

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
December 3, 2024, 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, December 3, 2024.

Council Members Present: Mayor Douglas Lytle, Council Members Ronson Pfister, Chantry Filener and Thomas Dooper via phone.

Also Present: Attorney Dennis Meier
Todd Skrukud, Public Works Director
Desirae Matthews-LeLeux, Clerk/Treasurer
Jacob Gordon, Police Chief
Taylor Willis, Deputy Clerk/Treasurer
Mike Mayville, EMS Director
Royce Thompson, Airport Manager

Royce Thompson led everyone in the Pledge of Allegiance.

MAYOR LYTLE called the meeting to order at 5:00 p.m. and asked for verbal votes due to Council member Dooper being on the phone.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve a consent agenda for item numbers three (3) through six (6). Items on consent agenda: Agenda, Bills, Payroll, Treasurer’s Report, Minutes. Verbal Vote-4-0. MOTION CARRIED.

VOUCHERS FOR PAYMENT

14 County Tire	Vehicle Repair	\$744.62
Aflac	Payroll Deduction	\$1,082.31
Allbright’s True Value	Supplies	\$758.46
ALSCO	Mat Rental	\$96.90
AT&T Mobility	PD Phones/Tablets	\$445.95
Blue to Gold, LLC	SRO Training	\$395.00
Border State Industries Inc.	Electric Line Upgrade	\$1,364.79
B-Right Testing Inc	Electrical Safety & Training	\$224.51
Bush-Wells	Rec Dept Football	\$340.16
Caselle Inc.	Office Support & Maintenance	\$1,360.00
Century Link	Phone Services	\$1,174.86
Communication Technologies	PD Radio Repairs/EM Siren Maintenance	\$415.92
Connecting Point	Copier Lease	\$100.00
Doyle J. Davies	Municipal Judge/Supplies	\$1,000.00
Decker’s Food Center	Supplies	\$72.16
Delta Dental	Employee Dental Insurance	\$1,087.60

Energy Laboratories, Inc	Water Samples/ Well Monitoring	\$6,589.00
Franks Parts Company	Parts/Supplies/Repairs/Fuel/Oil	\$930.22
Fruedenthal & Bonds, P.C.	Sewerage Bond Fees	\$7,500.00
Grainger	Shop Parts/Supplies	\$57.29
Great American Financial Services	Copier Lease	\$119.24
Harberts, Michael	IT Services	\$2,777.50
HDR, Inc	Consultant Fees	\$2,560.30
Heartland Embroidery, Inc	PD Uniforms	\$259.82
Holmes Ranch Excavation, LLC	Water Supplies	\$225.00
Interstate Batteries	Vehicle Repair	\$151.95
Jergenson, Doug	Monthly Wage Animal Controls	\$1,540.00
KERM-FM	Public Relations Misc	\$270.00
Kurtzer's	Equip Repair	\$398.61
Lumen	Phone, Long Distance	\$21.11
Lusk Herald	Legal Advertising/Advertising	\$543.18
Lusk Lodging Tax Board	Lodging Tax Distribution	\$7,627.40
Lytle, Doug	Reimbursement- Employee Appreciation	\$360.00
M.C. Schaff & Associates, Inc	Engineering Fees	\$6,522.19
Matheson Tri-Gas Inc	Ambulance Oxygen	\$54.70
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Municipal Emergency Svcs	Fire Dept Supplies	\$713.08
Mutual of Omaha Ins	Ambulance overpayment Refund	\$71.52
Nio County Weed & Pest	Supplies	\$48.50
Niobrara Chamber of Commerce	Promotion	\$187.50
Niobrara Conservation Dist	Reimb TV Disposal	\$77.00
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communication Contract	\$6,301.50
Niobrara Electric Association	Utilities	\$46.00
Northwest Pipe Fittings, Scottsbluff	Maintenance/Repairs	\$441.00
One-Call of Wyoming	Dig Tickets	\$21.00
Patrone's Landscaping & Tree Care	Elect Dept Tree Trimming	\$2,460.00
Print Express	Supplies	\$1,551.36
Ranchers Feed and Supply	Parts/Supplies	\$19.00
Richardson, Isaiah	Reimb Ambulance Supplies	\$18.75
Silver Cliff Vet Clinic	Animal Control Veterinary	\$233.40
Straight Stripe Painting, Inc	Airport Project Contractor Payment	\$5,990.00

TDS Trash Collection Serv.	Tipping Fees	\$3,774.94
Thompson Safety LLC	EMT Training	\$225.00
Torrington Office Supplies	Supplies	\$116.39
Underground Enterprises	Transfer Station Fees/Tires	\$2,100.00
Visa 0681	Subscriptions/Supplies/K-9 /Public Relations	\$877.47
Visa 0699	Tools/ Supplies/ Repairs/ Training/ Maint	\$120.63
Visa 1267	Supplies/ Subscriptions	\$175.16
Visionary Broadband	Internet Service	\$562.80
W.M.P.A.	Power Purchase	\$83,457.65
Western Medical Management	Ambulance Billing Fees	\$1,052.18
WEX Bank	Fuel	\$2,854.46
Wheatland Garage Door LLC	Shop Maintenance	\$1,952.91
Wy Dept of Environmental Quality	Tank Registration Fee	\$200.00
Wyo. Assoc. of Rural Water Sys	Membership	\$495.00
WY Dept of Transportation	PD Fuel Purchase	\$1,458.67
WY Dept. of Workforce Services	Worker's Compensation	\$2,799.60
WY Educators Benefit Trust	Employee Insurance	\$32,604.00
Wyoming Machinery Corp	Equip Repair	\$70.95
Total Vouchers		\$206,298.17

<u>Manual Checks, November 2024</u>		
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 588.97
Wyoming Child Support	Writ of Wages, Garnishment	\$ 307.84
Norberg, Rory	Per Diem Water Samples	\$ 24.00
Lusk Herald	Legal Advertising	\$ 70.05
Etchemendy, Pierre	Refund Utility Over pmt	\$ 33.46
Smith, Chris	Pd Training Reimbursement	\$ 50.00
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 362.46
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 565.26
Wyoming Child Support	Writ of Wages, Garnishment	\$ 307.84
Oftedal Construction, Inc	Contractor Payment	\$ 467,374.55
Postmaster	Utility Bill Mailings	\$ 331.47
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 366.12
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 575.42
Wyoming Child Support	Writ of Wages, Garnishment	\$ 307.84
	Total	\$ 471,265.28

<u>ACH - November 2024</u>		
Lusk State Bank	Health Savings Account	\$ 6,125.07
Elevon	Office Credit Card Fees	\$ 440.70
Wyoming Retirement System	Government Contribution	\$ 17,758.74
Xpress Bill Pay	Online Bill Pay Fees	\$ 119.00
Verizon Wireless	Ambulance Phones	\$ 89.74
Black Hills Energy	Shop Gas Utilities	\$ 44.50
Black Hills Energy	Warehouse Gas Utilities	\$ 57.97
Black Hills Energy	PD Gas Utilities	\$ 40.94
Black Hills Energy	Ambulance Gas Utilities	\$ 72.17
941 Employers Federal Tax	Payroll FICA/FWT	\$ 12,023.53
Empower Trust	WRS 457 Retirement	\$ 100.00
941 Employers Federal Tax	Payroll FICA/FWT	\$ 67.66
941 Employers Federal Tax	Payroll FICA/FWT	\$ 12,376.10
Empower Trust	WRS 457 Retirement	\$ 100.00
941 Employers Federal Tax	Payroll FICA/FWT	\$ 1,827.45
	Total	\$ 51,243.57

Visitors:

No Visitors

Department Updates:

Department Updates were given by Royce Thompson, Chief Gordon, Mike Mayville, Desi LeLeux, and Todd Skrukruud.

Thompson reported business as usual.

Chief Gordon reported statistics for the month of November for the police department. He said the Thanksgiving boxes were handed out to 22 families. The homemakers donated to the Animal Shelter. SRO completed 16 hours of SRO training online.

Mayville reported statistics for the month of November for the ambulance department. He stated things have slowed down a bit. MS 5-4 had tire and alignment repairs.

LeLeux reported that USDA did an onsite compliance review. She, Pete, and Taylor will be attending the two-day WMPA rate training. Last reimbursement was submitted to close out the Airport Seal-Coat project. IT installed the new server at town hall and in the process of transferring everything over. Audit has to be submitted to the state by the end of month. She provided a list of upcoming community events.

Skrukruud reported he is working on a bid package for the shop roof. A well went down over Thanksgiving weekend and will be assessed next week. A load of carboard went out last week.

He reported the power outage with the Western Area Power Association went well and finished earlier than expected. The project is working on punch list items and doing spot work on sewer. Will start wrapping up until spring.

Old Business:

The appointment of a new council member was tabled.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve the Amendment to the Animal Control Contract. Mayor Lytle explained that the increase in pay that was approved in the budget was left out of the original contract. MOTION CARRIED. Verbal vote 4-0

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the Wyoming Community Gas- Community Project Designations FY 2026 of \$5,930.67 for the Northside Park Rehabilitation. Council member Pfister invited Leslie Hammond to speak regarding the history on the walking path and playground at Northside. MOTION CARRIED. Verbal vote 4-0

New Business:

Mayor Lytle requested to appoint Tom Wasserburger, Sheila Boldon, Neelam Momin, Kit Nelson-Barschi, and Jamie Traw to the Lodging Tax Board. There was discussion on letting the board decide on the terms. COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER FILENER to approve the appointments. MOTION CARRIED. 4-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve the new livestock permits for Chris & Amber Smith- chickens, and William Luker & Trisha Thayer- poultry & chickens, both with no roosters. MOTION CARRIED. Verbal vote 4-0

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve the airport hangar lease renewals for Travis Bruegger and Shannon Bruegger. MOTION CARRIED. Verbal vote 4-0

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve the Ambulance Director's recommended bid of Arrow Manufacturing Inc, Option #1- \$398,390.00. It was explained that there were 7 total bids received, and one followed and met the specifications. MOTION CARRIED. Verbal vote 4-0

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Resolution No. 24-15, A Resolution Providing for the Appointment of a Director to the Wyoming Municipal Power Agency from the Town of Lusk. MOTION CARRIED. Verbal vote 4-0

The next regular council meeting will be Tuesday, January 7, 2025, at 5:00 p.m. There being no further business to come before the Council, the meeting was adjourned at 5:28 p.m.

Douglas E. Lytle, Mayor

ATTEST:

Desirae Matthews-LeLeux, Clerk/Treasurer