

Town of Encampment
Regular Meeting
August 13, 2020
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday August 13, 2020 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Bill Craig, Shannon Fagan-Craig, Kimberly Loftice, and Gary Stull. Town personnel present were Doreen Harvey, Clerk/Treasurer; Kevin Shue, Police Chief and Martha Ralston, Deputy Clerk. Audience members were Robert C. Kelley, Sandy Martin, LeAnn Stephenson, Ron Harvey, Jon Nelson of North For Engineering, Emma Diercks from Bigfoot Radio and Dana Davis from the Saratoga Sun.

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

AGENDA

Stull moved to approve the agenda, Fagan-Craig seconded and the motion was passed.

MINUTES

Fagan-Craig moved to approve the minutes of the July 14, 2020 regular meeting as distributed, Loftice seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey reported that she had not yet received interest from WYOSTAR. Revenues are at about 10.69% of projections and expenses at 2.9%. She noted that the Town had received a distribution of 2019 Specific Purpose Tax accounting for the excess in revenue. She advised that she included a breakdown of transfers to reserves totaling \$101,900.13 in their packet. Loftice moved to approve the July 2020 financial statement, the July 2020 payroll and liabilities in the amount of \$27,930.86, ratify the manual late monthly payments in the amount of \$3,026.30 and approve the regular monthly bills in the amount of \$37,883.42, Stull seconded and the motion was passed.

Big Bale Company \$19.60
Black Mountain Software \$1,640.00
Blue-Cross/Blue-Shield \$6,390.78
Carbon Power & Light \$3,651.79
Cord's Electric \$240.00
Corkle Oil, LLC \$428.88
Evergreen Disposal \$22.50
Fagan, Shannon \$84.75
Ferguson Waterworks \$40.81
Karl's Auto Repair \$345.00
KTGA/KBDY \$480.00
M.A D. Transportation & Towing \$117.50
Perue Printing \$23.75
Posey Wagon Portable Toilet Svc. \$220.00
Riverside Garage & Cabins \$46.19
Rocky Mountain Air Solutions \$56.80
S.C.W.E.M.S. \$3,375.00
Saratoga Auto Parts \$93.48

Saratoga Sun \$133.00
Shively Hardware Co. \$846.89
Shue, Kevin \$233.19
Town of Saratoga \$7,500.00
Trading Post \$30.12
Uline \$79.30
Union Wireless \$583.94
UPRSWDD \$10,460.25
Visa \$611.90
Xerox Financial Services \$93.65
Xesi Document Solutions \$34.35
TOTAL

PAYROLL TAXES AND LIABILITIES

AFLAC \$76.72
Workers Compensation \$0.00
WY Retirement System \$2,776.60
WY Retirement- VFD \$300.00
Unemployment Insurance \$21.33
US Treasury \$2,571.28

US Treasury \$2,740.62
Net Payroll \$19,444.31
TOTAL \$27,930.86

LATE BILLS

Corkle Oil \$666.30
Rocky Mountain Fire \$360.00
Simon Says Entertainment \$2,000.00
TOTAL \$3,026.30

YEAR-END Reserve Transfers

Water Fund \$18,497.82
Sewer Fund \$19,402.31
Truck Fund \$10,000.00
Equip. Replacement Fund \$10,000.00
Fire Dept. Equip Fund \$25,000.00
GEOH Fund \$10,000.00
Park Safety Fund \$4,000.00
Cemetery Fund \$5,000.00
TOTAL \$101,900.13

PUBLIC GUESTS

There were no public guests.

UNFINISHED BUSINESS

Sewer Improvement Lagoon Projects: Mayor Salisbury inquired about the status of the screening equipment purchase for the project. Mr. Nelson noted that the RFP for the equipment is in the works. He advised that the headwork's and outlet will have a likely bid schedule in February, with May-August construction The bid for dredging will follow the first bid allowing for an August/September project.

Clerk/Treasurer Harvey reported that an initial distribution of the 2019 Specific Purpose Tax had been made and distributions should continue on a regular basis. The bond sale had been delayed and was awaiting Carbon County audit results from the 18/19 fiscal year. Bonds should hopefully be sold in October. Mr. Nelson noted that these delays were very frustrating for the bonding entities. Mayor Salisbury noted that there is still a lot of uncertainty in the economy and that he hopes things start turning around.

Police Vehicle- Additional Repairs- Vehicle Discussion: Clerk/Treasurer Harvey noted that Chief Shue purchased a fuel pump which was in the warrant register for reimbursement and that Karl's Auto had to install it. The repairs of the vehicle were \$578.19. Mayor Salisbury noted that the vehicle continues to have problems with the battery with Chief Shue noting that he had to jump the vehicle twice recently. Mayor Salisbury will talk with Karl on the electrical issue and see if adding a second battery may be the answer. Fagan-Craig noted that the council had discussed different replacement vehicles before. Discussion turned to the cost and feasibility of a variety of vehicles, amperage output being an important part of selection. Mayor Salisbury noted that Chief Shue had made a lot of phone calls on the issue. Several models were noted by cost and amperage available for equipment operation. Mayor Salisbury noted that a package should be put together and that the town has to go out to bid. Clerk/Treasurer Harvey noted that a bid award would go to the lowest responsible bidder that meets the specifications.

Fagan-Craig moved to cover the cost of the repair to the existing vehicle and to go out to bid for a replacement vehicle, Lofice seconded and the motion was passed.

MOU/for Prisoner Costs- Concerns After Executed: Clerk/Treasurer Harvey noted that the Town has received no official response to their concerns from the county. Chief Shue had received and replied to a letter from the Carbon County Sheriff's office, copies of which were distributed to council. The council will wait for an official response to their comments.

COMMITTEE REPORTS

Department of Public Works- A written report was submitted. Mayor Salisbury reported that he had spoken with Ben and that the new employee was working out well. He thanked Chief Shue for helping out Brandon with an issue while Ben was on vacation.

Clerk/Treasurer- Doreen Harvey: Harvey thanked Councilwoman Fagan-Craig for her help in taking over the Music in the Park event in her absence and to Deputy Clerk Ralston for her help at the event. Fagan-Craig noted that it was a good turnout. She estimated more than 180 at the peak of the event. She noted that the band provided good music and that they lost a little of the crowd when it rained for a little bit. Councilman Stull noted that he agreed the music was good.

ADDITIONS TO THE AGENDA

There were no additions to the agenda,

NEW BUSINESS

2019 Specific Purpose Tax \$79,523.04- Establish and Investment: Clerk/Treasurer noted that the town had received their first installment of the tax and that the tax would be classified to the sewer project at this stage. She asked the council to consider opening a WYOSTAR investment for the tax, stating that keeping the tax separate would provide better tracking and should please the department of audit. Craig questioned the statement. The clerk advised that providing the separate investment would provide another

layer of expense tracking for the transactions. Fagan-Craig moved to establish an investment with WYOSTAR for the 2019 Specific Purpose Tax revenue, Stull seconded and the motion was passed.

Mosquito Abatement-Surplus Revenue-Establish Investment: Clerk/Treasurer Harvey advised the council that there was likely to be excess revenue from the Mosquito Abatement fee for the last fiscal year. She noted that she still needed to include the wages in the calculation. She recommended establishing a WYOSTAR Investment for repair and replacement of the fogger as the last time it was an expense on the general fund. Stull moved to establish the investment, Loftice seconded and the motion was passed.

Gateway South Impact-Sample MOU- Impacts: Mayor Salisbury described the route of the transmission line. Impacts are more likely toward Medicine Bow, Wamsutter and Baggs. Mr. Nelson from North Fork Engineering advised that the council might consider the travel of contractors and workers through the community and the impact on services. Clerk/Treasurer Harvey advised that if the council wants to be a party to the permit, the deadline to have for a letter regarding the specific impact would be August 17th. She noted that the mayor would attend a virtual meeting August 25th at which the county would like the mayors to be prepared to take action on an MOU drafted identifying potential impacts. She noted the councils previous position was that there would be no significant impact and asked if the planned to change that position. Fagan-Craig noted that she did not want to miss an opportunity for funding. Craig noted that he did not foresee an impact, with Loftice agreeing noting traffic would be seasonal. Stull noted that with the short time given and no more impact than the Town was likely to have he did not see a need. After further discussion, no action was taken. The mayor will attend the meeting on behalf of Encampment and make the decision on the MOU.

EDC Interfund Loan Debt Service-GEBP net proceeds \$3,140.94: Loftice moved to transfer the net proceeds from the Grand Encampment Business Park to the EDC Loan account in service of the interfund loan, Stull seconded and the motion was passed.

Burbidge Sewer Line Issue- Request for Cost Share: Mayor Salisbury advised the council that the property owner that was rarely at the property near the fire hall had a sewer issue. He had what he thought was a sewer plugging up, but his contractor determined that his service line was not tied into the sewer main. Speculation was that there were two service lines in the vicinity and that the contractor had possibly tied into the wrong one. The project was a long time ago and the issue just started. Mayor Salisbury advised the council that he informed the owner that the Town would likely cover 50% of the cost of the \$600.00 repair rather than go through the expense of digging up the entire line. Clerk/Treasurer Harvey advised that she has left several messages trying to get a copy of the invoice, but that she has not been contacted yet. Stull moved to cover 50% of the repair cost when a copy of the invoice is received, Loftice seconded and the motion was passed.

Grand Encampment Business Park-TNT Lease Renewal: Clerk/Treasurer Harvey advised the council that the lease expires at the end of September. She noted that if the council was going to consider any changes in terms she would need to know as action would be taken next month.

Purchase of Paint for Tee Pee Burner Project: Loftice reminded the council of prior discussion about repainting of the tee pee burner and the addition of the championship years to it. She advised that art teacher Ann Pantle and students are interested in doing the project. Loftice moved to approve up to \$400.00 for the purchase of Rust-O-Leum paint and supplies for the project, Stull seconded and the motion was passed.

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CCSD#2 Rec Board Grant Contract- \$9,980.00: Clerk/Treasurer Harvey advised that the Town was awarded for everything they had asked for. Fagan-Craig moved to to approve the contract, Loftice seconded and the motion was passed.

CORRESPONDENCE:

WAM, WAMCAT, WYDOT, UPRSWDD, CCVC, CCSPTJBP, info & newsletters.

WY Industrial Siting- Rocky Mountain Power- Gateway South

FEMA- Carbon County Flood Map- Draft Documents

WYDOT STIP- Input Opportunity

Virginia Parker- Dog Issue

With no further business, Loftice moved to adjourn at 7:35 p.m., Stull seconded and the motion was passed.

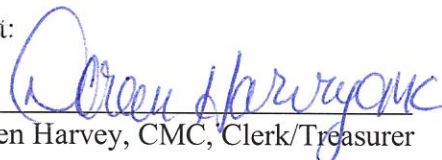
Doreen Harvey, CMC
Clerk/Treasurer

Approved: September 10, 2020



Greg Salisbury, Mayor

Attest:



Doreen Harvey, CMC, Clerk/Treasurer