

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
APRIL 2, 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, April 2, 2024.

Council Members Present: Mayor Doug Lytle, Council Members Dean Nelson, Tom Dooper, Chantry Filener, Ron Pfister

Also Present: Attorney Dennis Meier
Todd Skrukud, Public Works Director
Desirae Matthews-LeLeux, Clerk/Treasurer
Taylor Willis, Deputy Clerk/Treasurer
Chief Jacob Gordon
Officer Jay Owren
Trevor Barner, Golf Course Superintendent
Mike Mayville, EMS Director
James Santistevan, Parks/Cemetery Manager & EMA

Council member Dooper led everyone in the Pledge of Allegiance.

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

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve a consent agenda for item numbers three (3) through six (6), as presented. MOTION CARRIED.

VOUCHERS FOR PAYMENT

14 County Tire	Snow Removal	\$1,959.24
AFLAC	Payroll Deduction	\$848.20
Allbright's True Value	Supplies	\$882.87
ALSCO/American Linen	Mat Rental	\$96.90
AT&T Mobility	PD Phones/Tablets	\$446.15
Axon Enterprise, Inc	PD New Equip	\$2,565.00
Black Hills Energy	Gas Service	\$360.01
Bloomers LLC	Funeral Plant	\$53.95
Boldon Welding & Repair LLC	Elect Dept Equip Repair	\$158.84
Border State Industries Inc.	Electric Parts/Supplies/Line Upgrade	\$1,618.38
Bound Tree Medical LLC	Ambulance Supplies	\$222.86
Caselle Inc.	Office Support & Maintenance	\$1,258.00
Century Link	Phone Services	\$1,101.60
CMIT Solutions of WYCenter	PD Firewall	\$130.00
Connecting Point	Copier Lease	\$765.68
Doyle J. Davies	Municipal Judge	\$1,068.00
Decker's Food Center	Supplies	\$21.99
Delta Dental	Employee Dental Insurance	\$991.15

Energy Laboratories INC.	Water Samples	\$191.00
Ferguson Waterworks #1116	Annual Metering System	\$10,838.88
Franks Parts Company	Parts/Supplies/Repairs	\$2,208.43
GME Supply	Elect Dept Training/New Equip	\$1,797.99
Great American Financial Services	Copier Lease	\$100.00
Harberts, Michael	IT Support	\$685.00
HDR, Inc	Consultant Fees	\$11,243.27
JCB Underground LLC	New Equipment	\$25,000.00
Jergenson, Doug	Monthly Wage Animal Control	\$1,540.00
LACAL Equipment, Inc.	Street Equip Repairs	\$3,335.42
Lumen	Phone, Long Distance	\$22.92
Lusk Herald	Legal Advertising/Advertising	\$2,117.52
Lusk Lodging Tax Board	Tax Distribution	\$1,767.47
Matheson Tri-Gas Inc	Ambulance Supplies	\$51.57
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Midland Implement Co.	Cemetery Equip Repair	\$208.36
Newman Traffic Signs	Streets Supplies	\$542.86
Niobrara Chamber of Commerce	Promotion	\$187.50
Niobrara County Hospital Dist.	PD New Equip	\$294.06
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communication Contract	\$6,301.50
Niobrara Electric Association	Utilities	\$50.82
Niobrara Hospital District	EMT Testing	\$435.00
Northwest Pipe Fittings Scottsbluff	Parks Irrigation Repairs	\$1,875.79
One-Call of Wyoming	Dig Tickets	\$6.00
Peaks & Prairies GCSA	Membership Dues	\$155.00
Penfield, Dick	Uniform Reimbursement	\$400.00
Pitney Bowes Global Financial	Leasing Charges	\$163.53
Safe Life Defense	PD Uniforms	\$188.95
Sinclair, Pine Bluffs	Airport Fuel	\$4,940.00
Stinker Stores Inc	Fuel	\$145.70
TDS Trash Collection Serv.	Tipping Fees	\$4,205.26
Terex USA LLC	Electric Equip Repair	\$4,550.20
The Radar Shop	PD Radio Recertification	\$546.00
Thompson Safety LLC	First Aid/CPR Training	\$375.00
Torrington Office Supplies	Supplies	\$38.00
Underground Enterprises	Transfer Station Fees/Tires	\$2,625.00
USA Blue Book	New Equip	\$659.79
Visa 0681	Subscription/Supplies/New Equip/ Subscriptions	\$1,290.62
Visa 0699	New Equip	\$148.39
Visa 0707	K-9/Subscription/Postage	\$508.59

Visa 0715	Training/ Emergency Coverage	\$3,359.66
Visa 0731	Fuel/Oil	\$178.57
Visionary Broadband	Internet Service	\$562.80
W.M.P.A.	Power Purchase	\$99,279.65
WAM/WCCA	Lease Payment Shop Heaters	\$786.55
Western Medical Management	Ambulance Billing Fees	\$1,246.92
WEX Bank	Fleet Fuel	\$3,495.19
WY Dep Fire Prevention & Elect Safety	Fire Dept Training	\$303.72
WY Airport Coalition	Membership	\$200.00
WY Dept of Revenue	Sales Tax	\$5,155.38
WY Dept. of Workforce Services	Worker's Compensation	\$1,811.50
WY Educators Benefit Trust	Employee Insurance	\$27,596.50
Total Vouchers		\$254,316.65

<u>MANUAL CHECKS</u>	<u>March 2024</u>	
Lytle, Doug	Per Diem/Mileage WAM Convention	\$ 127.47
Prairie View Enterprises, LLC	Reissue Check #45507	\$ 51.94
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 539.45
Wyoming Child Support	Writ of Wages, Garnishment	\$ 345.22
Kruse, Pete	Per Diem- Safety Meeting	\$ 20.00
Lashmett, Justin	Per Diem- Safety Meeting	\$ 20.00
Void		\$ -
Postmaster	Utility Mailings	\$ 314.24
Norberg, Rory	Per Diem, Water Samples	\$ 20.00
Willis, Taylor	Per Diem/Mileage WCG Forum	\$ 196.66
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$ 332.29
Wyoming Child Support	Writ of Wages, Garnishment	\$ 345.22
WY Office of State Lands & Investments	Loan CW191 Phase II Interest	\$ 108,171.36
	Total	\$ 110,483.85

<u>ACH - March 2024</u>		
Lusk State Bank	Health Savings Account	\$ 5,833.40
Elevon	Office Credit Card Fees	\$ 367.97
Wyoming Retirement System	Government Contribution	\$ 14,569.40
Xpress Bill Pay	Online Bill Pay Fees	\$ 119.00
Verizon Wireless	Ambulance Phones	\$ 72.51
	Total	\$ 20,962.28

Mayor Lytle called for public comment on the following Liquor License Renewals:
Town of Lusk dba Lusk Municipal Golf Course – No comment

The Silver Dollar Bar of Lusk LLC dba Silver Dollar Bar – No Comment
Lusk Elks BPO 1797 – No Comment
Young Ducks LLC dba Young Ducks Sports Bar Grill Catering - No Comment

Visitors:

Dakota Pierce with Upahead.gov gave a presentation of the company's text messaging alert program via zoom meeting and provided them with a proposal.

Morgan Kling with Wyoming Child and Family Development approached the council requesting their continued support and thanked them for their continued support to the child development program that currently serves 21 children.

Department Updates:

Department updates were given by Chief Gordon, Mike Mayville, Trevor Barner, James Santistevan, Desirae LeLeux, Taylor Willis, and Todd Skrukud.

Chief Gordon reported that he met with the county commissioners regarding the SRO position.

Mayville reported that there has been another \$8,064 in donations for the new ambulance.

Santistevan reported they will be finalizing the hazard mitigation project, and it should be in place in July or August.

Old Business:

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Ordinance No. 8-5-110, An Ordinance Amending Ordinance 8-5-110 to Include Right of Entry by Law Enforcement to Inspect for Compliance, on second reading. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve a local match of \$1,000 for Wyoming Child and Family Development for the child services they provide the community. MOTION CARRIED.

WAM Official Voting Delegate- No volunteers.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve the WEBT Renewal for 2024 employee insurance at a 13% increase. MOTION CARRIED.

New Business:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve livestock permit renewals for Cody Thompson, Becky Blackburn, Ben Volk, and Jenny Hester. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve a new livestock permit for Miah Buckley & Grey Lacy, amended to state, no roosters. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the pasture lease renewal for C & W Land and Livestock, LLC. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the airport hangar lease renewal for Tschacher Farms. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve the liquor license renewals for the Town of Lusk, The Silver Dollar Bar, LLC, Lusk Elks BPO 1797 and Young Ducks LLC. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve Resolution No 24-04, Town of Lusk Election Resolution for 2024 Election and appoint election judges. MOTION CARRIED.

James Santistevan shared that there are two options for the council to consider regarding setting cemetery fees. The only difference is, Option #1 had opening and closing fees set at \$900 and Option #2 had opening and closing fees set at \$600. COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve Resolution No 24-05, A Resolution of the Governing Body of the Town of Lusk, Wyoming, Establishing Fees, Option #2. MOTION CARRIED.

COUNCIL MEMBER NELSON MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Resolution No. 24-06, A Resolution Of The Governing Body Of The Town Of Lusk, Wyoming Approving The Recommendation Of M.C. Schaff & Associates, Inc. To Accept The Bid Of Straight Stripe Painting, Inc. – St. George, Ut, For WYDOT Project AIS005A, Seal Coat & Marking Airside Pavement At The Lusk Municipal Airport. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve Resolution No. 24-07, A Resolution Modifying the Town of Lusk Employee Policy at Policy No 702 by Including the Requirement That All Town Employees Be Included In The Random Testing Pool Required By The Town's Drug And Alcohol Policy. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve Resolution 24-08, A resolution authorizing transfers in the 2023-2024 Fiscal Year Budget To Comply With Wyoming State Statue 16-4-108, Limitation On Expenditures Or Encumbrances, Documentation Of Expenditures; And Revenues Collected Not Foreseen. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER DOOPER, to approve Ordinance No. 11-25-120, An Ordinance Amending Ordinance 11-25-120 to Add A Sub-Paragraph (e) Providing Rates for Yard Lights, on first reading. MOTION CARRIED.

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve Ordinance No. 9-10-100, An Ordinance Amending Ordinance 9-10-100 to Clarify What

Approval is Required to Obtain a Permit to Keep Animals in Town Limits and To Correct Permit Renewal Requirements, on first reading. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Department Budget Request for 2024-2025, Revenue \$23,476,860.00, Expenditures \$22,895,630.67, First Reading Difference positive \$581,229.33, on first reading. MOTION CARRIED.

The council scheduled a budget workshop for Friday, April 19th, 2024, to begin at 9:00am.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to move into executive session at 5:58 p.m. MOTION CARRIED.

The council reconvened into regular session at 6:53 p.m.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER NELSON, to approve negotiating a contract with HDR for consulting services for the Lusk Safe Pathways Construction project. MOTION CARRIED.

Mayors Remarks: Municipal Election is May 7, 2024. Baptist Church. Polls open 7:00am to 7:00pm. Two- 4-year terms; One – 2-year term; 2% Lodging Tax
The next regular council meeting will be held Wednesday, May 8, 2024, 5:00 p.m.

There being no further business to come before the Council, the meeting adjourned at 6:55 p.m.

Douglas E. Lytle, Mayor

ATTEST:

Desirae Matthews-LeLeux, Clerk/Treasurer