

Town of Encampment
Regular Meeting
January 09, 2025
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday January 09, 2025 at 7:00 p.m. with Mayor Shannon Fagan presiding. Council members present were Susan Munson and Steve Reichert. Town personnel present were Doreen Harvey, Clerk/Treasurer; Kevin Shue, Police Chief; Bill Acord, Public Works Supervisor and Martha Ralston, Deputy Clerk. Public Guests were Peggy Huntley, representing area Pickleball players. Also present were Debbie Riker and grandkids, Ronda Martin, Dana McCreary, Marcia and Jarrod Chellman, Zornitza and William Werner, Howard and Ruth Spenny, Leland and Georgetta Bolleter, Judy Wilder, Stacey Wilder, Ted Benedict, Julie & George Davis, Bob and Ros Herring, Traci Schneider, Keith Schricker from the Carbon County Comet and Jon Nelson of North Fork Engineering.

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

OATH OF OFFICE

Mayor Fagan administered the oath of office to incoming council member Susan Munson.

AGENDA

Munson moved to approve the agenda with the addition, Reichert seconded and the motion was passed.

MINUTES

Munson moved to approve the minutes of the December 12, 2024 regular with the typos corrected, Reichert seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey noted that WyoStar interest had not posted yet. At 50% of the budget year, revenues were at about 52.06% of budget and expenses were at 27.37%. Munson moved to approve the December 2024 financial statement, the December 2024 payroll and contracted liabilities in the amount of \$28,317.47, late monthly bills in the amount of \$373.77 and the regular monthly bills in the amount of \$46,005.89, Reichert seconded and the motion was passed.

Blue-Cross/Blue-Shield of WY \$6,861.46	Sikes, Melisa \$330.00	Workers Compensation \$508.63
Bridger Fabrication \$210.00	Union Wireless \$505.35	WY Retirement System \$3,703.87
Buffington, Dusty \$264.60	UPRSWDD \$10,932.00	WY Retirement- VFD \$318.75
Carbon County Clerk \$1,071.54	US Postal Service \$482.00	US Treasury \$2,432.82
Carbon Power & Light \$5,441.82	Visa \$395.43	US Treasury \$2,485.16
Corkle Oil, LLC \$2,077.70	Vorn, Trevor \$514.79	Net Payroll \$18,792.96
Erickson and Roberts \$330.00	WY Office of State Lands & Inv. \$2,500.00	TOTAL \$28,317.47
Holiday Inn- Riverton \$440.00	Xerox Financial Services \$91.75	LATE BILLS
Martin, Joy \$42.00	Xesi Document Solutions \$30.00	RNB State Bank \$148.77
North Fork Engineering \$9,261.60	TOTAL \$46,005.89	Ted Benedict \$100.00
Riverside Garage & Cabins \$237.45	PAYROLL & CONTRACTED	Dave & Joan Javernick \$75.00
Rocky Mtn Air Solutions \$144.40	LIABILITIES	Mark & Karen Rauterkus \$50.00
SCWEMS \$3,842.00	AFLAC \$75.28	TOTAL \$373.77

PUBLIC GUESTS

Peggy Huntley- Pickleball: Ms. Huntley and a large number of pickleball fans were present to discuss the pickleball court with the council. She noted that a 501c3 has been formed. She noted that 16-18 people were playing on a regular basis. She asked about the possibility of a wind

barrier around the court, lighting upgrades, resurfacing of the court and having it painted correctly. She thanked the town for the trash can and sand bags the prior year. She noted that all of the people present at the meeting were to show that there was interest in the sport. Mayor Fagan noted that current CCSD#2 Rec Board funding might cover some of the costs, as well as future grant funding that they could apply for as a 501c3. She advised that they contact the CCSD#2 Rec Board and talk to them about a change in the purpose for any funding they might already have before they spend it differently. Public Works Supervisor noted that the lighting was not an issue. He could be able to take care of that this spring with some wiring upgrades and LED bulbs if he could figure out how to get a lift into the court. Ms. Huntley noted that morning classes in the summer had also brought participation of some guests staying at the RV Park. It was noted that the ground is uneven in the area and that there is a crack in the court. Options such as either tearing it out, re-slabbing, resurfacing or having matting installed over the surface were discussed. It was noted that the court is nearly 40 years old. Mayor Fagan noted that there were grant options such as Wyoming Outdoor Recreation and others that the group might consider. Mayor Fagan noted that the group would need to research the options for the upgrades. Ms. Riker and Mr. Chellman each spoke on behalf of generational use from grandparents to grand kids, the social aspect of it, the value of being able to use the game as exercise, for health and well-being and its value to the community for tourism and as a destination. It was noted that it would be beneficial to the Town of have a quality court. It was also noted that the group has been playing for two years and has been trying to get others involved by posting on social media and noted that is a free club. Mayor Fagan thanked the group for taking the time to attend noting that it is impressive what they have done so far. She noted that they might also consider talking to the Visitors Council about signage. The council thanked the group for coming.

UNFINISHED BUSINESS

Sewer Lagoon Project- Phase 2- Update: Mr. Nelson noted that the Town is now in the Bid Phase of the project. The bidders list has 32 contacts, they have had 13 requests for plans plus sub-vendor bid requests. He noted that it is a strong initial response to the project. The pre-bid meeting will be January 16th at 1:00 p.m. He advised that there would be about an hour of that meeting at the Town Hall, then a tour of the site with opportunity for further questions. The bid deadline is February 6th at 3:00 p.m. at the Town Hall office, either in-person or electronically. Bids will be opened and listed, then taken to the engineer's office to be qualified. The award will take place publicly at the February 13th council meeting. In other matters, Mr. Nelson noted that the State Lands and Investments Intended Use Plan is open for update and due January 31st. He expressed the opinion that the Town should not need to update it at this time. The update would come when they decide what portion of the sewer project or the perma-strand line project are discussed. The SLIB Board does not want the survey completed if we do not intend to apply in the next fiscal year.

Sewer Lagoon Project Phase 2- Office of SLIB- CW#210 loan contract \$500,000.00 with origination fee of \$2,500.00: Reichert moved to sign the contract for the \$500,000.00 loan and pay the \$2,500.00 origination fee, Munson seconded and the motion was passed.

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COMMITTEE REPORTS

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

Planning Commission: Minutes of the previous minutes were submitted.

Department of Public Works: A written report was submitted.

Clerk/Treasurer- Doreen Harvey, CMC: A written report was submitted. Clerk/Treasurer Harvey noted that she had on the agenda.

Recreation/Cemetery/Parks: A written update from Sierra Madre Winter Carnival Chair Alyx Munson was given to council. The event is January 24th & 25th and volunteers are needed.

Fire Department: No report.

Carbon County Council of Governments: No update.

Watershed Protection Committee: No update.

UPRSWDD Operators Report: Munson noted that the meeting had been cancelled, so there was no report. She thanked the clerk for forwarding the cancellation email because she had not received it directly.

ADDITIONS TO THE AGENDA

The addition to the agenda was overlooked and will be entered as an agenda item at the next meeting.

NEW BUSINESS

PUBLIC HEARING for the purpose of taking comment on Absaroka Owl, LLC-Leland Bolleter-Conditional Use Permit Application for RV site in existing mobile home park: At 7:28 p.m. Mayor Fagan opened a Public Hearing for the purpose of taking public comment on the Conditional Use Permit application. Hearing no comment, the public hearing was closed. Mayor Fagan asked the council if they had anything they wanted to discuss on the issue. Councilman and Planning Commission Chairman Reichert noted at the Planning Commission meeting he had voted to deny the permit because it does not fit into the zoning ordinance. Munson agreed that the application does not fit into the ordinances. Reichert expressed his concern that if an RV site was allowed, they would be requested all over town. The clerk was asked if a motion was necessary to decline the application. She noted that since the Planning Commission had recommended its approval, she would prefer a motion be taken. Reichert moved to deny the application based on it violating existing ordinances, Munson seconded and the motion was passed. Mayor Fagan asked the audience if anyone had any questions. Bob Herring stated that the Planning Commission had recommended to approve the application and stated that the use was in place before. Munson noted that the site is a mobile home park, not an RV park. Reichert

noted that there is a difference between the two. Mr. Herring noted that he has seen high value Recreational Vehicles and low value mobile homes. Reichert noted that he based his decisions on the ordinances. Munson also noted that the decision to recommend made by the Planning Commission was a split decision. Mr. Bolleter noted that he was seeking this for Stacy Wilder so that she could help her aging parents. He alluded to an RV in use in Encampment already with electricity and sewer to it, but did not specify who or where. The council noted that they were not aware of one. Mr. Bolleter noted that he was trying to run a small business in town. Mayor Fagan noted that use is not allowed and that it is the councils duty to uphold the ordinances.

Repurchase of Taps-\$4,300.00 if Conditional Use Permit in Item #1 is approved: This item was not needed as the permit in item #1 was declined.

Annual Designation of Depositories, Newspaper and Posting Places: Clerk/Treasurer Harvey provided the council with a list of current designations noting that the Town had received a request from the Bank of Commerce and from the Carbon County Comet to be designated if the council wanted to make any changes. Munson moved to leave the designations as is, Reichert seconded and the motion was passed. The designations are RNB State Bank, Wyoming Government Investment Fund and the WyoSTAR State Treasury Investment fund as financial institutions; the Saratoga Sun as the official newspaper and the Town Hall, Post Office and Encampment Riverside Branch Library as official posting places.

702 Freeman Avenue- Stand Pipe/for 2" Service- Damages: Public Works Supervisor Acord advised the council that a contractor had run over the stand pipe in November or December and the water leak just surfaced. He noted that the pipe in the ground was schedule 40 PVC, which it should not be. He advised them that the cost for repairs for parts and labor was \$1,013.30. He advised that the contractor was aware of the issue. Reichert moved to bill the contractor for the damage, Munson seconded and the motion was passed.

38th Annual Sierra Madre Winter Carnival-Radio Advertising-CCVC Grant- \$528.00: Clerk/Treasurer Harvey advised that the expense would be covered by grant, but was over her spending limit. Reichert moved to approve the radio advertisements with KTGA/KBDY as presented, Munson seconded and the motion was passed.

38th Annual Sierra Madre Winter Carnival- Prize Money- \$3,095.00: Clerk/Treasurer Harvey reported that the prizes were covered by a combination of the Carbon County Visitors Council grant and local donations. Munson moved to approve the Sierra Madre Winter Carnival prize money in the amount of \$3,095.00, Reichert seconded and the motion was passed.

38th Annual Sierra Madre Winter Carnival-Resolution #2025-01- Street Closures for Sixth Street Sprint and Resolution #2025-02- Street Closures for Human Saucer Bowling and Sled events: Munson moved to approve Resolutions #2025-01 and #2025-02 for the street closures associated with the 38th Annual Sierra Madre Winter Carnival events, Reichert seconded and the motion was passed.

Catering Permit- 307 Pub & Grub, LLC-Casino Night-January 25th-Opera House: Munson moved to approve the application for the Catering Permit for Casino Night held January 25th at the Opera House, Reichert seconded and the motion was passed.

Saratoga Platte Valley Chamber Annual Award Nominations: The council agreed to allow the mayor to handle the nominations with input by the clerk.

Rec Board Grant Ideas- Application Due February 15th: Clerk/Treasurer Harvey noted that she had written the grant in the past for power, park maintenance and Music in the Park as a way to serve the most people with the funds. She asked the council to let her know if there was anything else they want to consider.

Wyoming Association of Municipal Clerks & Treasurers (WAMCAT) Virtual Conference- Up to \$369.00: Clerk/Treasurer Harvey noted that she and Deputy Clerk Ralston had discussed registering for some of the courses and would be discussing the matter. Munson noted that she like the idea of virtual courses. Reichert moved to approve up to \$369.00 for the WAMCAT virtual conference, Munson seconded and the motion was passed.

CORRESPONDENCE:

**CCEDC, CCSPTJPB; SCWEMS, SPVCC, UPRSWDD; WAM, WARWS, WBC, WYDOT
info and news letters**

USFS-LaVa Information-via email

State Lands and Investments Intended Use Plan-Deadline January 31, 2024

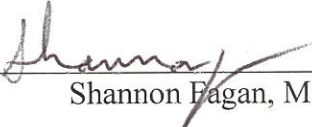
RNB State Bank Application for Public Funds

Saratoga Sun-request to continue as official newspaper

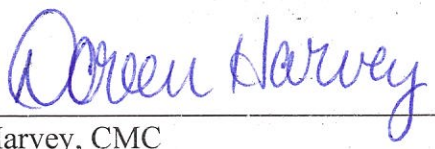
With no further business, Munson moved to adjourn at 7:45 p.m., Reichert seconded and the motion was passed.

Doreen Harvey, CMC
Clerk/Treasurer

Approved: February 13, 2025



Shannon Eagan, Mayor

Attest: 

Doreen Harvey, CMC
Clerk/Treasurer