

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
FEBRUARY 1, 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 February 1, 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
Royce Thompson, Electric Supervisor/Airport Manager
James Santistevan, Cemetery/Parks Manager/Emergency Management
Attorney Dennis Meier
Chief Bo Krein

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

Game and Fish Commissioner Richard Ladwig led everyone in the Pledge of Allegiance.

COUNCIL MEMBER DOOPER MOVED, to approve a consent agenda for items #3 through #6, second by COUNCIL MEMBER BLACKBURN. MOTION CARRIED.

VOUCHERS FOR PAYMENT

AFLAC	Payroll Deduction	\$764.72
Allbright's True Value	Supplies	\$943.79
ALSCO/American Linen	Mat Rental	\$168.76
AVI PC Engineering Inc.	Engineering Fees	\$93,643.52
BankCard Center 0344	Supplies/Subscriptions/Postage	\$552.67
BankCard Center 1960	New Equipment	\$314.63
BankCard Center 2477	Supplies	\$43.76
BankCard Center 4359	Supplies/Postage/Renewals	\$759.07
Black Hills Energy	Gas Service	\$2,114.08
Blue Line Custom Vinyl's	Police Department Supplies	\$50.00
Boldon Welding & Repair Services	Vehicle Repair	\$332.06
Caselle Inc.	Office Support & Maintenance	\$1,100.00
CenturyLink	Phones/Internet	\$1,327.19
Children's Advocacy	Support & Services	\$1,000.00
Communication Technologies	Siren Maintenance	\$2,351.47
Connecting Point	Copier Lease	\$100.00
Doyle J. Davies	Municipal Judge/Supplies	\$1,058.00
Decker's Food Center	Supplies	\$209.00
Delta Dental Plan	Employee Paid Insurance	\$895.65
Eaton, Tiffany	Utility Deposit Refund	\$23.46
Energy Labs. Inc.	Water Samples	\$377.00

Farwest Line Specialties	Electric Supplies	\$443.55
Ferguson Waterworks #1701	Annual RNI Support Payment	\$13,041.09
Franks Parks Company	Parts/Supplies/Repairs	\$864.82
Gordon, Jacob	Police Dept. K-9 Supplies/Fuel	\$71.97
Great American Financial Services	Copier Lease	\$342.52
Great West Trust Co	WRS 457 Plan Deferred	\$200.00
HomeTown Country	Uniforms	\$168.00
Interstate Batteries	Parts & Supplies	\$133.95
Jergenson, Doug	Monthly Wage Animal Control	\$1,400.00
Kessler, Paige	Utility Deposit Refund	\$173.91
Lumen	Phone, Long Distance	\$22.64
Lusk Fire Dept.	IRA Payments/Fire School/Retirement	\$18,329.07
Lusk Herald	Legal Advertising/Sports Package/Calendar	\$1,856.75
Lusk Lodging Tax Board	Tax Distribution	\$1,958.88
Matheson Tri-Gas Inc.	Ambulance Supplies	\$312.32
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Niobrara Chamber of Commerce	Promotion	\$187.50
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communications Contract	\$6,301.50
Niobrara Electric Assoc.	Utilities/Parts & Supplies	\$42.94
Oftedal Construction Inc.	Phase I Payment #6	\$181,996.56
One-Call of Wyoming	Tickets	\$12.75
Penfield, Dick	Uniform Reimbursement	\$241.81
Peterson, Paula	Fire Hall Cleaning	\$75.00
Print Express	Office Supplies	\$317.92
Safety-Kleen Systems	Shop Supplies	\$214.46
TDS Trash Collection	Tipping Fees Transfer Station	\$3,468.13
Titan Machinery	Sweeper Training	\$612.16
Torrington Office Supplies	Office/Shop Supplies/PD Supplies	\$209.80
Underground Enterprises	Transfer Station Haul	\$2,250.00
Valley Motor Supply	Snow Removal/Vehicle Repair	\$69.32
Visionary Communications Inc.	Internet Service	\$200.16
WAMCAT	Training and Membership	\$365.00
W.E.B.T.	Employee Life Insurance	\$69.75
W.M.P.A.	Electrical Power Purchase	\$107,213.55
WAM/WCCA	Lease Payment	\$786.55
Western Medical Management, Inc.	Ambulance Billing Service	\$751.84
Whitaker Oil, Inc.	Fuel & Oil	\$5,757.96
Work Warehouse, Inc.	Electric Department Uniforms/Safety Equip.	\$526.95
WY Dept. of Workforce Services	Worker's Compensation	\$1,981.00
Wyoming Retirement	Government Contribution	\$15,961.24

WY Secretary of State	Notary Fee	\$60.00
Total Vouchers		\$481,172.15

<u>MANUAL CHECKS</u>	<u>January 2022</u>	
Pro-Ware, LLC	Asset Keeper Update 2022	\$389.00
Clerk of Circuit Court Niobrara County	Garnishment, Writ of Assignment	\$20.17
Clerk of District Court	Garnishment, Writ of Assignment	\$348.56
WY Child Support	Garnishment, Writ of Assignment	\$184.61
Century Link	Pool Phone Payment	\$35.31
Postmaster	Utility Billing	\$273.03
Clerk of District Court	Garnishment, Writ of Assignment	\$348.56
WY Child Support	Garnishment, Writ of Assignment	\$184.61
	Total	\$1,783.85

Visitors:

Richard Ladwig, Game and Fish Commissioner approached the Council on a proposal to look at having a Urban Fishing Pond at the Business Park using Federal money. They are looking at the property west of the Niobrara Conservation District Office. Game and Fish would be responsible for the build, taking care of it and overseeing of the pond. There would be no expense to the Town and Kelli Pauling Game and Fish Warden for Lusk District would be the caretaker. There can be regulations put on the pond so it can be designated as a youth pond. There is approximately 18 acres in that area. The Council agreed that it should be explored further.

Jesse & Connie Halligan had questions on the Ordinance change to allow minors in a retail liquor store to eat. Mr. Halligan's main question had to do with number seven (7). What would violations be for, "A permit can be revoked immediately should a permitted establishment or its employee violate this ordinance?" The Council explained that the violations are explained in numbers one (1) through six (6). Mrs. Halligan asked if the permit would be pulled on the first violation. Mayor Lytle stated that a Liquor License is separate from the permit, and that a permit could be pulled for a violation stated in the ordinance. It would be on an individual bases. Mr. Halligan would like clarification on "without cause", what that means. Mayor Lytle stated that the governing body could deny renewal for any reason. The police department would bring violations to the Council and the Council would decide if a permit would be pulled or not renewed.

Department Updates:

Royce Thompson reported that there will be a fly-in at the Airport on June 4th in conjunction with the State. Pilots from other places can participate, which will help to promote the Airport. Royce is working on putting this together and will have information available at a later date.

Chief Krein informed the Council that they are looking at hosting the K-9 trials again possibly in May. He gave statistics on numbers for January.

James Santistevan reported that the last vaccination clinic is this week. The siren has been fixed and is working. He will be attending a conference in April for flood, fire and EM Coordinators in Casper.

The Council received information from lenders for the interim financing for the USDA RUS loan from Linda Frye. Xpress Bill Pay is up and running for online payments to the Town. The office

requested to charge customers a fee to use their credit/debit card to make payments so that the Town could recover some fees charged by the card company. COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to change the credit card usage policy and approve the office to charge a 3% usage fee on credit card machine. MOTION CARRIED. The Town has submitted a USDA RUS application for Phase II of the infrastructure project and it is at the underwriters. We will start working on Phase III funding application that will be due in April to the Office of State Lands and Investments for the August meeting. Linda reported on the submission of Mineral Royalty Grants for a Vac Truck and Street Sweeper which are due to the Office of State Lands and Investment by February 17th and will go before the board on June 2nd. There will be a community meeting for Phase II of the project on Thursday February 10th at 6:00 p.m. at the Shooting Sports Building at the Fairgrounds.

Todd Skrukud Director of Public Works informed the Council on the infrastructure project and that the Phase II design should be 95% complete by this Friday and sent out for review. He updated the Council on the pumps that need repairs at well number 10 and the golf course. The Town received a letter from the State of Wyoming on the billboard sign that is on the highway coming into Town from the north. It needs to be repaired or removed and the Town has one month to do this. If nothing is put on it, it will be need to be taken down. Todd was instructed to pursue this and he will visit with Jackie Bredthauer at the Chamber about the sign.

Old Business:

COUNCIL MEMBER BLACKBURN MOVED, SECOND BY COUNCIL MEMBER NELSON to approve Ordinance No. 8-15-150, An Ordinance Amending Existing Ordinance No. 8-15-150 at Paragraph (F) to Allow Food Services for Minors in Retail Liquor Establishments by Permit, on second reading. MOTION CARRIED.

New Business:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER BLACKBURN, to approve the Extension of Contract for Solid Waste Transport for Underground Enterprises, LLC. MOTION CARRIED.

Mayor Lytle read the Election Proclamation. It states, "I, Douglas E. Lytle, Mayor of the Town of Lusk, Wyoming in conformity with the Statutes of the State of Wyoming, and the Ordinances of the Town of Lusk, Wyoming made and provided therefore, do hereby Proclaim and Give Notice, that a Regular Election will be held in the Town of Lusk, Wyoming, May 3rd, 2022 for the purpose of electing a Mayor and two Councilpersons as follows to wit: To elect a mayor for a term of four years. To elect two councilpersons for a term of four years. Three persons are required by law to fill these offices. Every candidate is required by section 22-25-106 through 109 of the 2019 Wyoming Statutes, to file an itemized statement of pertinent receipt sand expenditures. Please remit all applications and filing fees (\$25.00) to the Town Clerk's Office between the dates of March 4th thru March 18th 2022. Polling Place is designated as follows: The Baptist Church 303 S. Elm Street.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Resolution No. 22-2, A Resolution Authorizing Submission of a Federal Mineral Royalty Capital Construction Account Grant Application to the State Loan and Investment Board in the amount of \$243,750.00 for a Vactor Impact Sewer Cleaner Vac Truck with a cost of \$325,000.00. This is a 75% grant, with 25% paid by the Town. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve Resolution No. 22-3, A Resolution Authorizing Submission of a Federal Mineral Royalty Capital Construction Account Grant Application to the State Loan and Investment Board in the amount of \$168,750.00 for a Elgin Street Sweeper with a cost of \$225,000.00. This is a 75% grant, with 25% paid by the Town. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER BLACKBURN, to approve the Livestock Permit for Brytne Greenough at 319 E. Third Street for chickens. MOTION CARRIED.

The next regular Council meeting will be Tuesday March 1, 2022 at 5:00 p.m.

There being no further business to come before the Council, the meeting was adjourned at 5:35 p.m.

Douglas E. Lytle, Mayor

ATTEST:

Linda M. Frye, Clerk/Treasurer