

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
APRIL 5, 2022 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 April 5, 2022.

Council Members Present: Mayor Doug Lytle, Council Members Dean Nelson, Becky Blackburn, Chantry Filener, and Tom Dooper

Also Present: Linda Frye, Clerk/Treasurer
Desirae Matthews-LeLeux, Deputy Clerk/Treasurer
Sheila Youngquist, Utility Billing Clerk
Todd Skrukruud, Director of Public Works
Sean Duffy, Golf Course Superintendent
Attorney Dennis Meier
Chief Bo Krein
Doug Jergenson, Animal Control

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

Danny Matney led everyone in the Pledge of Allegiance.

Mayor Lytle asked for public comment on the renewal of Retail Liquor Licenses for Company Three LLC d/b/a Spirits, Joseph R Carpenter d/b/a Lusk Liquor Store, L & J Halligan d/b/a The Pub, The Silver Dollar Bar of Lusk LLC d/b/a Silver Dollar Bar, Limited Retail (Club) Liquor License for Lusk Elks BPO 1797, Niobrara Country Club, Bar & Grill License for The Pizza Place, and a new restaurant liquor license for Linda’s Cookhouse LLC d/b/a Rough n Refined. There was no public comment.

Mayor Lytle resumed the regularly scheduled meeting.

COUNCIL MEMBER DOOPER MOVED, to approve a consent agenda for item numbers three (3) through six (6), second by COUNCIL MEMBER NELSON MOTION CARRIED.

VOUCHERS FOR PAYMENT

AFLAC	Payroll Deduction	\$764.72
Allbright’s True Value	Supplies	\$438.76
ALSCO/American Linen	Mat Rental	\$179.34
AVI PC Engineering Inc.	Engineering Fees	\$99,169.57
Axon	Police Dept. Dues and Fees	\$2,565.00
BankCard Center 0344	Supplies/Subscriptions/Postage/Training	\$766.47
BankCard Center 1960	Supplies/Removal	\$590.29
BankCard Center 4359	Uniforms/Training/Fuel	\$1,063.20
Black Hills Energy	Gas Service	\$2,064.95
Bloomers, LLC	Misc. Service	\$53.95
Boldon Welding & Repair Services	Equipment Repair	\$21.48
Border State Industries	Electric Line Upgrade	\$1,410.37
Caselle Inc.	Office Support & Maintenance	\$1,100.00
CenturyLink	Phones/Internet	\$1,154.99

CNM Plumbing	Sewer Line Infrastructure Project	\$1,245.00
Connecting Point	Copier Lease/Overage Fee	\$570.33
CS Consulting LLC	Fire Dept. Training	\$1,222.00
D.C. Drilling LLC	Golf Course Irrigation Repairs	\$24,524.12
Doyle J. Davies	Municipal Judge	\$1,000.00
Decker's Food Center	Supplies	\$174.73
Delta Dental Plan	Employee Paid Insurance	\$852.40
Double Y	Shop Supplies	\$158.10
Eddy, John	Uniform Reimbursement	\$167.96
Emergency Medical Products Inc.	Ambulance Supplies	\$368.43
Energy Lab. Inc.	Water Samples	\$2,160.00
Ferguson Waterworks	Water Maint. & Repairs	\$7,764.00
Franks Parks Company	Parts/Supplies/Repairs	\$2,169.82
GasFire Services	Vehicle Parts	\$94.99
Gill, Lindsey & Jason	Utility Overpayment Refund	\$62.00
Golf & Sport Solutions	Golf Course Top Dressing	\$1,785.50
Great American Financial Services	Copier Lease	\$311.00
Great West Trust Co	WRS 457 Plan Deferred	\$200.00
Hayes, Jonell	Utility Overpayment Refund	\$22.22
Hometown Country	Uniforms	\$270.00
Ideal Linen/Bluffs	Supplies	\$718.01
Interstate Batteries	Vehicle Repair/Equipment Repair	\$337.85
Jergenson, Doug	Monthly Wage Animal Control	\$1,400.00
Lumen	Phone, Long Distance	\$19.93
Lusk Fire Department	New Equipment/Testing	\$1,806.07
Lusk Herald	Legal Advertising/Advertising	\$3,508.25
Lusk Lodging Tax Board	Tax Distribution	\$1,191.81
Marc	Supplies	\$423.75
Matheson Tri-Gas Inc.	Ambulance Supplies	\$99.28
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Midkiff Water Well Service	Club House Maintenance/Water Repair	\$130.99
Midland Implement Co.	Irrigation Repairs	\$4,486.58
Motorola Solutions, Inc.	Fire Department New Equipment	\$12,726.39
Newman Traffic Signs	Golf Course Signs	\$129.47
Niobrara Chamber of Commerce	Promotion	\$187.50
Niobrara County Assessor	Maps	\$120.00
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communications Contract/Property Taxes	\$12,547.83
Niobrara Electric Assoc.	Utilities	\$41.77
Northwest Pipe Fittings, Inc. Scottsbluff	Parts/Supplies/Irrigation Repairs	\$940.07

NTP Small Engine Service	Golf Course Equipment Repair	\$83.82
Oftedal Construction Inc.	Phase I Payment #8	\$151,664.65
One-Call of Wyoming	Tickets	\$18.75
Pitney Bowes Global Financial	Leasing Charges	\$163.53
Quill LLC	Office Supplies	\$41.99
R&R Products Inc.	Irrigation Repairs/Equipment Repairs	\$1,313.61
Ranchers Feed & Supply	Supplies	\$60.80
Safety-Kleen Systems	Shop Supplies	\$215.78
Silver Cliff Vet Clinic	Animal Control Expense	\$50.00
Sinclair, Pine Bluffs	Airport Fuel	\$3,700.80
TDS Trash Collection	Tipping Fees Transfer Station	\$3,435.40
Timber Line Electric & Control	Water Metering System	\$1,625.00
Torrington Office Supplies	Supplies	\$222.25
Underground Enterprises	Transfer Station Haul	\$1,800.00
USA Blue Book	Water Dept. New Equipment	\$3,979.94
Valley Motor Supply	Vehicle Repairs	\$10.99
Visionary Communications Inc.	Internet Service	\$526.80
W.E.B.T.	Employee Life Insurance	\$69.75
W.M.P.A.	Electrical Power Purchase	\$109,671.16
Warne Chemical & Equipment Co.	Irrigation Repairs	\$97.40
Western Medical Management, Inc.	Ambulance Billing Service	\$606.65
Whitaker Oil, Inc.	Fuel & Oil	\$5,539.52
WY Dept. of Revenue	WY Sales Tax	\$5,993.20
WY Dept. of Workforce Services	Worker's Compensation	\$1,989.65
Wyoming Retirement	Government Contribution	\$15,911.35
Total Vouchers		\$510,124.03

<u>MANUAL CHECKS</u>	<u>March 2022</u>	
Abraxas	Utility Credit	\$14.32
Doug Lytle	Per Diem and Mileage	\$230.05
Desirae Matthews-LeLeux	Per Diem and Mileage	\$230.05
Rory Norberg	Per Diem	\$19.00
Clerk of District Court, Second Judicial	Garnishment, Writ of Assignment	\$348.56
WY Child Support	Garnishment, Writ of Assignment	\$184.61
Collection Professionals	Refund Collections Over Payment	\$3,001.49
WY Department of Revenue	Sales Tax Payable	\$7,078.80
Desirae Matthews-LeLeux	Per Diem and Mileage	\$190.48
PostMaster	Utility Billing	\$269.01
PostMaster	Renewal Bulk Mailing Permit	\$265.00
Royce Thompson	Per Diem	\$124.25

Clerk of District Court	Garnishment, Writ of Assignment	\$348.56
WY Child Support	Garnishment, Writ of Assignment	\$184.61
Joe Johnson Equipment	New Sewer Jetter	\$75,051.00
UnitedHealthCare Insurance Company	Ambulance Over Payment Refund	\$61.01
	Total	\$87,600.80

Visitors:

Martha Bridge Wyoming Child & Family Development Lusk Center Coordinator, Judy White Center Coordinator in training, and Amy Kate Hanson presented a picture to the Town Council that Amy Kate drew. Ms. Bridge gave a presentation on the services of the center and how they benefit the community. COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to support Wyoming Child & Family Development in the amount of \$1,000.00 for developmentally disabled children and their families.

Gregg Matney approached the Council concerning the purchase of a lot in the Business Park. Mr. Matney gave a copy of the Business Park Covenants to re-fresh the Council's memory. The reason for him and Danny Matney coming to the Council was to ask questions about the covenants and get more specific information. Mr. Matney asked if they were to purchase a lot what would need to be in the contact to change the covenants? Town Attorney Meier referred to W.S. 15-1-112 and the bid process. If there is an economic benefit to the Town the bid process can be skipped. The next step would be to come to the Council with an offer and what the lot is going to be used for. The Town is the owner of the majority of the lots and they can modify the covenants. Mr. Matney will attend the next meeting to present his proposal.

Department Updates:

Sean Duffy is preparing the golf course for the season and testing the irrigation system. Council Member Dooper asked about advertising for 18-year-old to work at the golf course. There was a discussion on the child labor laws.

Chief Krein shared police department statics for March. The police department with Goshen County received mobile tablets for their vehicles.

Linda reported that her and Desirae have been working on the budget. We will also start working on the infrastructure phase III application.

Todd informed the Council that the new jetter has been received. He gave information on the infrastructure project. There will be a pre-bid meeting this Thursday morning at 10:00 a.m. for Phase IA and Phase II.

Old Business:

COUNCIL MEMBER BLACKBURN MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Ordinance No. 11-15-170, An Ordinance Amending Existing Ordinance No 11-15-170, to Require all Properties within the Town to Connect to the Public Sewer, Prohibiting Septic Tanks, Privy Tanks, Cesspools and Leach Fields, and Providing an Exception Thereto. Second reading. MOTION CARRIED.

COUNCIL MEMBER BLACKBURN MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve Ordinance No. 11-20-110, an Ordinance Amending Existing Ordinance No. 11-20-110, to Include the Requirement that all Users of Water within the Town of Lusk Purchase the Same from the Town of Lusk; and Prohibiting the Obtaining of Water from Other Sources. Second reading. MOTION CARRIED.

Linda gave an update on the interim financing required by the USDA loan. Monica Pierre from Live Oak Bank was informed about the 1% Specific Tax being collected by the Town for the Infrastructure Project. Information will be given at the next meeting on the financing available.

New Business:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve the Niobrara Country Club's golf tournaments on June 3rd, August 6th, and August 20th & 21st. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve the Niobrara County High School Golf Tournament on May 6th or 7th. MOTION CARRIED.

Katie Skibicki approached the Council to request the Alumni Golf Tournament to be held on June 24th and a reduction in fees. COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve the Alumni Golf Tournament on June 24th and to wave all trail fees for out-of-town carts and fees to be \$45.00 for a three-person team. MOTION CARRIED.

The first reading of the fiscal year budget 2022-2023 department requests was presented to the Council. The first reading has a revenue of \$26,826,508 as requested, expenditures of \$27,378,477 as requested, making a deficit of \$551,969. The Council will work with the department heads to balance the budget. COUNCIL MEMBER BLACKBURN MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve the first reading of the 2022-2023 fiscal year budget. MOTION CARRIED. The Council will have a budget workshop on Friday April 22, 2022 starting at 9:00 a.m. and to award Phase IA and Phase II bids.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER BLACKBURN, to approve the liquor licenses renewals and the new restaurant liquor license as provided per the list. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve the BlueCross BlueShield Insurance Plan from WEBT. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the airport hangar lease renewals for Rick Bridge, Inc. and Tschacher Farms. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the Pasture Lease renewal for C&W Land & Livestock LLC. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the livestock permits renewal for Cody Thompson, Adah Pflugoeft & Doyle Davies, Jason & Becky Blackburn, and Tanner Halligan pending a copy of his Wyoming Department of Ag permit for bees. MAYOR LYTLE, COUNCIL MEMBERS NELSON, DOOPER AND FILENER VOTED AYE. COUNCIL MEMBER BLACKBURN ABSTAINED. MOTION CARRIED.

COUNCIL MEMBER BLACKBURN MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Resolution No. 22-4, A Resolution to appoint election judges for the Town Election on May 3rd, 2022. MOTION CARRIED.

Mayor Lytle read a Proclamation proclaiming April “Child Abuse Awareness and Prevention Month”.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER BLACKBURN, to approve the open container permit for Becky Redfield on Monday July 4th, 2022 from 5:00 p.m. until Midnight at Northside Park. MOTION CARRIED.

Mayor Lytle stated that there will be a Town Election to be held Tuesday May 3rd, 2022 to elect a Mayor and two Council Seats. The election will take place from 7:00 a.m. until 7:00 p.m. at the Baptist Church, 301 S. Elm Street.

COUNCIL MEMBER BLACKBURN MOVED, SECOND BY COUNCIL MEMBER DOOPER, to move into executive session for personnel matters at 5:56 p.m. MOTION CARRIED.

The Council reconvened into regular session at 6:20 p.m.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve Resolution No. 22-08, A Resolution Adopting a Retire-Rehire Policy to be inserted into the Town of Lusk Employee Handbook. MOTION CARRIED.

The next regular Council meeting will be Wednesday May 4th, 2022 at 5:00 p.m.

There being no further business to come before the Council, the meeting was adjourned at 6:22 p.m.

Douglas E. Lytle, Mayor

ATTEST:

Linda M. Frye, Clerk/Treasurer