

Town of Encampment
Regular Meeting
December 08, 2022
7:00 p.m.

The Town of Encampment met in regular session at the Encampment Town Hall on Thursday December 08, 2022 at 7:00 p.m. with senior council member Gary Stull presiding. Council members present were Stas Banach, Bill Craig and Shannon Fagan. Town personnel present were Doreen Harvey, Clerk/Treasurer; Kevin Shue, Police Chief; Bill Acord, Maintenance/Operator and Martha Ralston, Deputy Clerk. Also present was planning commission chairman and council-elect Steve Reichert. Public guests were Penny Layman of SCWEMS; Duane Allen, Dustin Sconyers and Gwen Allen of Allen Logging; and Thomas James from TNT Forest Products. Audience members were Ted Benedict, Jon Nelson of North Fork Engineering and Virginia Parker of the Saratoga Sun.

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

AGENDA

Fagan moved to approve the agenda, Banach seconded and the motion was passed.

MINUTES

Craig moved to approve the minutes of the November 10, 2022 regular meeting as distributed, Fagan seconded and the motion was passed.

FINANCIAL STATEMENT/MONTHLY BILLS

Clerk/Treasurer Harvey advised the council that WYOSTAR interest had not posted, some of the bank statements had not been received and that there would likely be late bills since the meeting falls so early in the month. She advised that at 41.65% of the budget year revenues were at about 29.68% and expenses were at 13.74%. Fagan moved to approve the November 2022 financial statement, the November 2022 payroll and contracted liabilities in the amount of \$23,535.60, late monthly bills in the amount of \$5,501.86 and the regular monthly bills in the amount of \$29,098.44, Banach seconded and the motion was passed.

Acord, William \$100.00
BCBS-Shield of Wyoming \$5,888.61
Carbon County Treasurer \$152.55
Carbon Power & Light \$4,306.71
Cash \$100.00
CCCOG \$50.00
CNA Surety \$200.00
Encampment Petty Cash \$24.00
Ferguson Waterworks \$292.08
McMaster-Carr \$148.60
Mid-American Research Chem. \$182.15
Norco \$26.00
North Fork Engineering \$1,784.00
North Park Propane \$1,760.64
One-Call of Wyoming \$1.50
Quill Corp \$396.40

Rocky Mountain Air Sol. \$136.00
Saratoga Auto Parts \$297.80
Shively Hardware Co. \$734.95
Uline \$179.16
Union Wireless \$591.38
UPRSWDD \$9,834.65
USA Blue Book \$135.36
Visa \$865.90
WAM \$435.00
WARWS \$475.00
TOTAL \$29,098.44

PAYROLL LIABILITIES
AFLAC \$76.72
Dearborn Life Ins. Co \$0.00
Workers Compensation \$484.01

WY Retirement System \$3,339.14
WY Retirement- VFD \$300.00
US Treasury \$2,064.14
US Treasury \$2,091.06
Net Payroll \$15,180.53
TOTAL \$23,353.60

LATE MONTHLY BILLS
307 Pub & Grub \$500.00
Encampment FFA \$168.00
Jones-Simkins \$3,955.00
Riverside Garage \$378.86
307 Pub & Grub \$500.00
TOTAL \$5,501.86

PUBLIC GUESTS

Penny Layman- S.C.W.E.M.S.: Ms. Layman was present to advise the council about use of funding that they had received. It was not something that applied for. She noted that on October 31st the Wyoming Hospital Association had send funding directly to all EMS services to enhance recruitment and sign-on expenses. She noted that the funding needed to be provided directly to front line

workers and had to be used before December 31st. The amount was \$154,000.00. She noted that they were able to use \$112,000.00 and that the rest would be returned. They had to be able to pay the payroll taxes on anything that they used. She noted that they used a weighted award system based on participation, call time and training in effort to decide equitably. A report will be sent to the association on its use. A volunteer agreement will be implemented that recipients continue through the year by participating in calls, transport, community events and training in order to provide sustainability. Councilman Banach asked if anyone in Encampment benefitted from the award. Layman noted that there was benefit in the Encampment area, but not directly in Encampment. The council thanked her for the update.

Duane Allen: Mr. Allen was present representing Allen Logging. He noted that he had nothing else to present to the council, but was present as requested to answer questions. Councilman Stull asked to confirm that they had an active timber sale. Mr. Allen confirmed that there was one sale down by Kremmling, Colorado and that he has talked to the state about sales that others have not bid on and noted that they will also obtain private sales. He noted that he has good experience in obtaining timber.

Thomas James: Mr. James was present representing TNT Forest Products. He noted that he had completed 600 pallets and that he had 700 left to building with more orders coming. He reminded the council that he was still getting ready to operate the mill site due to the electrical issues. He was asked if he had employees. He noted that he has three temporary employees. Councilman Banach asked about saw logs. Mr. James noted that Gary Ervin would be providing the small logs and will supply the whole mill. With no further comments, the clerk noted that discussion on the actual lease was listed later in the agenda.

UNFINISHED BUSINESS

Sewer Lagoon Improvement Project: Mr. Nelson noted that there was not a lot to report. He reminded the council that there was a workshop to be held December 15th with the seated council and the new council to discuss moving forward on the issue. Banach noted that he would like to offer more suggestions with his building expertise and to spend some time on it. Mr. Nelson also noted that in talking with Maintenance/Operator Bill Acord there would be one change adding a pipe between cell one and the outlet. He noted that once the workshop was held, he would make any changes necessary and hoped to have permission to go out to bid in January, hold a pre-bid meeting, have tentative bid opening February 28th and be ready to award the project at the March meeting. The notice to proceed would be issued in April with a construction window of May-October. Council asked about potential bidders and Mr. Nelson noted that he advised those that had bid that it would be coming back out. He noted that he had a list of 13 potential bidders.

Drainage at Town Hall/Gutters: Councilman Banach noted that elevations were taken which show heaving in the concrete. Maintenance/Operator Acord provided drawings showing one option of what could possibly be done with trenching, grating and a sump pump. The power pole is part of the issue, which could possibly be anchored instead. Complete replacement of the concrete would be about \$40,000.00. An official bid was not prepared because the council is not sure what they plan to do. Harvey noted that anything over \$25,000.00 would need to go out to bid. Craig noted that other options might be cheaper. It was also noted that the gutter was now level with settling of the

building. Craig noted that perhaps it could be made to work with a downspout installed at the other end. Maintenance/Operator Acord noted that WYDOT would need to be contacted. Harvey noted that Carbon Power and Light should also be contacted. It was noted that the project would not be taking place until spring. Fagan noted that it is progressively getting worse. The council noted that it would give the town time look into it further and notify the state. The council thanked Acord and Banach for good information.

Title 05.08- Tobacco Sales- 2nd Reading of Amendment- Set Public Hearing: Clerk/Treasurer Harvey advised that there were no changes to the document since the 1st reading. Craig moved to accept the 2nd reading of Title 5.08 Tobacco Sales and set the public hearing during the January 12th council meeting, Fagan seconded and the motion was passed.

Grand Encampment Business Park- Mill Site Lease: Councilman Banach noted that while he appreciates Mr. James efforts, in his opinion it is too late, but that he is open for discussion. Councilwoman and mayor-elect Fagan noted that if Allen Logging was being considered that they needed to have information lease requirements, responsibilities for site and equipment. Clerk/Treasurer Harvey advised that negotiation can happen in executive session if the council chose. She asked if the council would like to have the attorney review the lease as well. Audience member and councilman elect Reichert noted that he thought the council should make a decision rather than dragging it on another month for further review. Councilman Craig noted that he appreciated Mr. James efforts, but that he didn't need the mill running to do what he is doing with pallets on the site. He stated that it feels like he has thrown the pallet project together to try and maintain the lease. Mr. James advised that he has had more and a year and a half of electrical work invested in getting the mill ready. The council noted that the power has been there long enough. Banach agreed that it was time to make a decision. Council agreed that they have no trouble with using the existing terms for the first year, with the tenant being responsible for the water, electricity, maintenance and that they will need to carry a liability insurance policy naming the Town of Encampment as an additional insured at 1.5 million dollars. Gwen Allen noted that they have policies with a 1,000,000.00 umbrella and a corporate policy up to \$2,000,000.00. Craig moved to change the lease over and give Duane Allen a chance, Banach seconded and the motion was passed. Clerk/Treasurer Harvey advised the council that a vacate date should be set for TNT Forest Products. Thomas James noted that he would like to have until January 31, 2022. Craig amended his motion to include the vacate date of January 31, 2022, Banach seconded and the motion was passed. The clerk will contact the attorney for review of the lease and get with the new tenant for information and provide them a draft.

COMMITTEE REPORTS

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

Fire Department- Doreen Harvey, Secretary: Harvey conveyed a thank you from the fire department for their annual dinner meeting. She noted that it was great to support a local business and allow the fire department to get together like that.

Recreation Department: Clerk/Treasurer Harvey noted that Alyx Munson had been working on the event. Resolutions for street closures will be on the next agenda. She advised that not much was known about Casino Night as Gayle Wessel had taken it over. It is believed that it will be at the Opera House, but that there had been no direct contact from her.

Carbon County Council of Governments: Councilwoman Fagan noted that she had attended the last meeting and that they set the new schedule and would be having some turnover with the new councils. She noted that they had asked if Encampment would like to host the CCCOG meeting in May at the Opera House. The hosting community has been providing the dinner. Dinner would be at 6:00 p.m. with the meeting at 6:30 p.m. Councilman Stull asked about how many attendees. Fagan noted there had been about 15. No action was taken.

ADDITIONS TO THE AGENDA

There were no additions to the agenda.

NEW BUSINESS

Fire Department- Purchase of Two Pagers from Impact Funding- \$1,011.00: Clerk/Treasurer Harvey noted that the Fire Department was trying to replace two pagers each year. She advised that it would be a good use of impact funding as it is for police, fire and EMS. Fagan moved to purchase two new pagers from Comm Tech in the amount of \$1,011.00 from the impact funding, Craig seconded and the motion was passed.

Continued use of Katrina Nuhn for Oversight at \$600.00 per month and \$25.00/ Hour: Councilman Craig asked about licensing. Maintenance/Operator Acord advised that he hoped to be fully licensed by the end of the month. Stas asked if the use of Katrin Nuhn would be on a month-to-month basis. It was noted that two fully licensed personnel were required and that she would be needed until then. Fagan moved to approve the continued use of Katrina Nuhn at the rate of \$600.00 per month plus \$25.00 an hour for licensed oversight, Craig seconded and the motion was passed.

Winter Carnival Button Contest Prize Money \$100.00: Clerk/Treasurer Harvey advised that the school students provide the art and the committee would like to award the Prize money before Christmas if Possible. The event is sponsored by the Platte Valley Arts Council. Fagan moved to approve \$100.00 for the button art contest, Craig seconded and the motion was passed.

Bank and Investment Signatory Change- Effective January 3, 2023: Clerk/Treasurer Harvey noted that with Mayor Salisbury leaving office Mayor-Elect Shannon Fagan would need to be established as a bank and investment account signer. Banach moved to remove Mayor Salisbury and add Shannon Fagan as signer effective January 3, 2023, Craig seconded and the motion was passed.

19th Annual Lighting Contest: Clerk/Treasurer Harvey advised that last years the prizes were \$100 for 1st place; \$75 for 2nd place and \$50 for 3rd Place. Banach moved to hold the contest with the same prizes as last year, Craig seconded and the motion was passed.

Additional Compensation for Employees/Judge as Budgeted: Craig noted that he was in favor of awarding additional compensation for the employees as they are hard working. Craig moved to approve additional compensation in the amount of \$350.00 for employees and \$75.00 for the judge, Fagan seconded and the motion was passed.

CORRESPONDENCE:

CCVC, CCEDC, CCCOG, CCSPTJPB, SCWEMS, UPRSWDD, WAM info & newsletters via email

USDA Forest Service-LaVa Project-Via Email

12-08-2022toe.min

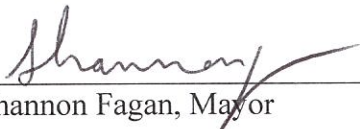
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Wyoming Association of Rural Water Systems Membership
Wyoming Community Foundation
Grand Encampment Cowboy Gathering-Thank You
Valley Village Child Care

With no further business, Fagan moved to adjourn at 7:55 p.m., Banach seconded and the motion was passed.

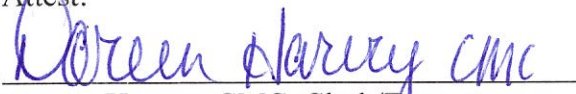
Doreen Harvey, CMC
Clerk/Treasurer

Approved: January 12, 2023



Shannon Fagan, Mayor

Attest:



Doreen Harvey, CMC, Clerk/Treasurer