

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
OCTOBER 4, 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 October 4, 2022.

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

Also Present: Desirae Matthews-LeLeux, Clerk/Treasurer
Samantha Eddy, Deputy Clerk/Treasurer
Todd Skrukrud, Director of Public Works
Chief Bo Krein

Chief Bo Krein led everyone in the Pledge of Allegiance.

MAYOR LYTLE called the meeting to order at 5:01 p.m.

COUNCIL MEMBER DICKSON MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve a consent agenda for item numbers three (3) through six (6) with amendments to the treasurer report and the agenda. MOTION CARRIED.

VOUCHERS FOR PAYMENT

AFLAC	Payroll Deduction	\$744.74
Allbright's True Value	Supplies	\$1,366.01
ALSCO/American Linen	Mat Rental	\$75.34
Anderson Carpet	Office Building Upkeep	\$2,236.10
AVI PC Engineering Inc	Engineering Fees	\$75,079.45
BankCard Center 0344	Office Support & Maintenance /Subscriptions/Postage/K-9 Unit/Cemetery Parts/Ambulance Repairs	\$5,885.41
BankCard Center 2477	Sewer Parts & Supplies	\$187.58
BankCard Center 4359	Subscriptions/Postage/K-9 Unit	\$332.08
BankCard Center 9385	Ambulance Supplies/Shop Supplies	\$1,493.15
Bannan, Kort	Football Ref	\$60.00
Bieri, Quinton	Football Ref	\$60.00
Black Hills Energy	Gas Service	\$1,827.83
Border State Industries	Electric Parts and Supplies	\$1,512.73
Burnco Colorado, LLC	Rec Dept Supplies	\$1,573.74
Bush-Wells	Rec Dept Supplies	\$190.06
Business Solutions Group	Tax Forms	\$152.66
Caselle Inc.	Office Support & Maintenance	\$1,233.00
CenturyLink	Phones/Internet	\$891.53
CMIT Solutions of Wyoming	PD Firewall & Security	\$918.00
Connecting Point	Copier Lease	\$100.00

D.C. Drilling LLC	Water New Equipment	\$6396.18
Doyle J. Davies	Municipal Judge/Postage	\$1,120.00
Decker's Food Center	Supplies	\$138.06
Delta Dental Plan	Employee Paid Insurance	\$745.10
Emergency Medical Products	Ambulance Supplies	\$453.23
Energy Laboratories Inc	Water Samples	\$302.00
Fair Manufacturing, Inc	Streets Supplies	\$264.40
Fairview 4-H Club	Ref Meals for Football	\$75.00
Farwest Line Specialties	Electric Dept New Equipment	\$1,808.04
Fife, Joseph C	Football Ref	\$60.00
First Net	Police Dept. Phones	\$580.24
Franks Parts Company	Parts/Supplies/Repairs	\$3,666.20
Great American Financial Services	Copier Lease	\$380.92
Great West Trust Co	WRS 457 Plan Deferred	\$200.00
Harris, Tammy	Utility Deposit Refund	\$198.58
Hawkins, Inc	Pool Chemicals	\$1,321.94
Honey Badger Towing	Ambulance Towing	\$707.00
Ideal Linen/Bluffs	Parks & Shop Supplies	\$234.33
Jergenson, Doug	Monthly Wage Animal Control	\$1,400.00
Kellett, Steven	EMT Meal Reimbursement	\$29.37
Kremers, Caleb Cody	Utility Deposit Refund	\$34.20
Kupke, Ridge	Football Ref	\$30.00
Kurtzer's	Parks Equip Repair	\$118.75
LACAL Equipment, Inc	Streets Vehicle Maintenance	\$439.04
Lang, Timothy	Utility Deposit Refund	\$92.46
Lawson Products, Inc	Shop Tools/Supplies	\$113.85
Lime Rock Resources V-A	Utility Deposit Refund	\$112.42
Lumen	Phone, Long Distance	\$24.87
Lusk Herald	Legal Advertising/Advertising	\$1,518.50
Lusk Lodging Tax Board	Tax Distribution	\$6,486.12
Matthews, Gabe	Football Ref	\$75.00
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Midland Implement Co.	Ambulance Vehicle Repair/Cemetery Parts & Supplies	\$574.30
Mike Harberts	Office IT	\$780.00
Miller, Nathan	Football Ref	\$90.00
Mountain Diversified Serv.	Tree Removal	\$1,500.00
Nio. County Weed & Pest	Street Chemicals	\$2,665.00
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	\$41.24

Normont Equipment Company	Sweeper Parts	\$461.06
Northwest Pipe Fittings of Rapid City	Water Dept. Parts & Supplies	\$247.44
Oftedal Construction, Inc	Phase I Payment #13, Phase II Payment #2	\$1,919,049.66
One-Call of Wyoming	Tickets	\$76.50
Patrone's Landscaping & Tree Care	Electric Tree Removal	\$1,600.00
Print Express	Finance Charge	\$13.36
Safe Life Defense	Police Dept Uniforms	\$3,141.00
Sinclair, Pine Bluffs	Airport Fuel	\$5,966.40
Spic and Span Cleaners	Streets Cold Mix	\$5,440.88
Stallman, Tatum	Football Ref	\$75.00
Stella-Jones Corporation	Electric Poles	\$18,609.00
TDS Trash Collection	Tipping Fees Transfer Station	\$5,530.34
Thompson, Royce	PerDiem/Mileage	\$159.84
Torrington Office Supplies	Supplies	\$5.46
Underground Enterprises	Transfer Station Haul	\$2,250.00
USA Blue Book	Water New Equipment	\$606.54
Valley Motor Supply	Supplies/Equipment Repair	\$47.16
Visionary Communications Inc.	Internet Service	\$363.48
W.M.P.A.	Electrical Power Purchase	\$121,314.21
WAMCAT	Caselle Training	\$400.00
West, David	Football Ref	\$60.00
Western Medical Mng. Inc	Ambulance Billing Service	\$1,032.79
Whitaker Oil, Inc.	Fuel & Oil	\$8,149.60
WY Dept. of Revenue	WY Sales Tax	\$6,115.98
WY Dept. of Workforce Services	Worker's Compensation	\$2,006.73
WY Educators Benefit Trust	Employee Medical/Life Premiums	\$26,210.75
Wyoming Machinery Corp	Street Equipment Repair	\$12,215.55
Wyoming Retirement	Government Contribution	\$15,359.20
Yeager, Jessica	Rec Dept FB Gear	\$29.96
Total Vouchers		\$2,297,772.64

<u>MANUAL CHECKS</u>	<u>September 2022</u>	
Clerk of District Court, Second Judicial	Writ of Wages, Garnishment	\$348.56
Wyoming child Support	Writ of Wages, Garnishment	\$319.37
BankCard Center 4359	PD Phone Call Recorder	\$84.79

Eddy, Samantha	PerDiem- WAMCAT Training	\$270.35
Matthews-LeLeux, Desirae	PerDiem- WAMCAT Training	\$270.35
Norberg, Rory	PerDiem- Water Sample Delivery	\$20.00
Postmaster	Utility Billing	\$304.67
Clerk of District Court, Second Judicial	Writ of Wages, Garnishment	\$348.56
Wyoming child Support	Writ of Wages, Garnishment	\$319.37
	Total	\$2,286.02

Visitors:

No visitors.

Department Updates:

- Chief Krein gave a report on Police Department statistics for September. He met with Goshen County Community Juvenile Services Board and the Niobrara County Commissioners, and they approved the formation of a Juvenile Services Board to establish a Juvenile Alternatives Program for Niobrara County. Goshen Help will facilitate the Program; Completed a MOU with the Sheriff office because they have a new Sheriff in place; Police Department met with the Tiger Club and had “Ice Cream with a Cop” and did bike safety; He has been meeting with Fire Dept, EMS, & Sheriff’s office regarding Emergency planning and Emergency planning with the school; Chief Krein thanked the Public Works Department for their help with traffic at the school twice a day; the PD updated vests that expire every 5 years; Planning assemblies with the school and will have one at the end of October.
- Desirae LeLeux reported that she and Samantha attended WAMCAT Institute. While there Linda Frye was awarded Honorary WAMCAT Member for her 17 years of service with the Town of Lusk and 16 years as a WAMCAT board member. There were letters written on Linda’s behalf for this award. They pulled their Water/Sewer ARPA Grant application per the recommendation of the Office of State Lands and Investments Grants & Loans Manager and have pushed their CCL Application to a later SLIB meeting. They will be applying for the Local Government ARPA Grant; The office received a face lift with new carpet, paint, and an office desk; They will be advertising the next couple weeks to seek a Consulting Firm to provide Engineering Services for the Lusk Municipal Airport, which happens every 5 years.
- Todd Skrukrud reported they are winterizing the park & cemetery and getting equipment ready for the winter. Phase I is at substantial completion and will start a punch list. Phase II is working on sewer, sidewalks, and landscaping. Water crew is checking valves and flushing hydrants. There was a fire at the Transfer Station last month, working with insurance company on that. Looking at numbers for 3rd Street. Golf Course is closed for the season.

Old Business:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve Ordinance No. 11-26-100, An Ordinance Establishing the “Equal Pay Program” For Payment of Monthly Utilities Provided by The Town of Lusk, on third and final reading. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DICKSON to approve Ordinance No. 9-10-100, An Ordinance Amending Existing Ordinance No. 9-10-100, To Prohibit Roosters Within the Town Limits of The Town of Lusk, on second reading. MOTION CARRIED.

New Business:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve livestock permit renewal for Ty Thompson. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER DICKSON, to approve the Wyoming Community Distribution funds of \$5,651.69 for Northside Park Improvements. Todd Skrukud will work with his crew and the Police Department to determine the use of the funds.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Ordinance No. 13-15-120, An Ordinance Amending Existing Ordinance No. 13-15-120 To Increase the Building Permit Fee, on first reading. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Ordinance No. 11-15-410, An Ordinance Amending Existing Ordinance No. 11-15-410 Which Establishes Amended Sewer Rates to Consumers Utilizing the Sewer System of the Town of Lusk, on first reading. MOTION CARRIED.

COUNCIL MEMBER DICKSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Ordinance No. 11-20-740, An Ordinance Amending Existing Ordinance No. 11-20-740, As Amended, Establishing Water Usage Rates, on first reading. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Resolution No. 22-16, A Resolution Establishing an Administration Procurement Policy to be Followed by the Governing Body of the Town of Lusk. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DICKSON, to approve Resolution No. 22-17, A Resolution Establishing a Conflict-of-Interest Policy to be Followed in the Administration of Town Business by the Governing Body of the Town of Lusk. MOTION CARRIED.

Mayor Lytle asked for a motion to move into executive session.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to move into executive session for contracts at 5:33 p.m. MOTION CARRIED.

The Council reconvened into regular session at 6:08 p.m.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DICKSON, to approve a Lease Agreement with MP Nextlevel, LLC for two lots at the business park. MOTION CARRIED.

COUNCIL MEMBER DICKSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve an amendment to the Lease Agreement with Central Wyoming

College, WyomingPBS, with metes and bounds from GPS with Todd. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to terminate the contract with Golf Course Superintendent, affective immediately at receipt of letter. MOTION CARRIED.

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

There being no further business to come before the Council, the meeting was adjourned at 6:19 p.m.

Douglas E. Lytle, Mayor

ATTEST:

Desirae Matthews-LeLeux, Clerk/Treasurer