussing the idea with the public, several people liked it and stated they would be willing to make a donation toward the purchase of the instrument. Harvey noted that she would work on getting donations to help offset the cost. Hamilton moved to approve the purchase of the "Swirl" for the new park area, Loftice seconded and the motion was passed.

In other matters, a suggestion was made to look into the cost of a cement picnic table as opposed to a wooden picnic table that sprinklers can damage and cause maintenance issues with over time.

Property Insurance Renewal: Clerk/Treasurer Harvey noted that each year she tries to obtain additional quotes for property insurance at renewal time to try and keep cost down. She noted that she learned of an entity called the Wyoming Association or Risk Management which operates similar to the Local Government Liability Pool. There was not time to get a quote for them as their process for membership takes several months but that she would keep it in mind for next year. Two Quotes were received the renewal from HUB International out of Cheyenne and underwritten by Scottsdale in the amount of \$10,219.00 and Burns Insurance Agency out of Saratoga underwritten by Traveler's for \$10,562.00. Both underwriters have insured the Town in the past. Harvey noted that all things being similar, Burns Insurance Agency has a good reputation for involvement in supporting organizations in the communities they serve. Loftice moved to accept the quote from Burns Insurance Agency, Reichert seconded and the motion was passed.

Encampment/Riverside Friends of the Library- Donation Request: Clerk/Treasurer Harvey noted that the council had put \$1,250.00 in the budget for the library and that there was \$250.00 of that remaining if they would like to donate to the local Friends of the Library branch which would ensure its use at the local branch. Loftice moved to approve \$250.00 for the Encampment Riverside Branch Friends of the Library, Hamilton seconded and the motion was passed.

Carbon County Visitors Council- Grant Award for Winter Carnival: Clerk/Treasurer Harvey reported that the full grant of \$4,000.00 for advertising and prize money had been awarded. Winter Carnival will be held January 27<sup>th</sup> and 28<sup>th</sup>, 2017. Loftice moved to accept the award and allow Clerk/Treasurer Harvey to sign the documents, Loftice seconded and the motion was passed.

Catering Permit Application- Chez Booze- October 22<sup>nd</sup> - Anniversary Party: Clerk/Treasurer Harvey noted that a complete application and fee has been received for the event that will be held at the Opera House on October 22<sup>nd</sup>. Hamilton moved to approve the permit, Loftice seconded and the motion was passed.

10-13-2016

P.5

Executive Session- Possible Litigation: at 7:50 p.m. Loftice moved to go into executive session to discuss possible litigation, Stull seconded and the motion was passed. Those in attendance were Mayor Salisbury, Councilpersons Hamilton, Loftice, Reichert and Stull and Clerk/Treasurer Harvey.

At 8:05 p.m. Loftice Hamilton moved to return to regular session and to seal the minutes and place them in the safe, Stull seconded and the motion was passed.

**CORRESPONDENCE**

**CCCOG, CCEDC, SPVCC, UPRSWDD, CC Library Board, WY Off. Homeland Security;**

**Minutes/Newsletters/Invitations via email**

**Carbon County Visitors Council Annual Report**

**Carbon County Library System- Thank you**

**Grand Encampment Cowboy Gathering- Thank you**

**Wyoming Workforce Services Quarterly Newsletter**

**BLM- Record of Decision Available**

**Wyoming Water Association- Request for New Membership**

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

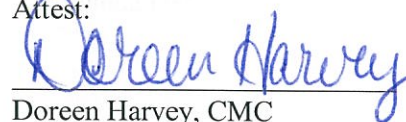
**Next Planning Commission Meeting November 2nd, 2016 at 7:00 p.m. if there is business to transact.**

With no further business, Loftice moved to adjourn at 8:06 p.m., Hamilton seconded and the motion was passed.

Doreen Harvey, CMC  
Clerk/Treasurer

Approved: November 10, 2016

Attest:



Doreen Harvey, CMC  
Clerk/Treasurer

  
\_\_\_\_\_  
Greg Salisbury, Mayor