

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
MARCH 7, 2023, 5:00 P.M.

The Town Council of the Town of Lusk met in regular session at 5:00 p.m. in the Council Chambers of Town Hall on Tuesday, March 7, 2023.

Council Members Present: Mayor Doug Lytle, Council Members Dean Nelson, Tom Dooper, Chantry Filener, Adam Dickson

Also Present: Attorney Dennis Meier
Desirae Matthews-LeLeux, Clerk/Treasurer
Linda Frye, Grant Manager
Todd Skrukud, Director of Public Works
Officer Jay Owren
James Santistevans, Parks & Cemetery/Emergency Management

Jay Owren led everyone in the Pledge of Allegiance.

MAYOR LYTLE called the meeting to order at 4:58p.m.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve a consent agenda for item numbers three (3) through six (6). MOTION CARRIED.

VOUCHERS FOR PAYMENT

14 County Tire	Repairs & Maintenance	\$1,512.06
AFLAC	Payroll Deduction	\$744.74
Allbright's True Value	Supplies	\$314.69
ALSCO/American Linen	Mat Rental	\$215.26
BankCard Center 0344	Postage/Subscriptions/K-9 Unit/Convention/New Equipment	\$3,908.54
BankCard Center 2477	Fuel	\$53.01
Black Hills Energy	Gas Service	\$2,366.80
Boldon Welding & Repair Services	Equipment Repair	\$1,768.47
Border State Industries	Electric Parts and Supplies	\$1,922.12
Caselle Inc.	Office Support & Maintenance	\$1,233.00
Casper College	Training	\$158.00
CenturyLink	Phones/Internet	\$948.83
Connecting Point	Copier Lease	\$100.00
Doyle J. Davies	Municipal Judge/Postage	\$1,063.00
Decker's Food Center	Supplies	\$40.22
Douglas Embroidery	Safety Equipment	\$310.65
Emergency Medical Products	Ambulance Supplies	\$17.13
Empower Trust Company	WRS 457 Plan Deferred	\$200.00
Energy Laboratories Inc	Water Samples	\$66.00
Ferguson Waterworks	Annual Service Fee	\$13,432.33

First Net	PD Phones	\$245.15
Franks Parts Company	Parts/Supplies/Repairs	\$1,221.22
Great American Financial Services	Copier Lease	\$311.00
Honey Badger Towing & Recovery	Towing Service	\$115.00
Ideal Linen/Bluffs	Parks & Shop Supplies	\$61.00
Inland Truck Parts & Repair	Snow Removal	\$338.05
Jergenson, Doug	Monthly Wage Animal Control	\$1,400.00
Lumen	Phone, Long Distance	\$24.60
Lusk Fire Department	Gear/Retirement	\$2,906.25
Lusk Herald	Legal Advertising/Advertising	\$1,518.84
Lusk Lodging Tax Board	Tax Distribution	\$1,922.57
Matheson Tri-Gas Inc.	Ambulance Oxygen	\$46.63
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Midland Implement Co	Equipment Repair/Supplies	\$6.62
Niobrara Chamber of Commerce	Promotion	\$187.50
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communications Contract	\$6,301.50
Niobrara Electric Assoc.	Utilities	\$85.87
Northwest Pipe Fittings of Rapid City	Parts & Supplies	\$475.67
Pitney Bowes Purchase Power	Postage	\$520.99
Radar Shop	Recertification	\$565.00
Silver Cliff Vet Clinic	K9 Exam	\$281.00
Stinker Stores Inc	Fuel	\$11,918.12
TDS Trash Collection	Tipping Fees Transfer Station/Pump out	\$3,200.11
Torrington Office Supplies	Supplies	\$47.99
Underground Enterprises	Transfer Station Haul	\$1,800.00
Visionary Communications Inc.	Internet Service	\$1,077.56
W.M.P.A.	Electrical Power Purchase	\$119,495.20
Western Medical Mng. Inc	Ambulance Billing Service	\$413.96
WY Assoc of Rural Water Sy	Conference	\$790.00
WY Dept of Revenue	Sales Tax	\$7,486.03
WY Dept of Transportation	Advertising	\$30.00
WY Dept. of Workforce Services	Worker's Compensation	\$1,872.50
WY Educators Benefit Trust	Employee Medical/Life Premiums	\$25,777.75
Wyoming Machinery Corp	Supplies/Equipment Repair	\$1,156.18
Wyoming Retirement	Government Contribution	\$15,217.04
Total Vouchers		\$243,241.75

<u>MANUAL CHECKS</u>	<u>February 2023</u>	
AVI PC Engineering, Inc	Engineering Fees	\$13,428.00
Oftedal Construction, Inc	Contractor Payment	\$128,256.93
Norberg, Rory	Per Diem- Water Samples	\$20.00
Wyoming Retirement	Government Contribution	\$6,499.32
Postmaster	Utility Mailings	\$316.78
Krein, Johnny	Reimbursement	\$119.00
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$321.74
Clerk of District Court, Second Judicial	Writ of Wages, Garnishment	\$348.56
Wyoming Child Support	Writ of Wages, Garnishment	\$319.37
AVI PC Engineering, Inc	Engineering Fees	\$36,924.08
Oftedal Construction, Inc	Contractor Payment	\$240,672.57
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$321.74
Clerk of District Court, Second Judicial	Writ of Wages, Garnishment	\$348.56
Wyoming Child Support	Writ of Wages, Garnishment	\$319.37
	Total	\$428,216.02

Visitors:

Troy Hunsucker with Wyoming CLASS & Peaks Investment Management spoke about the investment opportunities for public funds.

Department Updates:

- Linda Frye reported she is working on the Safer Grant for the Fire Department that is due March 17th and the Homeland Security Cyber Security Grant due April 3rd. James interjected stating Cyber Security Grants will be awarded in June or July. If awarded, it is 100% money available around October 1st.
- Mayor Lytle reported the Town is pushing through our CCL Street application for \$5.8 million for the June meeting.
- Officer Jay Owren gave a report on Police Department statistics for February. He reported they purged the evidence room. Working with DCI for destruction of evidence. Working with Secret Service to destroy counterfeit currency. Goshen County can no longer keep evidence for Niobrara County, working to pick that up.
- James Santisteven weighed in on the Cyber Security Grant update. He reported he is working on the Mitigation Grant that is renewed every 5 years. Our policy ends June 2024. We are in a ground with Natrona and Converse. Will be scheduling a kickoff meeting, workshops and a public forum. Mayor Lytle shared that Todd is on the Board and is the Town's Representative. James shared that Chantry is the Fire Department and District Representative.
- Desirae LeLeux reported working with USDA and Bond Council finalizing documents for the Interim Financing loan closing. Doug, Todd, Linda and Desirae attended the Local

Government ARPA SLIB meeting last week in Cheyenne and the Town was awarded \$5 million of the \$7 million grant applied for. The Town has requested the remaining \$2 million to be considered in the money approved by Legislation for ARPA Grand Fund increase. The Water/Sewer ARPA Grant Program received an additional \$30 million, and the Local Government ARPA Grant Program received an additional \$15.3 million. Requesting application #2 for the Vac Truck and Sweeper be considered, as well. Started medical insurance renewal for next fiscal year and there is a 9.5% increase. Starting budget process this month. Advertising for a consultant for the Lusk Safe Pathways TAP Project. That selection process will be at the end of March. Bid opening for the Airport Snowplow is March 29th. Details are on our website for both. Interviewing for the Utility Billing Clerk position.

- Todd Skrukrud reported they have been working on ice removal. Contractors are trying to have a meeting this week. Starting back up on the 13th with sewer on Maple/Poplar. Hired Trevor Barner as the Golf Course Superintendent and will be working on inventory and irrigation. He reported the mayor is working with Lisa Shaw on a Conservation District Grant using inmates from the honor farm to help clean up the river between the Golf Course and coming through town.

Old Business:

New Business:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve the Airport Hanger Lease Renewal for Dan Hansen. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DICKSON, to approve Resolution No. 23-13. MOTION CARRIED.

COUNCIL MEMBER DICKSON MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Ordinance No. 8-15-150, An Ordinance Amending Existing Ordinance No. 8-15-150 at Paragraph (F)(5) To Require That All Servers, Bartenders, Bar Backs and Managers of Retail Liquor Establishments Having a Permit to Provide Food Services to Minors Be Tips Trained Before Being Allowed to Work in the Establishment on first reading. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve the WEBT renewal. MOTION CARRIED.

The next regular Council meeting will be Tuesday, April 4, 2023, at 5:00 p.m.

There being no further business to come before the Council, the meeting was adjourned at 5:47p.m.

Douglas E. Lytle, Mayor

ATTEST:

Desirae Matthews-LeLeux, Clerk/Treasurer