

Town of Encampment
Regular Meeting
June 09, 2022
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday June 09, 2022 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Bill Craig, Shannon Fagan-Craig and Gary Stull. Town personnel present were Doreen Harvey, Clerk/Treasurer; Kevin Shue, Police Chief and Bill Acord Maintenance/Operator. Also present were Steve Reichert, Planning Commission chairman and Cory Nuhn, Fire Chief. Public Guests were Yvonne Johnson Executive Director, Carbon County Economic Development Corporation, Alex Bakken. Audience members were Stacey Finney representing The DiVide, Dean Webb, Mike Farnsworth, Terry Campbell, Mandy Moon, Mike Armstrong of the Saratoga Sun and Jon Nelson of North Fork Engineering.

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

AGENDA

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

MINUTES

Fagan-Craig moved to approve the minutes of the May 12, 2022 regular meeting and the May 23, 2022 Special Meeting as distributed, Stull seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey advised the council that WYOSTAR interest had not posted and that she was still waiting on a ban statement. She advised that at 91.63% of the budget year that revenues were at about 65.66 % and expenses were at about 40.51%. She noted that the next financial statement would reflect the budget amendment where the project numbers will be adjusted. Stull moved to approve the May 2022 financial statement, the May 2022 payroll and contracted liabilities in the amount of \$21,648.72, ratify payment to Honnen Equipment in the amount of \$152,400.00 and the regular monthly bills in the amount of \$68,349.63, Craig seconded and the motion was passed.

AD Plumbing & Heating \$1,500.00
Baggott Rocks Repair \$1,225.00
Blue-Cross/Blue-Shield \$5,152.44
Bridger Fabrication \$287.00
Carbon Power & Light \$3,372.62
Carbon Power and Light-
Misc.\$11,358.25
Corkle Oil, LLC \$1,162.00
Doggett Greenhouse \$94.75
E.S.R.I. \$1,500.00
Evergreen Disposal \$22.50
Ferguson Waterworks \$255.00
Hub Int'l Mountain States Ltd \$254.00
Karl's Auto Repair-\$130.00
Martin, Shaylee Burgess \$90.16
McMaster-Carr \$115.50

Mother Mountain Anglers \$100.00
North Fork Engineering \$15,074.58
North Park Propane \$855.81
Olde Trading Post \$100.21
One-Call of Wyoming \$6.00
Plattoga Holdings, LLC \$9,060.00
Posey Wagon Portable Toilet Svc.
\$60.00
Rocky Mountain Air Solutions \$132.00
Saratoga Auto Parts \$2,028.84
Saratoga Sun \$360.76
Shively Hardware Co. \$276.19
StopStick, Ltd. \$1,295.00
Union Wireless \$603.95
UPRSWDD \$9,307.70
Visa \$2,441.37

Xerox Financial Services \$93.65
Xesi Document Solutions \$34.35
TOTAL \$68,349.63

PAYROLL TAXES AND LIABILITIES

AFLAC \$76.72
Workers Compensation \$428.70
WY Retirement System \$2,744.78
WY Retirement- VFD \$318.75
US Treasury \$1,731.90
US Treasury \$2,096.86
Net Payroll \$14,251.01
TOTAL \$21,648.72

LATE MONTHLY BILLS

Honnen Equipment \$152,400.00

PUBLIC GUESTS

Yvonne Johnson, Executive Director, Carbon County Economic Development Corporation: Ms. Johnson thanked the mayor and council for their past support and distributed a written report of activities. She noted that there was the possibility of two projects in Encampment that could not be discussed due to confidentiality. She gave the council a verbal overview what she has been doing for the last year and a half. She noted that since August of 2020 she had traveled 25,000 miles throughout Carbon County. She also advised of a potential project in Baggs to repurpose an existing building that was gifted. It could potentially be used for an assisted care facility, ambulance facilities with possible medical services, an area upstairs for possible overnight use. It could also house a food pantry. She noted a concern had been expressed about moving of the senior center. She also noted the possibility of a small housing project IN Hanna and some urban renewal. She noted that they are also looking at doing some work with South West Off-road Trails. Ms. Johnson advised that the Start-Up Solutions program for the Economic Development Corporation may start up in September focusing on new businesses no more than two years old. She asked if the council had any additional questions. The council did not, and thanked her for taking the time to attend the meeting.

Alex Bakken: Mr. Bakken was present to advise the council that is running for Carbon County Sheriff. He advised the council that he has been a patrol deputy for five years and has worked with the department of corrections at the state penitentiary. He advised that he was attending the meeting to ask if the council meeting to see how they operate and to see if they have any concerns or needs. He noted that he would like to know what the council wants or needs from the Sheriff's Office. He advised that he would like to see better communication, engagement and interagency cooperation. He advised that he views the position as more that ticket writing and arrests. The work with other agencies like search and rescue as well. He noted that he would also like to see better countywide coverage. He noted that if a deputy was on duty for 8 hours in Rawlins, there could potentially be a rotation of that person to other areas of the county. This would allow them to learn about other areas of the county and improve response times. He also advised the council that he would like to see a better staff investment, stating that there is currently a 90% turnover rate. He noted that when a 9-1-1 call is made that people want to have a well trained and highly motivated response. He offered to answer questions for the council. Mayor Salisbury asked about response time and where deputies were located in the area. Mr. Bakken advised that there are three in Saratoga, but that most are in Rawlins. Response times depend on where the deputy is at when a call comes in. He noted that he would like to enforce a quadrant system so that all areas of the county would be served. Discussion about response scenarios continued. Mr. Bakken noted that part of the reason he is running for sheriff is that he has identified some problems and he sees it as the best way to implement change. Fire Chief and Search & Rescue member Cory Nuhn asked if deputies would be rotated through the quadrants so that they could learn those quadrants. Mr. Bakken noted that they would. The council wished Mr. Bakken luck and thanked him for taking the time to attend the meeting.

UNFINISHED BUSINESS

Sewer Lagoon Improvement Project- Update/Carbon Power & Light Contract and Easement-\$11,358.28: Clerk/Treasurer Harvey advised that the contract and easement were for the new service at the sewer lagoon. Mr. Nelson advised that it is all staked out and that there is a slight change in its placement. The other service will eventually go away. Stull moved to approve the contract and easement for the new service with Carbon Power & Light at a cost of \$11,358.28, Craig seconded and the motion was passed.

Mr. Nelson advised that at the pre-bid meeting there were six contractors present. Four were primary and two were sub-contractors. The bid opening is scheduled for June 28th. There will be time taken to allow review for errors and bid specifications for Wyoming Contractors. A Notice of Award will be prepared and a special meeting can be held to award the bid. Council agreed to hold a Special meeting Thursday June 30th at 7:00 p.m.

In other matters, Mayor Salisbury noted that there is still a section of debris at the mill site that needs to be cleaned up. The area is marked. He noted that he would like to get John Anderson or Tom James to move it. Discussion ensued about the possibility of leasing a piece of equipment with a thumb on it to move it. The clerk will be advised of the cost estimate and an email will be sent out to council with cost estimates. Craig noted that the equipment we have lease in the past has worked out well. It was noted that we have about six or seven weeks to get the matter taken care of.

Mr. Nelson also advised the council that he would be sending out Addendum #1 soon, noting that it will have the sign-in sheet and minutes from the pre-bid meeting as well as and list of the questions asked and the answers.

PUBLIC HEARING- FY2021-2022 Budget Amendment- 3rd & Final Reading: At 7:27 p.m. Mayor Salisbury opened a public hearing for the purpose of taking comment on the FY2021/2022 budget amendment. Clerk/Treasurer Harvey advised that there were revenues and expenses totaling \$1,647,429.99. She noted that she had removed some of the project estimates and added the grader purchase. Hearing no public comment, the hearing was closed. Stull moved to approve the 3rd & final reading of the of the FY2021/2022 Budget as presented, Fagan-Craig seconded and the motion was passed.

PUBLIC HEARING-FY2022/2023 Budget Ordinance- 3rd & Final Reading: At 7:29 p.m. Mayor Salisbury opened a public hearing for the purpose of taking comment on the FY2022/2023 budget. Clerk/Treasurer Harvey advised that there were revenues and expenditures of \$2,498,233.97 including projects and grants. She noted that the Water Department budget was tight and that expenses would need to be watched and evaluated at mid-year due to increasing costs. Craig moved to approve the 3rd & Final reading of the FY2022/2023 budget as presented, Fagan-Craig seconded and the motion was passed.

Planning Commission Letters of Interest- Appointment for Two 3-Year Terms: Clerk/Treasurer Harvey noted that there were three letters of interest included in their packets. Ros Herring, Stas Banach and Dale Davis. Fagan-Craig moved to appoint Dale Davis and Stas Banach, Stull seconded and the motion was passed.

COMMITTEE REPORTS

Police Department- Chief Shue: A written Report was submitted.

Planning Commission: Minutes of Previous Minutes were submitted.

Department of Public Works: A written Report was submitted.

Clerk/Treasurer- Doreen Harvey: Harvey advised that she had transfers that needed to be done to cover recent expenses. General Fund Reserve \$75,000.00; Equipment fund \$77,400.00 for purchase of the grader; \$4,572.85 General Fund for ARPA expense; \$1,295.00 from Impact Fund for Stop Sticks and 13,492.54 from 2009 Specific Purpose Tax for project match. Craig moved to approve the transfers as presented, Stull seconded and the motion was passed. In other matters, Harvey noted that she neglected to ask the council about the community yard sale the last month and advised that she had gone ahead and placed the advertisement for the event which will be August 6th, the same day as the community BBQ. She asked the council if they would like to give permission for her to purchase and be reimbursed for some of the non-perishable items for the BBQ so they would be covered in this year's budget. Fagan Craig moved to allow the clerk to purchase and be reimbursed for BBQ Supplies, Stull seconded and the motion was passed. She also noted that Mosquito spraying would begin on Monday June 13th.

Cemetery: Councilman Stull advised that Koye Gilbert has been working hard at the Grand Encampment Cemetery and that it is really looking good. He advised that he was working with historian Nancy Anderson to try and come up with an old plat map. He noted that neither Carbon County nor the State Historical Society had any information. There are lots of unmarked graves. Mayor Salisbury noted that there were also a couple of other unmarked graves on the road to the lagoon. Stull also noted that Vonda Wieberg was going to repair one of the damaged stones. The council agreed that Koye Gilbert had done a fantastic job on his project. Clerk/Treasurer Harvey asked that Koye be reminded to submit his receipts for reimbursement before the end of June.

ADDITIONS TO THE AGENDA

Purchase of Aerator Motor- \$937.10: Stull moved to approve the purchase of an aerator motor for the sewer lagoon at an estimated cost of \$937.10 plus freight, Craig seconded and the motion was passed.

Ignition Issue- 2012 Dodge: Maintenance/Operator Acord advised that the truck was having a key switch failure and needed to be taken to a dealer. Clerk/Treasurer Harvey noted that Karl from Karl's Auto had advised the part was over \$600.00 plus labor and new keys would be \$100.00 each. Craig moved to approve up to \$1,500.00 for the repair, Fagan-Crag seconded and the motion was passed.

Request for Street Closure for 4th of July Event: Stacey Finney was present representing The DiVide. Craig noted that he had read the request and wondered if a half block would be sufficient, closing Emerson from the alley to the highway. Ms. Finney advised that they were going to do a big community event with live music in support of Alex Bakken running for Sheriff. There is a potential the kitchen will be closed at that time but that they had a provision for the outside BBQ with the use of the Lions Club grill. Liquor would be served inside. When the BBQ goes down they will still be serving pizzas inside. She noted that the band would play until 8:00 p.m. Fire Chief Cory Nuhn advised that the fire department rarely uses Emerson for response. Finney noted that the barricades would be easily moved if there was a need. With no further discussion Crag moved to pass resolution #2004-04 allowing the closure of Emerson Blvd between Freeman Avenue and McCaffrey Avenue, Stull seconded and the motion was passed.

NEW BUSINESS

Seasonal Employee- Ratify Decision to Hire Hayden Crow- \$12.00/Hour: Harvey noted that an email had been sent to council to hire Crowe when it was determined that one of the other applicants had

taken a different job. Fagan-Craig moved to ratify the hiring of Hayden Crow at \$12.00 an hour, Stull seconded and the motion was passed.

Leach Field at Water Plant: Maintenance/Operator Acord noted that they would need a permit to repair it. He advised he does not know if he will need a percolation test. Engineer Jon Nelson advised he would make a call on Monday to find out. The project will likely to be to dig up the leach field and replace the infiltrators. They will let the council know what they find out.

Platte Valley Arts Council- Memorandum of Understanding for Public Art: The memorandum defines the roles as they relate to the public art projects. Fagan-Craig moved to approve the memorandum as presented, Stull seconded and the motion was passed.

Estimate for Carpet in Police department Office- Green Mtn. Customs \$832.00: Chief Shue noted that the flooring in his office is school type tile that he currently has the excess carpet squares loose laid on the floor. Mayor Salisbury advised that he would like to see it be the same type of commercial carpet as the rest of the building. Chief Shue assured him that it would be and clarified that he was just seeking to do the inner office. Stull moved to approve \$832.00 for carpeting as requested, Fagan-Craig seconded and the motion was passed.

Letter of Resignation Planning Commission- Advertise Vacancy for Remainder of Term: Clerk/Treasurer Harvey noted that the term would expire in June of 2023. Fagan-Craig moved to advertise for letters of interest in filling he remainder of the vacant term, Craig seconded and the motion was passed.

Sample Ad for Restroom Project: Councilwoman Fagan-Craig advised the council that the project would be described the same as before, leaving the urinal in the men's room. The project would be slated for late fall or early spring. Craig moved to advertise for proposals for the upgrade to the bathrooms in Grand View Park, Stull seconded and the motion was passed.

Carbon County Visitors Council Grant Contract- \$500.00: Fagan-Craig moved to approve the contract for the music in the park event, Crag seconded and the motion was passed.

Maintenance/Operator Position: Mayor Salisbury advised that they had toured Trevor Vorn through the water plant and went through the operations of the plant. Clerk/Treasurer Harvey advised that Mr. Vorn had stopped in the office and indicated that if hired he could start June 20th. She advised that a wage would need to be set if they chose to hire him because there would be payroll before the next council meeting. Mayor Salisbury suggested \$17.50 an hour. Craig moved to hire Trevor Vorn at a rate of \$17.50 an hour, Stull seconded and the motion was passed.

Fourth of July Fireworks: Clerk/Treasurer Harvey noted that the council spent \$2,000.00 last year and that the usually pay Doug Russell \$150.00 for his crew to light them off. She noted that when she contacted Doug Russell that he noted that Mother Mountain Anglers would be helping him this year so that they might take over the duty in the future. Stull moved to approve \$2,000.00 for Fireworks and \$150.00 to Doug Russell for the Fourth of July Fireworks, Craig seconded and the motion was passed.

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CORRESPONDENCE:

WAM, CCVC, CCEDC, CCSPTJPB, UPRSWDD, SCWEMS, CCCOG, info & newsletters via email

US Treasury- ARPA SLSRF- Via email

WYDOT- Advise of Federal Programs- via email

Wyoming DEQ- Advise of Boswell Windfarm Amendment- via email

Senior Center-Thank you

Adrienne Wagnon- Thank you

With no further business, Craig moved to adjourn at 7:48 p.m., Fagan-Craig seconded and the motion was passed.

Doreen Harvey, CMC


Clerk/Treasurer

Approved: July 14, 2022

Attest:



Doreen Harvey, CMC, Clerk/Treasurer



Greg Salisbury, Mayor