Town of Encampment
Regular Meeting
September 10, 2026
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday September 10, 2026 at 7:00 p.m. with Mayor Shannon Fagan presiding. Council members present were Stas Banach, Ashley McKinney, Susan Munson and Steve Reichert. Town personnel present were Doreen Harvey, Clerk/Treasurer; Zachary Fall, Police Chief; Bill Acord, Public Works Supervisor and Clinton Blake, Maintenance Operator. Also present were Ted Benedict and Shelli Ward of the Planning Commission. Public Guests were Nicole and Jonathan Edwards and Agnes Deckard. Audience members were Jim McKinney, Gary Stull, Wyatt Craig and Jon Nelson of North Fork Engineering.

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

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

MINUTES
McKinney moved to approve the minutes of the August 13, 2026 regular meeting and the August 20, 2026 workshop as presented, Munson seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS
Clerk/Treasurer Harvey noted that WYOSTAR interest had not posted yet. She reported that at 16.66% of budget revenues were at approximately 11.07% and expenses were at 8.08% of the budget. Reichert moved to approve the August 2026 financial statement, the August 2026 payroll and contracted liabilities in the amount of $27,909.26, late monthly bills in the amount of $12,037.99 and the regular monthly bills in the amount of $59,589.72, Munson seconded and the motion was passed.

AT&T Mobility $42.54
Blue-Cross/Blue-Shield of WY $10,087.81
Carbon County Comet $198.00
Carbon Power & Light $3,677.29
Erickson and Roberts, LLC $420.25
Evergreen Disposal $22.50
Grainger, Inc $109.60
Little America $268.00
McMaster-Carr $148.79
North Fork Engineering $33,905.00
Olde Trading Post, LLC $58.54
PEAC Solutions $91.75
Posey Wagon Portable Toilet SVC $520.00
Quill Corp $90.96
Riverside Garage & Cabins $228.72
Rocky Mtn Air Solutions $164.32
Sunrise Sanitation $25.00
Union Wireless $528.13
UPRSWDD $8,276.00
Visa $159.00
Wyoming Analytical Laboratories $159.00
Wyoming Machinery Co. $378.52
Xesi Document Solutions $30.00
TOTAL $59,589.72

PAYROLL & CONTRACTED LIABILITIES
AFLAC $75.28
WY Workers Compensation $721.77
WY Unemployment Insurance $22.16
WY Retirement System $4,069.41
WY Retirement- VFD $318.75
US Treasury $2,510.72
US Treasury $2,543.62
Net Payroll $17,647.55
TOTAL $27,909.26

LATE BILLS
Corkie Oil $2,013.97
Energy Labs $2,510.00
HACH $7,486.02
RNB State Bank $28.00
TOTAL $12,037.99

PUBLIC GUESTS
Jonathan and Nicole Edwards: Mr. Edwards introduced himself and his wife to the council noting that he was born and raised here and has been back for five years. He advised the council that he is considering the purchase of the E&H Building. He advised he has some friends that want to open a grocery store and that the liquor store would remain in the current owner's name and eventually transfer to Andrew and Victoria Scholl. He also noted that it was a long-term goal to reopen the Sugar Bowl as a place for kids to hang out and a meeting space. Ultimately, he would also like to make some residences in the top floor with some relatively affordable housing. Mayor Fagan thanked them for taking the time to update the council and asked them to keep the council informed on his progress. Banach noted that they would love to see it all happen. Mr. Edwards noted that his wife wants to be involved together, and that they are here for the town. The council expressed their excitement for the project.

Agnes Deckard- Block 198 & 199 Fence Permit: Ms. Deckard noted that she and her husband had purchased land that has no water or official roads on it. They are seeking a permit to fence it as pasture for their animals. They had

presented an agreement with their application for the fence to the Planning Commission, asking permission to fence the alleys and a short section of unopened street. She indicated that they would be willing to change the agreement if needed. Concern was expressed that it made sense for the applicant, but that it was setting a precedence. Banach noted that the agreement did specify that they would remove and relocate the fence at their cost. The area is way out on the edge of town. Discussion ensued. Munson noted that 17.44.340 prohibits fences constructed on public property such as streets and alleys. Mayor Fagan noted that having the property grazed would provide extra fire mitigation. Munson noted that she remembers a request being denied and finally allowed with gates on all alley and street access points. Munson questioned why the Planning Commission took a contingent motion to allow the fence. It was noted that other property owners on the edges of town have fences for livestock. The council agreed to work on the agreement to add gates on the streets and alley entrances and have it presented to the attorney for consideration. Banach questioned how they would get water. Ms. Deckard noted that they would haul it. The matter will be presented to the attorney. Clerk/Treasurer Harvey advised that she would need proof of ownership for the property as well. Banach moved to approve the permit contingent on attorney review McKinney seconded and the motion was passed with Munson and Reichert voting no.

UNFINISHED BUSINESS

Water & Sewer Master Plan-Jon Nelson, North Fork Engineering: Mr. Nelson presented a draft of the plan to the council and asked that they review it before the workshop to see if anything needs to be addressed. He advised that it is comprehensive and complete. The workshop will be held September 23rd at 6:00 p.m. Mr. Nelson noted that he will need to know how many bound copies will be needed. He also advised that he thinks that the project will come in under budget as well.

Discussion of Emergency Water Connection-Update: Mr. Nelson noted that after the last meeting an RFP was put out for procurement of the equipment. He has a couple of interested parties already. Cogent Municipal Treatment out of Denver and Advanced Pump and Equipment our of Casper. The pre-bid meeting will be held September 22nd at 2:00 p.m. starting at the town hall then proceeding to the site. The bid opening will be October 8th at 5:00 p.m. It will be with the pump as the Base Bid and the chemical treatment pump as an Alternate Bid.

Sewer Lagoon Operational Improvements: Mr. Nelson noted that the operational updates were completed August 25th. DPW Supervisor Acord is happy with the work and it was noted that electrician found a couple of other items that were taken care of. The warranty period for the project will expire in October. A decision was made that Mr. Nelson, DPW Supervisor Acord and Mayor Fagan will do a walk-through the facility and that any others are welcome to attend to provide fresh eyes. They will schedule the walkthrough and let the council know.

2028 Sanitary Sewer Rehabilitation Project- CWSRF Application / Resolution #2026-08 to Submit Application: Mayor Fagan noted that in the workshop that preceded the meeting the council had narrowed their choice to item G in the matrix of funding options. It would be to apply for the full $1,500,000.00 loan with zero match declared up front. Munson moved to approve Resolution #2026-08 for the submission of an application to the State Loan and Investment Board in the amount of $1,500,000.00 and allow Mayor Fagan to execute all related documents, Banach seconded and the motion was passed. Mr. Nelson noted that the scope of the project was established with the task order at the last meeting. There would need to be a public hearing to present information about the project and funding source to the public. The council agreed to publish the meeting to be held at 6:00 p.m. on October 8th.

Short-Term Rental Issue-Next Steps: Reichert moved to hold another joint workshop on Weds. October 28th to discuss definitions and continue with the short-term rental issue, McKinney seconded and the motion was passed.

Planting Memorial Trees in Park-Update if any: No contact has been made. The matter will be removed from the agenda for the time being.

Replacement of Gazebo at Opera House: The Garden Club will help the Town by looking into the costs of gazebo kits and freight.

Fire Department- Impact Funding- Bid for Compressor System- $51,159.11: Harvey noted one bid had been received after the publications. The compressor needed was pretty specific at 5500 psi and was used to refill SCBA. She noted that Impact Funding had been budgeted for the project. She advised that she also had a grant application pending for a possible $10,000.00 in funding. She advised that she would also see if she could get the bidder to come down to $50,000.00 for their bid. The current compressor system only pushes 2200 psi and is non-compliant. She commented that the fire personnel need to have good air to breathe. Banach moved to accept the bid from Curtis Tools at the cost of $51,159.11, Munson seconded and the motion was passed.

COMMITTEE REPORTS

Police Department: A written report was submitted.
Fire Department: No report
Planning Commission: Minutes of their recent meeting were distributed.
Department of Public Works: A written report was submitted.
Clerk/Treasurer- Doreen Harvey: A written report was submitted. Harvey noted her items were on the agenda.
Recreation/Cemetery/Parks: Clerk/Treasurer noted that she is still looking for a Winter Carnival Chairperson. Munson noted to keep it on Facebook.
Carbon County Council of Governments: Mayor Fagan noted that the next meeting is in Elk Mountain on September 16th at 6:00p.m.
Watershed Protection Committee: Mayor Fagan noted that sampling is still ongoing and that it has been phenomenal. We are on the third year of the project.
UPRSWDD Operators Report: A written report was submitted.

ADDITION TO AGENDA

CPR Class for Employees: Mayor Fagan noted that she had someone that would provide the class for free for those that need it including employees, council and fire department. The only cost would be for the card. Munson moved to approve the CPR Class, Banach seconded and the motion was passed. Mayor Fagan will get possible dates for the class together.

NEW BUSINESS

Police Department- Ratify Permission for Purchase of Vest $1,283.01: Clerk/Treasurer Harvey advised that she had sought preliminary approval for the purchase in order to get the item ordered. Reichert moved to ratify the decision to purchase the vest for Chief Fall, McKinney seconded and the motion was passed.

Work Study Agreement Between Town and Encampment K-12 School- Ratify Agreement: DPW Supervisor Acord noted that the agreement has been signed and that we are awaiting the schools' signatures. Munson moved to ratify the Works Study Agreement with Encampment K-12 School, Reichert seconded and the motion was passed.

Wyoming Department of Audit Annual F-66 Report- Review: Clerk/Treasurer Harvey noted that she had sent the draft report and year-end financial information to the council for review. She asked the council if they had any questions on the report. Munson moved to allow the clerk to submit the report as reviewed, Banach seconded and the motion was passed.

Department of Public Works Culvert Requests: DPW Supervisor Acord noted that Mr. Wagy had asked for the Towns help in installing some culverts at various points adjacent to his property. Munson noted that the area is in a wetland and that the Army Corp of Engineers would be required to review the placement, and that she is not in favor of the Town doing it. Part is on private land and part is on public land. McKinney noted that she also agreed that those that govern the wetland need to give their permission and that it is on Mr. Wagy to prove that he as obtained it. No action was taken.

Department of Public Works Request for Irrigation Extensions: DPW Supervisor Acord noted several different requests for the extension of irrigation to their properties. Mr. Wagy at approximately 450' at a cost of about $2,000.00; a second group in blocks 118 & 119 for new homes with a material and cost split amongst property owners and the final extension to cover Harmony Park which is currently irrigated with treated water. It would include sprinklers for the park at an estimated cost of $2,400.00. Reichert noted that those in Block 118 & 119 wanted irrigation extended, but did not want the street opened. There would need to be an agreement that all property owners were willing to share the cost. The estimated cost would be $6,400.00, a portion of which would be recovered. The council noted that they wanted to wait on the first two extensions until more was known. Banach moved to approve the extension of the irrigation to Harmony Park at an estimated cost of $2,400.00, Reichert seconded and the motion was passed. Clerk/Treasurer Harvey noted that it would be considered a park improvement and that there would be general maintenance or park funds that could be used to help cover the cost.

Department of Public Works- Purchase of Marking Paint and Chemicals $923.56 plus freight: DPW Supervisor Acord noted that it was for paint for One-Call locates and chemicals for everyday testing. Reichert moved to approve the purchase of the paint and chemical at a cost of $923.56 plus freight, Munson seconded and the motion was passed.

WARWS Conference- Rock Springs- September 29th & 30th: DPW Supervisor Acord noted that the tuition for the conference was free. Reichert moved to approve one night lodging, meals and expenses for one person to attend the conference, Munson seconded and the motion was passed.

OTHER MATTERS

Audience member Jim McKinney extended his thanks to whoever had bladed the streets. DPW Supervisor Acord noted that he was awaiting cutting edges to continue the work. He also asked about an excavation going on. Acord noted that it was a broken valve box. Councilman Banach noted that the leak at the senior center has nothing definitive located yet. He noted that if the county refused to pay the bill the council would need to discuss the matter. He would like to see them work the issue out first.

CORRESPONDENCE:

CCSPTJPB; SCWEMS; CCEDC; CCEMA; CCVC/DCC; SPVCC; UPRSWDD; WAM; WARWS; WBC; WYDOT; info and newsletters via email
USDA Forest Service- LaVA updates- via email
WAM Energy Lease Program-via email
CCEDC- Thank you
Sierra Madre Muzzle Loaders-Thank you
Local Government Liability Pool- Request for Board Nominations
Karen Kutak- Information on Carbon County Visitors Council Actions

With no further business, McKinney moved to adjourn at 8:07p.m., Banach seconded and the motion was passed.

Doreen Harvey, CMC
Clerk/Treasurer

Approved: October 08, 2026

Shannon Fagan, Mayor

Attest: Doreen Harvey

Doreen Harvey, CMC
Clerk/Treasurer