

MINUTES OF THE REGULAR COUNCIL MEETING
TOWN OF LUSK
MAY 8, 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 Wednesday, May 8, 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
Trevor Barner, Golf Course Superintendent
Mike Mayville, EMS Director

Trevor Barner 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 a consent agenda for item numbers three (3) through six (6). MOTION CARRIED.

VOUCHERS FOR PAYMENT

AFLAC	Payroll Deduction	\$848.20
Allbright's True Value	Supplies	\$1,961.42
ALSCO/American Linen	Mat Rental	\$145.35
Anderson Carpet	Golf Course Clubhouse Maint.	\$2,141.80
AT&T Mobility	PD Phones/Tablets	\$445.65
Black Hills Energy	Gas Service	\$289.55
Body Builders Body Shop	Sanitation Equip Repair	\$429.90
Boldon Welding & Repair LLC	Parts/Supplies/ Equip Repair	\$959.10
Border State Industries Inc.	Electric Parts/Supplies/Line Upgrade	\$2,758.71
Bound Tree Medical LLC	Ambulance Supplies	\$170.56
Bredthauer, Jackie	Election Judge	\$168.00
B-Right Testing Inc	Electric Safety Equip	\$377.51
Caselle Inc.	Office Support & Maintenance	\$3,258.00
Century Link	Phone Services	\$1,099.30
Century Lumber Center	Cemetery Parts/Supplies	\$119.36
Childrens Advocacy Project	Child Advocacy Services FY 2024	\$1,500.00
CMIT Solutions of WYCenter	PD Firewall	\$130.00
Communication Technologies	Siren Maintenance/Animal Control Vehicle Repair	\$663.50
Connecting Point	Copier Lease	\$100.00
Coon, Kathy	Clubhouse Supplies	\$100.00
Doyle J. Davies	Municipal Judge	\$1,000.00

Decker's Food Center	Supplies	\$89.54
Delta Dental	Employee Dental Insurance	\$991.15
EDM International, Inc		\$112.50
Energy Laboratories INC.	Water Samples	\$66.00
Floyd's Truck Center WY, Inc	Sanitation Equip. Repair	\$120.28
Franks Parts Company	Parts/Supplies/Repairs	\$1,230.79
GME Supply	Elect Dept Safety/Training	\$714.38
Grainger	Recycling Parts/Supplies	\$339.32
Great American Financial Services	Copier Lease	\$100.00
Greenough, Julianne	Election Judge	\$180.00
Haas, Hannah	Utility Deposit Refund	\$139.63
Harberts, Michael	IT Support	\$1,770.00
Hawkins, Inc	Pool Chemicals	\$3,223.15
HDR, Inc	Consultant Fees	\$25,137.39
Holmes Ranch Excavation, LLC	Street Blacktop	\$55.00
Hometown Country	Uniforms	\$602.98
Interstate Batteries	Equip/Vehicle Repair	\$345.85
Jergenson, Doug	Monthly Wage Animal Control	\$1,540.00
Jirdon Agri Chemicals	Fertilizer/Seed/Chemicals	\$5,812.34
KERM-FM	Public Relations	\$135.00
LACAL Equipment, Inc.	Street Parts	\$107.33
Ledlightexpert.com	Electric Parts/Supplies	\$629.94
Lexipol	PD Training	\$494.40
Lowe, Bernice	Election Judge	\$180.00
Lumen	Phone, Long Distance	\$21.59
Lusk Herald	Legal Advertising/Advertising	\$2,397.15
Lusk Lodging Tax Board	Tax Distribution	\$1,842.57
Matheson Tri-Gas Inc	Ambulance Supplies	\$330.19
Matney Auction Services LLC	Airport new equipment	\$250.00
Meier Building	Rent	\$800.00
Meier Law Office	Monthly Retainer	\$3,000.00
Melnychuck, April	Utility Deposit Refund	\$138.07
Nelson, Ryan	Utility overpayment refund	\$13.64
Niobrara Chamber of Commerce	Promotion	\$187.50
Niobrara County Library	Internet Service	\$250.00
Niobrara County Treasurer	Communication Contract/Property Tax	\$16,968.26
Niobrara Electric Association	Utilities	\$50.82
Norberg, Rory	Per Diem-Water Samples	\$40.00
Normont Equipment Company	Street Parts	\$920.37
One-Call of Wyoming	Dig Tickets	\$12.75
Pitney Bowes Purchase Power	Postage	\$520.99
Print Express	Office Supplies	\$383.43
Quality Carpet Care Inc.	Club House Maint.	\$2,773.50
Scott, Vickie	Election Judge	\$180.00

Silver Cliff Vet Clinic	Vaccinations	\$90.00
TDS Trash Collection Serv.	Tipping Fees	\$5,225.61
Theroff, Kalab	Utility Deposit Refund	\$145.86
Torrington Office Supplies	Supplies	\$188.48
Underground Enterprises	Transfer Station Fees/Tires	\$1,575.00
Vigilant Solutions, LLC	PD New Equip.	\$5,500.00
Visa 0681	Subscriptions/Supplies/New Equip/ Training	\$6,205.16
Visa 0707	Subscription/Postage	\$40.72
Visionary Broadband	Internet Service	\$562.80
W.M.P.A.	Power Purchase	\$100,341.89
Western Medical Management	Ambulance Billing Fees	\$1,212.39
WEX Bank	Fleet Fuel	\$5,504.92
Wyoming Child & Family Dev.	2023 Service Match	\$1,000.00
WY Dept of Revenue	Sales Tax	\$6,244.68
WY Dept of Transportation	PD Fuel Purchase	\$910.14
WY Dept of Ag	Pool License Renewal	\$50.00
WY Dept. of Workforce Services	Worker's Compensation	\$1,878.23
WY Educators Benefit Trust	Employee Insurance	\$28,287.75
WY Machinery Corp	Snow Removal	\$306.09
WY Office of State Lands & Investments	Loan Payment	\$21,885.75
Total Vouchers		\$281,019.18

<u>MANUAL CHECKS</u>	<u>April 2024</u>	
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$345.98
Wyoming Child Support	Writ of Wages, Garnishment	\$307.84
AVI PC Engineering	Engineering Fees	\$51,647.70
Sinclair, Pine Bluffs	Golf Course Fuel	\$1,762.20
STC Construction Inc	Contractor Payment	\$38,836.55
Norberg, Rory	Per Diem, Water Samples	\$20.00
Norberg, Rory	Per Diem/Mileage Water Conference	\$376.70
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$395.67
Wyoming Child Support	Writ of Wages, Garnishment	\$307.84
AVI PC Engineering	Engineering Fees	\$66,667.00
Black Hills Energy	Gas Utilities	\$860.86
CDW Government	Cyber Security	\$6,192.26
CAN Surety	Insurance Bond/Willis	\$350.00
Jirdon Agri Chemicals	Parks/Cemetery Fertilizer	\$15,905.13
Postmaster	Utility Mailings	\$317.09
Circuit Court of Niobrara County	Writ of Wages, Garnishment	\$332.29
Wyoming Child Support	Writ of Wages, Garnishment	\$307.84
AVI PC Engineering	Engineering Fees	\$64,970.07
Dell Marketing L.P.	Cyber Security	\$20,174.02
Oftedal Construction Inc	Contractor Payment	\$45,543.76

	Total	\$315,620.80
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<u>ACH - April 2024</u>		
Lusk State Bank	Health Savings Account	\$ 5,833.40
Elevon	Office Credit Card Fees	\$ 413.11
Wyoming Retirement System	Government Contribution	\$ 14,940.95
Xpress Bill Pay	Online Bill Pay Fees	\$ 131.00
Verizon Wireless	Ambulance Phones	\$ 72.48
United States Department of Ag	Water/Sewer Loan Payments	\$ 183,031.00
	Total	\$ 204,421.94

Mayor Lytle called for public comment on the Liquor License Renewal for the Pizza Place LLC dba The Pizza Place – No comment.

Visitors:

Luc Delavoye and Josh Casperson with TextMyGov gave a zoom presentation of the company’s text alert platform and provided a proposal for the councils’ consideration.

Department Updates:

Department updates were given by Mike Mayville, Trevor Barner, Desirae LeLeux, and Todd Skrukud.

Mayville reported that there has been a couple more donations for the new ambulance.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER to allow the Mayor to decide how to advertise for bid on the Ranger Alley work. MOTION CARRIED.

Old Business:

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER PFISTER, 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 third reading. MOTION CARRIED.

COUNCIL MEMBER PFISTER 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 second reading. MOTION CARRIED.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER PFISTER, 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 second reading. MOTION CARRIED.

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the second reading of the budget for fiscal year 2024-2025, Revenue \$24,507,560.00,

Expenditures \$24,498,205.67, a difference of \$9,354.33. Mayor Lytle explained that the budget will balance by third reading. MOTION CARRIED 3-2.

New Business:

Mayor Lytle Proclaimed May 5th- 11th, 2024 as Municipal Clerks Week, and thanked Desi LeLeux and Taylor Willis for all they do.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve a new livestock permit for Ashley Clark for chickens and goats. There was a discussion on having goats. MOTION CARRIED.

COUNCIL MEMBER PFISTER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the limited liquor license lease renewal for the Niobrara Country Club. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the liquor license renewal for The Pizza Place LLC dba The Pizza Place. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Resolution 24-09, 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 DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve Ordinance No. 7-15-100, An ordinance amending existing ordinance No. 7-15-100 which establishes maximum speed limits within the Town of Lusk, on first reading. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve Chantry Filener as Lusk Volunteer Fire Department Chief. Council member Filener abstained. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to approve the audit engagement with Carver, Florek & James, CPA's. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to move into executive session from contracts and personnel at 5:52 p.m. MOTION CARRIED.

The council reconvened into regular session at 6:56 p.m.

New Business Continued:

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to accept the bid and sell the advertised Fire Truck to Travis Smith in the amount of \$7,250.00. MOTION CARRIED.

The cemetery grave buyback was tabled until further information is obtained.

COUNCIL MEMBER FILENER MOVED, SECOND BY COUNCIL MEMBER PFISTER, to allow the mayor with staff to make the decision on the texting platform. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the pasture lease renewal for Josh Keller for 2 years at the same price. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the land lease renewal for the predator Control Board at a \$100 yearly fee for 2 years. MOTION CARRIED.

COUNCIL MEMBER DOOPER MOVED, SECOND BY COUNCIL MEMBER FILENER, to approve the contract for solid waste transport renewal with Underground Enterprise, LLC at \$545 per haul. MOTION CARRIED.

Skrukrud reminded everyone that Clean-up Week will be May 17th-24th with one free trip to the transfer station for residential customers.

The next regular council meeting will be Tuesday, June 4, 2024, 5:00 p.m.

There being no further business to come before the Council, the meeting adjourned at 7:04 p.m.

Douglas E. Lytle, Mayor

ATTEST:

Desirae Matthews-LeLeux, Clerk/Treasurer