

April 5, 2016

The Town Council met this day in regular session at 7:00 p.m. with Mayor Paul Brooks presiding.

Mayor Brooks read PROCLAMATIONS for-NATIONAL LIBRARY WEEK & MAYOR DAY.

Roll call was taken by Mayor Brooks with Council Members April Gill, Ken Denzin, and Sheryl Klocker in attendance. Brad Marchant was absent.

COUNCIL MEMBER DENZIN MOVED, COUNCIL MEMBER GILL SECONDED a motion to approve the Consent Agenda. All ayes, MOTION CARRIED.

Approve Minutes of the City Council Regular Meeting for March 1, 2016 as published. Approve Treasurer's Report with a general account balance of \$770,626.11 a utility deposit fund account balance of \$42,266.92 and a \$464.20 transfer into the general account from the utility deposit fund account for the amount applied to utility bills and interest. Approve the March adjustment report. Approve the Resolution 9, 2016-NIMS/ICS as City of Sundance Operational Management Model. Approve the March Paid Invoice Report. Approve the April Unpaid Invoice Report. Approve the Monthly Municipal Court Report. MOTION (per consent agenda) carried.

Mayor Brooks announced the upcoming meetings – NEWY meeting in Gillette Saturday, April 16, 2016 at 8:00 am; Crook County Solid Waste Advisory Committee at Sundance City Hall Wednesday, April 13, 2016 6:30 pm.

City Engineer Karla Greaser reported that we are waiting on the grant funding contract from the Wyoming Water Development Commission for the Level III –Cole distribution waterline and PRV projects. Ms. Greaser will be taking a closer look at the project in hopes to get the project under contract this summer. Ms. Greaser was contacted by the consultant doing fiber optic work in the City for coordination items. They will be in touch as this project moves forward.

Clerk Treasurer Kathy Lenz reported that Harry Lebonte Director for Wyoming Water Development was in Sundance to see how the match for the 66% grant was going. The City has secured those funds with the Recapture Agreement between the City of Sundance, Crook County School District No. 1 and the Wyoming School Facilities Department.

Ms. Greaser reported she received an updated drawing of the waterline relocation at the new SHS football location. She will be reviewing the drawing and providing comments on the plan to CCSD#1's engineers.

Ms. Greaser presented the council with Work Order No: 16-073WO-E for professional engineering services to review the Sundance High School Football Field Project. The cost for Engineering and Consulting Services shall not exceed \$12,000.00. COUNCIL MEMBER DENZIN MOVED, COUNCIL MEMBER KLOCKER SECONDED a motion to allow Mayor Brooks to sign the proposal for review on the SHS football field. All ayes, MOTION CARRIED.

Public Works Director Mac Erickson reported that Burbach Engineering would be here next week to go over plans for the swimming pool backwash tank and how to reconfigure it. Ms. Greaser said she heard back from DEQ and they did not want the backwash tank to drain into the storm sewer.

Ms. Lenz updated the Council on the Landfill Closure Agreement. Mac and Kathy had a conference call with Dale Anderson and Craig McCombe with DEQ last week and the City of Sundance will be required to move forward with the closure. The closure permit needs to be complete by September 2016. Kathy will be working on a grant/loan application to help fund the closure.

Mayor Brook asked City Attorney Mark Hughes to prepare a petition for the Sierra Vista Estates Annexation.

COUNCIL MEMBER KLOCKER MOVED, COUNCIL MEMBER DENZIN SECONDED a motion to approve ORDINANCE 1, 2016-ADOPTION OF NFPA 1142 STANDARDS-THIRD AND FINAL READING. All ayes, MOTION CARRIED.

County Attorney Joe Baron presented the Council with a letter from the County Commissioners regarding transferring County Roads within the corporate limits of the City of Sundance. The County Commissioners are agreeable to transferring the following County Roads.

1. Interests in 21<sup>st</sup> street and Daugherty Road No. 135
2. Grave Yard Hill Road No. 43

3. Black Buttes Road No. 4
4. Fuller Road No. 256

The Commissioners would like to review the Management Agreement for the Government Valley Road No. 249 before determining further action on this road. The County will do the earthwork on Black Buttes and Grave Yard Hill Road and the City will gravel the roads. Once the earthwork is complete, the Commissioners will convey the county roads to the City of Sundance.

COUNCIL MEMBER KLOCKER MOVED, COUNCIL MEMBER GILL SECONDED, a motion to enter into an agreement with the County Commissioners for the roads listed on the April 5, 2016. All ayes, MOTION CARRIED.

Mt. View Campground owner Bernie Cogan voiced his concerns regarding Government Valley Road.

Steve Lenz, representing the Sundance Downtown Association, reported that after two years of navigating the process, the Wyoming Main Street Advisory Board and the Wyoming Business Council has accepted Sundance into their Wyoming Main Street Affiliate Community program. As an Affiliate Community, Sundance is eligible for Main Street grants, state technical assistance and professional services. By this acceptance, Sundance will be better positioned to apply for future Wyoming Business Council BRC and CDBG grant opportunities. Among other projects, these grants will help with the restoration and preservation of the historic buildings in Sundance, up to a possible \$2 million, which would help to get the Crook County Museum out of the courthouse basement. Old Stoney is not only the anticipated museum location; it is the foundation of the Main Street effort to help keep our town economically viable for existing businesses and to lure entrepreneurs and their businesses to our community.

Clerk Treasurer Lenz reported that representatives from the City, the Chamber, the Museum District, and Dave Spencer with the Wyoming Business Council will have interviews with three engineering firms that have submitted proposals in response to the RFP for the \$33K Business Ready Community grant Sundance received from the Wyoming Business Council in 2015. The three firms are competing for the opportunity to create a downtown economic study and beautification plan of the Sundance business district. After an engineering firm is selected, they have a stringent set of requirements to hold public meetings with the businesses owners and the community, provide economic recommendations, and create urban landscape & pedestrian friendly street designs for Sundance to consider for future implementation.

Mac Erickson reported that we have two applications for potential pool managers.

Chief of Police Marty Noonan reported on the parking ORDINANCE NO. 2, 2008. COUNCIL MEMBER KLOCKER MOVED, COUNCIL MEMBER GILL SECONDED a motion to take the words “public street” out of the ordinance and change it to “roadway” and add the definition of roadway in section 1 and leave in the provision for a variance for temporary parking requests along the city streets. All ayes, MOTION CARRIED.

Mayor Brooks gave Jeff Christianson, CFO with Evergreen Management, the Oath of Office. Evergreen Management is now managing the facility formerly managed under Green Mountain Housing Authority.

Sheila Christoph requested a property damage release letter from the City Attorney. Discussion was held and no action was taken.

COUNCIL MEMBER DENZIN MOVED, COUNCIL MEMBER GILL SECONDED a motion to approve the following liquor licenses after no objection or comment was made during the public hearing. All ayes, MOTION CARRIED.

<p>Stephen A. and Catherine J. Hilty 6' X 8' room in northwest corner of building located in Original Town, Sundance, Block 9, south 50' of Lots 1 and 2</p>	<p>101 North Street 3<sup>rd</sup> Street dba Higbee's Cafe</p>
<p>Longhorn Saloon &amp; Grill, LLC 22' x 30' room in northeast corner of building located in Original Town, Sundance, Block 9, east 18' of Lot 9, and Lot 10</p>	<p>214 East Main Street dba Longhorn Saloon &amp; Grill</p>
<p>N2DEEP Enterprises, LLC 19' x 38'6" front room east half of upper level of building Located in Original Town, Sundance, Block 9, North 22' of Lots 1 and 2</p>	<p>111 North 3<sup>rd</sup> Street dba Dime Horseshoe Bar</p>

Redenbaugh's  
31' x 13' room in front part of building located in  
Original Town, Sundance, Block 10, Lot 1

121 East Cleveland Street

dba Turf Bar

Sundance Country Club, Inc  
9' x 13' room on the west side of building located in  
Railroad Addition, Sundance, Block 22, Lots 13 and 14

1612 East Cleveland Street

dba Sundance Country Club

COUNCIL MEMBER KLOCKER MOVED, COUNCIL MEMBER DENZIN SECONDED a motion to approve ORDINANCE No. 2, 2016-APPROPRIATING MONEY FOR THE 12 MONTH PERIOD BEGINNING JULY 1, 2016 AND ENDING JUNE 30, 2017-FIRST READING. All ayes, MOTION CARRIED.

Mayor Brooks reported that Campbell County will not accept the City of Sundance's recycling after April 15, 2016. Mayor Brooks, Clerk Treasurer Kathy Lenz and Public Works Director Mac Erickson met with the Campbell County Commissioners to request an extension and to continue discussion regarding recycling collection fees and usage.

COUNCIL MEMBER GILL MOVED, COUNCIL MEMBER KLOCKER SECONDED a motion to have a free landfill day. Similar to last year, there will be a coupon printed on the back of May's City utility bill for residents who pay for garbage. Those residents will have a day of their choice in the months of May and June to use the landfill FREE of charge for a day. All ayes, MOTION CARRIED.

The council reviewed a nuisance complaint letter. COUNCIL MEMBER DENZIN MOVED, COUNCIL MEMBER GILL SECONDED a motion to have Chief Noonan investigate and determine if indeed a nuisance exists. All ayes, MOTION CARRIED.

Robin Finch from the Crook County Promotion Board proposed changes to the Lodging Tax Joint Powers Agreement. Attorney Mark Hughes will review the proposed changes, how they will affect the City of Sundance and report back to the council.

COUNCIL MEMBER KLOCKER, COUNCIL MEMBER DENZIN SECONDED a motion to have Mayor Brooks as the Voting Delegate for the City of Sundance at the Wyoming Association of Municipalities Annual Convention. All ayes, MOTION CARRIED.

COUNCIL MEMBER KLOCKER MOVED, COUNCIL MEMBER DENZIN SECONDED a motion to have Clerk Treasurer Kathy Lenz as the Alternate Voting Delegate for the City of Sundance at the Wyoming Association of Municipalities Annual Convention. All ayes, MOTION CARRIED.

COUNCIL MEMBER KLOCKER MOVED, COUNCIL MEMBER DENZIN SECONDED a motion to accept Land Use Planning Minutes from March 28, 2016; except for item A of unfinished business and item E of finished business. All ayes, MOTION CARRIED.

COUNCIL MEMBER KLOCKER MOVED, COUNCIL MEMBER DENZIN SECONDED a motion to approve Mike Imberi building permit upon approval by Land Use Planning. All ayes, MOTION CARRIED.

COUNCIL MEMBER KLOCKER MOVED, COUNCIL MEMBER DENZIN SECONDED a motion to approve the plat presented by the Joint Subdivision Review Hearing between the County and the City and the minutes of the Crook County Land Use Planning Minutes and City of Sundance Land Use Planning Minutes as per item A. All ayes, MOTION CARRIED. Item E- Blair and Pam Stugelmeyer requested a variance to put a car port inside the mandated City street setbacks on south side of their lot. COUNCIL MEMBER KLOCKER MOVED, COUNCIL MEMBER DENZIN SECONDED a motion to not allow a variance, as per Land Use Planning's recommendation, and to approve the Stugelmeyer's car port application; providing they meet the mandated 25' setback from the City street. All ayes, MOTION CARRIED.

Ron Gilles asked the Council for permission to close Main Street from 2<sup>nd</sup> & Main to 4<sup>th</sup> & Main for the car show on July 2<sup>nd</sup> from 6:00am to 6:00 pm. COUNCIL MEMBER DENZIN MOVED, COUNCIL MEMBER GILL SECONDED to allow for the street closure and for the City to pay half of the porta-pottie rental fees. All ayes, MOTION CARRIED.

Chief of Police Marty Noonan gave his monthly report. They had 43 calls last month. He met with Chuck from Deluxe Harley Davidson and they want to do the same contract as last year's for the City Police motorcycle. We will be getting the same motorcycle as was used last year.

Fire Chief Chris Tomford gave his monthly report. The fire department had 9 calls for the month; five were out of town. Two members quit the force and one injured fireman should be cleared by his doctor to come back into volunteer service on April 11<sup>th</sup>. The department is doing maintenance on the air compressor and air bottles.

City Engineer Karla Greaser gave her monthly report. She wanted to touch base on the walking path to see if the city is ready to move forward on extending the walking path. Kathy Lenz would like permission from the council to get a Safe School Grant to connect the walking path from the west end of town to the east end of town. Karla will get a cost estimate to Kathy so she can apply for the grant.

Public Works Director Mac Erickson asked the council for permission to order new welcome signs for the entrances into town.

City Attorney Mark Hughes revised the MOU with the school. Mark advised the council to have plats made for the dedication of the streets from the county.

Mayor Brooks adjourned the meeting at 9:13 p.m.

SEAL)

Mayor \_\_\_\_\_  
Paul Brooks

ATTEST:

Deputy Clerk-Treasurer \_\_\_\_\_  
Toby Shamion