

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
OCTOBER 3, 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, October 3, 2023.

Council Members Present: Mayor Doug Lytle, Council Members Dean Nelson, Tom Dooper, Chantry Filener, Ron Pfister

Also Present: Attorney Dennis Meier
Desirae Matthews-LeLeux, Clerk/Treasurer
Todd Skrukud, Director of Public Works
Interim Chief, Sgt. Jacob Gordon
Taylor Willis, Deputy Clerk/Treasurer
Trevor Barner, Golf Course Superintendent
Mike Mayville, EMS Director
Royce Thompson, Electric Supervisor & Airport Manager

Mayor Lytle led everyone in the Pledge of Allegiance.

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

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

VOUCHERS FOR PAYMENT

14 County Tire	Vehicle Repairs	\$974.40
Affordable 307 Painting	Transfer Station Painting	\$16,800.00
AFLAC	Payroll Deduction	\$848.20
Allbright's True Value	Supplies	\$1,644.20
ALSCO/American Linen	Mat Rental	\$166.81
Baker & Associates Inc.	Renewal Fees	\$2,135.00
BankCard Center 3814	Parts/Supplies/Equipment/Subscription/ Postage	\$663.16
BankCard Center 4389	Parts/Supplies	\$871.05
BankCard Center 7939	PD Parts/Supplies/Equipment/Training/ Postage/Subscriptions/Fuel/K-9	\$1,840.64
Bannan, Kort	Youth Football Ref	\$60.00
Berg, Melissa	Utility Deposit Refund	\$136.23
Black Hills Energy	Gas Service	\$822.26
Boldon Welding & Repair LLC	Parts/Supplies	\$185.96
Border State Industries Inc.	Electric Line Upgrade	\$166.73
Brott, Raynce	Youth Football Ref	\$60.00
Business Solutions Group	Tax Forms	\$124.10
Caselle Inc.	Office Support & Maintenance	\$1,233.00

Century Link	Phone Services	\$1092.14
Chadron Lock	Pool Locks Service	\$988.00
CMIT Solutions of WYCenter	PD Firewall	\$130.00
CNA Surety	Insurance Bond- LeLeux	\$350.00
Connecting Point	Copier Lease	\$100.00
Crom, Brenda	Utility Deposit Refund	\$120.65
Doyle J. Davies	Municipal Judge	\$1,000.00
DBT Transportation Services	AWOS Maintenance	\$5,943.00
Decker's Food Center	Supplies	\$751.90
Delta Dental	Employee Dental Insurance	\$913.65
Emergency Medical Products Inc	Ambulance Supplies	\$1,176.60
Energy Laboratories INC.	Water Samples	\$399.00
Fair Manufacturing, Inc.	Snow Removal Parts	\$3,998.41
Fife, Joseph C.	Youth Football Ref	\$120.00
First Net	PD Phones	\$444.95
Franks Parts Company	Parts/Supplies/Repairs	\$2,882.55
Goldmann, Charles	Utility Deposit Refund	\$157.88
Goodwin, Kayden	Youth Football Ref	\$60.00
Grainger	Shop Parts/Supplies	\$339.32
Great American Financial Services	Copier Lease	\$126.19
Hawkins, Inc	Chemicals	\$1,820.51
HDR, Inc	Consultant Fees	\$2,444.60
Herren Bros. True Value	Golf Course Equipment	\$191.52
Holmes Ranch Excavation	Backflow Valves	\$1,500.00
Ideal Linen/Bluffs	Shop Parts/Supplies	\$57.99
Interstate Batteries	Streets Equipment Repairs	\$144.95
JP Cooke Company	Pet License	\$79.55
Jergenson, Doug	Monthly Wage Animal Control	\$1,540.00
Krueger, Ronny	Youth Football Ref	\$60.00
LACAL Equipment, Inc.	Snow Removal Parts	\$240.80
Leimser, Hudson	Youth Football Ref	\$60.00
Leimser, Shawn	Youth Football Ref	\$60.00
LeLeux Enterpirse, LLC	Monthly Wage Pro Shop	\$2,600.00
Lumen	Phone, Long Distance	\$19.88
Lusk Herald	Legal Advertising/Advertising	\$2,491.58
Lusk Lodging Tax Board	Tax Distribution	\$8,391.15
MARC	Shop Supplies	\$603.00
Matheson Tri-Gas Inc.	Ambulance Oxygen	\$246.03
Matney, Julie	Utility Deposit Refund	\$151.50
Mayville, Mike	Reimburse Ambulance Fuel/Repairs	\$2,756.80
McCully, Kady	Youth Football Ref	\$60.00
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Midland Implement Co.	Irrigation/Equipment Repairs	\$89.33

Miller, Nathan	Youth Football Ref	\$60.00
Niobrara Chamber of Commerce	Promotion	\$187.50
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communications Contract	\$6,301.50
Niobrara Electric Association	Utilities	\$50.07
Niobrara Hospital District	EMT Physical	\$175.00
Noor, Erada	Muni Citation Double Payment Refund	\$174.00
One-Call of Wyoming	Dig Tickets	\$32.25
Pitney Bowes Global Financial	Lease Fees	\$163.53
Pitney Bowes Inc	Office Supplies	\$91.29
Pitney Bowes Purchase Power	Postage	\$520.99
R&R Products Inc.	Golf Course Parts/Supplies/Repairs	\$1,534.07
Radar Shop, The	PD Recert Radios	\$113.50
Ranchers Feed & Supply	Parks/Golf Course Supplies/Repairs	\$88.78
Rawhide Drug	Electric/Ambulance Supplies	\$131.48
Silver Cliff Vet clinic	K-9 Vaccinations	\$107.05
Sinclair, Pine Bluffs	Golf Course Fees/Airport Fuel	\$5,845.67
Stinker Stores Inc	Fuel	\$7,538.13
Stover, Tucker	Youth Football Liability Insurance	\$595.20
Summit Fire & Security	Police Dept Extinguisher Serv.	\$285.50
Swisher, Brady	Youth Football Ref	\$60.00
Swisher, Donny	Youth Football Ref	\$60.00
Torrington Office Supplies	Supplies	\$46.99
Underground Enterprises	Transfer Station Fees	\$2,625.00
Visionary Communications Inc.	Internet Service	\$541.31
W.M.P.A.	Power Purchase	\$114,007.17
WAM/WCCA	Shop Lease Payment	\$786.55
Western Medical Management	Ambulance Billing Fees	\$657.60
Western Proppants, LLC	Golf Course Sand	\$607.95
WY Dept of Revenue	Sales Tax	\$6,156.18
WY Dept. of Workforce Services	Worker's Compensation	\$2,078.22
WY Educators Benefit Trust	Employee Insurance	\$30,770.50
WY Retirement System	Government Contribution	\$16,496.96
Wyoming Water Quality	Conference	\$242.00
Wyoming Work Warehouse	Uniforms	\$189.98
Youngquist, Ryan	Youth Football Ref	\$60.00
Total Vouchers		\$278,867.09

<u>MANUAL CHECKS</u>	<u>September 2023</u>	
Lashmett, Justin	Per Diem/Meeting	\$ 20.00
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 852.17
Clerk of District Court, Second Judicial	Writ of Wages, Garnishment	\$ 348.56
Wyoming Child Support	Writ of Wages, Garnishment	\$ 368.30

AVI PC Engineering	Engineering Fees	\$ 24,916.00
Oftedal Construction, Inc	Contractor Payment	\$ 231,543.02
AVI PC Engineering	Engineering Fees	\$ 15,947.00
Oftedal Construction, Inc	Contractor Payment	\$ 271,158.31
WY Dept of Revenue	WY Sales Tax	\$ 6,577.04
Skeeter Construction LLC	Reissue Check	\$ 1,072.00
Postmaster	Utility Mailings	\$ 317.54
Gordon, Jacob	Per Diem/Conference	\$ 59.00
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 330.76
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 530.79
Clerk of District Court, Second Judicial	Writ of Wages, Garnishment	\$ 348.56
Wyoming Child Support	Writ of Wages, Garnishment	\$ 368.30
AVI PC Engineering	Contractor Payment	\$ 450.00
Thompson, Royce	Mileage/Airport Dinner	\$ 135.15
	Total	\$ 555,342.50

Visitors:

No Visitors

Department Updates:

Mike Mayville- Ambulance Director, gave statistics for the month of September. He stated it was a challenging month. MS54 had some major repairs and is back. MS86 has held together with his fixes but he doesn't run it out of town. State annual inspection was done and there were no issues with BLS and ALS findings were minor and will be corrected. He is working on the 2024 Service renewal license that is due December 31st. He removed MS55 from active service. Linda put in for an Emergency MRG Grant for a new ambulance and the preliminary response from the state stated there wasn't an emergency situation. Mike would like to attend the SLIB meeting on Thursday to advocate for our application, giving his reasons for the emergency. Mayor Lytle shared some other concerns that warrant it being an emergency situation, as well. Mike shared that we have been saving for a new ambulance and the life span of the truck isn't what was anticipated.

Royce Thompson-Airport Manager & Electric Supervisor, reported that we have finished the paperwork and working on the notice to proceed with the Airport Snowplow Truck. It is 410 plus days out after the notice to proceed. The airport has been selling a lot of fuel. Thompson reported that the electric department is working to get Justin on full time. Justin attended the line school and is CPR certified. The department is working on line upgrades. Thompson reported that he is certified to teach CPR.

Mayor Lytle congratulated Royce and shared that Royce was nominated by MC Shaff and received Airport Executive of the Year for Wyoming. Royce thanked everyone, stating he had a lot of help in making the airport what it is today.

Trevor Barner- Golf Course Superintendent, reported they are down to a barebones crew working on keeping up with the grass. Cleaning out the shack and installed a new door. Pro Shop

is getting new windows. Old windows will go to the shack for weather proofing. Will continue to maintain and weatherproof the course. Finishing sealing all the buildings. Continuing to inventory and organizing storage.

Sgt Jacob Gordon- Interim Chief of Police, gave department statistics for the month of September. Officer Fink completed Field Training Officer Training and will be partnered with the new officer Chris Smith. Smith will start November 1st. Gordon spoke at Prevention Summit Convention and did demonstrations on K-9 work. K-9 Xana has had a few deployments.

Desi LeLeux- Clerk/Treasurer, reported that certificates for the Department of Audit training have been sent out. Please get a copy to the office to keep on file. She finished and submitted the F-66 report to the Department of Audit. LeLeux and Willis are continuing to work on the audit. Finishing interim financing process. USDA did an on-site 11-month warranty inspection on phase 1. While they were here, there was discussion about the Phase 3 water application that was submitted last year. AVI was able to get updated information to USDA to secure the funds before the end of their fiscal year in the amount of \$3,088,000.00. Working on a contract with AVI for Phase 3. Still waiting for a fully executed agreement for the cyber security grant.

Todd Skrukrud- Public Works Director, reported on the transfer station status. A lot of activity in town with roofers. Starting to winterize the parks and irrigation. Prepping equipment for winter. Working at installing a back up generator at the shop. He reported on the project stating they are prepping 3rd and 5th with sidewalks. He and Chantry attended a meeting to review plans and there were no changes.

Old Business:

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve Ordinance No. 1-1009, An Ordinance Authorizing The Issuance And Sale By The Town Of Lusk, Wyoming, Of Its Sewerage Revenue Bond Anticipation Note, Series 2023, Dated October 24, 2023, In The Maximum Principal Amount Of \$747,000, In Anticipation Of The Issuance By The Town Of Its Sewerage Revenue Bond In The Principal Amount Of \$747,000, For The Purpose Of Providing A Portion Of The Costs For Replacing The Town's Sanitary Sewerage And Storm Sewerage Systems; And Authorizing The Members Of The Governing Body And Employees Of The Town To Take Any And All Actions Necessary To Effectuate The Issuance And Sale Of Said Note And The Consummation Of Said Transactions, on third reading. COUNCIL MEMBER DOOPER ABSTAINED. MOTION CARRIED.

There was discussion on Ordinances 8-15-120, 8-15-130, and 8-15-150 regarding minors in the bar and state statutes on the matter. The council discussed amending the "Permit to Provide Food Service to Minors."

Ordinance No. 8-15-120, An Ordinance Amending Existing Ordinance 8-15-120 Adopting Wyoming State Statute Language as to Possession of Alcohol by Minors, FAILS FOR LACK OF MOTION on first reading.

Ordinance No. 8-15-130, An Ordinance Amending Existing Ordinance 8-15-130 Adopting Wyoming State Statute Language as to Sales or Delivery of Alcohol to Minors, FAILS FOR LACK OF MOTION on first reading.

Ordinance No. 8-15-1500, An Ordinance Amending Existing Ordinance 8-15-150 Adopting Wyoming State Statute Language as to Liquor Licensed Building Restrictions and Prohibiting all

persons Under 21 Years of Age to be in Licensed Premises After Nine O'clock P.M., FAILS FOR LACK OF MOTION on first reading.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the livestock permit renewal for Carrie Olson, amended to state No-Roosters. COUNCIL MEMBERS NELSON, PFISTER, FILENER, AND DOOPER VOTED AYE. MAYOR LYTLE VOTED NAY. MOTION CARRIED.

New Business:

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve the livestock permit renewals for Ty Thompson. MOTION CARRIED.

Wyoming Community Gas Designation was tabled.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Resolution No 23-24, A Resolution of the Town Council of the Town of Lusk authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving, and/or extending its provider of municipal services facility to serve an area lawfully within its jurisdiction to serve. Mayor Lytle explained this is for the 40-year 1% interest rate sewer loan from USDA for Phase 3 of the infrastructure project. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER FILENER, to move into executive session at 6:14p.m. MOTION CARRIED.

The council reconvened into regular session at 6:42p.m.

The council discussed in executive session that Todd Skrukrud will move forward discussing a possible tower lease agreement with Union Wireless.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER NELSON, to authorize and direct the mayor to execute a formal contract with AVI for Phase 3 Engineering if it is identical to the proposal with changes discussed in executive session. MOTION CARRIED.

The next regular Council meeting will be Tuesday, November 7, 2023, at 5:00 p.m.

There being no further business to come before the Council, the meeting adjourned at 6:45p.m.

Douglas E. Lytle, Mayor

ATTEST:

Desirae Matthews-LeLeux, Clerk/Treasurer