

Town of Encampment
Regular Meeting
November 8, 2018
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday November 8, 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 Ben Tieszen, Maintenance/Operator. Audience members were Alyson Sneddon, Josh Craig, Shannon Fagan, Stas Banach, Jon Nelson of North Fork Engineering, Josh Wood of the Saratoga Sun and Emma Diercks of Bigfoot Radio.

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

Hamilton moved to approve the minutes of the October 11, 2018 regular meeting as distributed, Loftice seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey reported that at 33.3% of the budget year overall revenues were at 30.6% and expenses are at 23.9%. She also noted that included in the late monthly payments were \$21,375.00 for Hi Power LLC for the deposit for the electrical repairs at the mill site and \$9,991.00 to Hub International for the property insurance. Loftice moved to approve the October 2018 financial statement, October 2018 payroll and contracted liabilities in the amount of \$23,092.98, late monthly payments totaling \$31,786.00 and the regular monthly bills in the amount of \$31,158.10, Stull seconded and the motion was passed.

ACM, LLP 3,000.00
Apex Communications 37.00
Blue-Cross/Blue-Shield 7,230.20
Bridger Fabrication, LLC 414.44
Carbon County Treasurer 152.55
Carbon Power & Light 4,318.13
CNA Surety 125.00
Corkle Oil, LLC 577.28
Evergreen Disposal 22.50
Ferguson Waterworks 65.41
Forster Landscape & Const 725.00
HACH 193.27
Harvey, Doreen 201.65
Inn at Lander 186.00
Karl's Auto Repair 775.00
KTGA/KBDY 35.00
MES- Rocky Mountains 72.00
North Park Propane, LLC 760.24

Office Depot 122.55
Postmaster-Encampment 340.00
Riverside Garage & Cabins 44.49
Saratoga Auto Parts 178.78
Shively Hardware Co. 145.32
Town of Saratoga 35.00
Trading Post 29.86
Union Wireless 535.62
UPRSWDD 9,871.00
Visa 461.81
Xerox Financial Services 93.65
Xesi Document Solutions 34.35
Youngberg Plumbing Heating 375.00
TOTAL 31,158.10

MANUAL CHECKS
Hi Power, LLC 21,375.00
Hub International 9,991.00

Sundahl, Powers, Kapp & Martin
420.00
TOTAL 31,786.00

PAYROLL TAXES AND LIABILITIES
AFLAC 76.72
Dearborn Life Ins. 53.54
Workers Compensation 547.11
WRS Deferred Comp 300.00
WY Retirement System 3,171.32
WY Retirement- VFD 270.00
Unemployment Insurance 0.00
US Treasury 2,092.92
US Treasury 2,282.54
Net Payroll 14,351.77
TOTAL 22,092.98

PUBLIC GUESTS

There were no public guests.

UNFINISHED BUSINESS

Hydrant and Valve Project: Clerk/Treasurer Harvey reported that there is still grant funding available from the hydrant portion of the grant in the amount of \$31,585.22 plus the 38.9 % match of \$20,149.00 which is already in the budget. She noted that the funding could be utilized with the upcoming Specific Purpose Tax projects if the needed.

Union Telephone Franchise Agreement and Suggested Ordinance: Clerk/Treasurer Harvey noted that she still has not received any amended information for the second reading of the ordinance from Union Telephone. Stull moved to kill the ordinance and franchise agreement due to no response from Union Telephone, Loftice seconded and the motion was passed.

Carbon County Economic Development Corporation- Vacancy: Mayor Salisbury reported that he had visited with John Farr and he was doing much better and is still interested in serving on the board. Hamilton moved to appoint John Farr to represent the Town of Encampment on the Carbon County Economic Development Corporation board, Stull seconded and the motion was passed.

Specific Purpose Tax Projects: Mayor Salisbury distributed a list of possible projects to the council that was prepared by Jon Nelson of North Fork Engineering. He turned the meeting over to Mr. Nelson who listed and described the potential projects totaling \$3,150,500.00. Sewer lagoon improvements, lagoon dredging, a storage and evap lagoon cell, approximately 3500 linear feet of sewer main replacements, replacement of the perma-strand waterline, replacement of two water valves at the water plant and park improvements were part of the list. Discussion ensued about the various items on the list. Mayor Salisbury noted that despite what a draft unofficial list seemed to indicate, getting the sewer lagoon out of violation was his first priority. Mr. Nelson noted that his estimates include cost, plus inflation, design, permitting and contingency with exception of the park improvements which were already engineered with those costs being provided by the Town. Mayor Salisbury asked if the proposed lagoon improvements would get the sewer lagoon out of violation and Mr. Nelson stated that they would. The improvements should also reduce the operations and maintenance costs of the system. Councilman Craig asked about the number of sewer mains in need of replacement in Encampment. Mr. Nelson noted that there were 40 blocks of clay sewer mains and that 10-12 of those blocks were determined to be in critical need of replacement.

Discussion turned to the Park Improvements which include a community pond in the area of the ball field. Councilman Craig expressed his opinion that if the pond project were removed from the list that the town would be closer to the 2.6 million that he thought the town was projected to receive. He noted that he thought the cost of the project was way out of line. He stated that if there were 40 blocks of sewer that needed to be replaced the town does not need a pond citing his opinion that two other ponds in the community could be improved for less. Mayor Salisbury noted that he thinks that the town deserves to have this project. It can be used for the kids, for education, tourism, bicyclists, and even for winter carnival. The space is currently a mosquito habitat and that there is an opportunity in working with Wyoming Game and Fish to develop the area. The project is not just for recreation it is also for economic development. Mayor Salisbury also noted that the park improvements were at the bottom of the list and that more than just the pond will be considered with the park improvements such as improvements to the park bathrooms. Audience member Stas Banach noted that when he was running for office there was some strong opposition to the pond from those,

he discussed the matter with. He stated that he would like to see a poll of the people. Mayor Salisbury stated that he has also spoken with a number of people in favor of the pond and that he had no heard of any opposition. Councilman Stull and Councilwoman Loftice indicated that more were for the project than against it among those that they have talked to.

Discussion continued with everyone agreeing that the tax is a very valuable thing for communities. Councilman Craig noted that the necessity of the projects is what keeps the tax going. He noted that he is in favor of recreation and thinks that the pond idea is great, but that he did not realize it would cost \$500,000.00. Mayor Salisbury noted that other areas have done ponds at a lessor cost, and that we may also be able to bring it in at a lower cost, but we have to have contingency. He stated that he would like to keep the project on the list noting that the majority of the list was for water and sewer. Mayor Salisbury asked if the council had any further questions. Councilman Stull asked Mr. Nelson to confirm that the cost of the dredging included the disposal of the dredged material. Mr. Nelson indicated that it did.

With no further discussion, Loftice moved to approve the project list for the Specific Purpose Tax as presented, Stull seconded and the motion was passed with Councilman Craig voting nay.

Grand Encampment Business Park- Electrical Repair Payment Allocation: Clerk/Treasurer Harvey noted that when the council approve the bid from Hi Power, LLC for the electrical repairs at the Grand Encampment Business Park at the last meeting, they did not indicate how they would like the payment for the project allocated. Discussion ensued about the repairs for the mill site being an economic development expense. Clerk/Treasurer noted that the options would be to use General Fund reserves or do an interfund loan from the Economic Development Loan Fund. The council agreed that the operation of the Business Park was an economic development expense. The clerk was instructed to draft a resolution for the December meeting allowing the use of the Economic Development Loan Fund for payment of the repairs and allowing the designation of the Business Park proceeds as repayment of the loan.

COMMITTEE REPORTS

Fire Department: Clerk/Treasurer and Fire Department Secretary Harvey noted for the council that the fire department had not met until Tuesday after packets had gone out, so their requests were an addition to the agenda. She noted that new members and pager issues were making it necessary to purchase two more pagers at an estimated cost of \$1,019.10 and that with new members up to 8 members may attend mid-winter fire school in Riverton. Craig moved to approve the purchase of the pagers and for the members to attend mid-winter fire school and cover their expenses, Loftice seconded and the motion was passed.

Department of Public Works: A written report was submitted.

ADDITIONS TO THE AGENDA

Town Hall Closure- November 23rd: Clerk/Treasurer Harvey noted that the council had been gracious enough in the past to allow the clerks to closed the Town Hall on the Friday following Thanksgiving as many businesses are closed. Hamilton moved to approve the closure of the Town Hall on November 23rd, Loftice seconded and the motion was passed.

Saratoga Platte Valley Chamber of Commerce Nominations: Clerk/Treasurer Harvey asked the council if they had any suggestions for the nominations or if they would like to empower her to make the nominations. Councilwoman Hamilton suggested the nomination of Alyson Sneddon for the volunteer of the year noting that she appreciates everything that Alyson has done for the Town and that she is an asset to the community. Harvey noted that The DiVide LLC does not qualify for the New Business of the Year category, but that they do qualify for the Emerging Business category. The council agreed with the suggested nominations. Clerk/Treasurer Harvey asked the council to notify her if they had any additional ideas.

NEW BUSINESS

The Red Wagon , LLC- Lease Renewal: Ms. Sneddon reported that things were going good. She will be having an open house on Small Business Saturday on November 24th and invited the council to stop by. She noted that her business has had its ups and downs. It will be celebrating 5 years on December 12th. She noted that she can see trends, things that can be improved on and things that need to go away. She reported that she is also bringing a new grocery line of specialty goods to the coffee shop. Stull moved to renew her leas at the current terms, Hamilton seconded and the motion was passed.

33rd Annual Sierra Madre Winter carnival- January 25th & 26th, 2019: Clerk/Treasurer Harvey reported that Alyson Sneddon has offered to chair Winter Carnival again this year and asked if the council wanted to do as they had done last year by treating her as a temporary employee at the wage of the Deputy Clerk for up to 40 hours. Loftice moved to use Ms. Sneddon as Winter Carnival Chair as a temporary employee at the Deputy Clerk pay rate, Stull seconded and the motion was passed.

Sneddon noted that there were some fun plans in the works weather permitting, and some alternate plans as well. Mayor Salisbury questioned the dates of the event and asked if the school had any games going on that weekend. Ms. Sneddon indicated that they did not have any scheduled when she checked and that the Fishing Derby in Saratoga is the week before the event.

WAM Winter Workshop- February 20th -22nd- Cheyenne: Mayor Salisbury asked councilwoman elect Fagan who was in the audience if she was interested in attending the event. She indicated that she might be. Councilwoman Hamilton noted that she had attended when first elected and that it was very helpful. She noted that there is also a scholarship opportunity for the event. Clerk/Treasurer Harvey noted that she would also like to attend the event if possible, as she is working on her Master Municipal Clerk designation. Hamilton moved to approve both interested parties to attend the event, Stull seconded and the motion was passed.

15th Annual Lighting Contest: Clerk/Treasurer Harvey asked the council if they wanted to continue the contest with the prizes at \$75 for 1st Place, \$50 for 2nd place and \$25 for 3rd place as in prior years. Hamilton moved to approve the Lighting Contest at the same terms, Loftice seconded and the motion was passed.

Executive Session- Possible Litigation: The session was not utilized.

11-08-2018toe.min
P.5

OTHER BUSINESS

Mayor Salisbury thanked everyone who turned out to vote in the recent election stating that the Town has accomplished a lot, more than all other communities. He stated he is looking forward to another four years as mayor.

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

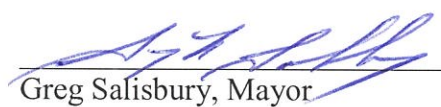
With no further business, Loftice moved to adjourn at 8:35 p.m., Hamilton seconded and the motion was passed.

Doreen Harvey, CMC
Clerk/Treasurer

Approved: December 13, 2018

Attest:


Doreen Harvey, CMC, Clerk/Treasurer


Greg Salisbury, Mayor