Town of Encampment
Regular Meeting
October 08, 2026
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday October 08, 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; Clinton Blake and Trevor Vorn, Maintenance Operators and Martha Ralston, Deputy Clerk. Also present were Ted Benedict and Shelli Ward of the Planning Commission. Public Guests were Hunter and Agnes Deckard. Audience members were Eric Russell, Bob & Ros Herring, Jim McKinney, Wyatt Craig, Sue Christensen, Scott Ward, Josh Wood of the Saratoga Sun, Dana Davis of the Carbon County Comet and Jon Nelson of North Fork Engineering.

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

AGENDA

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

MINUTES

Munson moved to approve the minutes of the September 10th workshop and regular meeting and the September 23, 2026 workshop as presented, Banach seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey noted that WYOSTAR interest had not posted yet and that with the early meeting date there would be late bills. She reported that at 25% of budget revenues were at approximately 18.3% and expenses were at 11.24% of the budget. Munson moved to approve the September 2026 financial statement, the September 2026 payroll and contracted liabilities in the amount of $29,363.98, late monthly bills in the amount of $4,509.56 and the regular monthly bills in the amount of $64,661.06, McKinney seconded and the motion was passed.

American West Construction $5,800.00
AT&T Mobility $41.54
Blake, Clinton $290.72
Blue-Cross/Blue-Shield of WY $10,087.81
Corkle Oil, LLC $989.07
Evergreen Disposal $22.50
Galls, LLC $30.90
Grainger, Inc $1,384.93
Jones-Simkins, CPA $9,105.00
Motorola Solutions, Inc $887.00
North Fork Engineering $16,410.95
North Park Propane $396.50
Olde Trading Post $70.81
PEAC Solutions $91.75
Quill Corp $104.27
Rocky Mtn Air Solutions $164.32
Rocky Mtn Print Solutions $644.25
Saratoga Sun $380.00
SCWEMS $4,294.00
Sunrise Sanitation $25.00
Uline $134.84
Union Wireless $528.13
UPRSWDD $10,408.80
US Postal Service $458.00
USA BlueBook $215.80
Visa $1,664.17
Xesi Document Solutions $30.00
TOTAL $64,661.06

PAYROLL & CONTRACTED LIABILITIES
AFLAC $75.28
WY Workers Compensation $711.10
WY Unemployment Insurance $61.62
WY Retirement System $4,249.61
WY Retirement- VFD $318.75
US Treasury $2,564.48
US Treasury $2,763.62
Net Payroll $18,619.52
TOTAL $29,363.98

LATE BILLS
Black Mountain Software $3,325.04
Brooklyn Batteryworks $111.80
Dearborn Life Ins. $49.50
One-Call of WY $11.55
Saratoga Sun $80.00
USA Blue Book $924.10
Wyoming Machinery $7.57
TOTAL $4,509.56

PUBLIC GUESTS

Hunter and Agnes Deckard: Mr. Deckard asked the council what could be done to move his fence permit application forward. Mayor Fagan reminded him that the council had approved moving forward with the attorney review. The attorney was not in favor of the agreement as it was presented and advised it would be simpler to have him draft it if the council decided to move forward against the ordinance. Banach noted that for him it is simple and as basic as gates and that the access to the streets and alleys is unencumbered. McKinney advised that she was not sure that the attorney was the way to go at the last meeting and that she has had a change of heart. Mr. Deckard noted that he would be happy to pay any attorney fees. Munson noted that she was not for it initially, the ordinance says not to do it, and that it is not the money. McKinney noted that she was taking back her words on the fencing of the alley and street. Mr. Deckard asked about other fences in town. He was advised that they were grandfathered issues. Munson noted that at last meeting they

were waiting for an opinion from the attorney and that if the council pushes forward it will go against the ordinance. Planning Commission member Benedict noted that the people were trying to do the right thing and that to change things it would be hypocritical. He advised that in his opinion it was agricultural land and that he did not see what was different from the Bromley property. Mayor Fagan asked the council if they would like to move forward and have the attorney draft the agreement. Munson stated "no" and McKinney advised that she was saying "no" to going to the attorney. Audience member Bob Herring noted that Bromley was stipulated to have gates. He suggested that the Town could rent the street as pasture. It was noted that the Central Park Pasture was owned by the Town. Jim McKinney noted that notice could be provided, such as 30-days to remove the fence. Munson noted that the use would still have to be approved because the street and alley cannot be fenced. Mayor Fagan asked the council if they wanted to have the attorney draft an agreement. Banach moved to have the attorney draft the agreement. The motion died, due to lack of a second. Mayor Fagan asked the council if they wanted to move forward with a recommended action. Banach noted that he was in favor of the fence with gates. Munson stated that it was setting a bad precedence. McKinney agreed with Munson. Audience member Wyatt Craig noted that some owners had been required to tear things down when the council was going by the book. His thought was to follow the ordinance or change it. Reichert noted that he believes in private property rights and that he disagrees with doing it because it is an unpopulated area, the fence should be built on their property. He noted that he would be in favor if it if he does not fence the street. McKinney reiterated that she is not against the fence but that it has to follow ordinance. Council members discussed allowing the applicant to fence both blocks, but not the street. Mayor Fagan clarified that the council just did not want to fence the street. The council reached the consensus that there could be two pastures with the alleys gated. Clerk/Treasurer Harvey noted that the agreement presented to the attorney would need to be modified and that an indemnification clause would need to be added. Reichert moved to approve the application to fence two separate pastures with gates in the alleys, Banach seconded and the motion was passed with Munson voting nay, McKinney voting Nay and Mayor Fagan breaking the tie with a yes vote. The council instructed the clerk to modify the agreement and present it to the council for review.

UNFINISHED BUSINESS

Water & Sewer Master Plan-Jon Nelson, North Fork Engineering: Mr. Nelson advised that the update to the plan was complete. He provided four copies and a digital copy to the Town Hall. He noted that the project would be $2,750.00 under budget. The original task order was for $129,500.00. He noted that he would prepare a task order for the closeout of the project only if the council needed it. He thanked town personnel for all their help during the project and for help keeping it under budget. Mayor Fagan noted that it was a good project. Mr. Nelson noted that it worked well in using the information for the new sewer project.

Discussion of Emergency Water Connection-Update: Mr. Nelson noted that the bid opening for the procurement of the equipment had taken place at 5:00 p.m. A summary of unofficial bid results noting both base bids and alternates was presented to the council. He noted that there were marked cost differences in the methods of chlorination. He advised that there are decisions to be made, but not at this meeting. He needs to qualify the bids. He noted that depending on decisions one or more bids may be under budget. One was clearly over budget. He noted that he would have concise information at the next meeting. Audience member Jim McKinney asked why the water would need to be chlorinated. Mayor Fagan noted that there were two different systems and the chlorination coming into our system was not enough. We have more pipe and there is more contact in our system which increases the standards. We are looking at options. DEQ does not require it for a limited duration, the option is ours. Mr. Nelson reiterated that the town would have options in the bids.

Sewer Lagoon Operational Improvements: Mr. Nelson reported that the Phase 2 walkthrough went well. Some touchup paint was all that is needed. Everything was great. The discharge cell is coming out great. The operational improvements were made and are helping. He noted that Mayor Fagan and Councilman Banach attended the walkthrough. Banach noted that it is a nice-looking pond and its doing what it's supposed to do.

Banach moved to approve the payment for the improvements in the authorized amount of $5,800.00, Munson seconded and the motion was passed.

2027/2028 Sanitary Sewer Rehabilitation Project: Mr. Nelson noted that the project was the subject of the Public Meeting held earlier. He noted that the application had been submitted and that he was waiting on the environmental clearance letters and should have them to DEQ by next week. Their meeting is not until April. He noted that the council had visited about a task order on the project in August but they did not have a scope at that time. They had agreed to move forward at that time. Now there is a broader scope for the task order. He presented it to the council. Banach moved to approve the task order in the amount of $236,000.00, McKinney seconded and the motion was passed.

Sewer Lagoon Phase 1 Issue: Mr. Nelson noted that there was a valve in the 2023 project that was noticed during the walkthrough that has a stress crack in it. The valve is out of warranty. The valve met specifications when it was installed. He noted that he was seeking a quote on the replacement of the valve and the addition of a flange. He will get a quote and the council can look at options. Discussion ensued about the warranty with Nelson advising that the warranty was limited to workmanship. Additional warranties may be available on projects for significantly additional costs. Banach noted that what he saw was that unforeseen stress would be eliminated by a flange. Public Works Supervisor Acord noted that the valve is only opened once a year. It was noted that the pipe is what was specified for the use. More information will be avaialbe at the next meeting.

Short-Term Rental Issue-Next Steps: Mayor Fagan informed the audience that the next workshop on the issue is October 28th at 6:00 p.m. for continued discussion on the matter.

Replacement of Gazebo at Opera House: No Update.

COMMITTEE REPORTS

Police Department: A written report was submitted.
Fire Department: Clerk/Treasurer Harvey noted that the new compressor would be delivered this month. She advised they may have a $10,000.00 grant to help cover the cost of the item.
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 40th Annual Sierra Madre Winter Carnival is January 29th & 30th. It was noted that there is no chair yet, but that there are several event chairs.
Carbon County Council of Governments: Minutes of their last meeting were distributed.
Watershed Protection Committee: No report.
UPRSWDD Operators Report: A written report was submitted.

ADDITION TO AGENDA

The addition to the agenda was handled under public guests.

CCCOG 5th Penny Education: Clerk/Treasurer Harvey noted that CCCOG had provided a flyer with their minutes and was leaving it up to individual towns whether or not they wanted to do a mailer. She noted that if the town wanted to do one, it would be under $500.00. She clarified for the audience that the 5th Penny Tax is used for police, fire, EMS, streets & maintenance and parks and recreation. The 6th Penny Tax is used for water and sewer. Audience member Josh Wood offered bulk mailing services through his company. Munson moved to have the clerk proceeds with a mailer to educate the public about the importance of the tax, Reichert seconded and the motion was passed.

Sierra Madre Winter Carnival- January 29th & 30th, 2027- CCVC Grant Contract $1,756.75: Clerk/Treasurer Harvey noted that Deputy Clerk Ralston had written the grant application which is for a portion the prize money and

advertising. Reichert moved to approve the contract, McKinney seconded and the motion was passed. The council thanked the Deputy Clerk for writing the application.

Miller Generating Station ISP-Impact Opportunity- Becoming a Party- Resolution #2026-09: Clerk/Treasurer Harvey advised that she was told verbally that a resolution would be needed, but what was presented for consideration was actually an MOU. Mayor Fagan noted that it was a great opportunity for the Town. She noted that there were some mandatory meetings. The first being October 13th and the other being in January to testify before the Industrial Siting Committee. She noted that her term would end in December and suggested that one of the members still seated attend. Audience member Bob Herring asked what it was about. Councilman Banach noted that it would be a natural gas fired generator in the area of Sinclair. Reichert noted that we have to have actual figures for what they impact might be by the October 13th meeting. It will be awarded over the life of the project. Banach moved to move forward with the with the impact opportunity and MOU, Reichert seconded and the motion was passed. Having no others commit, Mayor Fagan noted that she would be able to go on Tuesday the 13th, but that someone else would be required to go in January. She and Clerk/Treasurer Harvey will work on the impact statement and measurables.

Purchase of Billing Postcards- Approximate One Year Supply- $644.00: Reichert moved to approve the purchase of the billing post cards as presented, Banach seconded and the motion was passed.

Request for Use of Opera House to Make Greens for Greens Sale- November 30th- December 5th: Clerk/Treasurer Harvey noted that she was asking the council about this use because it would remove the Opera House from use by paying users. The Garden Club will work with the choir in its use. The council agreed by consensus to allow the Garden Club the use of the facility to make the greens for their sale.

CORRESPONDENCE:
CCSPTJPB; SCWEMS; CCEDC; CCEMA; CCVC/DCC; SPVCC; UPRSWDD; WAM; WARWS; WBC; WYDOT; info and newsletters via email
Grand Encampment Cowboy Gathering- Thank you
Wyoming Association of Risk Management Conference April 14th & 15th
Senior Center-Thank you
RNB State Bank Application for Deposit of Public Funds

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

Doreen Harvey, CMC
Clerk/Treasurer

Approved: November 12, 2026

Shannon Fagan, Mayor

Attest: Doreen Harvey CMC
Doreen Harvey, CMC
Clerk/Treasurer