

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

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday March 09, 2017 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Cindy Hamilton, Kimberly Loftice and Gary Stull. Town personnel present were Doreen Harvey, Clerk/Treasurer and Brandon Jones, Maintenance/Operator. Also present was Vicki Loftice of the Planning Commission. Public Guests were Mary Martin, Josh Craig, President and Wyatt Craig, Treasurer of Mother Mountain Anglers. Others present were Shannon Fagan, Craig Kopasz, P.E. and Griffin Nielsen, E.I.T., Engineering Associates and Mike Armstrong of the Saratoga Sun.

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

AGENDA

Hamilton moved to approve the agenda with the additions, Stull seconded and the motion was passed.

MINUTES

Stull moved to approve the minutes of the February 09, 2017 regular meeting as presented, Loftice seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey reported that not taking into consideration the specially purposed funds the revenue is at 76.92 % and expenses are currently at 40.92% of the budgeted amount. She attributed the performance to good decisions by the council and employees. Loftice moved to approve the February 2017 financial statement, ratify a late bill in the amount of \$1,141.56 to the Rawlins Daily Times and pay the currently monthly bills in the amount of \$45,331.61 including the February payroll and contracted liabilities in the amount of \$20,204.48, Stull seconded and the motion was passed.

PUBLIC GUESTS

Mary Martin- Tiger Appreciation Day: Ms. Martin informed the council that the Encampment Girls are the State 1A Basket Ball Champions. Martin noted that in the past when such an achievement was made the Town participated in sponsoring a Tiger Appreciation party. She asked that the council consider donating the use of the Opera House Sunday March 19th at 6:30.PM, cover the cost of the cakes being made by Janice White at cost of \$130.00 and that they consider passing a proclamation, which she read into the record.

‘In honor of the wonderful achievement of our youth who have not only represented their team well, but also their community throughout the state; for their hard work and dedication throughout the season culminating in a state championship title the Town of Encampment hereby proclaims Sunday March 19, 2017 as Lady Tiger Appreciation Day.’

Martin also noted that the Town of Riverside would be providing the paper products for the event and she invited the council and the town employees to come out and help celebrate the victory. She noted that the ‘Tiger Nation’ came out in strong support of the games despite the weather, cheering them on to victory. It was an exciting game. Prior championships years were also discussed. Hamilton moved to proclaim March 19th Tiger Appreciation Day, allow the use of the Opera House and provide the financial support for the event, Loftice seconded and the motion was passed. The council thanked Martin for being the Tigers biggest fan and for helping to put together the event.

UNFINISHED BUSINESS

Hydrant & Valve Project: Craig Kopasz from Engineering Associates presented the application to DEQ for the permit to construct the Eight Street water main including a hydrant and valve for flushing the line as discussed at the prior meeting. Stull moved to approve the application, Hamilton seconded and the motion was passed.

COMMITTEE REPORTS

Police Department- Grayling Wachsmuth, Chief: A written report was submitted.

Planning Commission: Planning Commission member Vicki Loftice reported that there were no applications at their last meeting.

Department of Public Works- Brandon Jones, Maintenance/Operator: A written report was submitted. Jones offered to answer any questions.

Clerk/Treasurer- Doreen Harvey: Harvey reported that she had completed two grant applications, one to the Carbon County Visitors Council and one to the Wyoming Arts Council for the 11th Annual Music in the Park event. Hamilton moved to authorize the clerk to sign and submit the applications, Loftice seconded and the motion was passed.

ADDITIONS TO THE AGENDA

Josh Craig, President- Mother Mountain Anglers: Mr. Craig extended his thanks to the council for the purchase of the Innova Disc Golf equipment stating that it was nice to be taken seriously. He noted that they would come back in April with a sample of the layout of the course. Mr. Craig also offered the services of the Mother Mountain Anglers as volunteers if the Town needs help on any other projects. Mayor Salisbury stated that he is interested to see the turn out for the use of the course. Councilperson Hamilton noted that Mother Mountain Anglers represents a lot the young community coming together. Craig stated that the members all grew up here and want to give back to their community. Mother Mountain Anglers was nominated for Organization of the Year, even though they had not won, it was an honor to be nominated. They will return in April with a proposal for placement of the project addressing placement of the baskets and discussing streets that don't exist, etc. When asked, Craig indicated that 'locates' will be done for the project.

Alyson Sneddon, Owner- The Red Wagon- Use of Town Grounds: Clerk/Treasurer Harvey distributed a letter to the council from Ms. Sneddon asking for permission to use the Town grounds behind the museum for a Kite Flying Workshop to be held on April 22nd. Hamilton moved to approve the use of the area for the event, Loftice seconded and the motion was passed.

NEW BUSINESS

Community Fishing Pond Project / Task Order #1: Mayor Salisbury reported that the Town of Encampment has been kicking around an idea of what to do about a wet area over by the ball field which is currently mosquito trap. He reported that a meeting was held with Wyoming Game and Fish and there is some possible funding available to help with a community fishing pond project. Craig Kopasz and Griffin Nielsen from Engineering Associates were present to lay out the preliminary steps of the design and permitting process. Some preliminary investigation is needed. Existing GIS can be used to determine layout, rough grading can be done and another meeting can be set with Game and Fish with preliminary design being presented to see if everyone is in agreement before final design will be done, creating a shovel ready project. Meanwhile Game and Fish will look into water rights. Mr. Nielsen stated that he has been in contact with the State Engineers Office to double

check dam height which must be less than 20'. The maximum depth of the pond would be 20' which would provide approximately 20-30 acre foot of water storage. Storm retainage and drainage will also be considered with the design such to anticipate a 100 year flood event. Steps will also be taken to make sure that the project will be included in the Flood Risk study currently underway by FEMA. Stull moved to approve Task Order #1 from Engineering Associates in the amount of \$15,000.00 for phase one of the Community Finishing Pond Project, Loftice seconded and the motion was passed. Everyone agreed that it will be good to work on a project that everyone enjoys and that it should help to control mosquitoes better and be a nice addition to the community.

CWSRF#117- Annual Payment / Possible Payoff: Clerk/Treasurer Harvey reported that the annual payment of \$28,572.31 was due on the remaining State Revolving Loan CWSRF#117. She stated that there was enough Specific Purpose Tax available to pay the loan off in full saving the Town the additional interest. The payoff amount is \$87,429.26. Hamilton moved to authorize the pay off of CWSRF#117 in the amount of \$87,429.26, Loftice seconded and the motion was passed.

2009 Specific Purpose Tax- Establish Investment for unexpended Proceeds: Clerk/Treasurer Harvey reported that there was likely to be unexpended proceeds from the 2009 Specific Purpose Tax since the loans were paid off early, saving on interest. The proceeds would need to be segregated from other funds for use on future water and sewer projects. She asked the council to consider opening an investment account with WYOSTAR which was currently paying the best interest. Hamilton moved to approve establishing an investment account with WYOSTAR for the remaining 2009 Specific Purpose Tax proceeds, Stull seconded and the motion was passed.

Resolution #2017-03- Updated Sewer Maintenance Plan: Clerk/Treasurer Harvey reported that she had worked with the Public Works Department formalizing the updates to the Sewer Maintenance Plan since new sewer maintenance equipment had been purchased. Hamilton moved to pass resolution #2017-03 updating the Town of Encampment Sewer Maintenance Plan, Loftice seconded and the motion was passed.

Fire Department Purchase of Two Pagers- Ryan Electronics- \$846.24: Clerk/Treasurer and Fire Department Secretary Harvey reported that two more Minitor V pagers have gone down and are no longer supported. The council agreed that it was important that the Fire Department have the equipment they need to get the calls. Hamilton moved to approve the purchase, Stull seconded and the motion was passed.

WAM-JPIC Ballot: Clerk/Treasurer Harvey stated that she knows that the council does not like to cast a blind ballot, but that she knows the individuals on the WAM-JPIC Board Ballot and suggested that the council considered casting a vote for the board governing the health insurance. Harvey recommended Phil Hinds, Mayor, Evansville; Michele Sussex, Clerk/Treasurer, Lingle and Judy Just from L.G.L.P. for the seats. Hamilton stated that she trusted the clerk's judgment and moved to accept the recommendations and cast the vote, Loftice seconded and the motion was passed.

Executive Session- Contract Negotiation: At 7:24 p.m. Stull moved to enter into executive session for the purpose of a contract negotiation, Loftice seconded and the motion was passed. Those in attendance were Greg Salisbury, Mayor; Cindy Hamilton, Kimberly Loftice and Gary Stull, Council.

At 7:35 p.m. Hamilton moved to return to regular session and seal the minutes and place them in the safe, Stull seconded and the motion was passed.

CORRESPONDENCE:

SPVCC, CCVC, CCCOG, UPRSWDD, SCWEMS, WAM updates, newsletters via email

State Department of Revenue Notice of Compliance

Grand Encampment Cowboy Gathering- July 14-16, 2017

WY Community Foundation- Annual report GEOH Endowment Fund

WY Arts Alliance-via email

Sierra Madre Water & Sewer Joint Powers Board- Thank you

Local Government Liability Pool- Renewal Application

Carbon County Planning and Zoning- Zone Change Ryan Park

Next Regular Council Meeting April 13th, 2017 at 7:00 p.m.

Next Planning Commission Meeting April 5th, 2017 at 7:00 p.m.

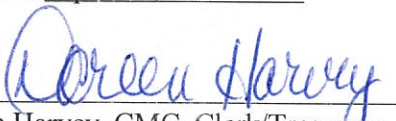
With no further business, Loftice moved to adjourn at 7:36 p.m., Hamilton seconded and the motion was passed.

Doreen Harvey, CMC

Clerk/Treasurer

Approved: April 13, 2017

Attest:



Doreen Harvey, CMC, Clerk/Treasurer



Greg Salisbury, Mayor