

Town of Encampment  
Regular Meeting  
January 10, 2019  
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday January 10, 2019 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were, Kimberly Loftice, Gary Stull and Shannon Fagan. Town personnel present were Doreen Harvey, Clerk/Treasurer; Grayling Wachsmuth, Police Chief and Katrina Nuhn, Maintenance/Operator. Audience members were Josh Craig, Stas Banach, Jon Nelson of North Fork Engineering, Josh Wood of the Saratoga Sun, Emma Diercks of Bigfoot Radio and Richard Hodges of the Rawlins Daily Times.

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

**OATH OF OFFICE**

Mayor Salisbury administered the Oath of Office to councilperson Gary Stull for another term and to newly elected councilperson Shannon Fagan. He welcomed both council members aboard and advised that he likes to do a quick meeting if he can. He advised that if there are questions about matters on the agenda that they can contact either the Clerk/Treasurer for clarification or call him on his cell phone and he would return their call. He noted that there is a lot to get done in the next four years. Ms. Fagan stated that she is looking forward to it.

**AGENDA**

Stull moved to approve the agenda, Loftice seconded and the motion was passed.

**MINUTES**

Loftice moved to approve the minutes of the December 13, 2018 regular meeting as distributed, Fagan seconded and the motion was passed.

**FINANCIAL STATEMENT/MONTHLY BILLS**

Clerk/Treasurer Harvey reported that at 50% of the budget year overall revenues were at 44.89% and expenses are at 34.04%. Stull moved to approve the December 2018 financial statement, December 2018 payroll and contracted liabilities in the amount of \$25,264.84, late monthly payments totaling \$186.00 and the regular monthly bills in the amount of \$41,906.24, Fagan seconded and the motion was passed.

Apex Communications \$19.35  
Blue-Cross/Blue-Shield \$7,230.20  
Carbon Power & Light \$5,205.52  
Cash \$2,075.00  
Corkle Oil, LLC \$1,047.80  
Encampment Petty Cash \$13.76  
Erickson and Roberts \$30.00  
Grainger, Inc \$107.85  
HACH \$6,081.00  
North Park Propane \$1,486.92  
One-Call of Wyoming \$46.75  
Riverside Garage & Cabins \$39.20  
Safequard QBS \$269.96  
Saratoga Sun \$66.00  
Shively Hardware Co. \$95.20

Town of Saratoga \$7,500.00  
Trading Post \$6.00  
Union Wireless \$535.73  
UPRSWDD \$9,897.00  
Wyoming Department of Ag \$25.00  
Xerox Financial Services \$93.65  
Xesi Document Solutions \$34.35  
TOTAL \$41,906.24

**MANUAL CHECKS**  
Carbon County Clerk \$36.00  
Mitch Pantle \$75.00  
Mark & Karen Rauterkus \$50.00  
Trenton & Rachel Swanson \$25.00  
TOTAL \$186.00

**PAYROLL TAXES AND LIABILITIES**  
AFLAC \$76.72  
Dearborn Life Ins. \$53.94  
Workers Compensation \$541.69  
WRS Deferred Comp \$300.00  
WY Retirement System \$3,088.70  
WY Retirement- VFD \$255.00  
Unemployment Insurance \$6.04  
US Treasury \$2,048.14  
US Treasury \$2,604.44  
Net Payroll \$16,290.17  
TOTAL \$25,264.84

## **PUBLIC GUESTS**

There were no public guests.

## **UNFINISHED BUSINESS**

Specific Purpose Tax: Resolution #2019-01 for a Ballot Proposition for a 1% Specific Purpose Tax for a May 7, 2019 Special Election: A resolution was presented for the council's consideration as part of the process of establishing a Special Election for a 1% Specific Purpose Tax on May 7, 2019. Clerk/Treasurer Harvey noted that the town would need to pass a resolution for the Special Election including the Carbon County Resolution for the same. She noted that the portion of the tax on the ballot for the Town of Encampment would be \$2,727,300.00 as shown on the list of projects voted on in prior meetings. Loftice moved to approve Resolution #2019-01 authorizing the Ballot Proposition for a 1% Specific Purpose Tax for a May 7, 2019 Special Election, Stull seconded and the motion was passed.

PUBLIC HEARING- Application to State Lands and Investment Board for CWSRF Loan for \$500,000.00 with 75% Principal Forgiveness for Lagoon Improvement Project: At 7:07 p.m. Mayor Salisbury opened a Public Hearing for the purpose of taking public comment on the application. Clerk/Treasurer noted that the application would be submitted to the SLIB Board for the Lagoon Improvements which were at a total estimated cost of \$1,499,790.00. Upon completion of the project the town would be eligible for 75% principal forgiveness for the project. Councilman Stull asked about the interest rate which was reported at 2.5%. Mayor Salisbury asked the audience if there were any questions. Hearing no questions, the hearing was closed at 7:09 p.m. Stull moved to submit an application to the State Lands and Investment Board for a CWSRF Loan in the amount of \$500,000.00 with 75% forgiveness, Loftice seconded and the motion was passed.

## **COMMITTEE REPORTS**

Police Department- Grayling Wachsmuth, Chief: Chief Wachsmuth submitted a written report and advised the council that everything was going great.

Department of Public Works: A written report was submitted.

Clerk/Treasurer- Doreen Harvey: A written report was submitted.

## **ADDITIONS TO THE AGENDA**

There were no additions to the agenda.

## **NEW BUSINESS**

Designation of Depositories/ Financial Disclosures: The Council was presented with a list of prior year designations. Mayor Salisbury noted that the Bank of the West needed to be removed from the list. Stull moved to designate Rawlins National Bank, the Wyoming Government Investment Fund and WYOSTAR as designated depositories and the Town Hall, Post Office and Senior Center as designated posting places, Fagan seconded and the motion was passed. The officials present also signed Financial Disclosure forms to be noted as part of the meeting proceedings.

Designation of Posting Places: This item was combined with the prior agenda item.

13<sup>th</sup> Annual Music in the Park Event: Clerk/Treasurer reported that she had contacted Jake Clayton as instructed and that he would be pleased to return to the Town of Encampment for the same cost as last year. He would try and book other events in the region to help offset his cost. Harvey reported that the lodging would also be the same at a cost of \$325.00. Loftice moved to accept Jake Claytons offer of \$4,500.00 plus lodging at \$325.00, Stull seconded and the motion was passed.

Resolutions #2019-02 & #2019-03 Authorizing Street Closures for 33<sup>rd</sup> Annual Sierra Madre Winter Carnival Sledding and Sixth Street Sprint Events: Fagan moved to approve resolution #2019-02 & #2019-03 authorizing the temporary street closures for the 33<sup>rd</sup> Annual Sierra Madre Winter carnival Sledding and Sixth Street Sprint events, Loftice seconded and the motion was passed.

33<sup>rd</sup> Annual Sierra Madre Winter Carnival-Prize Money: Clerk/Treasurer Harvey reported that the prize money for this year's event totaled \$2,075.00. Stull moved to approve \$2,075.00 in cash prize money for the 33<sup>rd</sup> Annual Sierra Madre Winter Carnival event, Fagan seconded and the motion was passed.

Catering Permit- January 26<sup>th</sup> Casino Night- Bear Trap: Clerk/Treasurer Harvey noted that she had received a completed application for serving liquor at the Casino Night event to be held January 26<sup>th</sup> at the Opera House. Loftice moved to approve the application and issue a catering permit for the event, Fagan seconded and the motion was passed.

Liquid Engineering- Quote for Tank Cleaning- August Project: A quote for water tank inspection and repair was presented from Liquid Engineering. The inspection was quoted at \$3,375.00 and repairs at \$425.00 per hour. Mayor Salisbury advised that the Department of Public Works report noted that there was some known damage from the last inspection, clarifying there would be repairs involved. Maintenance/Operator Nuhn confirmed that there was damage found at the last inspection where ice scraped the interior of the tank in about five places causing corrosion. Stull stated that it was his understanding that those spots would be covered with epoxy after cleaning off of the rust. Stull moved to accept the quote for the inspection of the water tanks at \$3,375.00 plus \$425.00 an hour for repairs, Fagan seconded and the motion was passed.

## **CORRESPONDENCE**

**CCCOG, WAM, WBC, SPVCC, CCEDC, UPRSWDD, WYDOT, SCWEMS newsletters, etc.  
via email**

**LGLP-Re-Seated the Current Board**

**Carbon County Library Foundation- Little Free Library**

**Wyoming Cultural Trust Fund Annual Report**

**Rawlins BLM Office- Oil & Gas Leases**

**WY- DEQ Designation of Substitute Responsible Operator**

**Carbon County- Multi- Hazard Mitigation Plan review-via email**

**Department of Audit-Cost of Maintaining Government**


**Wyoming Government Investment Fund**

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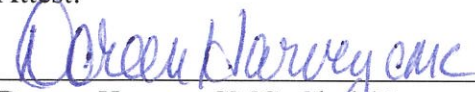
With no further business, Loftice moved to adjourn at 7:17 p.m., Stull seconded and the motion was passed.

Doreen Harvey, CMC  
Clerk/Treasurer

Approved: February 14, 2018

  
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Greg Salisbury, Mayor

Attest:

  
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Doreen Harvey, CMC, Clerk/Treasurer