

May 7, 2019

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 and Joe Wilson and Callie Hilty were present.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve the proclamation honoring Municipal Clerks week May 5 – 11 2019. All ayes, MOTION CARRIED. Mayor Brooks honored Lila Butts as the longest serving Clerk (21 years) for the City of Sundance.

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

AMERICAN SAFETY ASSOC OF CO-FIRE EQUIP \$9342.00;AT&T-TELEPHONE 226.29;LEANN BUCHMANN-JANITORIAL \$300.00;BLUE CROSS BLUE SHIELD OF WY-HEALTH INS \$12249.75;CAMPBELL COUNTY PUBLIC WORKS-GARBAGE FEE \$1671.45;CASELLE-COMPUTOR SUPPORT \$1278.00;CITY CLERK-POSTAGE \$56.85;CITY FLEX SHARE-BENEFITS \$989.10; CITY OF SUNDANCE-MAC CONST RETAINAGE \$10574.00;CLIMATE SOLUTIONS INC-DAY CARE \$5308.00; COCA-COLA BOTTLING-FIRE SUPPLIES \$72.00; COLLINS COMMUNICATION-ADMIN & FIRE INTERNET \$66.20;CROELL REDI-MIX-STREET SUPPLIES \$45.50;CROOK COUNTY SENIOR SERVICES-ADMN \$375.00;CROOK COUNTY SHERIFF-DISPATCH \$1400.00;CUSTOM AUTO & TRUCK-FIRE & PS VEHICLE MAINT \$1725.20;CW WASTE-GARBAGE 12660.14;DAKOTA BUSINESS CENTER-ADMIN OFFICE SUPPLIES \$249.68;DEARBORN NATIONAL LIFE INS CO-LIFE INS \$192.00;EFPTS-FEDERAL TAX \$12192.52; ENERGY LAB-WATER TESTING \$119.00;GREAT-WEST TRUST CO-DEFERRED COMP \$1525.00; HARTL ELECTRIC-STREET LIGHT MAINT \$293.20; HAWKINS WATER TREATMENT-WATER-CHLORINE SUPPLY \$20.00;HEALTHSMART BENEFIT SOLUTIONS INC-LIFE INS \$144.00; HINCKLEASE-PS VEHICLE LEASE \$937.90; HUGHES LAW OFFICE-ADMIN CITY ATTORNEY RETAINER \$1900.00; HUSKERS-GARBAGE FUEL \$205.80; MACS CONST-OLD STONEY \$95160.11;MARCO-ADMIN-COPY MACHINE-317.56;MENARDS-SHOP CAPITAL IMPROVEMENT \$139.96;MID-AMERICAN RESEARCH CHEMICAL-SEWER SUPPLIES \$768.54;NEBRASKA CHILD SUPPORT-ADMIN MISC EXP \$475.00; NEWEDF-ADMIN EC DEVELOPMENT \$1500.00; ONE-CALL OF WY-WATER ONE CALL \$1.50; PAYROLL-SALARIES \$39460.13; POWDER RIVER ENERGY-ELECTRICITY \$10699.63; QUEEN CITY DOOR LLC-FIRE & SHOP MISC EXP \$22,200.00; RAIN RETAIL SOFTWARE-ADMIN SOFTWARE SUPPORT \$1000.00; RANGE TELEPHONE-TELEPHONE \$711.61; ROLLING METAL-PS & PUBLIC WORKS FUEL \$1774.58; SECURE INSTANT PAYMENTS LLC-WATER,SEWER,GARBAGE & COURT MISC EXP \$44.95; SERVALL-ADMIN JANITORIAL \$244.34; SHERRY TRYON-ADMIN MISC EXP \$271.14;STRATA-OLD STONEY \$3913.50; SUNDANCE CHAMBER OF COMMERCE-ADMIN EC DEVELOPMENT \$1000.00; SUNDANCE DILLONS HARDWARE-SHOP, STREETS & PARKS SUPPLIES ADMIN JANITORIAL \$360.91; SUNDANCE STATE BANK-PAYROLL FEES \$ 5.28; SUNDANCE STATE BANK-ADMIN MISC EXP \$400.00; SYMETERA LIFE INS CO-LONG TERM DISABILITY \$432.69; THE SUNDANCE TIMES-ADVERTISING \$535.50; TRACY MOTOR CO-STREETS, SHOP & PS SUPPLIES \$405.38; TONGUE RIVER CABLE TV INC-ADMIN HOUSING AUTHORITY \$77.00; TRIHYDRO-ADMIN ENGINEER \$2000.00; TRIHYDRO-SW WATER TANK \$5343.25; TRIHYDRO-LANDFILL TESTING \$702.50; US POSTAL SERVICE-POSTAGE \$247.78; VISA-MAYOR, COUNCIL, ADMIN & PUBLIC WORKS TRAVEL & TRAINING, COMPUTOR SUPPORT & HARDWARE, ADMIN EC DEVELOPMENT & MISC EXP \$1881.23; VOLUNTEER FIREMENS PENSION FUND-RETIREMENT \$285.00; WESTATE MACHINERY CO-GARBAGE CONTRACT CHIPPING \$14420.42; WESTERN WASTE SOLUTIONS- GARBAGE-RECYCLING TONAGE \$3583.00; JOE WILSON-COUNCIL TRAVEL & TRAINING \$109.76; WYOMING RETIREMENT-RETIREMENT \$8590.72; WY WORKERS COMP-WORKMANS COMP \$1900.86 TOTAL \$297082.41

Approve Minutes of the City Council Regular Meeting of April 2, 2019 as published. Approve the April adjustment report. Approve the April paid invoice report. Approve the May unpaid invoice report. Approve the monthly Municipal Court report. Approve Resolution 4, 2019-NIMS/ICS AS CITY OF SUNDANCE OPERATIONAL MANAGEMENT MODEL.

Upcoming Meeting-NEWY meeting will be held in conjunction with the WAM Summer Convention June 12-14<sup>th</sup> in Sheridan, WY.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve Change Order No. 1 with Trihydro Corporation on the SW Tank project for \$14,994.00. This change order is for additional engineering design, construction and time to extend some pipeline along Limestone Pit Rd. All ayes, MOTION CARRIED.

Public Works Director Mac Erickson reported on the C & D Permit. A letter was received from DEQ requesting more information from Trihydro. After the information is complete DEQ will have 30 - 60 days to perform a technical review.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER HILTY SECONDED a motion to approve Change Order No. #5 with MAC Construction on the Old Stoney project for 56 additional calendar days. The substantial completion date is August 9, 2019. All ayes, MOTION CARRIED.

Mayor Brooks reported nothing further on Natural Gas from last month.

Clerk Treasurer Kathy Lenz reported on two grant applications for the new Central Park. On May 16, 2019 the City of Sundance is scheduled to testify before the Wyoming Business Council in Riverton at 10:30 a.m. The Land & Water Conservation has also scheduled the City for a phone interview at 10:30 a.m. on the same day. Mayor Brooks will testify before the WBC and Ms Lenz will do the phone interview with L&WC.

The council received inquiry from Tee Turbiville of Wyoming Treasure Chest regarding use of the new Central Park. The City has a park reservation policy in place. Reservation permits have been issued for use of Clarenbach Memorial and Washington Park. Central Park would be included under the reservation policy for those who are interested.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER HILTY SECONDED a motion to approve ORDINANCE 2, 2019-APPROPRIATING MONEY FOR THE 12 MONTH PERIOD BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020-SECOND READING. All ayes, MOTION CARRIED.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve removal of pavement on a portion of Canyon Road in the city limits. All ayes, MOTION CARRIED.

Ryan Kaski and Ken Rathbun reported that Mr. Kaski's subdivision has been filed with the county. Mr. Kaski is asking for water service to this development. City Engineer Karla Greaser recommended the City provide water to a master meter. The master meter would be installed at the point where the water taps into the existing City water line. The water system from the master meter into the development would be privately owned and managed.

Ms. Greaser stated that if Mr. Kaski continues the development moving into future phases the water supply would continue uphill service. This would result in additional costs to the City for the installation of a booster pump and water storage tank.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to supply water to a master meter for the first 5 lots, in Kaski's new subdivision. COUNCIL MEMBER HILTY recused herself. All ayes MOTION CARRIED.

Warren Crawford notified the City Council that he has been granted approval for an enlargement, from the Wyoming Board of Control, to the Loafman Springs water supply which is owned by the City.

Crawford's have a lease on the Loafman Springs property and desire to divert the existing water for more efficient use.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER WILSON SECONDED a motion to allow Warren Crawford to tap Loafman Springs outfall line as permitted in his enlargement from the Wyoming Board of Control. All ayes MOTION CARRIED.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to approve ORDINANCE 2, 2019- AN ORDINANCE ADOPTING WIRELESS COMMUNICATION FACILITIES REGULATIONS AND PROVIDING FOR AN EFFECTIVE DATE-FIRST READING. All ayes MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to accept the Street Sweeper Bid of \$75,000.00 from Titan Machinery. All ayes MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED TO AMEND, COUNCIL MEMBER WILSON SECONDED TO AMEND a motion to accept the Street Sweeper bid of \$75,000 from Titan Machinery and purchase the street sweeper with a lease purchase agreement for 3 years from Sundance State Bank. All ayes AMENDED MOTION CARRIED.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to establish the rate of \$10.00 per thousand gallons for Hard Water Well #5 contingent upon City Attorney Mark Hughes verifying state statute for the water agreement with Oneoak. All ayes MOTION CARRIED.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to allow Mayor Brooks to sign the temporary water agreement with ONEOK Elk Creek Pipeline, LLC contingent upon City Attorneys findings. All ayes MOTION CARRIED.

Discussion was held regarding heavy use of the hard water well and cost of maintenance to the well.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to approve service agreements between the City of Sundance and the Crook County Family Violence and Sexual Assault Services Inc., and Weston County Children's Center/Region III Development Services. All ayes MOTION CARRIED.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to approve the following 24 Hr Catering Permit June 1, 2019. All ayes, MOTION CARRIED.

Longhorn Saloon & Grill

Old Stoney Art Auction

Old Stoney-4<sup>th</sup> Street, Sundance WY

Wyoming Association of Municipalities Resolutions No. 19-01 through 19-12 were given to council members for review.

Clerk Treasurer Kathy Lenz gave update on the Wyoming Smart Capital Network

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to approve the April 24<sup>th</sup> Land Use Planning minutes with the exception of Wagon Wheel Investments, Craig Hemmah, and Plains Towing & Recovery. COUNCIL MEMBER WILSON recused himself. All ayes, MOTION CARRIED.

COUNCIL MEMBER WILSON MOVED, COUNCIL MEMBER MARCHANT SECONDED a motion to allow Mayor Brooks to continue conversation with Plains Towing & Recovery. All ayes, MOTION CARRIED.

COUNCIL MEMBER WILSON MOVED to accept the variance on an application from Craig & Bev Hemmah to build a 6' perimeter fence. NO SECOND, MOTION DIES.

Discussion was held on the fence ordinance and the variance requested. The regulations allow for a 6' fence on the back of property and a 3.5' fence on the front or street sides of property. The Land Use Planning Commission would approve a 4' fence.

COUNCIL MEMBER HILTY MOVED, COUNCIL MEMBER MCLEAN SECONDED a motion to follow regulations and approve a 6' fence on the back side of the property and a 4' fence on the street sides of the property. All ayes, MOTION CARRIED.

Discussion was held on Wagon Wheel Investments to sub-divide property at 2111 E. Cleveland St. The LUPC has determined that a subdivision is not applicable because those requirements have been met. Each parcel is required to have its own water and sewer tap. The property needs to be re-platted which would address those issues. Wagon Wheel Investments would need to pay the additional water & sewer tap fees.

COUNCIL MEMBER MARCHANT MOVED, COUNCIL MEMBER WILSON SECONDED a motion to approve Wagon Wheel Investments to proceed with re-platting the property. COUNCIL MEMBER HILTY recused herself. All ayes, MOTION CARRIED.

Building permits issued:

Dave Taylor	Single family residence / garage	304 Thompson St.
J & L Rentals LLC	40 x80 Shop & 17 x20 Office	933 S 23 <sup>rd</sup> St.
Barry Floyd & Dorothy Greenwood	14x20Garage/ Shed	114 S 2 <sup>nd</sup> St.
Joe Wilson	Sign Permit	Theater Rd.
Yes-Way	Sign Permit	522 E. Cleveland St
Margo Johnson	40 x 46 Garage	1015 S 11 <sup>th</sup> St.
Jeff Sigel	Storage Shed	108 S 3 <sup>rd</sup> St.

Department Head Reports:

Police Chief Marty Noonan reported 34 calls for the month. His officers are working some overtime for the National Highway Safety Program in the month of May.

Public Works Director Mac Erickson asked the council if the old street sweeper could be sold in the County's Auction.

Clerk Treasurer Kathy Lenz reported to the council the Kids Prints profit & loss for the month and will bring a resolution next month for the Public Records act.

City Attorney Mark Hughes has done some research on Liquor License Ordinances. He and Chief Police Marty Noonan have discussed possible revisions. Mr. Hughes shared some of his findings and will gather more information to bring back to the council.

Mayor Brooks recognized National Municipal Clerks week and stated his appreciation for the staff.

Meeting adjourned at 8:30 pm.

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

SEAL)

Deputy Clerk Treasurer \_\_\_\_\_  
Helen Engelhaupt