

Town of Encampment
 Regular Meeting
 June 08, 2017
 7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday June 8, 2017 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Bill Craig, Kimberly Loftice and Gary Stull. Town personnel present were Doreen Harvey, Clerk/Treasurer; and Katrina Nuhn, Maintenance/Operator. Also present was Dawna Martin of the Planning Commission, John Farr and Mike Armstrong 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 addition, Stull seconded and the motion was passed.

MINUTES

Stull moved to approve the minutes of the May 11, 2017 regular meeting as distributed, Loftice seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Loftice moved to approve the May 2017 financial statement, May 2017 payroll and liabilities in the amount of \$24,270.37, manual payments totaling \$4,577.50 and the regular monthly bills in the amount of \$38,728.79, Craig seconded and the motion was passed.

Blue-Cross/Blue-Shield	6,828.81	Saratoga Auto Parts	139.94	Glenn E. Sessions & Sons	4,459.50
Bridger Fabrication, LLC	1,510.00	Saratoga Do It Best Lumber	640.40	WYDOT	5.00
Carbon Power & Light	3,260.66	Saratoga Sun	297.00	TOTAL	4,577.50
Card Center-RNB	436.01	Shively Hardware Co .	271.85		
Corkle Oil, LLC	829.31	Tieszen, Ben	58.64	May 2017 Payroll & Liabilities	
Doggett Greenhouse	178.11	Trading Post	100.68	AFLAC	82.56
E-Z Lift Garage Doors	303.00	Uline	78.09	Workers Compensation	515.29
Econo Signs, Llc.	115.98	ULTRAMAX AMMUNITION	729.00	WRS-Deferred Compensation	300.00
Engineering Associates	782.50	Union Wireless	518.11	WY. Retirement System	3,079.66
Ferguson Waterworks #1701	8,087.21	UPRSWDD	8,095.50	WY. Retirement System- VFD	240.00
Neve's Uniforms & Equipment	219.98	USA Blue Book	77.76	Unemployment Ins.	69.18
North Park Propane, LLC	822.89	Xerox Corporation	124.73	US Dept. of Treasury	2,154.38
Office Depot	190.11	TOTAL	38,728.79	US Dept. of Treasury	2,834.26
Quill Corp	160.96			Net Payroll	14,995.05
Rawlins Daily Times	155.00	Manual Checks		TOTAL	24,270.38
Riverside Garage & Cabins	241.56	Carbon County Clerk	15.00		
S.C.W.E.M.S.	3,375.00	Doreen Harvey-Reimburse	98.00		

PUBLIC GUESTS

There were no public guests.

UNFINISHED BUSINESS

Hydrant & Valve Project: Maintenance/Operator Nuhn reported that the permits had been received and that when the Public Works Department has time they will get started on the project.

Community Fishing Pond Project: Maintenance/Operator Nuhn reported that the department had worked with Engineering Associates to conduct soil testing and that the characteristics looked good overall. Councilperson Stull noted that the engineers report showed rock shallower than expected in

one spot. It was also noted that there was alkali in one spot. Councilperson Craig noted that the alkali surfaced occasionally by the ball field historically, but it was not an alkali pit. Maintenance/Operator Nuhn noted that the overall design and depth will change a bit due to the rock. Drainage of the area is still in progress and a wetland analysis may be needed as part of the design process.

Carbon County Visitors Council Vacancy- Letters of Interest: Mayor Salisbury gave candidate John Farr the floor. Mr. Farr noted for the council that current representative Jim McKinney was term limited and stated that he would like to serve on the board in the vacancy and represent this end of the valley. He noted that he would like to help keep things moving forward and to keep up the good progress in working with WYDOT on the Battle Pass Scenic Byway and its signage. He noted that half of the assessed valuation of Carbon County is located in the Little Snake River Valley and that they needed to be able to access this end of the valley. It is his hope to continue working on the matter and that with the changes at WYDOT he has renewed hope for progress. He noted that he will report to the town council on matters of importance if allowed to serve. Stull moved to appoint John Farr to fill the vacancy for the Town of Encampment on the Carbon County Visitors Council, Craig seconded and the motion was passed. The council thanked Mr. Farr for his interest.

Planning Commission Letters of Interest- Three Vacancies: Clerk/Treasurer Harvey reported that three letters of interest had been received by the Council to fill the three 3 year terms beginning July 1st. Currently seated members Steve Reichert and Dawna Martin were among those interested as well as Bimbo Nation. Stull moved to appoint the three applicants to fill the vacancies on the Town of Encampment Planning Commission, Loftice seconded and the motion was passed.

Public Hearing- FY2017 Budget Amendment and FY2018 Budget: At 7:13 p.m. Mayor Salisbury opened a Public Hearing for the purpose of taking public comment on the FY2017 budget amendment and the FY2018 budget. Hearing no comment, the public hearing was closed.

FY2017 Budget Amendment- 3rd & Final Reading: Clerk/Treasurer Harvey reported that the FY2017 amended budget reflects revenues and expenses totaling \$1,295,841.87. Loftice moved to pass the 3rd and final reading of the FY2017 budget as amended, Stull seconded and the motion was passed.

FY2018 Budget – 3rd & Final Reading: Clerk/Treasurer Harvey reported that she had made one change to the 3rd and final reading of the budget. The water meter reading wand has been sent in for repair or replacement. An adjustment of \$3,000.00 was made in the Water Department between the reserve line and the equipment line. The exact amount and options for repair or replacement are not yet known, but it is likely to be expensive. She reported total revenue and expenses for the FY2018 budget at a total of \$983,128.74. Craig moved to approve the 3rd and final reading of the FY2018 Budget totaling \$983,128.74, Loftice seconded and the motion was passed.

COMMITTEE REPORTS

Planning Commission- Dawna Martin: Mrs. Martin reported to the council that five applications had been issued for several storage sheds, a chicken coop, a fence and a sign.

Department of Public Works: A written report was submitted. Maintenance/Operator Nuhn reported that all irrigation was on at this time and that the remainder of the fence had been installed for the Harmony Park. She offered to answer any questions the council might have about the written report submitted.

Recreation/Cemetery/Parks: Clerk/Treasurer Harvey reported that Jamboree Weekend is coming June 17th & 18th and that June 23rd & 24th would be the "Tale of Two Cities" Disc Golf tournament. Mayor Salisbury asked if any of the supplies for the Community BBQ could be ordered during the current fiscal year. Clerk/Treasurer Harvey noted that there were quite a few supplies left over from the last years Community BBQ and that she might try and order the beverages.

ADDITIONS TO THE AGENDA

Doggett Greenhouse- Expired Hometown Certificate: Clerk/Treasurer Harvey reported that Doggett Greenhouse had turned in a Hometown Certificate that they had honored in 2013 but neglected to turn in for payment. The certificate was expired. Stull homed to honor the certificate as a good faith effort to the business, Loftice seconded and the motion was passed.

NEW BUSINESS

Ratify Hiring of Seasonal Employee- Teron Doebele- Set Wage: Loftice moved to ratify the council's decision to hire applicant Teron Doebele as the third seasonal employee for the Parks Department and set his wage at \$10.00 an hour, Stull seconded and the motion was passed.

Title 9.08 Alcoholic Beverages- 2nd Reading of Amendment: Clerk/Treasurer Harvey asked the council to consider postponing the 2nd reading of the Amendment. She noted that there was a lot of information to review and that she wanted to be sure that everything was carefully reviewed and that the matter was not rushed to create new law. Consensus was reached to postpone the 2nd reading of the Title 9.08 Alcoholic Beverage amendment so that the matter could be fully reviewed.

Purchase of Mosquito Chemical- approximately \$11,000.00/Authorize Payment: Clerk/Treasurer Harvey noted that it was time to purchase the Mosquito Chemical and that the invoice would likely be due prior to the next council meeting. Mayor Salisbury asked about the aerial spraying portion. Maintenance/Operator and Commercial Pesticide Applicator Nuhn noted that the for the past two years the plane had crashed on landing and that unless a qualified pilot such as Dean McClain from Ag-Flyers began applying pesticide, there would not be aerial application in the future. It was noted that the ground fogging of mosquitoes for that time frame has been very effective and has cost much less. Craig moved to approve the purchase of the chemical up to \$11,000.00 and the payment of the invoice, Loftice seconded and the motion was passed.

Repair/Replacement of Meter reading Wand: Clerk/Treasurer Harvey noted that she had been told the current wand may become obsolete and may be eligible only for replacement, but that this time it was not known. She noted it had been replaced once before and it was a few thousand dollars. A decision would likely need to be made as soon as information is known so that meters can be read in July. Councilperson Craig noted that he would like to see both a quote for the repair and for the replacement of the wand. He stated that it would not hurt to keep the other as backup if possible. The council will be notified as soon as any information is received from the vendor.

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Lions Club Malt Beverage Permit- Ranch Rodeo- July 22, 2017: Loftice moved to approve the application for a Malt Beverage Permit for the Lions Club's Ranch Rodeo event July 22nd, Stull seconded and the motion was passed.

Purchase of Fireworks- Payment for Service-Doug Russell: Clerk/Treasurer Harvey noted that there was \$1,600.00 in the budget for fireworks and that the Town of Encampment has authorized a payment to Doug Russell and his crew in the past of \$150.00 for setting them off. Stull moved to approve the purchase of fireworks in the amount of \$1,600.00 and \$150.00 to Doug Russell and his crew for setting them off, Loftice seconded and the motion was passed.

Ratify Repair of Garage Door at Business Park- Authorize Payment of \$1,236.00: Loftice moved to ratify the decision the council had made to have a garage door at the Grand Encampment Business Park repaired at a cost of \$1,236.00 and authorize the clerk to pay the invoice upon completion, Stull seconded and the motion was passed.

Interfund Loan Debt Service: Clerk/Treasurer Harvey reported that the Grand Encampment Business Park was likely to see proceeds of approximately \$10,000.00 this fiscal year. She noted that they had budgeted \$3,000.00 for this fiscal year to be transferred as debt service to the EDC Loan Fund for repayment on the purchase of the mill equipment. Approximately \$45,000.00 of the interfund loan remains. Craig moved to transfer \$10,000.00 of the Grand Encampment Business Park proceeds to the EDC Loan Fund as debt service for the interfund loan, Stull seconded and the motion was passed.

CORRESPONDENCE:

CCEDC, CCVC, SPVCC, WBC, SCWEMS, WAM minutes, newsletters, updates via email

CCEMA- Eclipse Planning-via email

CCCOG-Special Meeting June 21st

Wyoming Community Foundation semi-annual report GEOH Endowment Fund

Elizabeth Auerbach- Tinkergarten

Next Regular Council Meeting July 13, 2017 at 7:00 p.m.

Next Planning Commission Meeting July 5, 2017 at 7:00 p.m.


With no further business, Loftice moved to adjourn at 7:38 p.m., Stull seconded and the motion was passed.

Doreen Harvey, CMC
Clerk/Treasurer

Approved: July 13, 2017 _____

Attest:


Doreen Harvey, CMC, Clerk/Treasurer



Greg Salisbury, Mayor

PUBLIC NOTICE

**The Encampment Town Council
will hold a Public Hearing
Thursday June 8th, 2017
during the
Regular Council Meeting
for the purpose of taking public
comment on the FY2016/2017
Budget Amendment and the
FY2017/2018 Budget.**

**The hearing will take place at
approximately 7:30 p.m.
or as time allows.**

**A copy of the budget documents
are available at the Town Hall.**

**Posted this 24th Day of May, 2017
Doreen Harvey, CMC
Clerk/Treasurer**