

Town of Encampment
Regular Meeting
August 11, 2022
7:30 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday August 11, 2022 at 7:00 p.m. with Mayor Greg Salisbury presiding. Council members present were Stas Banach, Shannon Fagan-Craig and Gary Stull. Town personnel present were Doreen Harvey, Clerk/Treasurer; Kevin Shue, Police Chief and Bill Acord, Maintenance/Operator. Also present was Planning Commission Chairman Steve Reichert. Public Guests were Bob Davis, candidate for state representative House District #47; Penny Layman, Encampment representative to SCWEMS and Lenny Layman, Carbon County Emergency Manager. Also present was County Commissioner Sue Jones, Ryan Mills, Fire Chief, HF Sinclair; Dan Jago, Chairman of the Sierra Madre Water & Sewer Joint Powers Board and Virginia Parker of the Saratoga Sun.

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

AGENDA

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

MINUTES

Fagan-Craig moved to approve the minutes of the July 14, 2022 regular meeting as distributed, Stull seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey advised the council that WYOSTAR interest had not posted yet. She noted that at 8.33% of the budget year revenues were at about 4.4% and expenses were at 2.92% of the budget. Stull moved to approve the July 2022 financial statement, the July 2022 payroll and contracted liabilities in the amount of \$29,498.94, late monthly bills in the amount of \$3,951.31 and the regular monthly bills in the amount of \$35,299.72, Fagan-Craig seconded and the motion was passed.

Black Mountain Software \$1,935.00
Blue-Cross/Blue-Shield \$5,888.61
Bridger Fabrication \$205.74
Carbon County Clerk \$12.00
Carbon Power & Light \$2,935.23
Corkle Oil, LLC \$574.91
Evergreen Disposal \$22.50
Harvey, Doreen \$48.57
KTGA/KBDY \$520.00
McIrvin, Kim \$170.00
McMaster-Carr \$261.47
North Fork Engineering \$7,831.60
Olde Trading Post \$19.99
One-Call of Wyoming \$6.00
Perue Printing \$10.95
Platte Valley Forest Mgmt. \$1,200.00

Posey Wagon Portable Toilet Svc
\$920.00
Quill Corp \$391.57
Riverside Garage & Cabins \$170.81
Rocky Mountain Air Sol. \$1,505.70
Shively Hardware Co. \$146.41
Union Wireless \$601.58
UPRSWDD \$9,711.95
Visa \$81.13
Xerox Financial Services \$93.65
Xesi Document Solutions \$34.35
TOTAL \$35,299.72

PAYROLL TAXES AND LIABILITIES
AFLAC \$76.72
Dearborn Life Ins. Co \$0.00

Workers Compensation \$609.12
WY Retirement System \$3,232.82
WY Retirement- VFD \$300.00
US Treasury \$2,614.16
US Treasury \$2,574.50
Net Payroll \$20,091.62
TOTAL \$29,498.94

LATE MONTHLY BILLS
Carbon County Clerk \$12.00
Dallin Motors \$595.00
Gilbert, Koye \$2,852.39
Riverside Garage \$463.92
RNB State Bank \$28.00
TOTAL \$ 3,951.31

PUBLIC GUESTS

Bob Davis-Candidate for State Representative House District 47: Mr. Davis introduced himself to the council advising that he was running for State Representative for House District 47 and stated that he was trying to make all of the official meetings in Carbon County to reach out. He advised the council on his personal history as a county resident, ranch and business owner and prior elected and

appointed board experience He cited experience with multiple commissions and boards, including serving on the State of Wyoming Gaming Commission. He noted some projects that he has worked on such as a water storage project that gave him further experience in dealing with other agencies such as NEPA, NRCS, the Forest Service. He stated that he would like to represent the entire area as the Representative for House District #47. Banach noted that a former representative from Baggs had been opposed to spending until the High Savory Dam and commented that he hoped if elected that he would represent everyone, not just the area he calls home. Banach stated that he was in favor of frugal. Davis advised that High Savory Dam was a mitigation issue for the Little Snake River and that working to store water benefits all of Wyoming. He noted that he also has experience in dealing with the oil and gas industry. The mayor and council thanked him for taking the time to come and talk with the council and for his help with the recent community BBQ.

Penny Layman-SCWEMS- Resolution #2022-08: Ms. Layman advised that she had a couple of updates for the council. She read portions of a testimonial to the council from a gentleman who had a heart attack and had a lengthy experience, with much praise for SCWEMS Director Mosbey, a flight-nurse and other personnel that he dealt with and credited for saving his life. He had refused flight, but was convinced to go to Rawlins. It was discovered he had a 99% blockage in the artery called “the Widow Maker”. The ability of the service to communicate saved the man’s life.

Ms. Laymen also presented asked the council to consider signing a resolution in support of an ARPA grant application being prepared by SCWEMS. She advised the council that SCWEMS was looking for new housing in Hanna in order to provide better facilities, an area for decontamination and to alleviate other issues such as small spaces and close quarters. They are asking for up to \$500,000.00 from ARPA and will be putting forth a 50% match from reserves or other funding. She noted that they are just seeking approval to apply for the grant and are not asking for money. She noted that if a new facility were built there could be a small increase to fees due to overhead, but that the town would not be asked for funds to match the grant. She noted that in the 2017 Assessment from Safe-tech it was noted that they needed one base in Hanna and one in Saratoga as central locations. They have one full time employee in Hanna and one in Saratoga. Banach asked if SCWEMS would tie into the new hospital. Ms. Layman advised that there was nothing official, only speculation at this point. With no further discussion Fagan-Craig moved to approve Resolution 2022-08 allowing SCWEMS to apply for the grant, Stull seconded and the motion was passed.

Carbon County Emergency Manager, Lenny Layman & HF Sinclair Fire Chief, Ryan Wells: Mr. Laymen reminded the council about the history of the drone project for Encampment and Carbon County. He noted that the idea originated with Chief Shue and that the grant would have been 50/50 with the town and the county each matching ¼ of the funding. He had learned that the grant was not approved. Through the sharing process at the Emergency Operations Center, the Local Emergency Planning Committee and Carbon County Emergency Management, Ryan Wells the Fire Chief for HF Sinclair Refinery had stepped up to the plate and asked HF Sinclair for help in funding the project. HF Sinclair agreed to fully fund the package benefitting all of Carbon County. He noted that once the donation was made Carbon County would purchase the package and then decommission one drone to the Town of Encampment. They will write and start up a pilot program for its use across Carbon County when an agency requests its use or has a certified pilot. Chief Shue advised that he has six patience with Alzheimer’s or dementia that a wonder off. The infra-red technology and the ability to operate at -30 below zero will make for a much quicker search. It can be used to fly infrastructure,

for search and rescue, avalanche and fire, detecting a hot spot at 400 feet. They would be able to train others to fly under their license. It will result in a much quicker search when something happens like a search for a fugitive in the area. Mr. Layman advised that once the funding is received and the order is placed it should be received within a few weeks. With the generous donation from HF Sinclair Refinery and the partnership with their Fire Chief Ryan Wells, the process will be much simpler. He introduced Mr. Wells who advised the council that he had 23 years of fire fighting experience, was currently the Fire Chief for HF Sinclair and a lieutenant on the Saratoga Fire Department. He noted that he was glad that HF Sinclair has the ability to help out and continue the good relationships in the county. They like to help out when they see opportunities, they want to be a good community member. Commissioner Jones extended her sincere thanks to HF Sinclair stating that they have done a lot for Carbon County. The council extended their sincere thanks as well. A photo was taken of the presentation of the check.

UNFINISHED BUSINESS

Sewer Lagoon Improvement Project: There was no update.

Grand View Park restroom Improvement Bids: Clerk/Treasurer Harvey reported that one bid was received from Green Mountain Customs in the amount of \$6,000.00. Stull reported that he had looked it over and that it was a decent proposal. The council agreed. Fagan-Craig moved to accept the bid from Green Mountain Customs for the restroom improvements at Grand View Park, Stull seconded and the motion was passed.

COMMITTEE REPORTS

Police Department, Kevin Shue, Chief: A written report was submitted.

Planning Commission: Minutes of their previous meeting were submitted.

Department of Public Works: Maintenance/Operator Acord presented the council with draft notices for possible water restrictions during the interconnection between the Town of Encampment at the Sierra Madre Water & Sewer Joint Powers Board during their tank remediation project. The notices will be posted when the line is open. Residents will be asked to do what they can do to conserve during that time. SMWSJPB Chair Dan Jago advised that the joint powers board has also notified their residents to conserve as well. Discussion turned to the quantity of water being shared. Initially it was thought to be around 600,000 gallons. Since the project moved up earlier it could be as much as 800,000 gallons based on same two weeks in prior years. Weather will impact it. Acord advised he thinks it may be closer 280,000 gallons as the company may be done in as little as 8 days, as opposed to the two weeks planned. Fagan-Craig asked if there were provisions in place for equipment failure. Mr. Jago advised that this company has done this type of project many times. Mayor Salisbury noted that he was sure they would have contingencies in place.

Councilman Banach noted that with the quantity in mind, the people he has talked to do not want to give the water away. He would like to see an appropriate rate applied and a more formal relationship established. He stated that he would like the council to reconsider the motion made to share the water at no cost at the last meeting. Mayor Salisbury noted that the decision had already been made and that it was the neighborly thing to do, as discussed. Banach asked what would happen if it became long term? Banach moved to have a fair rate established based on gallons. The motion died for lack of a

second. Fagan-Craig stated that if the use were to go over what was proposed, they could come back and set a fair rate. Planning Commission Chair Reichert commented that it should have discussed it more last month. Mr. Jago agreed that if it were to be long term or over the projected amount they would pay. Clerk/Treasurer Harvey advised that the tier for water use is already in place and starts at \$2.25 per 1000 gallons. Councilman Stull sked for clarification on the metering of the water. Maintenance/Operator Acord clarified for the council that the water is metered, there are meters that measure use in both directions. Carbon County Emergency Manager Lenny Layman expressed his comfort level with the process advising that if something goes wrong there is an emergency messaging system that can be used to contact residents that have opted into the system. The process could be used with verbal approval from both mayors. He also noted that there was a cache of radios for communication if need be. Fagan-Craig moved to charge \$2.25 per 1,000 gallons for anything over 800,000.00. Stull asked Fagan-Craig to amend the motion to anything over 850,000 gallons then seconded the motion as amended. The motion passed with Banach voting no, stating the opinion that the amendment was in the wrong direction.

In other matters, Maintenance/Operator Acord advised that he was still looking into parts for the water plant due to a recent lightning strike, through multiple vendors. He noted that one of the parts from 2009 is obsolete. He is still working to get it fixed so that he can monitor tank levels remotely. Mayor Salisbury stated that the parts were of critical importance and need to be ordered. Councilman Stull asked about lightening protection at the plant. It was noted that surge protection must have failed. A cost range of \$3,400.00 to \$7,000.00 was discussed. Banach moved to allow the purchase of the parts to repair the issue, Stull seconded and the motion was passed. Acord was commended on his due diligence in finding the part. Clerk/Treasurer Harvey advised that depending on the cost, if the council chose, a property insurance claim could be filed.

Lastly, Maintenance/Operator Acord advised the council that a resident had run a dozer over and damaged a hydrant which costs about \$1,575.00. The council advised him that the resident should be charged both parts plus labor for the damage.

Parks & Recreation: Clerk/Treasurer Harvey advised the council that there were 30 participants in the community yard sale and that well over 200 were served at the BBQ. Thanks were extended for all of the help at the event. Fagan-Craig noted that there were a lot of people present. The council agreed that it was a success. Discussion turned to the electrical issues at the park. It was noted that there was an electrical drop with a box on it that had a Carbon Power & Light lock on it. The power and its layout and areas of use were discussed, with Councilman Stull offering to contact and electrician. Mayor Salisbury noted that it was definitely frustrating stating that park is well used and it needs to be upgraded. Stull offered to try and get cost estimate before winter if possible. He will get with Ryan Graybow and Maintenance/Operator Acord to discuss options and see if he can get an estimate.

Carbon County Council of Governments: Councilwoman Fagan-Craig attended the meeting and advised that CCCOG had set aside \$8,000.00 for educational material on the 5th Penny tax which will be on the ballot. Commissioner Jones commented that the tax could be made permanent. Councilman Banach noted that he would like to see it be justified.

ADDITIONS TO THE AGENDA

Tap Application- Block 109 lots 7-12: Clerk/Treasurer Harvey noted that she had received application and fee and the availability had been reviewed. Fagan-Craig moved to approve water and sewer taps for Block 109 lots 7-12, Stull seconded and the motion was passed.

Mayor Salisbury noted that he would like to handle the other addition to the agenda at the end of the meeting. The council agreed.

NEW BUSINESS

Gerald & Linda Dickinson- Planning Commission Referral- 822 McCaffrey Avenue: Clerk/Treasurer Harvey advised the council that Mr. Dickinson had called to say he was unable to attend due to illness and he would like to withdraw the variance request so that the permit could be issued. Planning Commission Reichert noted that he had a variance in 2004 for a ramp. He noted that the permit as referred to the council because they could not approve what he proposed. Stull asked if property pins had been located. Reichert noted that they had not. Stull also noted that there were rocks, concrete and lumber that he believed were in a portion of the road. Maintenance/Operator Acord advised that he also planned to widen Eighth Street out for snow removal in the area and that he has bumped into things when plowing. Fagan-Craig advised that if he is hitting piles of stuff in the street it needs to be moved. Clerk/Treasurer Harvey noted that the Planning Commission had agreed to issue the building permit to Mr. Dickinson based on the council's decision on the variance portion, which was withdrawn. Fagan-Craig moved to have Mr. Dickinson submit exact plans and to locate property pins given all of the discussion on the matter, Stull seconded and the motion was passed. The clerk will draft a letter to the resident.

Building Permit Application- Doggett Greenhouse: Planning Commission Chair Reichert noted that the Jacobsen's had bypassed the Planning Commission with the application since they are located on town property in the business park. They are looking to add another greenhouse to the south. Council agreed that he had plenty of room. Stull move to approve the application as long as he stays within his boundaries, Fagan-Craig seconded and the motion was passed. Permit #2022-08-11-01 was issued.

Public Works- Purchase of Weed Terminator- \$1,303.75 plus freight: The chemical would be for use on areas of bare ground. Council noted that there were areas where thistle was an issue. Stull moved to approve the purchase of the chemical at a cost of \$1,307.75 plus freight, Banach seconded and the motion was passed.

Property Lien Release- Block 94 lots 3 & 4 / Discussion on Block 64 lots 13-16: Clerk/Treasurer Harvey reported that Block 94 lots 3 & 4 had paid their account in full and are eligible to have the lien released. She also noted that Block 64 lots 13-16 was eligible to have a lien placed, but that she had been contacted by a realtor advising that the property is under contract and will be closing at the end of the month. The balance due will be collected at closing. They asked that the council consider not placing the lien and clouding the title before closing. Banach moved to release the lien on Block 94 lots 3 & 4 and place the lien on Block 64 lots 13-16 if the closing does not go through as scheduled, Fagan-Craig seconded and the motion was passed.

New Round of ARPA Direct Funding \$37,033.10- Allocate Use: Clerk/Treasurer Harvey advised that at the end of June another round of ARPA funding in the amount of \$37,033.10 had been directly

distributed. She asked them if they wanted to continue to allocate it to the sewer project, noting that it had to be used for an authorized purpose. Mayor Salisbury asked if it could be used for water issues. Clerk/Treasurer Harvey noted that she was unsure, but that she would get some information together for the council to review on eligible uses and the matter could be postponed until next month.

Xerox Lease Renewal Options: Clerk/Treasurer Harvey noted that she would like to renew the lease. She noted that she used the machine a lot and that it was fast, scanned and was dependable. She noted that as nice as it would be to have a color copier, that she did not think the additional cost was justified. She noted that the cost was slightly less on the newer model. Fagan-Craig moved to approve the new lease with Xerox and in the amount of 171.75 per month, Stull seconded and the motion was passed.

Encampment Riverside Lions Club Malt Beverage Permit- Dept. 10th & 11th- Chug-N-Tug: Clerk/Treasurer Harvey advised that the application had been withdrawn due to insurance limitations.

Funds Transfers for Use of Impact Funding and for Lagoon Project Match: Clerk/Treasurer Harvey presented a list of suggested transfers to the council asking for permission to transfer a total of \$11,872.89 from the Impact Fund and a total of \$7,564.61 from the 2009 Specific Purpose Tax Fund. Stull moved to approve the transfers as presented, Fagan-Craig seconded and the motion was passed.

Electrical Issues at Grand View Park: This item was handled under parks and recreation.

Executive Session for the Purpose of Discussing Personnel: At 8:20 p.m. Fagan-Craig moved to go into executive session for the purpose of discussing personnel, Stull seconded and the motion was passed. Those in attendance were Mayor Salisbury, Councilmembers Banach, Fagan-Craig and Stull and Kevin Shue, Police Chief. Chief Shue exited the session at 8:27 p.m. At 8:30 p.m. Banach moved to return to regular session and seal the minutes and place them in the safe, Stull seconded and the motion was passed. No further action was taken.

CORRESPONDENCE:

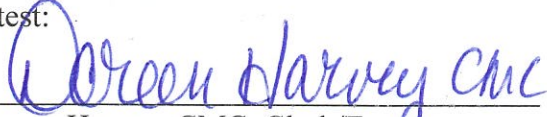
WAM, CCVC, CCEDC, CCSPTJPB, UPRSWDD, SCWEMS, CCEMA, WAM info & newsletters via email
Taylor Myers-RV Donation Thank you
Carbon County Fire- Call Information
Platte Valley Arts Council-Grand Reveal August 3rd
WARWS Service Line Protection Program
WY Community Foundation Annual Report
Carbon County Planning & Zoning
UPRSWDD Vacancy- At-Large Seat

With no further business, Craig moved to adjourn at 7:45 p.m., Banach seconded and the motion was passed.

Doreen Harvey, CMC
Clerk/Treasurer

Approved: September 08, 2022

Attest:


Doreen Harvey, CMC, Clerk/Treasurer


Greg Salisbury, Mayor