

Town of Encampment  
Regular Meeting  
September 13, 2018  
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday September 13, 2018 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Bill Craig, Cindy Hamilton, Kimberly Loftice and Gary Stull. Town personnel present were Doreen Harvey, Clerk/Treasurer and Katrina Nuhn, Maintenance/Operator. Public Guests were Leslie Jefferson, Karran Bedwell, Josh Craig and Shannon Fagan. Audience members were Marilyn Godfrey, Helen Wieland, Robert C. Kelley, Cade & Schelby Merrill, Stas Banach, Josh Wood of the Saratoga Sun, Craig Kopasz of Engineering Associates, Jon Nelsen of North Fork Engineering and Emma Dierks of Bigfoot Radio.

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

**AGENDA**

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

**MINUTES**

Hamilton moved to approve the minutes of the August 09, 2018 regular meeting as distributed, Craig seconded and the motion was passed.

**FINANCIAL STATEMENT/MONTHLY BILLS**

Loftice moved to approve the August 2018 financial statement, August 2018 payroll and contracted liabilities in the amount of \$26,039.39, late monthly payments totaling \$4,419.58 and the regular monthly bills in the amount of \$41,422.94, Stull seconded and the motion was passed.

Blue-Cross/Blue-Shield 7,230.20  
Carbon Power & Light 3,872.41  
CCCOG 2,425.58  
Corkle Oil, LLC 585.60  
Econo Signs, Llc. 218.80  
Energy Laboratories Inc. 646.00  
Evergreen Disposal 22.50  
Ferguson Waterworks 286.95  
Fired Up Rescue 117.90  
Grainger, Inc 73.50  
North Park Propane 369.37  
Office Depot 79.55  
Posey Wagon Portable Toilets 120.00  
Postmaster-Encampment 140.00  
Quill Corp 68.67  
Rawlins Daily Times 180.10  
Riverside Garage & Cabins 154.33  
Rod's Backhoe Service 800.00  
S.C.W.E.M.S. 3,375.00  
Saratoga Do It Best Lumber 646.42

Saratoga Sun 330.00  
Shively Hardware Co. 65.63  
Sundahl, Powers, Kapp & Martin 170.23  
Thatcher Company 1754.78  
Town of Saratoga 7,500.00  
Trading Post 6.46  
Traffic Logix Inc. 270.00  
Union Wireless 533.60  
UPRSWDD 9,079.49  
Visa 49.99  
Xerox Financial Services 93.65  
Xesi Document Solutions 36.23  
Zeller, Andrea R.J. 120.00  
TOTAL 41,422.94

MANUAL CHECKS  
HACH 509.00  
Heimann Fire Equip 1,138.35  
Menards 203.52

Riverside Garage 144.76  
Sundahl, Powers, Kapp & Martin 2,423.95  
TOTAL \$4,419.58

**PAYROLL TAXES AND LIABILITIES**  
AFLAC \$76.72  
Dearborn Life Ins. \$0.00  
Workers Compensation \$630.37  
WRS Deferred Comp \$300.00  
WY Retirement System \$3,128.31  
WY Retirement- VFD 270.00  
Unemployment Insurance \$57.02  
US Treasury \$2,594.32  
US Treasury \$2,400.14  
Net Payroll \$16,582.51  
TOTAL 26,039.39

**PUBLIC GUESTS**

Leslie Jefferson, Executive Director, Carbon County Visitors Council: Ms. Jefferson introduced herself and Riverside CCVC representative Marilyn Godfrey. She advised the council that she had spoken with Encampment representative John Farr and that he was going to be fully capable of returning to his position. She noted that he has a lot of experience in the industry and knows lots of

contacts which are very valuable to the board. Ms. Jefferson did a recap of the last fiscal year for the council advising that a study of tourism shows 8.7 million overnight stays generating 3.5 billion dollars in revenue for the state, \$188,000 dollars of that is in Carbon County. Local lodging taxes of \$45,000 were collected. She noted that the hospitality industry and the tourism industry were two of the largest employers second only to the energy industry. Carbon County is behind only Teton and Park County for collection of the lodging tax. The tax is currently 42% above last year largely due to luxury ranches in the area. Riverside representative Godfrey noted that she owns the KOA Campground in Rawlins and that her nightly stays are up 36%. Ms. Jefferson noted that by statute 10% of the tax collected is returned to communities and that CCVC is now handling that distribution. They also give back in the form of grants and support the museums. CCVC is no longer partners with Explore Wyoming in part due to the cost of mailing the magazine. They have devised a brochure of information about the county and its events, and a quality weather resistant map of the area that can be purchased for \$5.00 or viewed for free in PDF form on the website or on a smartphone by downloading Avenza and following a link. CCVC is also working on an interactive version of the map that will be available for download. The interactive map will work on the GIS system which will be more reliable than cell phone signal. They are also working on an interactive software for fishing, hunting, boating and trails. She closed by advising the council that the Lodging Tax would be on the November 6<sup>th</sup> ballot for renewal and reminding them that it is paid by travelers and not residents unless they use the lodging facilities. The council thanked them for the information and for all that they have done.

Mother Mountain Anglers- Josh Craig and Shannon Fagan: Mr., Craig thanked the town for everything that they did for the music in the park events held by his organization throughout the summer. He noted that each event had grown in attendance and that the last event had run past 10:00 p.m. and that he wanted to come and apologize for that in person, it was not intentional. Ms. Fagan thanked the town for the use of the stage and advised that everyone liked it and that they all would like to come play again. The crowd was very enthusiastic. She also noted that they had used the power from the Parkinson House by the museum and she thanked the museum for that as well. The council thanked Mother Mountain Anglers for their efforts.

South Central Wyoming E.M.S- Karran Bedwell: Mrs. Bedwell had provided the council with a copy of the contract with Classic Air Medical and a report of SCWEMS activities. She noted that the contract for the services from Classic Air Medical will be covered the next four years by impact monies. Classic Air Medical will be mailing information to residents about their service. If anyone has already contracted for it, there will be a way to obtain a refund. She confirmed that medical insurance will still be billed for the service. She also noted that they were also covering the workers at the wind farms with the service. Mayor Salisbury stated that the service is a great asset for the whole area. The helicopter has the ability to locate a patient by GPS and requires a much smaller area to land. In other matters, Mrs. Bedwell reported that they would be moving day to day operations from Elk Mountain to Saratoga making them more central and allowing all records to be housed in one place. She also noted that Melissa Sikes has been hired as the director and that Tiffany Herring has been hired as bookkeeper. A new billing company has been hired and there is more accountability and a reconciliation process in place. They have also ordered new lap tops and radios improving communications and documentation between personnel, the hospital and the billing company. Mayor

Salisbury offered his thanks to Mrs. Bedwell stating that she has really helped to turn the service around. The council thanked her for doing such a great job.

### **UNFINISHED BUSINESS**

Hydrant and Valve Project: No report.

Community Fishing Pond Project: No report

Union Telephone Franchise Agreement and Suggested Ordinance: Clerk/Treasurer Harvey noted that she has not received any amended information for the second reading of the ordinance from Union Telephone.

Skyway Towers Issue- Update: Mayor Salisbury reported that Carbon County Planning and Zoning had denied the applications for two towers within the area. He noted that the Carbon County Commissioners will make the final decision on the application. He also noted that the pictures being shown were deceiving as to the size of the tower and stated that there is a 300' tower over by Walden as an example of what it would look like. Councilperson Hamilton noted that the Carbon County Commissioners will meet to discuss the issue in Sinclair on October 16<sup>th</sup> and advised that she plans to attend the meeting.

### **COMMITTEE REPORTS**

Planning Commission: Clerk/Treasurer Harvey reported that their minutes had been distributed in the council packets. Mayor Salisbury returned to the Planning Commission report later in the meeting to note that the Conex storage container for which a letter had been sent to the property owner 60 days ago, still has not been removed. He noted that he would assign the matter to Chief Wachsmuth to issue a citation to the property owner for violation of the ordinance.

Department of Public Works- Katrina Nuhn, Maintenance/Operator: Maintenance/Operator Nuhn reported that they have been on the phone with Evoqua to see if they can get an estimate on parts needed for the water plant. They had a negative airflow test and have a sanitary survey in a few weeks. It is possible that a regulator and a low-pressure air valve may be needed. An email will be sent to the council when the costs are known as the matter requires immediate attention. Nuhn also noted that the irrigation will be shut off on September 21<sup>st</sup>.

Police Department: Councilperson Craig reported that he had a number of folks complain to him about the rumble strips recently placed on highway 70 and advised that he thinks they would work better if they were further up the hill. Councilperson Loftice also noted that she has observed people driving around the strips. It was noted that those going around them were still slowing down. The council discussed options for placement perhaps leaving one in place, putting one on the other side for when folks are leaving town and moving one further up the hill or placing two of them further up the hill and leaving one in place where they are now. Mayor Salisbury noted that we have the strips until snow flies so they can be moved around. Maintenance/Operator Nuhn noted that if they are placed in different positions that WYDOT would require the placement of additional signs which would need to be purchased. Stull moved to approve the purchase of two additional *Rumble Strips Ahead* signs, Loftice seconded and the motion was passed.

### **ADDITIONS TO THE AGENDA**

Letter of Complaint from Citizens: Mayor Salisbury noted that a letter had been received signed by a number of citizens complaining about the number of cars parked on a person's property in a residential area and the possibility that they may be doing business. The council discussed the option of having the clerk write a letter to the resident advising that it is a residential area and not the business district. Mayor Salisbury also advised that if they are his own vehicles it is a different issue.

Finance Directors Workshop Oct. 31- Nov. 2nd: Clerk/Treasurer Harvey noted that the Finance Directors workshop is in Lander noting it has been a number of years since she has attended one. Hamilton moved to allow the clerk to attend the workshop and cover her expenses, Craig seconded and the motion was passed.

### **NEW BUSINESS**

Bank of the West- EDC Loan Account: The council discussed the need to not support a bank who does not support the industries that supports Wyoming. Hamilton moved to remove the EDC Loan account from Bank of the West to Rawlins National Bank. Stull seconded and the motion was passed.

Organizational Service Contract- Grand Encampment Museum \$1,200.00: Hamilton moved to approve the Organizational Service Contract with the Grand Encampment Museum in the amount of \$1,200.00 as budgeted, Loftice seconded and the motion was passed.

Fire Prevention and Safety Education Supplies- Up to \$500.00: Clerk/Treasurer and Fire Department Secretary Harvey reported that the \$500.00 amount is the same as last year, but that she had not had time to get together an item list. Hamilton moved to approve the expense, Craig seconded and the motion was passed.

Specific Purpose Tax- Ratify GK Baum Cost \$2,425.56- Payable to CCCOG: Mayor Salisbury noted that at the last Carbon County Council of Governments meeting they had discussed and voted on an educational campaign for the special election at a cost of \$38,060.00. Clerk/Treasurer Harvey noted that the towns share of the cost was \$2,425.56. Stull moved to ratify the Town of Encampment portion of the educational campaign in the amount of \$2,425.56 payable to CCCOG, Loftice seconded and the motion was passed.

Specific Purpose Tax- Projects to CCCOG by November 9<sup>th</sup>: Mayor Salisbury noted that the projects for the tax need to be provided to Carbon County by November 9<sup>th</sup>. He advised that the projects will be voted on at the October meeting.

Carbon County Economic Development Corporation- Representative Resignation: Clerk/Treasurer Harvey noted that Alyson Sneddon had resigned from the board as a representative for the town of Encampment having served nearly ten years. She also served as both secretary and treasurer during her time on the board. Loftice stated that it is a very important board and the council agreed. Loftice moved to advertise for interest in representing Encampment on the board, Stull seconded and the motion was passed.

UPRSWDD Board- Letter of Interest- Schelby and Cade Merrill: A letter of interest in serving on the board was received from Schelby and Cade Merrill. Mayor Salisbury stated that the situation with the landfill is serious. There are major concerns about the future of the dead-pit and it is a serious concern. He noted that if the dead-pit were closed remains would be scattered everywhere. He expressed his appreciation for the Merrill's stepping forward noting that the decisions made by the board are very important. He asked that they report back to the council occasionally and noted that the Town of Encampment is willing to back them up, not to hesitate to ask for support. He thanked them for their interest. Hamilton moved to recommend Schelby and Cade Merrill to represent Encampment on the UPRSWDD Board, Loftice seconded and the motion was passed. The council thanked them for their interest.

Executive Session Possible Litigation & Contract Negotiation: At 7:40 p.m. Stull moved to enter into executive session for the purpose of contract negotiation and possible litigation, Loftice seconded and the motion was passed. Those in attendance were Mayor Salisbury; Council Members Bill Craig, Cindy Hamilton, Kim Loftice, Gary Stull and Clerk/Treasurer Doreen Harvey. At 8:18 p.m. Hamilton moved to return to regular session and to seal the minutes and place them in the safe, Craig seconded and the motion was passed.

Stull moved to lease a portion of the mill site to TNT Forest Products for one year at a rate of \$500.00 per month, Loftice seconded and the motion was passed. Stull also moved to publish a bid notice for the small mill for estimates for electrical repairs, Craig seconded and the motion was passed. A pre-bid meeting will be held Monday October 1<sup>st</sup> and a deadline for the bids will be October 10<sup>th</sup>.

**CORRESPONDENCE:**

CCCOG, WAM, WAMCAT, WBC, SPVCC, SCWEMS, ENDOW, CCEDC, UPRSWDD, newsletters, etc. via email  
WY DEQ- Review of Boswell Spring Wind project- via email  
WYDOT- Review and opportunity to comment on 2019 STIP-via email  
Wyoming Community Foundation- GEOH Endowment Fund Statement  
WY Office of Homeland Security- Long-term Power Outages Workshop-email  
Thank You's- Town of Riverside, use of stage; John Farr, Support during illness

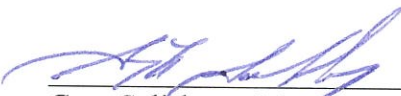
With no further business, Loftice moved to adjourn at 8:21 p.m., Hamilton seconded and the motion was passed.

Doreen Harvey, CMC  
Clerk/Treasurer

Approved: October 11, 2018

Attest:

  
\_\_\_\_\_  
Doreen Harvey, CMC, Clerk/Treasurer

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