

June 2, 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 Jana McLean, Brad Marchant, Joe Wilson and Callie Hilty all present.

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

Approve Minutes of the City Council Regular Meeting of May 5, 2020 as published. Approve the May Adjustment report. Approve the May Paid Invoice report. Approve the June Unpaid Invoice Report. Approve the Monthly Municipal Court Report. MOTION CARRIED (per consent agenda).

US POSTAL SERVICE-POSTAGE \$197.56; MIKE EASLEY-UTILITY DEPOSIT REFUND \$16.57; BERNICE LINDEMAN-UTILITY DEPOSIT REFUND \$31.83; NORRIS DESIGN-WBC-CENTRAL PARK \$7904.09; NORRIS DESIGN-WBC-CENTRAL PARK \$15754.80; QUICK SIGNS-WBC-OLD STONEY \$2946.01; TRIHYDRO CORP-WBC-OLD STONEY PARK \$3163.25; CITY -MAC CONST RETAINAGE \$57.09; AMERI-TECH EQUIPMENT CO. \$4597.92; AT & T -WATER STREETS LANDFILL MAYOR PHONE \$234.97; BACHMANN, LEANN- ADMIN JANITORIAL \$300.00; BLAKEMAN PROPANE-POOL TANK RENTAL \$14.11; CASELLE INC-COMPUTER SUPPORT-SOFTWARE \$1379.00; CITY CLERK-ADMIN POSTAGE \$23.07; CLIMATE SOLUTIONS INC-SHOP MISC \$170.00; CROOK COUNTY SHERIFFS OFFICE- PS-DISPATCH \$1900.00; CUSTOM AUTO & TRUCK-PS VEH MAINT \$54.36; CW WASTE-GARBAGE GATE FEE \$13249.70; DAKOTA BUISINESS CENTER- ADMIN SUPPLIES \$212.00; DECKERS FOOD MARKET-FIRE DEPT MISC-SHOP MISC \$103.62; DEAN RUPPERT CONST-BUILDING FAÇADE \$2520.00; ENERGY LABORATORIES INC-WATER TESTING \$144.00; MAC ERICKSON-BUILDING FAÇADE \$700.00; FASTENAL-SHOP SUPPLIES \$212.43; HACH-WATER SUPPLIES \$158.56; HAWKINS WATER TREATMENT-WATER-CHLORINE SUPPLY \$379.00; HINKLEASE- PS VEHICLE LEASE \$937.90; HUGHES, MARK – CITY ATTORNEY RETAINER \$2000.00; HUSKERS-GARBAGE FUEL \$170.87; INTERNATIONAL ASSOC OF CHIEFS OF POLICE \$190.00; JW SERVICES-WATER SYSTEM REPAIRS \$25937.28; MAC CONST-WBC-OLD STONEY \$1084.80; MARCO-ADMIN COPY MACHINE \$363.67; NORTHWEST-WATER EXP \$624.75; ONE CALL OF WYOMING-WATER ONE CALL \$2.25; RANGE TELEPHONE-ADMIN-FIRE-GARBAGE-PS-AMBULANCE PHONE & INTERNET \$708.35; ROLLING METAL AUTO LLC- SHOP GAS & DIESEL FUEL-PS VEH MAINT-GARBAGE/LANDFILL FUEL \$886.15; SECURE INSTANT PAYMENTS LLC-WATER-SEWER-GARBAGE-MUNICIPAL COURT MISC EXP \$44.95; STREET DÉCOR INC-STREET BANNERS \$1825.00; SERVALL UNIFORM LINEN CO- ADMIN JANITORIAL \$128.27; SUNDANCE EXTINGUISHER LLC- \$228.08; SUNDANCE HARDWARE & SPORTING GOODS LLC- ADMIN & SHOP-JANITORIAL – FIRE \$101.16; THE SUNDANCE TIMES- ADMIN & GARBAGE ADVERTISING \$814.50; TONGUE RIVER CABLE TV INC-ADMIN HOUSING AUTHORITY \$77.00; TOWN OF MOORCROFT-GARBAGE CHARGES \$1327.20; TRACY MOTOR CO-STREETS MISC \$106.50; TRIHYDRO CORP-SANITATION-TESTING \$5786.28; TRIHYDRO CORP- CITY ENGINEER \$2000.00; TRIHYDRO CORP-SANITATION TESTING \$538.52; US POST OFFICE-ANNUAL PERMIT FEE \$240.00; VISA- WATER SAFETY-MAYOR MISC-ADMIN JANITORIAL COMPUTER HARDWARE-STREETS MAINT \$1042.70; VOLUNTEER FIREMENS PENSION FUND \$225.00; WAM-WCCA ENERY LEASE PROGRAM-FIRE \$454.50; WESTERN WASTE SOLUTIONS-GARBAGE RECYCLING TONAGE \$3948.00; WY DEPT OF AG-POOL MISC \$50.00; WPOA-WY PEACE OFFICERS ASSOC- PS MISC \$20.00; SALARIES-ADMIN-MAINT-PUBLIC SAFETY-REC-POOL \$40760.14; SSB-DIRECT DEPOSIT FEES \$6.54; BCBS OF WY-INS \$13303.60; CITY OF SUNDANCE-FLEX SHARE BENEFITS \$49.45; CITY OF SUNDANCE FLEX SHARE \$787.50; EFTPS-PAYROLL TAX \$12876.95; GREAT WEST TRUST CO LLC – DEFERRED COMP \$1640.00; 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-ELECTIRCITY \$9120.52; ROSENCRANZ CONSTRUCTION-BUILDING FRONT OFFICE \$11160.00; SUNDANCE STATE BANK-ADMIN-MISC EXP \$400.00; SYMETRA LIFE INS CO- LONG TERM DISABILITY \$442.08; WYDOT-ADMIN MISC EXP \$5.00; WY RETIREMENT- RETIREMENT \$9036.11; WY WORKERS COMP – WORK COMP \$1735.,20; TOTAL \$ 187140.76

Upcoming Meeting-NEWY meeting in Gillette will be postponed until further notice. WAM Summer Conference Cancelled.

City Engineer report was given by Dan Mummert in Karla Greaser's absence. The Sundance West Water Tank project has received the permit from WDEQ. Invitation to bid is being advertised and a site tour and pre-bid meeting is scheduled for June 16, 2020 at 1 p.m. Bid opening is scheduled for July 7, 2020.

Mr. Mummert reported that a kick off meeting was held today on the Sundance Kid Tank project. Trihydro's goal is to have a survey complete for the July council meeting. Mayor Brooks commented on the importance of getting the Sundance Kid Tank upgraded to meet the findings identified in the Level I water study.

Public Works Director Mac Erickson reported on the 4<sup>th</sup> Street water line project. The new line is tied in and buried. Clerk Treasurer Kathy Lenz stated the State Fire Marshall and WDEQ have met. When the fire suppression requirements are approved a permit for occupancy will be issued.

City Attorney Mark Hughes reported that he has not heard from the land owner regarding the nuisance on Sewell St. The 60-day time limit has expired. Discussion was held on how to proceed.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER HILTY SECONDED a motion to allow Public Works Director Mac Erickson to start a plan for abatement and report his findings at the July City Council meeting. All Ayes, MOTION CARRIED.

Discussion was held on the Ambulance agreement. City Attorney Mark Hughes reviewed the agreement that Crook County Medical Services District has presented.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow Mayor Brooks to sign the agreement to lease space to CCMSD at the Fire Hall for ambulances. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to send a letter to CCMSD regarding donating the ambulances contingent upon Mr. Hughes findings on how to resolve ownership. All Ayes, MOTION CARRIED.

At 7:15 p.m. a public hearing was held for the 2020/2021 budget. Discussion was held on the CREG report which came from the State regarding the projected budget cuts. City Department Heads met and worked together to balance the budget. No public comments were heard and the hearing closed at 7:25 p.m.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to pass ORDINANCE 1, 2020-APPROPRIATING MONEY FOR THE 12 MONTH PERIOD BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021-THIRD AND FINAL READING. All Ayes, MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to award the street paving bid to Sacrison Paving Inc., in the amount of \$89,887.50. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to award the Sundance Square project bid to Ainsworth Benning in the amount of \$697,083.70, contingent upon the architects review of the bid documents. All Ayes, MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to approve Resolution No. 8, 2020 Regarding Budget Amendment. All Ayes, MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER HILTY SECONDED a motion to approve Resolution No. 9, 2020. Fireworks. All Ayes, MOTION CARRIED.

City Attorney Mark Hughes explained to the City Council Ordinance No. 2, 2020. Pertaining to the required change to the Uniform Bail & Forfeiture Schedule.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve ORDINANCE NO. 2, 2020. AN ORDINANCE ADOPTING THE REVISED UNIFORM BAIL AND FORFEITURE SCHEDULE, REPEALING ORDINANCE NO. 5, 2017, DECLARING AN EMERGENCY EXISTS AND PROVIDING FOR AN EFFECTIVE DATE. All Ayes, MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow the Mayor to sign a letter of engagement with Leo Riley & Co. for audit services. All Ayes, MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve the May 26, 2020 Land Use Commission Minutes as presented with the exception of item A. All Ayes, MOTION CARRIED.

Discussion was held on item A. No action was taken.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER HILTY SECONDED a motion to advertise a public hearing for Michael and Kyndell Flints variance at the next City Council Meeting. All Ayes, MOTION CARRIED.

Building Permits issued:

Tony Maddox	Storage Shed/Garage	408 E Cleveland St.
Keith Lambert	Deck	222 Canyon Rd.
Robert Schurman	Addition to Storage Shed	235 Canyon Rd.
Sean Sproul	Fence	1110 Liberty Lane
MGM Enterprises, Inc.	Covered Patio	2423 E Cleveland St.
Jim & Wendy Long	Split Rail Fence	141 High Mile Rd.
Kendall Livingston	Fence	626 E Thompson
Bill Davis	Bill Davis	417 Hillcrest
Black Hills Title Co.	ADA Ramp	205 Main St.
Dime Horseshoe Bar	Mural's	111 N 3 <sup>rd</sup> St.
Mike Wagaman	Replace Mobile Home	507 E Park St.

Department Head Reports:

Police Chief Marty Noonan reported 26 calls. Chief Noonan stated that Sturgis officials are having a meeting on June 15<sup>th</sup> to decide on the Annual Sturgis Motorcycle Rally.

Public Works Director Mac Erickson asked for clarification on the definition of retaining walls. Discussion was held.

Mayor Brooks has given directive for City Attorney Mark Hughes, Land Use Commission member Randy Stevenson, Public Works director Mac Erickson and Council Member Callie Hilty to work together on a drafting a revision to the ordinance that pertains to retaining walls and fence height. Other permit items will also be reviewed.

Mr. Erickson asked the council if they want to re-visit the agreement made with Sterling Construction on property located at 803 S 27<sup>th</sup> Street. Discussion was held.

Fire Chief Gari Gill reported that a donation has been received from Yes Way for an ice machine and the labor to install it was donated by Sundance Electric. He extends his thanks to both of those local businesses.

Chief Gill stated that during the Covid-19 shut down his department has changed safety practices. And they have been working on changing the Standard Operating Procedures to better serve the department. Chief Gill will have the City Attorney work with him on amending the SOP. Discussion was held on the Fire Hall roof.

City Engineer Dan Mummert reported that a funding inquiry with AML to extend the water transmission line on 3<sup>rd</sup> Street has not revealed anything at this time. Alternative sources will be looked into for the future project.

City Clerk Treasurer Kathy Lenz reported that the City Pool is preparing for Opening on June 8<sup>th</sup>. Covid-19 recommendations by the CDC will be maintained.

Ms. Lenz reported that she has been asked about closing part of the North side of Main St for an Art Show and Crook County Country Junkin event to be held on June 20<sup>th</sup>.

City Attorney Mark Hughes reported a nuisance letter was sent to 813 S 5<sup>th</sup> Street. Discussion was held regarding property at 219 S 3<sup>rd</sup> St and a nuisance letter will be sent.

Mr. Hughes explained the procedure for holding a public hearing regarding a variance request for Kyndell Flint.

City Council member Brad Marchant read a letter from WYDOT announcing the Closing of the Sundance Rest Area on June 15<sup>th</sup>.

Meeting Adjourned 8:22 pm

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

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