

MINUTES OF THE REGULAR COUNCIL MEETING  
TOWN OF LUSK  
JULY 11, 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, July 11, 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  
Todd Skrukud, Director of Public Works  
Chief Bo Krein  
Sheila Youngquist, Deputy Clerk/Treasurer  
Taylor Willis, Utility Billing Clerk  
Trevor Barner, Golf Course Superintendent  
Joyce Hammer, Swimming Pool Manager  
Mike Mayville, EMS Director

Mr. Meier led everyone in the Pledge of Allegiance.

MAYOR LYTLE called the meeting to order at 5:00 p.m.

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

VOUCHERS FOR PAYMENT

14 County Tire	Equipment Repairs	\$222.40
AFLAC	Payroll Deduction	\$1144.11
Allbright's True Value	Supplies	\$1,641.73
ALSCO/American Linen	Mat Rental	\$322.89
Association of Public Treasurers of the US & Canada	Annual Conference	\$499.00
BankCard Center 2477	Subscriptions/Parts & Supplies	\$1,036.63
BankCard Center 3814	Parts/Supplies/Rec Dept Camps	\$1,765.66
BankCard Center 4389	Subscriptions/Supplies	\$961.05
BankCard Center 7939	PD Supplies/Training/Postage/Per Diem	\$840.32
Bauerkemper's Inc	Street Equipment Repair	\$64.18
Boldon Welding & Repair LLC	Ambulance Vehicle Repair	\$37.50
Carver, Florek & James	Audit Expense	\$10,000.00
Caselle Inc.	Office Support & Maintenance	\$1,233.00
CMIT Solutions of WYCenter	PD Firewall	\$130.00
Communication Technology	PD Radios	\$5,407.70
Connecting Point	Copier Lease	\$100.00
Doyle J. Davies	Municipal Judge	\$1,000.00
Decker's Food Center	Supplies	\$60.93
Double Y	Streets Parts & Supplies	\$125.95

Energy Laboratories INC.	Water Samples/Well Monitoring	\$3,705.00
Engineering Unlimited	Shop Parts& Supplies	\$53.09
Farwest Line Specialties	Electric New Equipment	\$346.00
Filener, Chantry	Reimburse FD Supplies	\$110.95
First Net	PD Phones	\$244.90
Franks Parts Company	Parts/Supplies/Repairs	\$2,932.19
Great American Financial Services	Copier Lease	\$100.00
Hawkins, Inc	Pool Chlorine	\$3,063.90
Honey Badger Towing & Recovery	PD/Ambulance Towing	\$790.50
Ideal Linen/Bluffs	Shop & Pool Parts/Supplies	\$555.57
Jergenson, Doug	Monthly Wage Animal Control	\$1,400.00
Jirdon Agri Chemicals	Golf Course Fertilizer	\$9,309.45
Kirn, Alice	Cemetery Transfer	\$200.00
Lawson Products, Inc.	Parts & Supplies	\$682.60
LeLeux Enterpirse, LLC	Monthly Wage Pro Shop	\$2,600.00
Lumen	Phone, Long Distance	\$22.12
Lusk Herald	Legal Advertising/Advertising	\$2,287.32
Lusk Lodging Tax Board	Tax Distribution	\$2,162.60
Luskwyoming.com	Public Relation Advertising	\$100.00
Matheson Tri-Gas Inc	Ambulance Oxygen	\$229.23
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Midland Implement Co	Parts & Supplies/Equipment Repair	\$833.70
Mind Your P's & Q's	Airport Fly-in	\$1,616.50
Niobrara Chamber of Commerce	Promotion	\$187.50
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communications Contract/ESRI GIS Maint.	\$7,611.35
Northwest Pipe Fittings of Rapid City	Parts & Supplies	\$2,345.68
One-Call of Wyoming	Dig Tickets	\$68.25
Pitney Bowes Global Financial	Leasing Charges	\$163.53
Ranchers Feed & Supply	Parts/Supplies	\$177.59
Sinclair, Pine Bluffs	Airport & Golf Course Fuel	\$4,724.75
Skeeter Construction LLC	Building Maintenance	\$1072.00
Stinker Stores Inc	Fuel	\$6,265.85
Stryker	Ambulance Supplies	\$1,092.62
Sun Ridge Systems, Inc	Support & Maintenance	\$7,513.00
TDS Trash Collection	Tipping Fees Transfer Station/Pump out	\$6,271.78
Thompson, Royce	Per Diem & Mileage	\$497.00
Torrington Office Supplies	Supplies	\$145.48
USA Blue Book	Pool Parts	\$160.27
Visionary Communications Inc.	Internet Service	\$541.31
W.A.R.M. Property Ins. Pool	Property Assessment	\$42,345.49
Western Medical Mng. Inc	Ambulance Billing Service	\$1,110.18
WEX Bank	Fuel	\$33.04
Wyoming Child & Family Dev	Yearly Inkind	\$1,000

WY Dept. of Workforce Services	Worker's Compensation	\$3,343.35
WY Dept of Revenue	Sales Tax	\$4,602.74
Young Ducks LLC	Rec Dept Food for Camp	\$828.00
Total Vouchers		\$156,089.44

<u>MANUAL CHECKS</u>	<u>June 2023</u>	
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$582.72
Clerk of District Court, Second Judicial	Writ of Wages, Garnishment	\$348.56
Wyoming Child Support	Writ of Wages, Garnishment	\$184.61
Matthews, Ronald	Per Diem/Mileage Golf Course Equipment	\$192.50
Sides, Sean	Reimbursement/Court Payment	\$290.00
Cash	Money for Pool	\$100.00
Norberg, Rory	Per Diem/Water Samples	\$150.00
Frye, Linda	Per Diem/Mileage Training	\$548.50
Willis, Taylor	Per Diem/Mileage Training	\$548.50
Frontier Garage Doors	Shop Garage Door Repair	\$695.50
AVI PC Engineering	Engineering Fees	\$4,410.60
BankCard Center 7939	PD Training/K9 Unit/Pool Cameras/Fuel /Oil/Postage/Dues & Fees/Subscription	\$2,916.03
Energy Laboratories	Water Samples/Annual Water Quality Report	\$191.00
Ranchers Feed & Supply	Parts/Supplies	\$10.98
Matthews-LeLeux, Desirae	Per Diem/Mileage Meeting	\$91.25
AVI PC Engineering	Engineering Fees	\$6,124.50
Oftedal Construction, Inc	Contractor Payment	\$90,964.55
Clerk of District Court, Second Judicial	Writ of Wages, Garnishment	\$348.56
Wyoming Child Support	Writ of Wages, Garnishment	\$184.61
LIEAP State of Wyoming	Per Diem/Training	\$175.99
Desanti, Bryar	Rec Grant Football Camp-Coach	\$450.00
Garris, Roy	Rec Grant Football Camp-Coach	\$400.00
Lemon, Theo	Rec Grant Football Camp-Coach	\$400.00
Martin, D'Mauria	Rec Grant Football Camp-Coach	\$450.00
Pickrel, CJ	Rec Grant Football Camp-Coach	\$400.00
Stickney, Darian	Rec Grant Football Camp-Coach	\$400.00
K-Dogs & Catering	Reissue Lost Check/Football Camp Meal	\$681.00
Niobrara County Clerk	Title/New Police Vehicle	\$15.00
Postmaster	Utility Mailings	\$315.20
Wyoming Dept of Transportation	License Plate Transfer	\$2.00
City of Cody	Electric Transformers	\$1,200.00
Niobrara Hospital District	PD CPR Training	\$375.00
Wyoming Child Support	Writ of Wages, Garnishment	\$184.61
Great America Financial Svcs	Copier Purchase	\$1,658.62
	Total	\$115,990.39

Visitors:

Mayor Lytle asked for public comment on the Lusk Safe Pathways Project. Engineer Heath Turbiville with HDR described the details of the project: the Town is applying for another round of WYDOT TAP funding to construct pathways. The intention is to build pathways on 3rd Street from Diamond to Main Street, after the 3<sup>rd</sup> Street Concrete and Surfacing construction is complete, to make everything ADA compliant. Mayor Lytle added that the grant is approximately a 91 to 9% match. Council member Dooper asked if it was going to work in conjunction with the other construction on 3rd Street, Mayor Lytle stated it would follow completion of those projects. An audience member asked if this was going to narrow 3<sup>rd</sup> street and the answer was no, there is no intention of narrowing 3<sup>rd</sup> Street. No further comments

Dennis Green with Lusk Elks Lodge #1797 approached the council to ask for the use of the golf course for a tournament on Sunday, August 13<sup>th</sup> for the Elks golf tournament with reduced green fees for 9 holes to benefit the Elks scholarship. COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve the tournament date of August 13<sup>th</sup> with reduced green fees of \$10 per golfer for 9 holes. MOTION CARRIED

Mike Mayville spoke on behalf of the EMS Community Benefit, and they would like to change things up this year and do a benefit for Lisa Shaw. He asked the council if the benefit could use the town parking lot next to the shop building on August 26<sup>th</sup>. COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve the use of the parking lot next to the shop from 3:00p.m. to midnight on August 26<sup>th</sup>. MOTION CARRIED.

Dave Wissemann and Dan Bauer approached the council with concerns about their homes on 3<sup>rd</sup> Street that have been taking on water since last winter and Bauer has been pumping water out of his basement since February. Their homes still have water in the basements since the main line was fixed. Mayor Lytle stated that the situation continues to be investigated. Todd inserted that they tested the water at these residences and there is chlorine present and assured them they will continue to remedy the issue. He recommended that the owners take pictures, keep financial records, and talk with the contractors about legal matters.

#### Department Updates:

Mike Mayville reported on the Ambulance Service and stated he is doing maintenance on the building's. There is a new EMT coming on who lives in the county that is getting paperwork transferred over to Wyoming. Two previous EMTs are working on their certifications. Needing EMT's in town, the service is very lean. He has initiated a mutual aid with Harrison for the Legend weekend. He has joined the All Clear Foundation and is working with them on a grant that provides physical and mental health services for EMS as well as the Fire Department. Ambulance 54 is running but had an antifreeze leak that has been fixed. 86 is holding together, but there is a need for a new rig. 55 is 25 years old. One EMT has been doing inventory and cleaning up the barn.

Joyce Hammer reported they had 8 full days of swimming so far this season. There was an electrical issue that caused the pool pumps to go down after the last storm. The lifeguards have been cleaning and getting the pool back up and going and will reopen tomorrow. Joseph Bleming donated \$500 to the pool and is sponsoring a free swim day and free water for all the patrons. Lusk State Bank is going to sponsor a back-to-school pool fun day. There are many pool keys

that were never returned, so the pool has been re-keyed with a master key that cannot be duplicated. Bo installed the camera system at the pool which has been helpful with different situations. John and Rory have been helping at the pool to get it back open. She thanked the city crew for their help with all the clean up after the storm. 3 lifeguards will recertify next year but never received certificates for their training last year.

Trevor Barner started by thanking the city crew for helping clean-up at the golf course. Busy month with storm clean-up after storm clean-up. Chantry installed a power conditioner that completely fixed the irrigation issues and has been running full steam with no problems since its installation. Mike will be helping with tree removal. They will be aerifying to repair after the last storm.

Bo Krein gave a report on Police Department statistics for June. He reported that they implemented a wellness program that encompasses mental health and physicals for the officers. The new radio program through the homeland security grant has been finalized. Radios have been installed in the ambulances. There was hail damage to most of the patrol vehicles, but significant hail damage to one from the recent storm. Gearing up for Rawhide weekend.

Desi LeLeux reported they are wrapping up the fiscal year and started working on the audit. The TAP Grant is due July 17th, she will have that submitted by the end of the week. Still waiting to hear if we received the Cyber Security Grant. Todd and Desi met with Brenda, Bobbi and Lillian from USDA on June 26th. USDA has again shared that our water and sewer rates are not where they need to be. Brenda stated that each state gets to submit one loan application for a 1% interest rate, and she is going to submit a Sewer Application for the Town of Lusk as Wyoming's submission. USDA is still waiting to hear back from their regional office on the application. They will be submitting the applications for the Local Government ARPA Grant for the remaining \$2 million from the previous request and for the Sweeper and Vac Truck. Linda has been working on those applications as they have to be new applications at the state's request. Jeff with MC Schaff, Royce and Desi will be meeting with FAA and WYDOT on July 25th to go over the Airport CIP Program. The Rec Department received two Rec Grants, \$3,000 for the hoops and \$5,400 for the department. Ambulance received \$3,200, Golf Course received \$5,000, and the swimming pool received \$3,000 for swimming lessons. Taylor was moved full time in the office and is taking on more responsibilities and duties.

Todd Skrukruud reported that for the last month they have been doing storm cleanup. This last storm was a doozy. They have been cleaning up trees. Royce and Pete were out over the weekend getting power on that was out. John and Rory babysat sewer pumps and will remedy that problem with a mitigation plan. He commended all the guys for doing a good job. He reported that the project started milling on Elm Street. The paving crew will be moving in on Monday which is sooner than planned. They will be working on street cleanup for Rawhide weekend. There is going to be a planned power outage for substation transfer maintenance on Sunday September 17th.

#### Old Business:

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve together **Ordinance No. 6-5-260**, An Ordinance Amending Existing Ordinance 6-5-260

To Conform to Wyoming Statute and Retitling the Same as “Gambling – Definition”; **Ordinance No. 6-5-270**, An Ordinance Amending Existing Ordinance 6-5-270 To Conform to Wyoming Statute and Retitling the Same as “Gambling; Professional Gambling; Penalties”; and **Ordinance No. 6-5-280**, An Ordinance Amending Existing Ordinance 6-5-280 To Conform to Wyoming Statute and Retitling the Same as “Gambling Devices, Gambling Records, Gambling Proceeds Subject to Seizure; Disposition Thereof; Antique Gambling Devices Protected” on first reading. Attorney Meier and Chief Krein stated these ordinances were drafted in 1978 and are being redrafted to adhere to Wyoming Statutes on gambling, on second reading. MOTION CARRIED.

New Business:

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DICKSON, to reaffirm the approval of Mike Mayville as Ambulance Director. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve the Temporary Open Container Permit for the Legend of Rawhide Parade. Council member Nelson abstained. MOTION CARRIED.

The Temporary Open Container Permit for Young Ducks could not be approved due to Wyoming Liquor License laws.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Charter Ordinance 1-1004, An Ordinance Providing for Appropriations of Money to Defray all the Necessary Expenses and Liabilities of the Town of Lusk, Wyoming, Specifying the Objects, Purposes and Amounts of Such Appropriations and Fixing the Same as the Appropriations for the Year Ending June 30, 2024. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Resolution No. 23-17 and the communications contract with the council talking to the county commissioners throughout the year to negotiate the terms of the contract. There was discussion on the details of the contract. MOTION CARRIED.

COUNCIL MEMBER DICKSON MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Resolution No. 23-18. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve Resolution No. 23-19. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Resolution No. 23-20. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Resolution No. 23-21. MOTION CARRIED

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve the 2023 Addendum to the Joint Agreement to take advantage of an ESRI Small Government Enterprise Agreement. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve together **Ordinance No. 11-20-740**, An Ordinance Amending Existing Ordinance 11-20-740 at Paragraph (G) to Change the Automatic Annual Rate Increase for Water from Two Percent (2%) To Five Percent (5%), and **Ordinance No. 11-15-410**, An Ordinance Amending Existing Ordinance 11-15-410 at Paragraph (5) to Change the Automatic Annual Rate Increase for Sewer from Two Percent (2%) To Five Percent (5%), on first reading. There was discussion on inflation and the meeting with USDA. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DICKSON, to move into executive session at 6:22 p.m. MOTION CARRIED.

The council reconvened into regular session at 7:12 p.m.

Mayor Lytle thanked Council Member Adam Dickson for his time on the council.

The next regular Council meeting will be Tuesday, August 1, 2023, at 5:00 p.m.

There being no further business to come before the Council, the meeting was adjourned at 7:13 p.m.

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Douglas E. Lytle, Mayor

ATTEST:

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Desirae Matthews-LeLeux, Clerk/Treasurer