

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
SEPTEMBER 6, 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 September 6, 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 Skrukud, Director of Public Works
Attorney Dennis Meier
Chief Bo Krein
Linda Frye, Grant Manager and Writer
Doug Jergensen, Animal Control

Ed Fullmer led everyone in the Pledge of Allegiance.

MAYOR LYTLE called the meeting to order at 4:59 p.m.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER DICKSON, 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

Advanced Animal Care, LLC	Veterinary, Animal Control	\$100.00
AFLAC	Payroll Deduction	\$628.52
Allbright's True Value	Supplies	\$1,678.32
ALSCO/American Linen	Mat Rental	\$132.16
APT US & C	Membership Renewal Matthews	\$159.00
Aquaflow Int'l Inc.	1 year Maintenance and Software	\$1,398.00
BankCard Center 0344	Office Support/Subscriptions/Postage/K-9 Unit	\$305.16
BankCard Center 4359	Supplies/Ammo/Subscriptions/Postage/K-9 Unit	\$2,252.07
BankCard Center 9385	Ambulance Supplies/Shop Supplies/Street Repairs	\$861.48
Benzel Pest Control, Inc.	Spraying at Hahn Cabin	\$173.60
Black Hills Energy	Gas Service	\$2,638.74
Bloomers, LLC	Funeral Plant	\$53.95
BoardTronics, Inc.	Golf Course Irrigation Repairs	\$479.50
Boldon Diesel Services, LLC	Water Vehicle Repair	\$7,522.54
Boldon Welding & Repair Services	Street Equipment Repair/Shop Supplies	\$116.64

Border State Industries	Electric Parts and Supplies	\$1,657.20
Boutwell, Amber & Stephen	Utility Deposit Refund	\$44.19
Caselle Inc.	Office Support & Maintenance	\$1,233.00
Casper College	WAMCAT- Matthews, Eddy	\$630.00
CenturyLink	Phones/Internet	\$1,098.58
CMIT Solutions of Wyoming	PD Firewall & Security	\$719.00
CNA Surety	Insurance Bond-Matthews	\$350.00
CNM Plumbing & Heating	Camera Sewer Line/Project	\$350.00
Connecting Point	Copier Lease	\$650.99
Doyle J. Davies	Municipal Judge/Bond	\$1,000.00
Decker's Food Center	Supplies	\$176.98
Delta Dental Plan	Employee Paid Insurance	\$745.10
Double Y	Shop Supplies	\$125.46
Ferguson Waterworks	Water Maintenance/Repairs	\$1,468.29
Filener, Chantry	Fire Dept Training Reimbursement	\$878.96
Floyd's Truck Center WY,Inc	Sanitation Equipment Repair	\$145.24
Franks Parts Company	Parts/Supplies/Repairs	\$269.72
Gasfire Services	Recycling Vehicle Repair	\$964.60
Great American Financial Services	Copier Lease	\$311.00
Great West Trust Co	WRS 457 Plan Deferred	\$200.00
Hawkins, Inc	Pool Chemicals	\$7,149.53
Hudgens, Joseph	Utility Deposit Refund	\$56.62
Interstate Batteries	Ambulance Vehicle Repair	\$409.85
Jergenson, Doug	Monthly Wage Animal Control	\$1,400.00
Krein, Johnny	EMT Meal Reimbursement	\$23.29
Lumen	Phone, Long Distance	\$25.58
Lusk Herald	Legal Advertising/Advertising	\$3,550.25
Lusk Lodging Tax Board	Tax Distribution	\$7,396.82
Matheson Tri-Gas Inc	Oxygen	\$211.84
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Midland Implement Co.	Golf Course Supplies/Irrigation/Equip Repairs	\$477.19
Mike Harberts	Office IT	\$455.00
Newman Traffic Signs	Street Signs	\$60.24
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	\$40.71
Normont Equipment Company	Sweeper Parts	\$1,315.95
Northwest Pipe Fittings of Rapid City	Water Dept. Parts & Supplies	\$1,986.63

One-Call of Wyoming	Tickets	\$81.75
Patrone's Landscaping & Tree Care	Park Tree Removal	\$395.00
Pauls Welding	Sewer Maintenance	\$1,250.00
Peterson Construction	Concrete Work Phase I	\$5,300.00
Philipps, Traci	Utility Deposit Refund	\$90.92
Pitney Bowes Purchase Power	Postage/fees	\$16.03
Print Express	Office Supplies	\$748.88
Quill LLC	Office Supplies	\$83.58
R&R Products Inc.	Golf Course Supplies/Equipment Repair	\$143.93
Ranchers Feed & Supply	Park Supplies	\$38.09
Rose Brothers Inc.	Cemetery Equipment Repair	\$258.33
Sinclair, Pine Bluffs	Airport Fuel	\$5,953.20
Stella-Jones Corporation	Electric Poles	\$17,944.00
TDS Trash Collection	Tipping Fees Transfer Station	\$5,403.59
Torrington Office Supplies	Supplies	\$146.83
Underground Enterprises	Transfer Station Haul	\$1,800.00
USA Blue Book	Water/Sewer Equipment	\$1,156.42
Valley Motor Supply	Supplies/Equipment Repair	\$327.42
Visionary Communications Inc.	Internet Service	\$363.48
W.E.B.T	Employee Medical/Life Premiums	\$26,210.75
W.M.P.A.	Electrical Power Purchase	\$122,220.58
Westco	Golf Course Fuel	\$2,128.53
Western Medical Management	Ambulance Billing Service	\$232.55
Whitaker Oil, Inc.	Fuel & Oil	\$6,238.26
WY Department of Revenue	Uniform Assessment	\$159.76
WY Dept. of Revenue	WY Sales Tax	\$7,031.21
WY Dept. of Workforce Services	Worker's Compensation	\$2,207.94
Wyoming Machinery Corp	Street Equipment Repair	\$470.60
Wyoming Retirement	Government Contribution	\$15,268.62
Yeager, Jessica	Rec Dept FB Gear	\$270.84
Total Vouchers		\$290,557.58

<u>MANUAL CHECKS</u>	<u>July 2022</u>	
Great American Financial Svc	Copier Lease Payment	\$211.00
Clerk of District Court, Second Judicial	Garnishment, Writ of Assignment	\$348.56
WY Child Support	Garnishment, Writ of Assignment	\$319.37

PostMaster	Utility Billing	\$303.93
Norber, Rory	Per Diem	\$20.00
Clerk of District Court, Second Judicial	Garnishment, Writ of Assignment	\$348.56
WY Child Support	Garnishment, Writ of Assignment	\$319.37
Blue Cross Blue Shield of WY	Ambulance Over Payment Refund	\$64.13
Dept. of Veterans Affairs	Ambulance Over Payment Refund	\$763.99
Mutual of Omaha Ins	Ambulance Over Payment Refund	\$78.71
	Total	\$2,777.62

Visitors:

Ed Fullmer, High School Golf Coach, approach the Council to request the use of the golf course for the High School Golf Tournament on Friday, September 9, 2022. He stated there would be 60-70 players and would begin at 10:00am. They will schedule next year’s tournament earlier in the year. Mr. Fullmer thanked that council for working with the school golf team providing compensation for use of the course. COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER DICKSON to approve the High School Golf Tournament on September 9, 2022. MOTION CARRIED.

Jessica Stallman approached the Council with concern over the parking on Main Street with businesses being blocked by employee parking and apartment parking. She suggested there be timed parking or limited customer parking to help the Main Street businesses. Ms. Stallman said she spoke with the Local State Department, and they told her the Town had to put something in place to put signs up. There was discussion on how to enforce it. Mayor Lytle stated there is no ordinance for this matter and would be facilitated by the Chief of Police. Chief Krein has been looking into the situation to find a solution.

Charlie Tackett presented a proposal to the Council for a grant he is writing to open an ALS & BLS Ambulance Service in the county. He and his wife Eva have experience in EMS and Fire. He would like to utilize the current volunteers and use the grant to pay for their training. To complete the grant, Mr. Tackett stated he must complete a cost affective analysis and needs information from Town. The Council informed Mr. Tackett that a Needs Assessment was completed earlier this year that would provide him the information needed and he can obtain that from the Ambulance Director.

Department Updates:

- Chief Krein gave a report on police department statistics for August. He attended the school board meeting at the beginning of August and the school board asked for clarification on the SRO contract and why it was cancelled. He reiterated to them that it was cancelled due to no response from the School District regarding the SRO and it was a business decision based on that. Chief Krein stated the Police Department is still happy to work with the school and wants to continue working with them. The reply back regarding the SRO program contract was, “you offered, we weren’t interested. That is where it stands.” Chief Krein stated they are helping with school traffic every day while the construction is going on on Maple St. Loki finished his certification process and is fully certified. Some of the vehicles are having service work done.

- Desirae LeLeux reported that Linda Frye was hired as part time help in the office for Grant Management and Writing. Auditors were here the week of August 22nd for 4 days. The Audit went really well and should be completed by mid September. Samantha and Desirae will be attending the WAMCAT training next week. They closed on their Interim Financing on August 30th. The Town received a Muriel Spacht Memorial Trust Donation of \$10,000 to the Ambulance Endowment Fund.
- Todd Skrukud reported the Electric Department is changing out some poles in Phase II. Dura patching is complete for the year. The south lift station is having a transmitter issue, parts are ordered. Parks/Cemetery is down to one helper. Todd reported on the infrastructure project stating they are finishing up Phase I and started a punch list. Phase II has sewer and water completed on Maple and part of Oak St from 8th to 6th. Started in alleys. The plan is to start paving on September 12th, but subject to change.

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 second reading. MOTION CARRIED.

New Business:

Mayor Lytle Proclaimed September 16th, 2022 as Major Virgil Olds Day.

Mayor Lytle discussed with the council the price increase of the sewer back flow valves between Phase I at \$250 to Phase II at \$2000. There were many people on the list to have one installed during the current project but have opted out because of the cost. Some residents are on fixed incomes and can't afford the increased cost. Todd stated he is encouraging residents to use a local guy to install them for much less of a cost. COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve a 40-month payment schedule at \$50.00 per month for sewer back flow valves in Phase II. MOTION CARRIED.

Mayor Lytle discussed with the council the need to increase building permit fees, as the current rate does not cover the cost of purchasing the most current code books that the Town is required to have on hand. There was discussion regarding Building Inspections. Attorney Meier stated that he and Todd have discussed hiring a Building Inspector. Todd will look into other avenues for building inspections. COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve an Amendment to Ordinance No. 13-15-120 to increase the building permit fees to \$50.00 or \$0.01 per sq/ft, whichever is greater. MOTION CARRIED.

MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER DICKSON, to approve livestock permit renewals for Dean Nelson and Luke McConnell/Carrie Olson, with no roosters. COUNCIL MEMBER NELSON ABSTAINED. 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 first reading. MOTION CARRIED.

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

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to move into executive session for contracts at 5:43 p.m. MOTION CARRIED.

The Council reconvened into regular session at 6:44 p.m.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER DICKSON, to approve the Animal Control Contract. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to negotiate a contract with PBS for the site on Cemetery hill. MOTION CARRIED

The next regular Council meeting will be Tuesday October 4, 2022 at 5:00 p.m.

There being no further business to come before the Council, the meeting was adjourned at 6:48 p.m.

Douglas E. Lytle, Mayor

ATTEST:

Desirae Matthews-LeLeux, Clerk/Treasurer