

Town of Encampment
Regular Meeting
July 14, 2022
7:30 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday July 14, 2022 at 7:30 p.m. with Mayor Greg Salisbury presiding. Council members present were Stas Banach, Bill Craig, Shannon Fagan-Craig and Gary Stull. Town personnel present were Doreen Harvey, Clerk/Treasurer; Kevin Shue, Police Chief; Bill Acord Maintenance/Operator. Also present was Planning Commission Chairman Steve Reichert. Public Guests were Penny Layman, Encampment representative to SCWEMS and Dan Jago of the Sierra Madre Water & Sewer Joint Powers Board. Audience members were Jon Nelson of North Fork Engineering and Dana Davis of the Saratoga Sun.

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

AGENDA

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

MINUTES

Stull moved to approve the minutes of the June 9th, 2022 regular meeting and the June 30th special meeting as distributed, Fagan-Craig seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey advised the council that WYOSTAR interest had not posted yet and that she was working on an outside reconciliation with councilman Stull. She advised that at 100% of the budget year revenues were at about 99.69% and expenses were at 58.95% of the budget as amended. Craig moved to approve the June 2022 financial statement, the June 2022 payroll and contracted liabilities in the amount of \$29,417.45, late monthly bills in the amount of \$10,166.21 and the regular monthly bills in the amount of \$39,537.35, Stull seconded and the motion was passed.

4 Rivers Equipment \$469.22
Big Bale Company \$131.48
Blue-Cross/Blue-Shield \$5,152.44
Carbon County Economic Dev. Corp.
\$250.00
Carbon Power & Light \$3,073.62
CNA Surety \$362.50
Corkle Oil, LLC \$2,881.25
Encampment Petty Cash \$11.65
Evergreen Disposal \$22.50
Grainger, Inc \$1,137.83
HACH \$85.69
IDEXX Laboratories \$63.57
Madison House, LLC \$1,500.00
McMaster-Carr \$109.85
North Park Propane \$358.00
Olde Trading Post \$9.98
One-Call of Wyoming \$10.50
Perue Printing \$41.25
Posey Wagon Portable Toilet Svc.
\$120.00

Rocky Mountain Air Solutions \$136.00
Rocky Mountain Fire Systems \$360.00
S.C.W.E.M.S. \$3,375.00
Saratoga Sun \$966.63
Shively Hardware Co. \$306.87
Sifford, Heidi \$300.00
Town of Saratoga \$7,500.00
Uline \$373.54
Union Wireless \$590.71
UPRSWDD \$8,653.00
Visa \$463.55
WAM \$590.00
Xerox Financial Services \$93.65
Xesi Document Solutions \$37.07
TOTAL \$39,537.35

PAYROLL TAXES AND LIABILITIES
AFLAC \$76.72
Dearborn Life Ins. Co \$49.50
Dearborn Life Ins. Co \$13.20
Workers Compensation \$572.37

WY Retirement System \$3,079.69
WY Retirement- VFD \$318.75
US Treasury \$2,462.04
US Treasury \$2,743.60
Net Payroll \$20,101.58
TOTAL \$29,417.45

LATE MONTHLY BILLS
Bandit Fireworks \$2,000.00
BDO \$3,895.00
Corkle Oil \$484.30
Doggett Greenhouse \$516.00
Harvey, Doreen \$573.43
McMaster-Carr \$34.19
Riverside Garage \$262.86
Russell, Doug \$150.00
Thatcher Chemical \$2,250.43
TOTAL \$10,166.21

PUBLIC GUESTS

Penny Layman-SCWEMS- Resolution #2022-06: Mrs. Layman was present to present a resolution for a WyoLink grant that will be at 100% with no money needed from Encampment. She also asked if the council would consider reappointing her to the SCWEMS board. Banach asked if the radios replaced would work with the improvements on the towers in Saratoga or outside. Mrs. Layman replied that they will work and that Director Stayton Mosbey is applying to get the funding so that all will work together. Stull moved to approve Resolution #2022-06 authorizing SCWEMS to apply for a WyoLink grant, Banach seconded and the motion was passed. Banach moved to reappoint Mrs. Layman a representative of Encampment to the SCWEMS board, Fagan-Craig seconded and the motion was passed. The council thanked her for her service, stating that she was doing a great job.

Dan Jago- Emergency Water Connection Use: Mr. Jago as Chair of the Sierra Madre Water & Sewer Joint Powers Board was present to update the council on their tank rehab project scheduled for September 12th-23rd. He presented them information on average use over the past few years. He noted that they estimate use of approximately 610,000 gallons of water. He asked what the council would charge for the use. Craig asked to confirm that Riverside would be entirely on Encampment's water system for that period and what the revenue for the board would be during that time. Mr. Jago confirmed that the board charges about \$40 per 5,000 gallons. It was noted that Encampment would be able to charge on actual meter if they chose and that there was a provision in the agreement to charge our post per 1,000 gallons which is currently about \$2.25. Craig advised that this will be a good test of this system and that this is what it was put in for. It is good for both communities to use it. Mayor Salisbury clarified that it would not be hard for us to provide Riverside with the water. Mr. Jago noted that their clerk can advise residents that restrictions may be in effect if it is excessively hot and dry or if there is a fire. Mayor Salisbury stated that he saw no harm or damage to the town to allow the use of the system at no charge. Mr. Jago advised that the board would reciprocate in the future. Councilman Banach disagreed advising that he would like a fair and equitable fee charged. Stull noted that donation of the use would be the neighborly thing to do. Stull moved to allow the use of the emergency water connection by the Town of Riverside at no cost, Craig seconded and the motion was passed with Banach in opposition.

UNFINISHED BUSINESS

Sewer Lagoon Improvement Project: Mayor Salisbury advised the council that before they discuss sewer lagoon alternatives, he did not want any numbers discussed at this time. He noted that the council did not accept any of the bids that came in because they were exceptionally high. Mr. Nelson noted that after the meeting last week there needed to be discussion on how to move forward. He noted that the ARPA grant discussed at the meeting has been opened and has a deadline of August 12th. He encouraged the council to allow him to submit a grant for 100% of cost, with no match and no need to repay as there would be if the other funding was modified. Secondly, he encouraged the council to have a conversation about scope and cost savings, stating his thoughts about plan review prior to going out to bid in effort to find cost savings and do value engineering. The council could choose to engage a contractor or another engineering firm for plan review. He advised that it would likely be two days of his effort and two days of the clerks' effort to put the application together. Discussion ensued about possible approaches to the project itself and funding options. Craig asked Mr. Nelson if he thought the ARPA funding was the best bet. Mayor Salisbury expressed his adamant disapproval of an application for ARPA money stating that it is not really free money, everyone pays

for it. Craig asked Maintenance/Operator Acord how bad DEQ was getting on us. Acord advised that we have not have a violation so far. Mayor Salisbury again expressed that his concern was paying for an unnecessarily excessive high cost on the project, being gouged on the cost. Craig agreed, but stated that he did not know where else to turn. There are several projects in the county using grants Discussion again turned to possible approaches to the project before it goes out to bid again. Banach noted that he thinks the town should pursue the grant. Stull asked if the town applied for the grant if they would be obligated to take it if something changed. Mr. Nelson stated "no". They would be presented with contracts if approved.

Stull moved to apply for an ARPA grant, Fagan-Craig seconded and the motion was passed with Mayor Salisbury voting no. Craig noted that the town just needs a place to start, he is sick of grants too, but it is a place to start. Banach noted that they could pursue it and still consider all of the mayors' ideas and perhaps excess funding could be carried forward to the next part of the project. Broken out with options and line items. Mr. Nelson noted that the funding must be expended by December 31, 2024.

Mr. Nelson noted that a resolution of the governing body to apply for the grant would be necessary. The application is due August 12th. He asked the council if they would like to make a motion to sign the resolution tonight or if they want to present it at the August 11 meeting. Council agreed that they saw no reason to wait. Fagan-Craig moved to approve the resolution to apply for the ARPA funding as recommended by the engineer, Stull seconded and the motion was passed with Mayor Salisbury opposing.

Planning Commission Letters of Interest- Remaining Term Expiring June 30, 2022: Clerk/Treasurer Harvey noted that they had one letter of interest from Maintenance/Operator Bill Acord. Councilman Craig advised that it is nice for the planning commission to have someone who knows water and sewer information on the board. He noted that as an employee he served on it for a long time. Craig moved to appoint Maintenance/Operator Bill Acord to the Planning Commission, Fagan-Craig seconded and the motion was passed. Mr. Craig advised Acord not to burn himself out.

COMMITTEE REPORTS

Police Department, Kevin Shue, Chief: A written report was submitted.

Planning Commission: No report.

Department of Public Works: Maintenance/Operator Acord advised that there are four properties where the meter pits are in the driveway. He noted that they do make a concrete ring to protect the meter pit. He asked the council who would be responsible to pay for it, the resident or the town. Craig noted that people plowing snow need have insurance and that if they damage something, they need to pay for it. He noted that where the meter is may not have been a driveway initially. Mayor Salisbury noted that some put their driveway in later. Maintenance /Operator Acord noted that they cannot prove who hit the meter in question. Banach stated the opinion that Maintenance/Operator Acord could let the council know the cost of the rings, replace it and if it happens again the owner is responsible.

Councilman Stull asked about the pile of debris behind the teepee burner at the Greenhouse. Maintenance/Operator Acord advised that it does belong to the greenhouse. Stull noted that it needs to be moved onto their parcel in his opinion.

In other matters Mayor Salisbury asked about raking out the volleyball pit. Acord advised that it is beyond raking but that they can till and turn it over to get it fixed.

ADDITIONS TO THE AGENDA

Jones-Simpkins- Letter of Engagement for audit \$11,950.00: Clerk/Treasurer Harvey noted that BDO had not been responsive to communication. She noted that she had a lengthy conversation with Jones-Simpkins who is still willing to honor their original estimate of \$11,950.00. An audit is required. Stull moved to approve the audit at \$11,950.00, Craig seconded and the motion was passed.

NEW BUSINESS

Advertising for August 6th Music in the Park-KTGA/KBDY \$520.00: Clerk/Treasurer Harvey advised that \$500.00 of the advertising would be covered by the Carbon County Visitors Council grant. Banach moved to approve the advertising as presented, Fagan-Craig seconded and the motion was passed.

Purchase of Food for BBQ: Clerk/Treasurer Harvey advised that there has been a \$300.00 donation toward the event. She noted that the perishable food for the event cost about \$900.00 last year. She noted that with cost increases it could be between \$1,200.00 and \$1,500.00 this year. Stull moved to spend up to \$1,500.00 on food for the Community BBQ, Fagan-Craig seconded and the motion was passed.

Ratify Purchase of Grass Seed- Doggett Greenhouse \$516.00: It was noted that the cost was significantly more than in the past causing it to be over the spending limit. The seed is used in the cemetery and all over according to Maintenance/Operator Acord. Craig moved to ratify the purchase, Fagan-Craig seconded and the motion was passed.

WYOLINK-WYDOT Funding Opportunity- \$55,845.60: Chief Shue noted that it was the same grant as SCWEMS and was 100% non-matching funding. It will also provide 12 portable, ruggedized radios for fire that are weather resistant and can be handled with gloves. He noted that the next line item on the agenda for the radio antennae & supplies for \$1,051.70 is actually part of the request, not a separate request. The council agreed to combine the requests. Fagan-Craig moved to approve the grant request, Stull seconded and the motion was passed with Mayor Salisbury voting no.

Galls- Purchase of Entry Tools- Estimate- \$610.30: Chief Shue noted that the request was for a backpack with a door breaching kit so that he would be able to get into the school or a building if the doors were locked. It includes 12-pound hammer, halogen tool and bolt cutters. Stull moved to approve the expense, Craig seconded and the motion was passed.

Gift of Emergency Siren: Clerk/Treasurer Harvey advised that a gentleman donated an item that he stated was an emergency siren comparable to that in the town of Saratoga. She noted that the council's practice had been to discuss items donated before accepting. It was noted that the town of Encampment has a siren that can be cranked manually, but that the timer was broken. The siren used

to go off a noon every day. It can also be used in other emergencies. Discussion ensued about the siren whether or not to accept the donation. Banach moved to accept the donation and let the fire department make further decisions, Fagan-Craig seconded and the motion was passed.

SCWEMS Representative Term Expiration- Reappoint Penny Layman: It was noted that action for this item was already taken under the Public Guest section of the agenda. The council reiterated that she is doing a great job.

Political Signs: Clerk/Treasurer Harvey noted that there had been a number of complaints about political signs showing up adjacent to properties. She provided the council with information from other agencies and noted that the only thing in the Town of Encampment ordinance was that they needed to be removed 5 days after the election. The information was provided in case the council wanted to make any changes to the ordinances. Craig advised that as long as the signs were removed 5 days after the election, he was fine with things as they are. The council agreed.

Catering Permit- White Dog Liquors- August 26th - 27th- Opera House: Banach moved to approve a catering permit for the privately hosted event, Fagan-Craig seconded and the motion was passed.

Lien for Delinquent Utilities- Block 94 lots 3 & 4: Clerk/Treasurer Harvey noted that the account meets the criteria and that a lien needs to be placed. Craig moved to place a property lien on block 94 lots 3 & 4, Fagan-Craig seconded and the motion was passed.

Year End Transfers to Reserves: Clerk/Treasurer Harvey presented a list of recommended transfers based on past practices. Stull moved to approve the transfer of \$26,437.63 to the Water Fund; \$20,333.76 to the Sewer Fund; \$10,000.00 to the Truck Fund; \$10,000.00 to the Equipment Replacement Fund; \$5,000.00 to the Fire Department Equipment Fund; \$10,000.00 to the Grand Encampment Opera House Fund; \$4,000.00 to the Park Safety Fund; \$5,000.00 to the Cemetery Fund; \$8,192.23 to the ERVFD Fund; \$337,033.10 of ARPA funding to the General Fund Reserve for tracking; Grand Encampment Business Park Proceeds of \$8,206.60 to the EDC Loan Fund Debt Service and \$12,500.58 to the Mosquito Abatement fund, Craig seconded and the motion was passed.

CORRESPONDENCE:

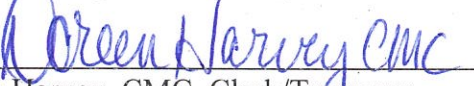
WAM, CCVC, CCEDC, CCSPTJPB, UPRSWDD, SCWEMS, CCEMA, WAM info & newsletters via email
DEQ-Power Company of Wyoming-Choke Cherry Amendment
Office of the Governor-ARPA Distribution Notice
Office State Lands & Investments-Intent to Adopt Rules
Thatcher Chemical- Excise Tax Notice
Rachel Swanson-Thank You
Carbon County Emergency Management- Officials Workshop


With no further business, Craig moved to adjourn at 7:45 p.m., Banach seconded and the motion was passed.

Doreen Harvey, CMC
Clerk/Treasurer

Approved: August 11, 2022

Attest:


Doreen Harvey, CMC, Clerk/Treasurer


Greg Salisbury, Mayor