

January 7, 2020

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

Roll call was taken by Mayor Brooks with Council Members Joe Wilson, Jana McLean, Callie Hilty and Brad Marchant present.

Mayor Brooks presented the council members with the recommended 2020 appointments: Brad Marchant-Acting Mayor in the absence of Mayor Brooks, Sundance Times-Official Newspaper, Kathy Lenz-City Clerk Treasurer, Marty Noonan-Police Chief/Emergency Management Coordinator, Mac Erickson-Public Works Director/Zoning Code Official, Mark Hughes Law Office-City Attorney, Francis E. Stevens-Municipal Judge, Gari Gill-Fire Chief. Committee Members: Housing Authority Members-Kristy Ulmer-Manager, Carol Maddox, Marie Reed, Wendy Kipp, Diane Marshall, and Sue Fuhrman-Evergreen Management Services, Spearfish-SD. Land Use Planning Commission Members-Amanda Miller-Chairman, Bonnie Beaudoin, Joe Lambert and Lonnie Galloway and Randy Stevenson. Recreation Board Members-Andrea Humphrey, Shelby Gill, and Jill Mackey. Clarenbach Park Committee-Cheryl Wales, Sally Rogers and Debbie Davis. Crook County Promotion Board-Steve Lenz. Community Development Loan Board-Charlie Jones and Cindy Lambert. COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve the appointments as read. All ayes, MOTION CARRIED.

Mayor Brooks presented Officer Welchie Patterson with a certificate of recognition for 20 years of service to the City of Sundance. Police Chief Marty Noonan gave a history of Officer Patterson's service prior to coming on Staff.

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

US POSTAL SERVICE-POSTAGE \$304.11; MENARDS GILLETTE-BUILDING OFFICE \$2979.07; HARTL ELECTRIC-BUILDING OFFICE \$1822.20; HARTL ELECTRIC- ADMIN MAIN ST \$1894.79; DAN OR LISA MCGUINNESS-UTILITY DEPOSIT REFUND \$6.86; 2<sup>ND</sup> AMENDMENT GUNS & AMMO-PS SUPPLIES \$40.00; AMERICAN SAFETY ASSOCIATES OF CO-FIRE EQUIP & MAINT \$1772.00; AT & T-WATER-STREETS-LANDFILL-MAYOR MISC \$240.42; BACHMANN, LEANN-ADMIN JANITORIAL \$300.00; BEAR TECHNOLOGIES-COMPUTER SUPPORT-PS COMPUTER MAINT \$581.67; BLAKEMAN PROPANE-TANK RENT \$120.00; CASELLE-COMPUTER SUPPORT \$1278.00; CITY CLERK-TREASURE- ADMIN POSTAGE & MISC \$12.24; CNA SURETY-ADMIN INS \$100.00; COLLINS COMMUNICATION INC-ADMIN TELEPHONE & INTERNET \$25.00; CROELL REDI-MIX INC-STREETS MAINT \$187.79; CROELL REDI-MIX STREETS MAINT \$538.47; CROOK COUNTY SHERIFF-PS DISPATCH-\$1900.00; CUSTOM AUTO & TRUCK-FIRE EQUIP & MAINT \$2685.65; CW WASTE-GARBAGE GATE FEE \$12499.70; CW WASTE-GARBAGE GATE FEE \$750.00; DAKOTA BUSINESS CENTER-ADMIN \$80.00; DAKOTA BUSINESS CENTER-ADMIN OFFICE SUPPLIES \$188.21; DAKOTA PUMP INC-SEWER EQUIP & MAINT \$6600.00; DECKERS FOOD MARKET-PS DARE & STREET MISC \$43.75; ENERGY LABORATORIES INC-WATER TESTING \$44.00; FLOYDS TRUCK CENTER WY-SANITATION-EQUIP & MAINT \$204.22; GALLS INCORPORATED-PS OVERTIME GRANT & SUPPLIES \$2793.67; HAWKINS WATER TREATMENT-WATER CHLORINE SUPPLY \$20.00; HINKLEASE-PS VEHICLE LEASE \$937.90; HUGHES, MARK- CITY ATTORNEY RETAINER \$ 2000.00; HUSKERS DBA SUNDANCE TRAVEL CENTER- GARBAGE FUEL \$175.37; J.P. COOKE COMPANY-PS ANIMAL CONTROL \$72.50; KARENS DELIVERY CO-STREETS MISC EXP \$13.00; MARCO-ADMIN COPY MACHINE \$362.60; NORTHWEST PIPE FITTINGS INC-WATER SUPPLIES \$9.91; QUEEN CITY DOOR LLC- STREETS MAINT & PARTS \$400.00; QUILL-ADMIN-OFFICE SUPPLIES \$59.95; RANGE TELEPHONE-ADMIN-FIRE-GARBAGE-PS-AMBULANCE PHONE & INTERNET \$714.42; ROLLING METAL AUTO LLC- SHOP GAS & DIESEL FUEL-PS FUEL \$900.20; SAFEGUARD BUSINESS SYSTEMS-ADMIN OFFICE SUPPLIES \$395.75; SECURE INSTANT PAYMENTS LLC-WATER-SEWER-GARBAGE-MUNICIPAL COURT MISC EXP \$44.95; SERVALL UNIFORM LINEN CO- ADMIN JANITORIAL \$244.34; SUMMIT SIGNS & SUPPLY INC-STREETS MISC \$68.00; SUNDANCE DILLONS HARDWARE-SHOP TOOLS-ADMIN JANITORIAL-WATER SUPPLIES-BUILDING OFFICE \$312.84; SUNDANCE ELECTRIC INC- WATER ELECT MAINT \$159.71; SUNDANCE ELECTRIC INC-BUILDING-CITY HALL \$85.00; THE SUNDANCE TIMES- ADMIN ADVERTISING \$439.75; TONGUE RIVER CABLE TV INC-ADMIN HOUSING AUTHORITY \$77.00; TOOLS PLUS INDUSTRIES LLC-PS SUPPLIES \$99.57; TOWN OF MOORCROFT-GARBAGE LANDFILL CHARGES \$1159.20; TRACY MOTOR CO- SHOP SUPPLIES \$103.25; TRIHYDRO CORP-SANITATION ENGINEER PERMIT \$398.50; TRIHYDRO CORP-SEWER CITY ENGINEER \$2000.00; TRIHYDRO CORP-SANITATION TESTING \$807.50; VISA- WATER & ADMIN TRAVEL & TRAINING-SR PRIZE FUND-COMPUTER SUPPORT \$745.64; VOLUNTEER FIREMENS PENSION FUND \$240.00; WAVESWEB DESIGN.COM-ADMIN MISC EC DEVELOPMENT \$1000.00; WESCO DISTRIBUTION-STREET LIGHTS \$3532.00; WESTERN WASTE SOLUTIONS-GARBAGE RECYCLING TONAGE \$4013.00; WY ASSN OF RURAL WATER SYSTEMS-WATER MISC \$450.00; TRIHYDRO CORP-WATER SW TANK \$4074.75; INTERSTATE ENGINEERING-WBC OLD STONEY \$2853.26; STRATA-WBC OLD STONEY \$953.00; MAC CONST CO INC-STREETS OLD STONEY \$63184.06; CITY OF SUNDANCE-OLD STONEY \$7019.89; CASPER COLLEGE-FIRE CHIEFS SCHOOL \$4264.13; SALARIES-ADMIN-MAINT-PUBLIC SAFETY-REC-POOL \$40810.34; SSB-DIRECT DEPOSIT FEES \$6.47; BCBS OF WY-INS \$12810.15; CITY OF SUNDANCE-FLEX SHARE BENEFITS \$50.40; CITY OF SUNDANCE FLEX SHARE \$787.50; DEARBORN-LIFE INS \$192.00; EFTPS-PAYROLL TAX \$12771.25; GREAT WEST TRUST CO LLC - DEFFERED COMP \$1615.00; HEALTHSMART BENEFIT SOLUTIONS INC LIFE INS \$144.00; NEBRASKA CHILD SUPPORT PAYMENT CENTER-ADMIN MISC EXPENSE \$392.00; POWDER RIVER ENERGY CORP-ADMIN-STREETS-SR-WATER-SEWER LANDFILL-DAYCARE-FIRE-AMBULANCE-PARK-ELECTRICITY \$10467.94; SUNDANCE STATE BANK-SKCC ADMIN EXP-\$400.00; SYMETRA LIFE INS CO- LONG TERM DISABILITY \$444.09; WY RETIREMENT- RETIREMENT \$9079.12; WY WOKERS COMP - WORK COMP \$1743.98; TOTAL \$ 236097.00

Approve Minutes of the City Council Regular Meeting of December 3, 2019 as published. Approve the December adjustment report. Approve the December Paid Invoice report. Approve the January Unpaid Invoice Report. Approve the Monthly Municipal Court Report. MOTION CARRIED (per consent agenda).

Mayor Brooks announced the upcoming meetings: NEWY meeting will be held at Gillette City Hall on January 11, 2020 8:00 am; WAM Winter Conference in Cheyenne, February 26-28, 2020 at Little America.

City Engineer Karla Greaser updated the council on the Sundance West Water Storage Tank project. This project was on hold waiting for a property sale and easements. The property sale has taken place and when the easements are signed the project can move forward. A 90% design meeting was held and more comments will be made to WDEQ for the permit application.

Discussion was held regarding the revisions made to the easements which City Attorney Mark Hughes has prepared for City Council.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow Mayor Brooks to sign the easements with the revisions as presented. All ayes, MOTION CARRIED.

Public Works Director Mac Erickson reported that the technical review has been received from WDEQ on the C&D Permit by Trihydro. When the application is technically adequate there will be a 30 day public comment period followed by another 30 day permit process.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve a change order from Trihydro to extend the completion date to April 30, 2020 for the C&D Permit. All Ayes, MOTION CARRIED.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve Change Order # 8 for Old Stoney. This is to be paid by the Museum District for a security system. All ayes, MOTION CARRIED.

Clerk Treasurer Kathy Lenz reported on Central Park. Ms Lenz and Public Works Director Mac Erickson met on the phone for a pre-design meeting. Discussion was held on options available. Included in that discussion were ways the City could save some costs by doing what they can in house to meet the needs of the project.

Discussion was held regarding the nuisance property on Sewell St. City Attorney Mark Hughes would like to see a formal evaluation of the property. Fire Chief Gari Gill will look into what can be provided to assist in the matter.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve ORDINANCE # 3, 2019-GARBAGE COLLECTION REQUIREMENTS-THIRD READING. All Ayes, MOTION CARRIED.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to allow Public Works Director Mac Erickson and City Attorney Mark Hughes to meet with Crawford's regarding a water agreement. All Ayes, MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve the annual audit presented by Paul Stilles of Leo Riley & Co. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve RESOLUTION # 1, 2020-OFFICIAL DEPOSITORY. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve RESOLUTION #2, 2020-INVESTMENT POLICY. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve RESOLUTION #3, 2020-REVISED CITY FEES & RATE SCHEDULES. All Ayes, MOTION CARRIED.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER HILTY SECONDED a motion to approve RESOLUTION #4, 2020-UPDATED WYOMING STATE FORESTRY GRANT APPLICATION. All Ayes, MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to approve the Pledgee Agreement Renewal. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve the IRS Mileage allowance of .58 cents. All Ayes, MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to approve the Keyworth Plat. All Ayes, MOTION CARRIED.

Police Chief Marty Noonan reported 25 calls for the month. Chief Noonan has changed the Police Department Policy for vehicle unlocks. They are going to refer all unlocks to a private business in town. The Police Department will do an unlock if an emergency exists. His Department had a total of 415 calls for the year 2019.

Public Works Director Mac Erickson reported that one of his crew will be leaving in March. He would like to seek an employee with engineering experience as well as one whom could perform public works duties.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER HILTY SECONDED a motion to approve Work Order No 19-513WO-E from Trihydro for Engineering and Consulting Services. All Ayes, MOTION CARRIED.

Fire Chief Gari Gill reported the Fire Department was approved for the Wyoming State Forestry Grant. His department is currently underway updating inventory. March 14<sup>th</sup> will be a Chili Feed and Auction held at the Crook County Multi Purpose Building.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve write off on utility accounts 590.8, 130.3, 200.2 and 815.9. All Ayes, MOTION CARRIED.

Meeting Adjourned at 8:05 pm.

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

SEAL) Deputy Clerk Treasurer \_\_\_\_\_  
Helen Engelhaupt