

Town of Encampment
Regular Meeting
February 09, 2017
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday February 09, 2017 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Cindy Hamilton, Kimberly Loftice and Bill Craig. Town personnel present were Doreen Harvey, Clerk/Treasurer and Katrina Nuhn, Maintenance/Operator. Also present was Vick Loftice of the Planning Commission, Craig Kopasz of Engineering Associates and Fred Broschart of the Saratoga Sun.

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

AGENDA

Loftice moved to approve the agenda with the addition, Hamilton seconded and the motion was passed.

MINUTES

Craig moved to approve the minutes of the January 12, 2017 regular meeting as presented, Hamilton seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Hamilton moved to approve the January 2017 financial statement, ratify payment of a late monthly bill to North Park Propane in the amount of \$1,139.82 and to pay the monthly bills in the amount of \$54,845.52 including the January payroll and liabilities in the amount of \$22,447.40, Craig seconded and the motion was passed.

PUBLIC GUESTS

There were no public guests.

UNFINISHED BUSINESS

Hydrant and Valve Project: Options were discussed for the next phase of the Hydrant and Valve Project. Maintenance/Operator Nuhn reported that the Public Works Department discussed a main extension, the addition of a hydrant on Eighth Street and a valve to flush the line. There are still galvanized service lines and low flow in the area. The service lines are not grant eligible, but would cost about \$680.00 and be covered in the Water Department budget. A quote for the project materials not including the service lines was presented in the amount of \$6,670.36. Craig moved to approve the purchase of the materials for the project, Hamilton seconded and the motion was passed.

Craig Kopasz was present from Engineering Associates to submit Task Order #1 in the amount of \$3,000.00 for preliminary design and permitting of the Eight Street Water Main Extension. Councilman Craig moved to approve the task order, Loftice seconded and the motion was passed.

CCSD#2 Rec Board Grant Application: Clerk/Treasurer Harvey suggested the council consider allowing the grant application be submitted as in the past, spread out to serve the most recreational needs. The request would be for \$3,500.00 in utilities for the Opera House, park and ball field, \$3,000.00 for park employee wages, \$2,500.00 toward the 11th Annual Music in the Park and \$1,654.00 for two stationary benches for the Harmony Park. The total application would be for \$10,654.00. Hamilton moved to submit the application as suggested, Craig seconded and the motion was passed.

COMMITTEE REPORTS

Planning Commission: Mrs. Lofice reported that the Planning Commission met and had no applications to consider. The Planning Commission members extended their thanks to the council for the hometown certificates they were given. The Council commended the Planning Commissions efforts and their going above and beyond to make sure things are lined out.

Department of Public Works- Katrina Nuhn, Maintenance/Operator: A written report was submitted. Maintenance/Operator Nuhn reminded the council of the meeting February 17th with the Game and Fish official to discuss the possibility of a pond, weather permitting.

ADDITIONS TO THE AGENDA

Carbon Power & Light- Idle Service 507 McCaffrey: A letter was presented from Carbon Power & Light listing options for the service at 507 McCaffrey Avenue. Two options were given along with 30 days to respond. Discussion ensued about the choice of Option #1 - paying a \$30.00 per month facility charge for the idle service and leaving the equipment in place or Option #2- paying 75% of the annual facility charge at \$270.00 and allowing the equipment to be removed. The equipment would be replaced at no charge in the future, with proper notice. Consensus was reached that option #2 appeared to be the better deal for the town. Mayor Salisbury stated that he would contact Jim McKinney at Carbon Power and Light and clarify the matter. Craig moved to approve option #2, pending Mayor Salisbury's clarification, Lofice seconded and the motion was passed with Hamilton abstaining.

NEW BUSINESS

Carbon County Fair Book Ad: Clerk/Treasurer Harvey reported that the fair book ad deadline is usually in February but she had not heard from anyone on the ad yet. She asked the council if they would like to give preliminary permission to place the ad which is usually ½ page at \$50.00, unless there is a cost increase. Hamilton moved to approve the placement of the Carbon County Fair Book Ad, Lofice seconded and the motion passed.

After Prom Event support: Clerk/Treasurer Harvey reported that the After Prom event usually asks for their funding in February as well. There is \$100.00 in the Rec Department budget for the event. She asked the council if they would like to go ahead and approve the support for the event so that it can be distributed when she receives the request. Lofice moved to approve \$100.00 for the After Prom Event, Craig seconded and the motion was passed.

Office of State Lands and Investments- State Revolving Intended Use Plan Update: Clerk/Treasurer Harvey reported that the Intended Use Plan currently has four projects on it for the town of Encampment. The projects are \$500,000.00 for lagoon improvements; \$1,000,000.00 for sewer improvements; \$250,000.00 for water main replacements and \$300,000.00 for looping of water lines. She noted that she had discussed the list with Mayor Salisbury. The Town must have projects on the list to be considered for state revolving loan funds. She noted that the revolving loan funds are what were used to complete the last water and sewer project being repaid with the Specific Purpose Tax and that looking ahead the council may want to consider that again. The council agreed that the projects on the list are sufficient and that there are no additions or changes at this time.

Burns Insurance Agency- review of Coverage Document: Clerk/Treasurer Harvey reported receiving the document with a request for review and signature by council. Hamilton stated that the document seems to be a summary of the coverage as selected and she did not see anything that needed to be adjusted. Hamilton moved to approve signing the document, Lofice seconded and the motion was passed.

OTHER MATTERS

Mayor Salisbury informed the council that he would be attending the Bio Fuels workshop in Saratoga on February 16th to see what is going on with the industry.

CORRESPONDENCE:

SPVCC, SCWEMS, UPRSWDD, CCVC, Minutes/Newsletters via email

WAM Legislative Updates via email

WAM-JPIC Request for Board Nominations- No nominations were made.

Next Regular Council Meeting March 9th, 2017 at 7:00 p.m.

Next Planning Commission Meeting March 1st, 2017 at 7:00 p.m. if there is business to transact.

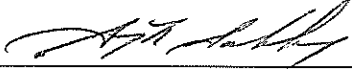
With no further business, Hamilton moved to adjourn at 7:22 p.m., Loftice seconded and the motion was passed.

Doreen Harvey, CMC
Clerk/Treasurer

Approved: March 9, 2017

Attest:


Doreen Harvey, CMC, Clerk/Treasurer


Greg Salisbury, Mayor