

Town of Encampment  
Regular Meeting  
March 14, 2019  
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday March 14, 2019 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Kimberly Loftice, Gary Stull and Shannon Fagan. Town personnel present were Doreen Harvey, Clerk/Treasurer and Katrina Nuhn and Ben Tieszen, Maintenance/Operators. Public Guest was Karran Bedwell, Town of Encampment representative for the South Central Wyoming EMS board. Audience members were Jon Nelson of North for Engineering and Josh Wood of the Saratoga Sun.

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

**AGENDA**

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

**MINUTES**

Fagan moved to approve the minutes of the February 14, 2019 regular meeting as distributed, Loftice seconded and the motion was passed.

**FINANCIAL STATEMENT/MONTHLY BILLS**

Clerk/Treasurer Harvey reported that revenues are at about 62.97% of budget and expenses are at about 44.64%, excluding Specific Purpose Tax revenue. Stull moved to approve the February 2019 financial statement, February 2019 payroll and contracted liabilities in the amount of \$22,012.86 late monthly bills totaling \$12.00 and the regular monthly bills in the amount of \$30,367.59, Fagan seconded and the motion was passed.

Blue-Cross/Blue-Shield \$7,230.20  
Carbon Power & Light \$4,548.47  
Corkle Oil, LLC \$791.00  
Dearborn National Life \$53.94  
Erickson and Roberts, LLC \$150.00  
Harvey, Doreen \$151.96  
LGLP \$2,606.00  
Little America \$219.50  
North Fork Engineering \$2,993.00  
North Park Propane \$1,765.72  
Riverside Garage & Cabins \$24.17  
Rocky Mountain Air Sol. \$35.18  
Shively Hardware Co. \$48.94

Sundahl, Powers, Kapp & \$60.00  
Trading Post \$119.96  
Union Wireless \$536.55  
UPRSWDD \$8,745.00  
US Postal Service \$160.00  
Xerox Financial Services \$93.65  
Xesi Document Solutions \$34.35  
TOTAL \$30,367.59

MANUAL CHECKS  
Carbon County Clerk \$12.00  
TOTAL \$12.00

PAYROLL TAXES AND LIABILITIES  
AFLAC \$76.72  
Workers Compensation \$528.74  
WRS Deferred Comp \$300.00  
WY Retirement System \$3,296.21  
WY Retirement- VFD \$285.00  
Unemployment Insurance \$29.02  
US Treasury \$2,128.02  
US Treasury \$1,895.64  
Net Payroll \$13,473.51  
TOTAL \$22,012.86

**PUBLIC GUESTS**

Karran Bedwell- SCWEMS Representative: Mrs. Bedwell distributed a call sheet for the SCWEMS service for the last fiscal year and verified that the council had been receiving minutes via email. She noted that the call numbers looked more realistic than what had been provided previously. She reported that Elk Mountain is currently taking Medicine Bow calls as they do not have a crew and that there is a fully stocked ambulance there ready to go when needed. She also noted that a list of meetings for the next year had also been distributed via email. She noted that John Rutherford had been elected Chair and that she had been elected Treasurer. She reported that even though the terms were initially staggered, all of the representative term limits were expiring at the same time. The board had made the decision to re-stagger the terms. She asked the council to consider reappointing

her to the board until July of 2022. Fagan moved to reappoint Karran Bedwell as the representative for the Town of Encampment with the term to expire July of 2022, Stull seconded and the motion was passed.

Mrs. Bedwell also reported that SCWEMS is a Special District not just a Joint Powers Board and that the Carbon County Clerk will be the repository for the budget and the minutes. She advised that run reports as well as minutes and financial information should be sent to the council on a monthly basis. Councilman Stull commended Karran on doing a super job on the board and Mayor Salisbury agreed stating that it takes a lot of time and dedication on her part. Mayor Salisbury asked that she let the Town know if she has any questions or needs from the council. Ms. Bedwell stated that it has been a slow process with long meetings, sometimes until midnight, but that things are coming together. She noted that the next meeting will be the 2<sup>nd</sup> Tuesday of April in Riverside.

Ms. Bedwell asked if the council had any additional questions. Councilperson Fagan asked of residents were expected to carry the cards for Classic Air service with them or if giving the address for a call was sufficient. Ms. Bedwell noted that the address is sufficient locally, but if someone needed flight not from the residence or in another area, the card would be necessary. Mrs. Bedwell also noted that there would be a presentation at the senior center by Classic Air soon.

The council thanked her again for the job that she is doing and for taking the time to come to a meeting and update them on board activities.

### **UNFINISHED BUSINESS**

Sewer Lagoon Improvement Project- Update if any: Jon Nelson of North Fork Engineering reported that the project is still in its study and report phase. They are currently gathering data, measurements and will meet with Dr. Michael Richards about becoming a sub consultant to the project with an agreement. Nelson also noted that he had been working on some components of the grant and the environmental letters that were required and that there had been no issues so far. He noted that the council could expect a draft of the study within the next 40 or so days with an updated budget that should indicate a clear path for the design phase of the project. The grant application will be submitted and we await the results of the Specific Purpose Tax special election.

Specific Purpose Tax Education Campaign: Clerk/Treasurer Harvey noted that Encampment representative to the Specific Purpose Tax Committee Irene Archibald had mentioned the possibility of a community forum about the Specific Purpose Tax election. Harvey noted that she had not heard anything further about the matter, and advised the council that if they thought a forum would be beneficial, it could be discussed further at the April 11<sup>th</sup> council meeting.

### **COMMITTEE REPORTS**

Department of Public Works: A written report was submitted. Mayor Salisbury commended the public works department on doing a really, really good job with snow removal during the recent blizzard. He noted that he heard praises from the community all day and that everybody was happy. The council agreed and expressed their thanks as well.

Councilman Stull question the plan for the snow stacked at the intersections stating that visibility could become an issue. Maintenance/Operator Nuhn advised that time was a factor and that with the sander in the back of the dump truck, moving the snow by bucket load to another location was just too time consuming. She noted that WYDOT was in charge of the visibility along the state highway. She advised that if the council wanted to let Public Works know any particular areas of concern or intersections with issues, they would try to deal with them.

Clerk/Treasurer- Doreen Harvey: A written report was submitted. Clerk/Treasurer Harvey noted that she had been in contact with Union Telephone again and that they still want to proceed with the franchise agreement with the Town of Encampment. They should have the first draft of the revised agreement by the April 11<sup>th</sup> meeting. She also noted that she had been in contact with Carbon County Planning and Zoning to begin working on the MOU for the zone of influence and that she hoped to have something in April as well.

### **NEW BUSINESS**

Purchase of Commercial Mower-John Deere Estimate \$7,889.09: Councilperson Fagan asked if the Public Works Department had gotten bids for the mower. Maintenance/Operator Tieszen advised that the John Deere that we currently have has been a great mower and that there have been no issues with it. That could not be said about the Husqvarna. John Deere has industry standard pricing and the quote includes a government discount. They did price shop and went with the dealer in Cheyenne. Mayor Salisbury asked about the size of the deck on the mower which is 60 inches. It was noted that the old mower having a value of over \$500.00 could be put out for bid and sold to offset the cost as it was starting to cost a lot in parts. Mayor Salisbury stated that it could also be kept and utilized. With no further discussion Stull moved to purchase the 60-inch John Deere Commercial Mower at an estimated cost of \$7,889.09, Fagan seconded and the motion was passed.

Purchase of Sewer Camera Snake- Estimate \$5,899.98: Maintenance Operator Tieszen noted that until this past year they had not had the opportunity to utilize one and that after its use, they can see it is a very valuable tool. They would be able to look inside the pipe and see what is blocking in it. The snake would have a 300 ft line. There are other types of sewer cameras for much more money, but that they would be overkill. This particular model will allow video images of inside the pipe to assess problems. Fagan moved to allow the purchase of the Sewer Camera Snake at an estimated cost of \$5,899.98, Loftice seconded and the motion was passed.

Encampment K-12- After-Prom Request for Support: Councilwoman Fagan asked if the students usually came to present to the council for support. Clerk/Treasurer Harvey noted that they general just send the letter of request. She also noted that the council had support the event at \$100.00 in the past. Stull moved to support the After-Prom event in the amount of \$100.00, Loftice seconded and the motion was passed.

WAM Summer Workshop- June 12<sup>th</sup> - 14<sup>th</sup>- Sheridan: Mayor Salisbury asked Councilwoman Fagan if she was interested in attending. She indicated that she was and noted that she would apply for the scholarship for the event. Stull moved to approve her attendance to the event and cover her expenses, Loftice seconded and the motion was passed. She will become the Town's Voting Delegate for the event.

Resolution #2011-09 Amendment-Residential Preference: A copy of the current resolution was distributed to the council with their council packet. Clerk/Treasurer Harvey noted that the Residential Preference resolution was passed the last time the council applied for funds from the State Lands and Investment Board. It had a sunset date in 2012 and had that expiration date not been in it, it would have worked for the current application requirements. Loftice moved to approve the amendment to resolution #2011-09 for Residential Preference removing the expiration date from the document, Stull seconded and the motion was passed.

Wyoming Game and Fish Grant Contract: Clerk/Treasurer Harvey noted that Wyoming Game & Fish had neglected to send the contract for the grant that was approved over a year ago. They sent the contract, increased the funding from \$30,000.00 to \$40,000.00 and extended the deadline for its use to June of 2021. The grant is for the park improvement pond project. Stull moved to approve the grant contract, Loftice seconded and the motion was passed.

Midwest Assistance- Clerk Training May 15<sup>th</sup>- Riverton: Clerk/Treasurer Harvey noted that it had been several years since she attended the training put on by the Midwest Assistance Program and that she would like to attend the training in May. Stull moved to approve the clerk's attendance to the training in Riverton and lodging for the night prior to the event, Loftice seconded and the motion was passed.

Wyoming Association of Sheriff's and Chiefs of Police- WASCOP Conference April 22-25, \$185.00 plus Lodging and Expenses: Clerk/Treasurer Harvey noted this this was the annual conference that Chief Wachsmuth generally attends. Fagan moved to allow Chief Wachsmuth to attend the training and cover expenses, Loftice seconded and the motion was passed.

Cody Fire School- Up to 10 members- May 4<sup>th</sup> & 5<sup>th</sup>, 2019: Clerk/Treasurer and Fire Department Secretary Harvey noted that there is no tuition for the school but that the department would need up to 5 rooms for two nights for up to 10 personnel to attend. Stull moved to allow up to 10 members to attend Cody Fire School and cover expenses, Fagan seconded and the motion was passed.

**Correspondence:**

**CCCOG, WAM, WBC, SPVCC, CCEDC, CCVC, UPRSWDD, WYDOT, SCWEMS newsletters, etc. via email**

**WAM-JPIC Health Insurance Request for Nominations to Board**

**Wyoming Community Fund- Grand Encampment Opera House Endowment Fund Update**

**BLM, USFS, DOE- Energy Corridor Review Webinar- via email**

**Local Government Liability Pool- Renewal Packet and Hot Topics Memo**

**BLM- Lease Sales via email**

**WYDOT Transportation Alternatives Program- via email**

**CCCOG-Letter to Industrial Siting Council- Wyoming DEQ**

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With no further business, Loftice moved to adjourn at 7:25 p.m., Stull seconded and the motion was passed.

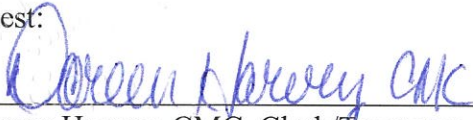
Doreen Harvey, CMC  
Clerk/Treasurer

Approved: April 11, 2019



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Greg Salisbury, Mayor

Attest:



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Doreen Harvey, CMC, Clerk/Treasurer

