

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
September 2, 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, September 2, 2025.

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

Also Present: Attorney Dennis Meier
Todd Skrukrud, Public Works Director
Dawn Hall, Deputy Clerk/Treasurer
Linda Frye Interim Clerk
Mattie Pfister, Utility Billing Clerk
Jacob Gordon, Chief of Police
Mike Mayville, EMS Director
Brandie Collins, Lusk Herald

Chief Jacon Gordon led everyone in the Pledge of Allegiance.

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

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, 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. 5-0

VOUCHERS FOR PAYMENT

Aflac	Payroll Deduction	\$569.84
Allbright's True Value	Supplies	\$1,956.60
ALSCO	Mat Rental	\$100.64
APT US &C	Membership Renewal	\$159.00
Aquaflow Int'l, Inc.	1 Year Maintenance	\$1,598.00
AT&T Mobility	PD Phones/ Tablets	\$200.20
Bar-D Signs	Airport and Streets Supplies	\$440.43
Benzel Pest Control, Inc.	Spraying of Hahn Cabin	\$219.60
Border States Industries Inc	Electric Line Upgrade	\$1,469.49
Bound Tree Medical LLC	Ambulance and FD Supplies	\$340.84
Caselle Inc.	Office Support & Maintenance	\$1,558.00
Century Link	Monthly Phone Payments	\$1,510.38
Connecting Point	Copier Service Contract/ Overage Fees	\$258.47
Doyle J. Davies	Municipal Judge and Postage	\$1,078.00
Decker's Food Center	Supplies	\$428.31
Delta Dental	Employee Dental Insurance	\$1,129.35
Energy Laboratories, Inc	Water Samples	\$1,029.00

Ergon Asphalt & Emulsions, Inc.	Streets Sealing Oil & Chips	\$8,066.09
Franks Parts Company	Parts/ Supplies/ Repairs/ Fuel/Oil/ Tools/ New Equipment	\$2,115.90
Employee	Per Diem/Mileage for WAMCAT Training	\$318.40
HDR Inc	Tap Grant Consultant Fees	\$43,053.70
Ideal Linen/ Bluffs	Parts/ Supplies	\$250.99
Irby	Electric Parts/Supplies	\$393.00
Jergenson, Doug	Monthly Wage Animal Control	\$1,609.17
LeLeux Enterprise, LLC	Golf Course Pro Shop & Range ball Refund	\$3,244.46
Lumen	Phone, Long Distance	\$22.06
Marc	Shop Supplies	\$209.05
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Mes Service Company	Fire Dept Equipment	\$31.55
Niobrara Chamber of Commerce	Monthly	\$187.50
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communication Contract	\$6,301.50
Niobrara Electric Association	Utilities	\$46.00
Employee	Per Diem/Reimbursement	\$83.94
Northwest Pipe Fittings, Inc	Water Supplies	\$220.50
One-Call of Wyoming	Dig Tickets/ Group Membership	\$76.65
Osage Lake Designs, LLC	Rec Dept Uniforms for Flag Football	\$342.00
Quest, Inc.	Electric Parts and Supplies	\$940.94
Quill, LLC	Office Supplies	\$75.47
Sinclair, Pine Bluffs	Airport Fuel	\$5,825.55
Stotz Equipment	Golf Course Parts and Supplies	\$77.26
Stryker Sales	Ambulance New Equipment	\$68,609.79
Summit Fire & Security	PD Extinguisher Service	\$362.00
Thompson Safety, LLC	Heart saver First Aid Training	\$75.00
Titan Machinery - Torrington	Streets Equipment Repair	\$6,675.59
Underground Enterprises	Transfer Station Fees	\$2,825.00
Visionary Broadband	Internet Service	\$342.12
W.M.P.A.	Power Purchase	\$130,549.94
Western Medical Management, Inc	Ambulance Billing Services	\$244.87
WY Dept of Revenue	Uniform Assessment	\$226.99
Wyoming Dept of Transportation	PD Fuel Purchase & Citation Forms	\$1,862.57
WY Dept. of Workforce Services	Worker's Compensation	\$2,249.51
WY Educators Benefit Trust	Employee Insurance	\$38,706.29
Wyoming Law Enforcement Academy	Firearm Training	\$325.00

Wyoming Machinery Corp	Shop Supplies	\$44.10
Yancey LLC	IT Services	\$1,324.98
	Total	\$346,011.58

<u>Manual Checks, August 2025</u>		
Wyoming Child Support	Writ of Wages, Garnishment	\$400.61
AVI PC Engineering Inc	P2 & P3 Engineering	\$57,705.25
Oftedal Construction	P2 & P3 Contractor	\$545,751.25
Century Link	Phone Payments	\$1,381.79
Harberts, Michael	Information Technology	\$65.00
Visa 0681	Office/Pool/ Airport/Office/PD/Rec/Misc.	\$3,928.85
Visa 0699	Shop Parts & Supplies/Cemetery/Electric	\$1,271.46
Visa 0731	Golf Course Parts and Supplies/Equipment	\$365.72
Visa 1267	PD Training/Uniforms/Investigation/Phones	\$1,241.82
Willis, Taylor	Overpayment on Aflac	\$14.28
Wy Office State Lands & Invest.	P2 Water Loan Payment	\$56,625.87
K-Dogs & Catering	Deposit Refund for Concessions	\$50.00
Normont Equipment Company	Streets Parts and Supplies	\$1,469.75
TDS Trash Collection Service	Tipping Fees	\$4,516.84
TW Enterprises	Electrical Line Upgrade	\$5,680.00
K-9 Working Dogs International	Advanced k9 Handler Training Course	\$3,295.00
Brown Co	New Mower	\$6,165.00
Petty Cash	Dues & Fees/New Tittles/Petty Cash	\$139.72
Postmaster	Utility Bill Mailing	\$335.09
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$387.79
Wyoming Child Support	Writ of Wages, Garnishment	\$400.61
	Total	\$691,191.70

<u>ACH - August 2025</u>		
Elavon	Office Credit Card Fees	\$751.64
Wyoming Retirement System	Government Contribution	\$19,108.25
Xpress Bill Pay	Online Bill Pay Fees	\$119.00
941 Employers Federal Tax	Payroll FICA/FWT	\$16,599.09
Black Hills Energy	Gas Utilities	\$1,426.38
941 Employers Federal Tax	Payroll FICA/FWT	\$247.74
Empower Trust	WRS 457 Retirement	\$100.00
Empower Trust	WRS 457 Retirement	\$100.00
941 Employers Federal Tax	Payroll FICA/FWT	\$14,804.25

Black Hills Energy	Gas Utilities	\$98.42
Black Hills Energy	Gas Utilities	\$44.93
	Total	\$55,900.61

Visitors:

Kelsi Overstreet and Rochelle Lamb were present to discuss the Country Club Glow in the dark Golf at 5 pm on September 20th, 2025. It is a 3-person team, 18-hole tournament that will start with the first 9 holes being played in the daylight followed by dinner and the second 9 holes being played after dark. Overstreet informed the council that the course will be very well lit for safety measures. They do want it to be a 21 and over tournament due to safety concerns Lamb informed the Council that they are doing this tournament to promote more activity at the golf course. Lamb mentioned a possible wavier to be signed for the golf tournament. Attorney Meier informed the council that the sponsor would need to precure the wavier, so the liability falls on the sponsor and not on the town. Overstreet will need the golf course to close at 5:00 p.m. to conduct the tournament.

COUNCIL MEMBER THOMPSON MOVED, SECOND BY COUNCIL MEMBER DOOPER to Close the Golf Course on September 20, 2025, from 5:00 p.m. until 7:00 p.m. MOTION CARRIED. 5-0

Gail Santistevan was not present for discussion.

Department Updates:

Chief Gordon gave statistics for the month of August for the Police Department (263 incidents, 140 Officer initiated incidences, 123 calls for service, 18 cases, 90 traffic stops, 53 citations, 5 misdemeanors/felony arrests). Chief Gordon will be at K9 Officer Training for a week starting September 14, 2025. Blake Kilmer is the new Town of Lusk Police Officer, he started on September 1, 2025.

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 August for the Lusk Ambulance (25 calls, 2 transports, 3 fixed wing transports). The new cot and power load was installed in MS-54.

Dawn Hall reported department updates for the month of August. WAMCAT Conference will be September 10th – 12th in Casper, WY.

Todd Skrukrud gave department updates and reported that the pool is officially closed for the season. A new snow box has been purchased and installed. Fences were installed at the airport, so the automatic gates are now working. Trever was not present at the meeting, so Todd reported on his behalf. The golf course will be meeting with an engineer to discuss fixing the well.

Joyce Hammer reported pool statistics for the season.

Old Business:

FAILED FOR LACK OF MOTION to approve 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. In discussion, from Mayor Lytle, both retail licenses currently have permits. This ordinance would take the permit away. The Town of Lusk can amend the Liquor Permit as needed to allow minors in bars. The Council's concern is if children are in a bar they should be there to eat food. MOTION DID NOT CARRY.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER THOMPSON for the second 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 informed the Council that there is no current hours of operation for Bar and Grills and this is saying they have to cease services no later than 2 a.m. No further discussion. MOTION CARRIES. 5-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER for the second reading of Ordinance No. 8-5-170, An Ordinances Requiring TIPS Training for All Servers, Bartenders, 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, it was stated that the exception to this ordinance is Club Licenses and Bar Backs were removed from the list. No further discussion. Council Member Pfister was not present for the vote. MOTION CARRIES. 4-0

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER THOMPSON for the second 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. No further discussion. Council Member Pfister was not present for the vote. MOTION CARRIES. 4-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER for the second 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, Meier informed the Council, the verbiage was changed to add, with intent to provoke. First responders were also added to the list of exceptions. No further discussion MOTION CARRIES. 5-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER for the second 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, Meier informed the Council, the verbiage was changed to say 'it would be revoked for a year' to 'it would be revoked for no less than one year.' No further discussion. MOTION CARRIES. 5-0

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER THOMPSON for the second 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. No further discussion. MOTION CARRIES. 5-0

New Business:

COUNCIL MEMBER THOMPSON MOVED, SECOND BY COUNCIL MEMBER PFISTER to approve the Livestock Renewal Permit for Dean and Terilou Nelson – Horses. No further discussion. MOTION CARRIED. 5-0

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER FILENER to approve the first reading of Ordinance No. 4-5-160, An Ordinance Providing that at Any Time the Town Council Determines that the Lodging Tax Board Has Ceases to Function as Envisioned by the Council, the Board Shall Be Dissolved, and the Governing Body Shall Serve as the Lodging Tax Board. No further discussion. MOTION CARRIED. 5-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER to approve the High School Golf Tournament on September 6, 2025. In discussion, the Golf Course will need to be closed for the day of the 6th. No further discussion. MOTION CARRIED. 5-0

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER to move into executive session at 5:38 p.m. MOTION CARRIED. 5-0

The council reconvened into regular session at 5:45 p.m.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER THOMPSON to approve the Animal Control Services Contract Renewal for October 1, 2025. In discussion, Mayor Lytle informed the Council that the Town of Lusk had budgeted for a 5% increase for the Special Services. No further discussion. MOTION CARRIED. 5-0

The next regular council meeting will be on Tuesday, October 1, 2025, at 5:00 pm.

There being no further business to come before the Council, the meeting was adjourned at 5:51 p.m.

ATTEST:

Linda Frye, Clerk/Treasurer

Douglas E. Lytle, Mayor