

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
August 5, 2025, 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, August 5, 2025.

Council Members Present: Mayor Douglas Lytle, Council Members, Thomas Dooper and Ronson Pfister.

Also Present: Attorney Dennis Meier
Dawn Hall, Deputy Clerk/Treasurer
Mattie Pfister, Utility Billing Clerk
Jacob Gordon, Chief of Police
Mike Mayville, EMS Director
Trevor Barner, Golf Course Superintendent
Brandie Collins, Lusk Herald

Office Christopher Smith led everyone in the Pledge of Allegiance.

MAYOR LYTLE called the meeting to order at 5:02 p.m.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve the consent agenda for items three (3) through six (6). Items on consent agenda: Agenda, Bills, Payroll, Treasurer's Report, Minutes. MOTION CARRIED. 3-0

VOUCHERS FOR PAYMENT

14 County Tire	Vehicle Repair	\$986.00
Aflac	Payroll Deduction	\$982.95
AGC Construction LLC	Golf Course Maintenance/ New Construction	\$1,800.00
Allbright's True Value	Supplies	\$909.73
ALSCO	Mat Rental	\$150.96
AT&T Mobility	PD Phones/ Tablets	\$400.40
Boldon Welding & Repair LLC	Golf Course Equipment Repair	\$51.48
Border States Industries Inc	Electric Line Upgrade	\$2,265.91
Caselle Inc.	Office Support & Maintenance	\$1,558.00
Champ's Exteriors & Seamless Gutters	Golf Course Club House Maint.	\$1,000.00
Communication Technologies	PD Radio Repairs	\$2,686.86
Connecting Point	Copier Service Contract/ Overage Fees	\$200.00
Doyle J. Davies	Municipal Judge	\$1,000.00
Decker's Food Center	Supplies	\$263.82
Delta Dental	Employee Dental Insurance	\$1,237.20
Dietrich, JD	Installation of Stryker Floor	\$1,975.00
Energy Laboratories, Inc	Water Samples	\$76.00

Fair Manufacturing, Inc.	Electrical Parts and Supplies	\$176.25
Franks Parts Company	Parts/ Supplies/ Repairs/ Fuel/Oil/ Tools/ New Equipment	\$3,091.28
Global Propane	Sewer Parts and Supplies	\$281.00
Hawkins Inc.	Pool Chemicals	\$2,458.46
HDR Inc	Tap Grant Consultant Fees	\$29,215.36
Herren Bros. True Value	Golf Course Parts and Supplies	\$92.80
Hometown Country	Sanitation Uniforms	\$372.00
Ideal Linen/ Bluffs	Parts/ Supplies	\$589.64
Inland Truck Parts & Service	Garbage Truck Repair	\$67.27
Interstate Batteries	Parts/ Supplies	\$538.80
Irby	Electric Parts/Supplies	\$189.00
Jergenson, Doug	Monthly Wage Animal Control	\$1,609.17
Jirdon Agri Chemicals	Seed/Sod/Fertilizer	\$773.80
Lamp, Dayne	Utility Deposit Refund	\$49.68
Employee	Per Diem	\$306.00
LeLeux Enterprise, LLC	Golf Course Pro Shop	\$3,000.00
Lumen	Phone, Long Distance	\$21.71
Lusk Fire Dept.	LVFD Retirement	\$506.25
Lusk Herald	Legal Advertising/ Advertising	\$2,572.11
Lusk Lodging Tax Board	Lodging Tax Distribution	\$6,052.20
Lytle, Katye	Rec Grant Reimbursement	\$49.25
Matheson Tri-Gas Inc	Ambulance Oxygen	\$113.78
Mckee, Dawn	Lifeguard Training	\$500.00
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Mes Service Company	Fire Dept Equipment	\$3,372.15
Midkiff Water Well Service	Golf Course Repairs	\$3,893.21
Midland Implement	Parts/ Supplies	\$969.89
Employee	Per Diem	\$102.00
Nio. County Weed & Pest	Street Chemicals	\$20.00
Niobrara Chamber of Commerce	Promotion	\$187.50
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communication Contract	\$6,301.50
Niobrara Electric Association	Utilities	\$46.00
Niobrara Hospital District	Pre-Employment Physical	\$100.00
Northern Hills Golf Car	Golf Course Equipment Repair	\$734.00
One-Call of Wyoming	Dig Tickets/ Group Membership	\$59.85
Piney Bowes Inc	Supplies	\$91.29
Print Express	Office Supplies	\$403.50

Ranchers Feed and Supply	Maintenance/ Parts/ Supplies/ Fuel/ Oil	\$85.72
Rock Solid SST	PD Supplies	\$644.00
Roetman, Brett	Animal Control	\$210.00
Employee	Per Diem	\$314.80
Sinclair, Pine Bluffs	Airport Fuel	\$9,137.40
Smylie Animal Clinic	Animal Control	\$104.15
Stallman, Regan	Utility Deposit Refund	\$105.03
Stryker Sales	Parts/ Supplies	\$384.56
Sun Ridge Systems	RIMS	\$4,029.00
TIP Inc	Golf Course Equipment Repair	\$24.92
Underground Enterprises	Transfer Station Fees	\$2,260.00
Visionary Broadband	Internet Service	\$562.80
WAM	Membership Dues and Fees	\$2,224.00
W.M.P.A.	Power Purchase	\$97,950.94
Employee	Per Diem	\$102.00
WAM/WCCA	Lease Payment	\$786.55
Wedemeyer, Steve	Phase II Project - Sprinkler Repair	\$400.60
Western Medical Management, Inc	Ambulance Billing Services	\$857.16
Wex Bank	Fuel & Oil	\$5,114.24
Windy Hill Construction	Equipment Repair	\$700.00
WY Dept of Revenue	Sales Tax	\$6,115.73
WY Dept. of Workforce Services	Worker's Compensation	\$3,020.55
WY Educators Benefit Trust	Employee Insurance	\$32,382.05
Wyoming Machinery Corp	New Equipment	\$34,500.00
Yancey LLC	IT Services	\$1,418.75
	Total	\$298,967.14

<u>Manual Checks, May 2025</u>		
Jirdon Agri Chemicals	Golf Course Chemicals and Fertilizer	\$ 13,753.50
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 363.51
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 566.31
Wyoming Child Support	Writ of Wages, Garnishment	\$ 400.61
Custom Wear 307	Pool Uniforms	\$ 1,199.70
TDS Trash Collection Service Inc	Tipping Tras Collection Service Inc	\$ 7,822.94
Visa 0681	Office/Pool/ Airport/Office/PD/Rec/Misc.	\$ 1,802.95
Visa 0699	Shop Parts & Supplies/Cemetery/Electric	\$ 1,765.97
Visa 1267	PD Training/Uniforms/Investigation/Phones	\$ 2,506.85
Wex Bank	Fuel and Oil	\$ 4,112.88
Wyoming Dept of Revenue	Wyoming Sales Tax	\$ 5,050.31

Wyoming Dept of Wyoming	New Exempt Plates for Plow	\$ 10.00
Pope, Brandon	Utility Deposit Refund	\$ 194.61
Postmaster	Utility Bill Mailings	\$ 337.90
Norberg, Rory	Per Diem-Casper Water Samples	\$ 24.00
Wyoming Assn of Municipalities	WAM Conference Registration	\$ 745.00
HDR	Tap Grant Consultant Fees	\$ 18,299.34
Converse Hope Center	Service Contract Payment	\$ 2,500.00
Visa 0731	Golf Course Parts and Supplies	\$ 108.12
Wyoming Child Support	Child Support Garnishment	\$ 400.61
AVI PC Engineering Inc	P2 & P3 Engineering	\$ 66,641.20
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 20.23
	Total	\$ 128,626.54

<u>ACH - May 2025</u>		
Lusk State Bank	Health Savings Account	\$ 6,416.74
Wyoming Retirement System	Government Contribution	\$ 17,996.87
Xpress Bill Pay	Online Bill Pay Fees	\$ 119.00
Verizon Wireless	Ambulance Phones	\$ 89.71
941 Employers Federal Tax	Payroll FICA/FWT	\$ 14,969.20
941 Employers Federal Tax	Payroll FICA/FWT	\$ 123.68
Empower Trust	WRS 457 Retirement	\$ 100.00
941 Employers Federal Tax	Payroll FICA/FWT	\$ 14,794.17
Empower Trust	WRS 457 Retirement	\$ 100.00
941 Employers Federal Tax	Payroll FICA/FWT	\$ 2,557.18
Black Hills Energy	Gas Utilities	\$ 691.06
	Total	\$ 57,957.61

Visitors:

Morgan Nolan was present to inform the council that she had spoken to Todd Skrukrud and Pete Kruse regarding the streets for the Dino Days 5K. Skrukrud had approved the permit and there was no further discussion on the matter

Marylou Larson was not present to make comments.

Chris Smith was present to make a comment regarding vacating Holly Street, the property just east of his property and west of the Prairie Hills Church property. Mayor Lytle commented that the council's main concern with vacating a property is whether there are utilities on the property. Chris stated that he had spoken with Skrukrud on the matter, viewed Skrukrud's maps and referred to 811 to make sure there wasn't anything there. Dennis Meier commented, informing the council that he and Skrukrud had gone out to look at the property and both gentlemen agreed that it should be vacated. It is just a matter of filing a petition with the council and the document

to record. The west side of the alley would go to the Smiths, and the east side of the property would go to the Prairie Hills Church. Meier is willing to draw up a petition and the matter will be presented at the next meeting.

Connie Starkey was present. No comments were made.

Department Updates:

Chief Gordon gave statistics for the month of July for the Police Department (247 incidents, 117 calls for service, 18 cases, 51 citations, 5 misdemeanors/felony arrests). Officer Coxhead just finished advance firearms training and is going to attend advanced firearms training instructor course. The PD just finalized partnering with a remote mental health team out of South Dakota for mental health calls that are funded through a grant. The company is Avel eCare and offers a therapist for individuals in need if there is no accessible therapist in town remotely through an iPad and be set up with High Country to continue care.

Trevor Barner reported, due to the hot weather, the golf course started to get a little brown. This browning was on purpose because of the way the fairways were cut. Due to all the humidity lately there has been a rise in disease pressure. Due to the rise, the golf course has watered less to avoid it worsening. The clubhouse well was replaced. The last of the sod has been laid down at the golf course.

Mike Mayville reported statistics for the month of July for the Lusk Ambulance (37 calls, multiple standbys, 4 transfers, 1 fixed wing transport). The contractor that was approved by the council put in the power load in MS-54.

Dawn Hall reported department updates for the month of July.

Old Business:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER to approve the Amendment to Resolution No. 25-07, A Resolution Authorizing the submission of an application for federal funding through the Transportation Alternatives Program Administered by the Wyoming Department of Transportation for Town of Lusk for the purposes of the Lusk Safe Pathways Phase II Project, for \$1,198,616.02. MOTION CARRIED. 3-0

New Business:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER to approve the Livestock Renewal Permits for Chris Trudeau – Horses, Susan Beacher – Chickens, Rabbits, Mini-Goats, Sara DesEnfants – Chickens. MOTION CARRIES. 3-0

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER DOOPER to approve a Temporary Open Container Permit for Dale Canepa at Washington Park on 8/22/25 or 8/23/25. Mayor Lytle referred to Chief Gordon stating, Canepa would need to confirm which day it would be with the Police Department. Chief Gordon acknowledged. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER to approve the New Airport Hanger Lease for Thomas R. Dixon in Hanger No. 4. Attorney Meier

informed the council that the contract is the same as all the other Airport Leases, other than there is an added provision for an annual inspection. MOTION CARRIES. 3-0

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER DOOPER to approve a Permit Application to Silver Dollar Bar to Provide Food Service to Minors. Mayor Lytle stated that the only employee he did not have a TIPs certification for was Scrappy. Connie Starky informed the council that he was up to date on his TIPs training, and she would inform him to bring it into the Town office for their record. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER to approve the Permit Application to The Pub to Provide Food Service to Minors. Mayor Lytle commented that all the TIPs training certifications for the Pub were housed at the Police Department and was confirmed with Rhonda Tollman. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER for the first reading of Ordinance No. 8-15-100, An Ordinance Amending Existing Ordinance 8-15-100 at (c) (2) to include Bar and Grill Liquor License to Hours of Operation. In discussion, Mayor Lytle introduced an amendment to the Ordinance to define hours of operation and food sales. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER for the first reading of Ordinance No. 8-5-170, An Ordinances Requiring TIPS Training for All Servers, Bartenders, Bar Backs, And Managers Working in Establishments with a Liquor License in the Town of Lusk; Exception, Be It Ordained Be the Governing Body of the Town of Lusk, Wyoming. In discussion, Verlene Matney asked the council why barbacks are included in the ordinance since barbacks do not physically serve customers. Meier commented that it was just general language for the TIPs training. Mayor Lytle informed Matney that this is only the first reading, and the ordinance can still be changed. Chief Gordon confirmed that as long as it is certain that the barbacks do not serve customers that it would be ok. MOTION CARRIES. 3-0

TABLED UNTIL NEXT MEETING for the first reading of Ordinance No. 8-15-150, An Ordinance Amending Ordinance No. 8-15-150 To Allow Minors in Licensed Establishments When in The Physical Presence of Parent, Spouse, Or Legal Guardian Who Is Twenty-One Years of Age or Older.

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER DOOPER for the first reading of Ordinance No. 4-5-130, To Include the Lodging Tax Board as a Component Unit of the Town for Annual Audit. Be it Ordained by the Governing Body of the Town of Lusk, Wyoming. In discussion, Mayor Lytle informed the council, when talking to the Town Auditors the Town can combine the two audits since the Town controls the Lusk Lodging Tax Board funds. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER for the first reading of Ordinance No. 9-5-420, An Ordinance Prohibiting the Harassment of a Confined Animal. Be it Ordained be the Governing Body of the Town of Lusk, Wyoming. In

discussion, Chief Gordon informed the council that this is for people with intent to provoke animals in enclosed areas. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER for the first reading of Ordinance No. 9-5-430, An Ordinance Providing for the Revocation of Privilege of Keeping Pets within City Limits. Be it Ordained by the Governing Body of the Town of Lusk, Wyoming. In discussion, Chief Gordon informed the council that this is for people who have multiple animal related citations such as animal cruelty citations. To be able to take the privilege of keeping the animal after the citation has been issued multiple times. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER for the first reading of Ordinance No. 1-1011, an ordinance authorizing the issuance and sale by the town of Lusk, Wyoming, of its water revenue bond, series 2025, dated Oct 7, 2025, in the principal amount of \$310,000, for the purpose of paying part of the cost of improving the town's water system; prescribing the form of said bond; providing for the pledge of revenues to pay the principal and interest thereon; ratifying, approving and confirming previous actions of town officials and members of the governing body of the town; and providing other details in connection therewith. In discussion, Mayor Lytle informs the council that this is the bond to close out Phase 2 USDA Water. MOTION CARRIES. 3-0

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER DOOPER for Approval of Engineer Bid Recommendation -Lusk Safe Pathways Construction Project, Apex Energy Services LLC in the amount of \$669,003.00. No further discussion. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER the discussion to define the parameters of buying and using a punch card at the golf course. Mayor Lytle informed the council of circumstances in the past arising from people buying golf punch cards and wanting to use the amount they paid for the punch card toward a golf membership. Council Member Dooper expressed when someone buys a punch card, they can use the punch card, but it cannot be put toward the purchase of a membership. Meier agreed with Mayor Lytle that a policy could be written for this. MOTION CARRIES. 3-0

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER DOOPER, for the discussion on the Lusk Lodging Tax Board. In discussion, the council appointed Michael Mayville and Terilou Nelson to the Lusk Lodging Tax Board. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER to move into executive session at 6:31 pm for personnel and legal. MOTION CARRIES. 3-0

The council reconvened into regular session at 6:52 pm.

New Business Cont.:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER to shut off utilities for a business that has not paid their utility bill. MOTION CARRIES. 3-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER to Appoint an Interim Clerk/Treasurer. In discussion, Mayor Lytle presented appointing Linda Frye as the Interim Clerk/Treasurer and informed the council that he is unable to vote on the matter. Mayor Lytle had no vote. MOTION CARRIES. 2-0

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER DOOPER for the Resolution No. 25-09, A Resolution Authorizing a Change in Signatory for Bank Accounts and Credit Cards at BMO, Lusk State Bank, Wyoming Government Investment Fund, and Wyoming Class. In discussion, Mayor Lytle informed the council that the Resolution is to remove Desirae Matthews-LeLeux and add Linda Frye. MOTION CARRIES. 3-0

The next regular council meeting will be on Tuesday, September 2, 2025, at 5:00 pm.

There being no further business to come before the Council, the meeting was adjourned at 6:57 pm.

Douglas E. Lytle, Mayor

ATTEST:

Linda Frye, Clerk/Treasurer