

Wheatland, Wyoming
July 9, 2018

RECORD OF PROCEEDINGS
FOR THE GOVERNING BODY OF THE
TOWN OF WHEATLAND

A regular meeting of the Town Council for the Town of Wheatland, Platte County, and State of Wyoming was held in the Council Room of Town Hall on Monday, July 9, 2018 pursuant to the law.

Mayor Pro-Tem Madsen called the meeting to order at 7:00 p.m. The following were present at roll call: Councilmen Graves, Ashenhurst, Madsen and Britz. Clerk/Treasurer Candy Wright and Attorney Doug Weaver were also present.

Mayor Pro-Tem Madsen led the Pledge of Allegiance.

Councilman Britz read a statement from Mayor Fabian announcing he will not be running for re-election due to declining health issues.

Mayor Pro-Tem Madsen presented the agenda to Council for approval. Clerk Wright added under New Business Engineering Associates, Budget Resolution 7-2018 and Resolution 8-2018 for Mayor's Day. Planner Malcolm Ervin requested Ordinance 819 be moved to the top of New Business. Councilman Graves motioned, seconded by Councilman Britz, to accept the agenda as amended. Motion passed 4-0.

Mayor Pro-Tem Madsen presented the consent agenda to Council. The consent agenda consists of the minutes, financial report, vouchers, and department head reports. A change of wording was made to the June 19th minutes and discussion was held on removing Fire Chief William's resignation letter, dated July 2, 2018, from the consent agenda. Attorney Weaver noted that anything submitted to the Town is public information unless it is considered confidential due to personnel issues. Councilman Britz motioned, seconded by Councilman Graves to approve the consent agenda with the change to the June 19, 2018 minutes. Motion passed 4-0. All reports will be placed on record and available for review. Councilman Britz motioned, seconded by Councilman Graves, to accept the resignation of Fire Chief and volunteer Chuck Williams. Motion passed 4-0.

June vouchers approved by Council are as follows: 4 RIVERS EQUIPMENT, 1,064.58, ALBERTSONS/SAFEWAY INC, 136.29, ALEXANDER CONSTRUCTION, 3,880.89, ALSCO, 156.42, AMERICAN COLLECTION SYSTEMS, 54.23, ASHENHURST, THANE, 300.00, ATLAS OFFICE PRODUCTS INC, 197.93, ATT TECHNOLOGIES INC, 3,672.22, BAKER EQUIPMENT SERVICE, 3,147.37, BIRCH, 533.10, BLACK HILLS ENERGY, 636.87, BLOEDORN LUMBER - WHEATLAND, 620.01, BLUE TARP FINANCIAL, 41.75, BOB RUWART MOTORS, 30,085.00, BOB RUWART MOTORS, 8.50, BRANDON GRAVES, 300.00, BRITZ, WILLIAM R, 300.00, BRODY CHEMICAL, 103.30, CAPITAL BUSINESS SYSTEM INC., 599.78, CAROLINA SOFTWARE, 200.00, CASPER STAR-TRIBUNE, 1,352.60, CENTURYLINK, 344.57, CITY OF TORRINGTON, 1,068.00, COALTER ENTERPRISES, 800.00, CODY HOTLINE SCHOOL, 250.00,

CONSOLIDATED MFG. ENT.,INC.,289.34,CONTRACTORS MATERIAL INC,46.20,CPS DISTRIBUTORS,301.49,CRA PAYMENT CENTER,138.66,CREATIVE SERVICES OF NEW ENGLAND,224.95,CRESCENT ELECTRIC,892.36,CRILE CARVEY CONSULTING, 372.00, CRYSTAL ICE,100.00,DANA KEPNER CO,5,385.00,DRUBE'S SUPPLY,635.98,ELECTRICAL SYSTEMS CONSULTANTS,18,081.64,ENERGY LABS, INC.,352.00,ENGINEERING ASSOCIATES, 4,184.48,ENGINEERING ASSOCIATES,8,035.09,ENGINEERING ASSOCIATES, 16,353.84,FABIAN, JOE,750.00,FARIS MACHINERY,710.64,FARMER BROTHERS COFFEE, 272.80,FAT BOYS TIRE & REPAIR,591.42,FERGUSON WATERWORKS #1701, 3,004.44,FERGUSON WATERWORKS #1701,3,993.69,FIRED UP, 18,546.50,FIRST BANKCARD,656.77,FIRST STATE BANK,2,252.53,FISHER ROOFING, 93,382.96,FOYE, NICHOLAS,4,527.28,FREMONT COUNTY DRILL TEAM, 1,595.00, FRONTIER FURNITURE & FLOORING,1,379.26,GORMAN FUNERAL HOME AND MONUMENTS,1,638.00,H & H CONCRETE,299.00,HEIMSOOTH, TRAVIS,750.00,HERDT, RUTH,200.00,HILLSIDE RENTAL,470.90,HOLIDAY INN EXPRESS & SUITES, 2,482.00, HORTON FUELS LLC,20,092.12,IDEAL,114.38,IMPRINTS LABEL & DECAL, 135.00, INTERMEDIA.NET INC,682.07,INTERSTATE BILLING SERVICE INC,214.31,JOHN DEERE FINANCIAL,470.26,KYCN RADIO,200.00,LAMBERT, MICHAEL,200.00,LONG'S TREE SPRAYING SERVICE,2,208.00,MADSEN, ALAN,300.00,MCELMURRY, JEANIE R,325.00, MERITAIN HEALTH,29,708.67,MES - ROCKY MOUNTAINS,2,042.05,MUTT MITT, 608.72, OLD TREE DESIGN,105.95,ONE CALL OF WYOMING,45.75,O'REILLY AUTOMOTIVE INC, 58.97,P.C. LIBRARY,2,000.00,P.C. MEMORIAL HOSPITAL, 70.00, PARTSMASTER, 455.75, PEDCO,4,750.00,PETERBILT OF WYOMING,78.68,PLATTE #1,80.00,PLATTE COUNTY ASPHALT,13,609.40,PRINT WORKS,98.64,PRO FORCE,2,852.97,QUERRY, JASON, 1,000.00, QUEST INC,1,898.28,QUILL CORPORATION,1,007.79,ROCKY MOUNTAIN WEED CONTROL, 6,554.55,SARGENT DRILLING,3,803.69,SARGENT DRILLING, 44,994.11, SHOPKO DEPT, 80.61,SKARSHAUG TESTING LAB, 194.85, SONICLEAR, 373.00, SPARKLETT'S & SIERRA SPRINGS,124.23,STATE LANDS & INVESTMENTS, 28,821.75, STATE OF WYOMING,15,062.71,STEVENSON, TERRY,200.00,STREETS, MARK, 500.00, SWANK,285.00,TERMINIX,691.00,THRIFTY FOODS,393.12,TITAN MACHINERY, 360.29,TRANSUNION RISK AND ALTERNATIVE,25.00,TRIHYDRO CORPORATION, 2,406.00,VALLI INFORMATION SYTSEMS INC,839.97,VERIZON WIRELESS, 501.54, VERMEER SALES AND SERVICE,115.33, WESCO RECEIVABLES CORP, 3,100.00, WESTERN BLDG,21.23,WESTERN STATE ASPHALT,508.50,WHEATLAND AUTOMOTIVE,614.52,WHEATLAND CO-OP ASSN,481.72,WHEATLAND GARAGE DOOR,450.00,WHEATLAND R.E.A.,10,256.05,WY MACHINERY CO,6,934.50,WY MUNICIPAL POWER,239,640.84,WY RETIREMENT SYSTEM,285.00,WY WIRELESS INTERNET,2,275.00,WY WORKERS COMPENSATION, 167.97, WYOMING.COM, 20.00, XEROX CORPORATION,384.96, Payroll \$174,441.40, Grand Totals: \$874,070.83

Mayor Pro-Tem Madsen presented a Thank You from campers at the park and a letter from retired resident Mark Mitchum praising Toby Hohnholt for his hard work on the streets.

Mayor Pro-Tem Madsen introduced Mira Taylor. Ms. Taylor spoke of her concerns with the lack of fencing along the irrigation canal in Lewis Park. Discussion was held on signage and on safety issues associated with fencing off the irrigation canal and without fencing. Council requested Ms. Taylor contact contractors for cost estimates and have them ready for a future workshop. Council requested Clerk Wright include the canal safety issue on the agenda for the next workshop that is scheduled.

Mayor Pro-Tem Madsen welcomed Kit Armor from the Platte County Chamber of Commerce. The Pennies for Platte County committee is making rounds through-out the county promoting the projects and encouraging voters to vote yes on all three propositions. There will be a Chamber Mixer on July 19th at PH Consulting in downtown Wheatland. The Visitors Center is now open seven-days a week.

NEW BUSINESS: With no unfinished business Mayor Pro-Tem Madsen moved onto New Business. Planner Ervin presented Ordinance 819 – An Ordinance Rezoning Lots 80-84, Black Mountain Village #2, Town of Wheatland. Monument Homebuilders is requesting a rezone from Mobile Home Subdivision to Planned Unit Development. Monument Homebuilders plans to build five single- family homes. Councilman Graves motioned, seconded by Councilman Ashenhurst to approve Ordinance 819 on first reading. Motion passed 4-0.

Clerk Wright presented Resolution 6-2018 to establish compliance with W.S. 24-2-111 requesting monies from the Wyoming Department of Transportation. Councilman Graves commented that he is able to vote on the resolution since his position at WYDOT does not influence funding. Councilman Ashenhurst motioned, seconded by Councilman Britz, to approve the Resolution 6-2018 as presented. Motion passed 4-0.

RESOLUTION

TO ESTABLISH COMPLIANCE WITH W.S. 24-2-111 AND REQUEST MONIES FROM THE DEPARTMENT OF TRANSPORTATION FOR MAINTENANCE ON STATE HIGHWAYS WITHIN OUR CORPORATE BOUNDARIES

WHEREAS, cities and towns in Wyoming with population over 1500 are responsible for the cleaning and maintenance of storm sewers, the cleaning, sweeping, and washing of all streets and highways, and snow removal from all streets and highways within their corporate limits; and

WHEREAS, the population for the Town of Wheatland is within the population range of 1,500 to 5,000 according to the latest federal census adjusted for incorporated boundary changes; and

WHEREAS, the Wyoming legislature revised W.S. 24-2-111 to allow the Transportation Commission of Wyoming to contribute financial assistance to any city or town with a population between fifteen hundred (1,500) and five thousand (5,000) that is performing its duties under this statute in a total amount not to exceed twenty dollars (\$20.00) per capita annually to the city or town; and

WHEREAS, the Transportation Commission of Wyoming has determined that payments to towns will be made in two equal installments each fiscal year, first installment on July 1 and the second January 1 starting July 1, 2000; and

WHEREAS, the Transportation Commission of Wyoming has determined that prior to each state fiscal year the local jurisdiction must certify to the Department of Transportation that it understands and will comply with the following requirements for program participation:

- a. The community complies with its statutory responsibilities outlined in W.S. 24-2-111; and
- b. The community has not purposefully kept sections of state highways outside the corporate limits in order to avoid its responsibilities as out lined in W.S. 24-2-111;

NOW THEREFOR BE IT RESOLVED, the Town of Wheatland hereby certifies that it will comply with the above mentioned requirements as a condition of receiving financial assistance to communities with populations between 1,500 and 5,000.

THIS RESOLUTION being approved by the governing Council and Mayor of the Town of Wheatland, Wyoming, on this 9th day of August, 2018. S/N: Mayor Joseph Fabian Attest: S/N: Clerk Candy Wright

Mayor Pro-Tem Madsen presented an agreement with DRM, Inc. for the Wheatland Landfill Closure Project. Discussion was held on a couple of concerns Attorney Weaver has on the Agreement. Councilman Britz motioned, seconded by Councilman Ashenhurst, to authorize the Mayor to sign the Agreement pending a conversation with the Town's attorney. Motion passed 4-0.

Mayor Pro-Tem Madsen presented a Grant Agreement with the State Loan and Investment Board in the amount of \$428,054.00 for the Wastewater Pond Relining Project. Councilman Britz motioned, seconded by Councilman Graves, to approve the Agreement and authorize the Mayor or designee to sign on behalf of the Town. Motion passed 4-0. Councilman Graves thanked Councilman Ashenhurst and Britz for attending the SLIB meeting on behalf of the Town of Wheatland and convincing the Board to fund the Wastewater Pond project.

Planner Malcolm Ervin presented a Dedication of a Roadway Easement for Carriage Lane. Councilman Ashenhurst motioned, seconded by Councilman Britz to grant the dedication of Carriage Lane. Motion passed 4-0.

Planner Ervin presented a letter, written to the Wyoming Department of Transportation, requesting a Functional Classification change from a Local Street to a Major Collector. Councilman Britz motioned, seconded by Councilman Ashenhurst, to authorize the Mayor or designee to sign the letter requesting reclassification. Motion passed 4-0.

Planner Ervin presented a request from Mike and Vicki Johnston. The Johnston's are requesting approval of preliminary subdivision plan to create three parcels out of one 3.8 acre parcel. Discussion was held on the sewer extension. Planner Ervin recommends approval of the plan with the following conditions 1) That the subdivision be named the "Madsen Lot 2 Subdivision;" 2) That the sewer main be extended to serve all three proposed lots; 3) That any substantial change to the plan, including adding or subtracting lots, be reviewed by the Planning & Zoning Commission and Town Council per WMC 17.05.060, and; 4) That the final plan be reviewed within one year of Council approval (the one-year timeline will re-set if an amended preliminary plan is approved).

Councilman Graves motioned, seconded by Councilman Britz, to approve the Johnston's preliminary plan based on staff's recommendation with the Johnston's bearing the cost of the sewer extension. Motion passed 4-0.

Mayor Pro-Tem Madsen introduced John Wetstein with Engineering Associates. Mr. Wetstein presented a final invoice for the North Water Tower recoating project. Discussion was held on delays and the contractual right to assess liquidated damages. Council agreed to deduct the additional costs for engineering fees resulting from delays plus the fees for the roll-off and directed Clerk Wright to proceed with the final payment and project close-out.

Clerk Wright presented Resolution 7-2018 to amend the 2017-2018 budget. Discussion was held on "forward contracting" fuel. Councilman Britz motioned, seconded by Councilman Graves, to approve Resolution 7-2018 as presented. Motion passed 4-0.

RESOLUTION 7-2018

A RESOLUTION AMENDING THE 2017-2018 BUDGET TO DEFRAY EXPENSES IN ADMINISTRATION, MOTOR POOL AND SANITATION DEPARTMENTAL BUDGETS.

WHEREAS, the Administration department has incurred approximately \$5,000.00 of unanticipated engineering costs for additional Planning and Zoning work requested by the Council, and,

WHEREAS, the Sanitation department has incurred approximately \$43,000 of unanticipated costs directly related to the landfill closure, required by the State of Wyoming, and,

WHEREAS the Motor Pool Department has incurred approximately \$20,000.00 for an unanticipated rise in fuel costs, and,

WHEREAS, the Electric Department is expected to under run its budgeted expenses for FY 2017-2018, and,

WHEREAS, some projects in the FY 2017-2018 Capital Projects budget have been cancelled or have been rescheduled and re-budgeted for the 2018-2019 fiscal year,

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY FOR THE TOWN OF WHEATLAND AS FOLLOWS:

The Municipal Budget for Fiscal Year 2017-2018 shall be amended as follows:

The Administrative Department Budget shall be increased by \$5,000.00 to a total of \$2,017,191.00 and,

The Sanitation Department Budget shall be increased by \$43,000.00 to a total of \$573,400.00, and,

The Motor Pool Department Budget shall be increased by \$20,000.00 to a total of \$194,500.00, and,

The Electric Department Budget shall be decreased by \$20,000.00 to a total of \$3,683,500.00, and,

The Capital Projects Budget shall be decreased by \$48,000.00 to a total of \$624,100.00,

Such that Net changes to the FY 2017-2018 Budget are \$0.

This Resolution shall take effect and be in full force at the time of its passage. Adopted this 9 day of July, 2018. S/N: Mayor Joseph Fabian Attest: S/N: Clerk Candy Wright

Councilman Britz presented Resolution 8-2018 declaring July 9, 2018 as “Wheatland Mayor’s Day”. Councilman Britz motioned, seconded by Councilman Ashenhurst, to approve Resolution 8-2018 as presented. Motion passed 4-0.

Resolution 8-2018

A Resolution Declaring July 9, 2018 as “Wheatland Mayor’s Day”

WHEREAS, Mr. Joe Fabian has served the Town of Wheatland with honor and distinction as our Mayor from January 2014 to present, and,

WHEREAS, under Mayor Fabian’s leadership, cost savings of more than \$1.5 Million dollars have been realized and collected in the General Fund, and,

WHEREAS, under Mayor Fabian’s leadership, the Solid Waste Transfer Station project and many other projects have been completed on-time and under-budget, and,

WHEREAS, under Mayor Fabian’s leadership, the pride and professionalism of the Town’s Employees have risen dramatically, and,

WHEREAS, Mayor Fabian dedicated himself as a full-time leader for the benefit of the Town and its citizens, and,

WHEREAS, Mayor Fabian has positioned the Town of Wheatland for a bright and healthy future, and,

WHEREAS, like Mayor Fabian, all previous Mayors of Wheatland have demonstrated a strong and unequalled commitment and dedication to providing excellent service to the People of Wheatland, and,

WHEREAS, all future Mayors are encouraged to strive to meet the standard set by Mayor Fabian and those before him,

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY FOR THE TOWN OF WHEATLAND THAT: This 9th Day of July, 2018, be declared “Wheatland Mayor’s Day” in honor of Mayor Joe Fabian, and for all Mayors of Wheatland who have served or are yet to serve. Adopted this 9th day of July, 2018. S/N: Mayor Joseph Fabian Attest: S/N: Clerk Candy Wright

Mayor Pro-Tem Madsen requested prayers for Joe and Linda Fabian, their family and friends.

Assistant Fire Chief Willie Degelman introduced Bob Glasson to Council. Mr. Glasson was recently elected by the Department as their new Fire Chief. Council congratulated Mr. Glasson on his appointment.

With nothing further to come before the Council, the meeting was adjourned at 8:21pm. Next business meeting for the Town Council will be August 13, 2018 at 7:00pm

Joseph Fabian, Mayor

Attest: _____
Candy Wright, Clerk/Treasurer