

Town of Encampment
Regular Meeting
January 9, 2020
7:07 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday January 9, 2020 at 7:07 p.m. with Mayor Greg Salisbury presiding. Council members present were Bill Craig, Kimberly Loftice, Shannon Fagan-Craig and Gary Stull. Town personnel present were Doreen Harvey, Clerk/Treasurer and Martha Ralston, Deputy Clerk. Also present were Stas Banach and Ros Herring of the Planning Commission. Public Guests were Sid Fox, Director of Carbon County Planning & Zoning and Sue Jones, Carbon County Commissioner and Sandy Martin. Audience members were Stephanie Lane, Executive Director, Carbon County Economic Development Corporation, Le Ann Stephenson and Emma Diercks of KTGA/KBDY.

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-Craig moved to approve the minutes of the December 12, 2019 regular meeting as distributed, Loftice seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey reported that at 50% of the budget year revenues were at about 33.8% of projections and expenses were at about 22.98%. She noted that the December bank statements have not been received and that there would likely be late bills coming in. Stull moved to approve the December 2019 financial statement, the December 2019 payroll and liabilities in the amount of \$19,642.96, manual late monthly payments in the amount of \$2,624.00 and the regular monthly bills in the amount of \$31,797.06, Loftice seconded and the motion was passed.

Blue-Cross/Blue-Shield \$6,390.78
Bridger Fabrication, LLC \$13.00
Carbon Power & Light \$5,046.15
HACH \$78.91
North Park Propane \$1,675.98
One-Call of Wyoming \$36.25
Perue Printing \$10.50
Riverside Garage \$26.05
Rocky Mountain Air Sol. \$33.40
Shively Hardware Co. \$73.96
Town of Saratoga \$7,500.00
Union Wireless \$538.98
UPRSWDD \$9,833.35
US Postal Service \$140.00

Visa \$250.18
Wy Dept of Agriculture \$25.00
Xerox Financial Services \$93.65
Xesi Document Solutions \$30.92
TOTAL \$31,797.06

PAYROLL TAXES AND LIABILITIES
AFLAC \$76.72
Workers Compensation \$409.21
WRS Deferred Comp \$300.00
WY Retirement System \$2,368.12
WY Retirement- VFD \$240.00
Unemployment Insurance \$4.86
US Treasury \$1,719.00

US Treasury \$1,855.54
Net Payroll \$12,669.51
TOTAL \$19,642.96

MANUAL/LATE BILLS
CC Treasurer \$24.00
Mitch Pantle \$75.00
M & K Rauterkus \$50.00
Good Things \$25.00
Sagebrush Senior Ctr. \$1,250.00
GE Museum \$1,200.00
TOTAL \$2,624.00

PUBLIC GUESTS

Sid Fox, Director Carbon County Planning & Zoning / Sue Jones, Carbon County Commissioner:

Director Fox and Commissioner Jones were present to update the council recent actions taken on the Green Mountain parcel that has been purchased by the owners of Brush Creek Ranch (BCR). He gave the council a brief history on the zoning action taken in 2001 which was a covenant like a deed restriction that goes with the land to the new owners. When BCR bought the parcel in June they talked about some of their plans for the parcel. They brought in planner Jim Foley from Billings, MT. They were advised in the fall that they would need to meet the conditions for a Planned Unit Development (PUD). Fox noted that they had already applied to place three yurts on the property. The building permits issued are not for guest services or commercial use. They approved the property for personal use. They and the property developer began to review the process. In December a 2nd resolution was passed by Carbon County

granting the use of the mountain for guest services for this winter for up to 30 guests. As a condition of that approval BCR has been asked to come back with a PUD sketch by May 15th. BCR had advised that they do plan to develop, but do not know the land. Carbon County does anticipate the plan by May 15th and there will be a public hearing on the matter at that time. They will be allowed limited operations in the winter of 2021 while they work on a formal plan and zone change which will require several public hearings. Commissioner Jones noted that it is an incredibly complicated process.

Mayor Salisbury stated that the council just wants to be sure that they follow the permitting rules as they are in our watershed. He asked if porta potties were currently in use and that was affirmed.

Mr. Fox continued by advising the council that an Emergency Response Plan would be a part of their requirements. Ms. Jones also noted that they would also have an agreement with the clinic and would have to have qualified ski patrol and a medical responder on site, which may also be one of their insurance requirements. It was noted that the access to their property is all from Forest Service land. They are working with the Forest Service to expand their use permit. They are also working on a stewardship plan and a possible stream enhancement, which is not a county requirement. They working with an engineer on a complicated waste water plan. It was noted that at this stage their plans are fluid and change a lot. Once their received their preliminary sketch they will know more what the plan is. Fagan-Craig asked where Public Hearings would be held. It was noted that generally, they are held in Rawlins, but it was discussed that they could possibly be held down here in the affected area. Commissioner Jones advised the council to invite BCR to a meeting and to talk with them directly. Mayor Salisbury noted that he had made several attempts to contact someone and that none of his calls had been returned.

Mayor Salisbury noted that BCR has brought a lot of people in to work which is a good thing. He asked that the county please keep us updated about their plans so that we can have input and stated that we would also like to be updated on stewardship plans. He reiterated that they should have to follow permitting rules like everyone else.

The council thanked Director Fox and Commissioner Jones for taking the time to attend the meeting and inform the council.

John Farr: Mr. Farr was not in attendance, but audience member Sandy Martin noted that he may have been planning to report on the goals for the Carbon County Economic Development Corporation which had been provided to the council in their minutes. Martin noted that it seems like new Executive Director Stephanie Lane wants to connect all of Carbon County and keep them informed.

UNFINISHED BUSINESS

Sewer Lagoon Projects: No update.

COMMITTEE REPORTS

Department of Public Works: A written report was submitted.

Planning Commission: No report.

Clerk/Treasurer- Doreen Harvey: Harvey reported the winners of the lighting contest were 1st place Mitch & Karen Pantle; 2nd place Mark & Karen Rauterkus & 3rd Place Good Things. She reported that the Dog Clinic would be February 1st as Dr. McFarland was not available in January. Mayor Salisbury noted that he and the clerk had gone to the UPRSWDD meeting to comment on consolidate billing. Harvey noted

that they had expressed their concerns about the issue and that attending the meeting seemed to be worth the effort. Mayor Salisbury noted that the billing for the town of Encampment and Riverside would be left as they are for the time being.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

NEW BUSINESS

Designation of Depositories, Newspapers and Posting Places: A list of current designations was provided to the council. Loftice moved to approve the designations as listed, Stull seconded and the motion was passed. Clerk/Treasurer Harvey read the designations for the record. Depositories were RNB State Bank, Wyoming Government Investment Fund and WYOSTAR; Newspapers: Saratoga Sun and Rawlins Daily Times and Official Posting Places as Town Hall, Post Office and Senior Center.

34th Annual Sierra Madre Winter Carnival- Prize Money \$2,720.00 / Advertising Estimate \$605.00:

Clerk/Treasurer Harvey noted that the donations were down and that the advertising would be on local radio and in the Saratoga Sun. Loftice moved to approve \$2,720.00 for prize money and the cost of the advertising, Craig seconded and the motion was passed.

Catering Permit Application for Casino Night- January 25, 2020: Clerk/Treasurer Harvey noted that she had received an application for Encampment Hospitality which is the Bear Trap. Fagan-Craig moved to approve the catering permission for the event, Loftice seconded and the motion was passed.

14th Annual Music in the Park- August 1, 2020- Selection of Band: Clerk/Treasurer Harvey advised that with Tanya Tuck being nominated for 4 Grammy's Jake Claytons tour schedule was changing and that he would not be able to play in Encampment. Fagan-Craig noted that she would like to see the band continue to be bluegrass. The council agreed to start looking for a band.

Rec Board Grant Ideas: Clerk/Treasurer Harvey noted that the application would be due in February and that the town generally writes the grant request for several things. She noted that funding had been approved for electricity and park wages but that it was significantly reduced last year. She asked if the council had any ideas to add. Fagan-Craig noted that she would like to see improvements to the bathroom situation t the park, making them more user friendly. A suggestion was made for the addition of hand dryers to get rid of the paper towels. Items will be considered for the application.

Investment Policy review and Amendment: Clerk/Treasurer Harvey noted that a line needed to be added for the most recent investments and some language allowing new investments so that the policy would not have to be revised each time. Stull moved to approve the amendments as suggested, Fagan-Craig seconded and the motion was passed.

HACH- Annual Service Contract- Water Plant Services- \$6,148.00: Clerk/Treasurer Harvey noted that the cost had increased. Craig noted that the contract was a critical thing. Craig moved to approve its renewal at the estimated cost, Loftice seconded and the motion was passed.

Carbon Power & Light- Service at Water Plant Trailer Site: Mayor Salisbury read t contract options to the council. \$30.00 a month or \$270.00 a year. Craig noted that the sight had not been used in nine years. Loftice moved to abandon the service, Stull seconded and the motion was passed.

Chem Dry-Estimate for Cleaning Chairs at Opera House and Area Rugs: Clerk/Treasurer Harvey noted that it would be done some time after Casino Night. She noted that she did not know if the carpet in the bell tower was included in the estimate, but that she would like to include it if it was not. Stull moved to approve no more than \$1,000.00 with Chem Dry for the cleaning services, Loftice seconded and the motion was passed.

Mary Martin- Letter Regarding Lights: Mary Martin submitted a letter to the council asking them to consider other options for the placement of the Christmas Lights next year. She cited that they were a part of the history in Encampment and that other options for hanging them could be found. Fagan-Craig noted that the Public Works report indicated that they did not have the proper equipment to hang them safely. She noted that may next year the town could try looking at other options with the lights if safe equipment was not available. Perhaps another truck could be located, but safety and cost were a consideration.

Police Officer Position: Mayor Salisbury stated that the council had held an executive session to conduct and interview with an application. The applicant looks good. Mayor Salisbury stated that he would like to hire the applicant as Police Chief at a salary based on \$26.00 an hour and a 40 hour a week flexible position starting February 1st. Fagan-Craig moved to hire Kevin Shue at the terms noted by the mayor, Loftice seconded and the motion was passed. Mayor Salisbury noted that Kevin Shue is a deputy for the Sheriff's Office and that hiring him will save money on training. The position is a benefitted position.

CORRESPONDENCE:

WAM, SPVCC, WYDOT, CCEDC, WBC, UPRSWDD, SCWEMS, info & newsletters via email

WY DEQ- industrial siting permit updates- via email

WY Department of Audit- Cost of Government- via email

Wyoming Retirement System- Potential for rate increase for Law Enforcement Plan-via email

Wyoming Community Development Authority Annual Report- via email

C.C.C.J.S.B.- Notice of Vacancy

With no further business, Stull moved to adjourn at 7:40 p.m., Loftice seconded and the motion was passed.

Doreen Harvey, CMC
Clerk/Treasurer

Approved: February 13, 2020



Greg Salisbury, Mayor

Attest:



Doreen Harvey, CMC, Clerk/Treasurer