

Town of Encampment
Regular Meeting
September 08, 2022
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday September 08, 2022 at 7:00 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 Zane Jacobsen of Doggett Greenhouse. Also present were Dan Jago of the Sierra Madre Water & Sewer Joint Powers Board, Jerry & Sara Dickinson, Thomas James, of TNT Forest Products, Duane Allen, Dustin Sconyers, Jon Nelson of North Fork Engineering and Virginia Parker 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 additions, Banach seconded and the motion was passed.

MINUTES

Stull moved to approve the minutes of the August 11 2022 regular 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 She advised that at 16.66% of the budget year revenues were at about 11.91% and expenses were at 5.56%. Craig moved to approve the August 2022 financial statement, the August 2022 payroll and contracted liabilities in the amount of \$28,851.68, late monthly bills in the amount of \$1,967.33 and the regular monthly bills in the amount of \$37,797.92, Stull seconded and the motion was passed.

4 Rivers Equipment \$727.09
Acord, William \$124.06
Blue-Cross/Blue-Shield \$5,888.61
Carbon Power & Light \$3,173.72
Corkle Oil, LLC \$458.71
Encampment/Riverside Lions Club \$20.00
Energy Laboratories Inc. \$341.50
Evergreen Disposal \$22.50
Fagan, Shannon- \$48.69
Green Mountain Customs \$2,460.00
McMaster-Carr \$76.06
Motorola Solutions, Inc \$473.78
Municipal Treatment Equip. \$394.84
North Fork Engineering \$5,106.23
North Park Propane \$161.10
Office Depot \$49.26
Olde Trading Post \$1,144.74

One-Call of Wyoming \$12.00
Posey Wagon Portable Toilet Svc. \$120.00
Quill Corp \$165.32
Radar Shop, Inc \$91.00
Rawlins Times \$139.50
Richard George Logging, Inc \$810.00
Rocky Mountain Air Solutions \$136.00
Saratoga Auto Parts \$87.08
Saratoga Sun \$261.50
Shively Hardware Co. \$638.06
Team Lab \$1,621.25
UPRSWDD \$12,349.75
US Postal Service \$288.80
Visa \$331.77
WAMCAT \$75.00
TOTAL \$37,797.72
PAYROLL TAXES AND LIABILITIES

AFLAC \$76.72
Dearborn Life Ins. Co \$0.00
Workers Compensation \$596.12
WY Retirement System \$3,485.69
WY Retirement- VFD \$300.00
US Treasury \$2,516.82
US Treasury \$2,581.56
Net Payroll \$19,294.77
TOTAL \$28,851.68

LATE MONTHLY BILLS
Corkle Oil, LLC \$559.50
Energy Lab \$114.50
Filmtec Corporation \$1,224.33
Visa \$32.00
Saratoga Sun \$37.00
TOTAL \$1,967.33

PUBLIC GUESTS

Penny Layman-SCWEMS- Request for Resolution #2022-09/#2022-10: Ms. Layman was present to advise the council of two grant proposals being considered for ambulance purchases. Resolution #2022-09 for an application to the SLIB Mineral Royalties Grant program and Resolution #2022-10 for an application to the USDA Emergency Health Care grant program were presented for approval by the council. Ms. Layman advised that a preemptive order for ambulances today could take two years to fulfill. She described some of the features that would be a part of the vehicles which would be at the estimated cost of \$290,000.00 each with SCWEMS paying 50% of the south-end ambulance. She noted that the selling of the other ambulance had brought in \$20,000.00 which was more than expected. Questions from an audience member prompted discussion on the shortage of local EMT's. Ms. Layman noted that there was not a lot of interest in the area and that the time commitment to train and maintain certification was a huge issue.

The council thanked Ms. Layman for taking the time to attend the meeting. The council later returned to this topic with Fagan-Craig moving to approve Resolutions #2022-09 & #2022-10 in support of the grant applications for new ambulances for SCWEMS, Stull seconded and the motion was passed.

Zane Jacobsen- Doggett Greenhouse: Mr. Jacobsen noted that he had taken over the Greenhouse last June and had not had time to come and open communications with the council. He noted that this fall he will be repairing existing buildings and that he has put in time and effort to maintain barns and doors which were in rough shape. One came off this summer and it took three people four hours to get it put back on. He noted he recently got a permit to build a new greenhouse and is trying to make the area look nice and represent the community. He advised that his industry was doing well with supplies. He noted that overall, they were doing well. He asked of the Town could do anything to help out going forward. Discussion turned to the entrance to their parcel and he asked about reshaping asking if Grand Avenue were going to be opened. He wanted to go forward with landscaping and signage. He did not want to do anything until Grand Avenue was where the town wanted it to be. He noted having spoke with Bill Acord recently and Mayor Salisbury a few years ago. Mayor Salisbury noted that the problem is drainage. He noted that Second Street had been worked on extensively, but drainage remained an issue. He also noted that WYDOT would need to be part of the discussion about the approach. Councilman Craig noted that they had tried to install a 24" culvert there in the past to meet state requirements, but it had to be pulled out. Mr. Jacobsen noted that they were asking as lessor whose responsibility it was. Discussion about the need for a cut to the grade at the entrance ensued. Craig noted that entrance below has a culvert. Jacobsen reiterated that he would like to see Grand Avenue opened and asked if public works could help with dirt work. Mayor Salisbury advised that it would be best if he talked directly with Maintenance/Operator Acord. If he is not sure about something he can come to the council or speak with councilman Craig.

In other matters, Clerk/Treasurer Harvey noted that some type of instrument, either resolution or a new lease at the existing terms would need to be completed to officially place the parcels leased in Zane and Maura Jacobsen's names. A draft of the existing terms will be sent to the Jacobsen's for review.

Dan Jago- Emergency Water Connection Use: He was present to thank the council for allowing the emergency tie-in during their tank project. He noted that they were finished and that it went very smooth. Emergency Management Coordinator Lenny Layman had provided radios, Jon Nelson had provided coordination and that the Town crew was very helpful. He advised the council that as long

as he is on the Sierra Madre Water and Sewer Joint Powers Board, they will reciprocate. Councilman Craig noted that the connection has more than paid for itself.

Duane Allen: Mr. Allen advised the council that he has a shop in Walden and one in Hanna and that he has not toured this mill site, but he would like to express his interest in it. He noted that a mill near Kremmling has shut down and that another mill is not in operation. He noted the possibility of a post and pole mill and was looking to a possible partnership with Rick Leonard. He noted that he would have 6-10 employees at all times. He noted that he has dreams and ambitions and is looking for opportunities. Banach asked if he could put something together in the way of a business plan by October. Mr. Allen noted that he would need to look at operations here. Mayor Salisbury noted that he would need to have the permission of the current tenant to enter the site. Fagan-Craig noted that there is also an application packet for the Business Park.

Thomas James- TNT Forest Products: Mayor Salisbury brought this agenda item to the Public Guest portion of the meeting since the mill site was being discussed and Mr. James was present. A short report had been received from Tyrone Konecky on mill site activities. He reminded the council that when the mill site was turned over to Thompson Logging that it was a push button operation. The electrical repairs were a huge issue and the town had put up the money for those repairs. He noted that they continue to find problem after problem. He noted that he is giving it every effort and has also spent \$25,000 just trying to make it run again. He asked if the council had received any photos. The clerk advised that she had not. He noted that he is not bailing out, he has never asked for a dime and is still trying to make it run. He noted that he has 37 years of experience which is his pride and joy. It is a prime location, people want to come, but he is not giving up on his dream. Banach expressed his opinion that he would like to see a presentation and advised that he thought it was fair to see a proposal of how it is different this year for last year. Mr. James reiterated that the last tenant had a turn key operation and that his intent is to leave it better, reiterating that he has a \$25,000.00 investment. He noted that he does have a couple of employees and that he is trying to make the compressor work, which runs the whole operation. Clerk/Treasurer Harvey noted that the lease expires September 30th but that the terms of the lease require 60-days be given if they intend to sever the lease. Mayor Salisbury noted that Mr. James has been working hard and that he and the Town have a lot of money invested in the site. He noted that he felt it would be fair to extend the lease by two months allowing everyone an opportunity. Banach moved to extend the lease to November 30th, allow proposals from both individuals with a decision to be made in December, Craig seconded and the motion was passed. Mr. James affirmed that he would allow Mr. Allen to look at the site.

UNFINISHED BUSINESS

Sewer Lagoon Improvement Project: Town Engineer Nelson noted that there was not much to update. There were over 200 applications for the ARPA funding. He thinks that Encampment will score well. He asked the council if they were interested in a workshop or reevaluating the plans, cutting unnecessary things from the project. It noted that it would behoove the council to be ready to go. He also noted that it could take time to discuss changes in scope. Banach questioned the most recent invoices asking for more detail, breakdown by day and task. Mr. Nelson noted that their time is not tracked like an attorney and that he would think in the long run it would cost the town more money for him to try and do it that way. He also noted that not everything he does for the Town shows up on an invoice. Banach noted that he is a penny pincher and that he does not want to make a motion, he just

has concerns. He specifically noted mileage to Cheyenne to deliver the grant application. Mr. Nelson noted this belief that it was smart to do and not wasted effort.

Gerald & Linda Dickinson- Planning Commission Permit referral- 822 McCaffrey Ave.: Mr. Dickinson was present to express his concern that the council had seen fit to overturn his building permit in its entirety after his offer to the planning commission to remove the portion that was affected by the variance. Mayor Salisbury noted that he met with Mr. Dickinson and that the variance was only about one foot six inches. No other portion of the project was close to the property boundary. Discussion ensued to what was parallel to the street and the removal of a tree. Comments were made about the dirt pile on the McCaffrey side of the property and notation was made that a rock pile had already been moved. Maintenance/Operator Acord noted that prior staff had been concerned about erosion and noted that they intend to widen Eighth Street. Dickinson approached the council to discuss a diagram of his intent. Nothing will be extended any further into the street. The ramp is still within the property boundary. Discussion was also held noting the prior Planning Commission members having accepted the boundary as presented. Stull moved to approve the extension along Eighth Street and reinstated the Planning Commissions approval of the remainder of the project, which was unanimous, Craig seconded and the motion was passed. Clerk/Treasurer Harvey asked for a roll call vote because everyone was speaking at once. Planning Commission chair Reichert noted that Mr. Dickinson was not able to provide property pins. Banach noted that he thought the property should be surveyed. Craig noted that he was absent last month, but that he also believed survey stakes should be located. An audience member noted that he had to tear down and rebuild a fence due to the issue. Fagan-Craig noted that she held her position. Craig noted that he appreciated the input, action had been taken and they should move on.

New Round of ARPA Direct Funding- \$37,033.10- Allocate Use: Clerk/Treasurer Harvey noted that she had provided some information to council on allowed use of the funding. She noted that she would like to see the council designate it to the sewer project which would allow the freeing up of remaining 2009 Specific Purpose Tax funding which could also be used for water. Stull moved to designate the \$37,033.10 ARPA direct funding to sewer, Banach seconded and the motion was passed.

COMMITTEE REPORTS

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

Planning Commission: Minutes of most recent meeting were provided.

Department of Public Works: A written report was submitted.

Clerk/Treasurer- Doreen Harvey: Harvey asked the council permission to transfer \$542.70 from the 2009 Specific Purpose Tax to cover the match for the site clean up for the sewer project. Fagan-Craig moved to approve the transfer as requested, Craig seconded and the motion was passed.

Recreation Department: Clerk/Treasurer Harvey noted that a grant had been written to the Carbon County Visitors Council for help with funding the 36th Annual Sierra Madre Winter Carnival. She noted that Alyx Munson had indicate that she was willing to continue as Winter Carnival Chair. It was noted that more organization and more meetings and an earlier poster had been discussed.

Harvey noted that in the past the town had allowed up to 40 hours at \$16.00 an hour, the deputy clerk wage, for help with the event. Fagan-Craig moved to approve Alyx Munson to be used as chair for the event at that rate with the understanding that more organization was needed than the prior year, Stull seconded and the motion was passed.

ADDITIONS TO THE AGENDA

The additions were all handled under the public guest section of the agenda.

NEW BUSINESS

Public Works Purchases – Ferguson \$1,708.88 plus freight & Big Bale \$555.78 for tires:

Maintenance/Operator Acord noted that the items from Ferguson were for tap installs and the tires were the two front tires for the utility Dodge. Craig moved to approve the purchases, Fagan-Craig seconded and the motion was passed.

Rec Board Grant Contract- \$8,000.00: Fagan-Craig moved to approve the contract for the CCSD#2 Rec Board Grant, Craig seconded and the motion was passed. Clerk/Treasurer Harvey noted that the grant includes electricity, park wages and funds toward Music in the Park.

TNT Forest Products-Lease renewal and Discussion- Expiration 09/30/2022: This item was handled under the public guest section of the agenda.

Annual F-66 Financial Report- Council Review: Clerk/Treasurer Harvey noted that she had sent the information to the council a few weeks back for review. The report is due by September 30th. Council members Fagan-Craig and Stull noted that they had reviewed the report and had no questions or concerns about it. The remaining council agreed. Fagan-Craig moved to approve the report and have the clerk submit it to the state, Stull seconded and the motion was passed.

ERVFD Fund- Fire Prevention & Safety Supplies- up to \$1,300.00: Clerk/Treasurer and Fire Department Secretary Harvey advised that the department normally asks for \$1,000.00 for these purchases, but that due to cost increases on everything it may be as much as \$1,300.00. She noted that the Fire Department will be as frugal as they can be. Fagan-Craig moved to allow the expense of up to \$1,300.00 for the purchase of Fire Prevention and Safety Education supplies, Craig seconded and the motion was passed.

Purchase of a Pallet of Snow Melt- Estimate \$559.60 for 40 50-pound bags: Stull moved to approve the purchase of a pallet of snow melt at the estimated cost of \$559.60 please freight, Craig seconded and the motion was passed.

Fairbanks Scale Inspection- Issue with Electric Component: Maintenance/Operator Acord noted that they have no idea what the cost for repair is and advised that they are awaiting a call from a technician. It may be a load cell. Councilman Craig advised that one time that Fairbanks Scales had come to the town for repair and that he remembers it costing over \$11,000. Clerk/Treasurer Harvey advised that the inspector comes annually as the scale is licensed to the town. Lessor Thomas James noted from the audience his concern that he had not been contacted when that inspection took place. He noted that he has weighed eight trucks on it and that it has been working fine. Clerk/Treasurer Harvey noted that it was her fault that Mr. James had not been contacted. The scale is inspected every year and it had not occurred to her or Maintenance/Operator Acord to contact Mr. James since the

Town owns the scale. The mill occupants had not been contacted in the past. The council instructed staff to communicate with the tenant in the future. No action was taken on the matter, pending more information.

CORRESPONDENCE:

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

Willard & Associates, PC

Penny Walters- Class Reunion Thank you

FEMA Region 8 Flood Risk Update

Intuit/QuickBooks- Per Month increase

Wyoming Community Foundation

Grand Encampment Museum- Thank You

USDA Forest Service- LaVA plan update- Banach advised that this update does reflect activity in the watershed where the town has concerns. He noted that it would be a good thing to attend.

Clerk/Treasurer Harvy advised that she tried to look at the layers on their map, but was unsuccessful.

With no further business, Craig moved to adjourn at 8:15 p.m., Banach seconded and the motion was passed.

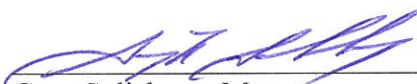
Doreen Harvey, CMC
Clerk/Treasurer

Approved: October 13, 2022

Attest:



Doreen Harvey, CMC, Clerk/Treasurer



Greg Salisbury, Mayor