

PUBLIC NOTICE

REGULAR MEETING OF THE CITY COUNCIL OF WORLAND June 7, 2016

A regular meeting of the City Council of Worland, Wyoming convened in the Council Chambers in City Hall at 7:00 p.m. on June 7, 2016. Mayor Dave Duffy presided and the Councilmembers in attendance were: Jim Gill, Loresa Brinkerhoff, Keith Gentzler, Michele Rideout, Mandy Horath, Dennis Koch, Marcus Sanchez, Bud Callahan and Lisa Fernandez. Also present were: City Attorney, Kent Richins; Superintendent of Public Works, Brian Burky; Chief of Police, Gabe Elliott; City Engineer Representative, Mike Donnell; Airport Manager, Lynn Murdoch and Clerk/Treasurer, Tracy Glanz.

There were two (2) visitors present for this meeting of the City Council.

Councilmember Bud Callahan led the Council and Visitors in the Pledge of Allegiance.

Mayor Duffy declared a Quorum present and asked for review and approval of the agenda.

Motion: to approve the agenda.
By: Councilmember Callahan.
Second by: Councilmember Gentzler.
Vote: The motion passed unanimously.

The minutes of the May 17, 2016 regular meeting were approved as published.

Motion: to approve all vouchers and authorize payment for payroll, utility charges, refunds for City Services, recording fees, postage and other miscellaneous items, during the month of June, before normal City Council approval on the first Tuesday of July and approve the Consent Agenda with Warrant Register for period ending May 2016, Payroll Vouchers for periods ending May 22, 2016 and May 31, 2016; WARRANT REGISTER - \$481,668.06; PAYROLL 5/22/16 - \$64,288.99; PAYROLL 5/31/16 - \$3,788.00.

CITY OF WORLAND/UTILITIES COMMISSION MAY 2016

Big Horn Basin Tire & Off Road, Tires, \$2,086.88; Big Horn Co-op Marketing Assn, Supplies, \$393.92; Big Horn Redi Mix, Supplies, \$2,641.72; Bloedorn Lumber Co., Supplies, \$86.68; Brown's Western Appliance, Refrigerator, \$691.49; Carquest Auto Parts, Parts, \$1,576.97; Cash-Clerk Treasurer, Postage/Meals/Shortage, \$58.19; Cash-Police Petty Cash Travel, Postage/Wash, \$342.61; Civil Air Patrol Magazine, Subscription, \$145.00; Cloud Peak Veterinary Services, Contract/Telazole, \$712.50; Communication Technologies, Service, \$468.00; Donnell & Allred, Services, \$7,570.83; Energy Laboratories Inc, Testing, \$3,196.00; Five V Solutions, LLC, Services, \$6,555.00; Franson Savety Inc, Supplies/Shipping, \$504.96; Frontier Tire LLC, Tires, \$10,145.65; Gall's, An Aramark Company, Supplies, \$875.19; Hasco Industrial Supply, Supplies, \$1,256.10; Hawkins Inc, Demurrage/Chlorine, \$648.84; Jack's Truck & Equipment, Parts, \$735.90; JV Lumber LLC, Supplies, \$41.64; Kennedy Ace Hardware, Hardware, \$944.48; Kimball Midwest, Screws, \$13.50; Motor Supply, Inc., Parts, \$890.91; Neuman Traffic Signs, Brackets, \$4,082.40; Norco, Inc, Supplies, \$46.77; Normont Equipment Co, Gutter Broom, \$368.16; Northern Wyoming Daily News, Advertising, \$2,253.80; Northwest Pipe Fittings, Inc., Parts, \$26,031.11; One-Call of Wyoming, Jan/April Tickets/Membership, \$92.50; Preforce Law Enforcement, Supplies, \$1,056.95; Quill Corporation, Supplies, \$1,263.76; Railroad Mgt Co III LLC, Rent, \$176.86; Red Rock Family Practice, Physical Exam, \$160.00; Reese & Ray's IGA of Worland, Supplies, \$76.72; S & H Glass, Replace Windows, \$554.00; Safariland, LLC, Ammo, \$293.59; Serlkay Printing, A/P Checks, \$258.00; Shopkp, Supplies, \$31.97; Signs of Sutherland, Signs/Logos, \$1,429.00; Southwestern Equipment Co, Parts, \$212.18; Stotz Equipment, Supplies, \$147.65; Sunshine Office Products, Supplies, \$1,245.95; Taser International, Contract, \$2,286.60; TEAM Laboratory Chemical, Road Patch, \$1,675.00; Teledyne Isco Inc, Parts, \$187.00; The Office Shop, Contract, \$1,367.24; TW Enterprises, Maintenance/Parts, \$446.72; United Parcel Service, Shipping, \$9.90; Valli Information Systems, Inc, Online/Web Maintenance, \$169.13; Virile Electric, Repairs/Maintenance, \$715.96; WAMCO Lab Inc, Testing, \$1,700.00; Washakie County Weed & Pest, Chemicals, \$1,450.00; Washakie County, Septage Dumping, \$159.96; Washakie County Clerk, Washakie Ave Maintenance, \$1,396.89; Washakie County Treasurer, Juv. Officer/Salary, \$1,841.65; Washakie Garage, Towing, \$75.00; Worland Cleaners & Supplies, Services/Supplies, \$869.28; Worland Ford, Parts, \$470.94; Worland True Value Hardware, Hardware, \$309.62; WY-test, Testing, \$72.00; WYDOT, Crack Sealing Project, \$1,153.57.

TOTAL REGULARS..... \$98,720.79

AFLAC, Premium, \$716.02; American Legion Post # 44, Flags for downtown project, \$1,150.00; Anderson, Heather & Beau, Over Payment, \$58.14; AT & T, Long Distance, \$669.95; AT & T Mobility, Cell Phone Service, \$397.69; Big Horn Co-Op Marketing Assn, Gasoline/Weight Tickets, \$2,045.84; Big Horn Water Cooler, Rental & Bottles, \$91.90; Big Horn Reg. Joint Powers Board, Monthly EDU, \$32,522.24; Big Horn Rural Electric Co, Electricity for Water Well #1, \$35.70; Blue Cross Blue Shield, Health Insurance, \$67,158.28; Bramble, John, Deposit Refund, \$130.43; Brown, Nathan, Deposit Refund, \$41.15; Circuit Court/Circuit Citation, \$25.00; Dix, Randy E, Deposit Refund, \$137.57; Donnell & Allred Inc, Engineering Services, \$70.83; Eastside Sinclair, Gasoline / Diesel, \$181.75; FasCorp, Deferred Compensation, \$1,830.00; First American Title, Consideration, \$2,000.00; Fort Dearborn Life Ins. Co., Disability Insurance, \$364.98; GDA Engineers, Airport Master, \$732.45; Glanz, Tracy A, Mileage, \$180.36; GoplaygolfWorland, Management Fee, \$22,500.00; High Plains Power, Inc., Electricity, \$2,343.99; Internal Revenue Service, Payroll Tax Deposit, \$48,962.42; Izadbakhsh, Brandi, Deposit Refund, \$38.48; Kenco Security & Technology, Alarm Monitoring, \$82.00; Ketterling, Caniel, Travel - Conference, \$718.85; Martinez, Jose, Mileage, \$219.95; Mauna Towers, LLC, Site Rental, \$98.16; Murdoch Oil, Inc., Gasoline, \$5,328.52; Peterbilt of Wyoming, Dump Truck, \$26,917.00; NCPERS Group Life Ins., Life Insurance, \$64.00; Pinnacle Bank, Expenses, \$2,047.45; Rocky Mountain Power, Electricity, \$24,804.34; Royal, Randy, Services, \$243.75; RT Communications, Phone Service, \$1,592.48; Stearns, Jerimie, Deposit Refund, \$54.09; Study, Kristina & Douglas, Deposit Refund, \$180.74; Teledyne Isco, Inc, SCADA, \$2,110.00; Travelers Haven LLC, Deposit Refund, \$180.69; US Postmaster, May's Billing/Stamps, \$820.28; USDA, Aphis General, Wildlife Hazard, \$63.57; Verizon Wireless, Cell Phone Service, \$741.98; Washakie County Clerk, Filing Fees, \$110.00; Washakie County Clerk of Court, Child Support, \$633.93; Washakie County Solid Waste Dist, Municipal Waste/Posts, \$11,130.50; Washakie County Treasurer, Communications Center, \$19,486.79; Washakie County Treasurer, General Purpose Tax - State, \$62,219.62; Washakie Medical Center, Medical Services, \$502.00; West River Rd Improvement District, Admin. Fees, \$95.00;

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Whitlock, Boyd, Web Hosting for .gov e-mail, \$132.86; Worland Health Club, Membership, \$85.00; WY Assn of Municipalities, Registration, \$1,335.00; WY Dept of Workforce Services, Unemployment Tax, \$2,989.00; WY Dept of Workforce Services, Workers' Comp, \$4,003.23; Wyoming Gas Company, Services, \$1,610.29; Wyoming Retirement System, Retirement, \$27,901.03; Wyoming State Supreme Court, Tech Fee, \$60.00.

TOTAL SPECIALS \$382,947.27 GRAND TOTAL..... \$481,668.06

By: Councilmember Callahan.
Second by: Councilmember Fernandez.
Vote: The motion passed unanimously.

Steven Birchfield addressed the Council and asked the city to consider incorporating bicycle lanes on Washakie and Big Horn Avenues or on one street to the north and one street to the south and/or possibly 6th and 10th Streets. Mayor Duffy stated that the only active bicycle lane that the city is currently working on is on Washakie Avenue through a planning study. City Engineer Representative Mike Donnell stated that there is a County Master Plan with a prioritized list of bicycle trails in and around the City. Discussion followed; the only thing keeping the city from doing additional bicycle lanes would be time and money.

Councilmember Fernandez inquired as to why Frank Bowers is still a voting member or involved in discussions on the Worland Community Center Complex (WCCC) Board and asked if it is legal since his term has expired. City Attorney Kent Richins will contact the WCCC Executive Director.

City Attorney Richins presented Ordinance #835 for second reading:

AN ORDINANCE OF THE CITY OF WORLAND, WASHAKIE COUNTY, WYOMING, GRANTING A CABLE SYSTEM FRANCHISE TO CHARACTER COMMUNICATIONS. SAID ORDINANCE REPEALS ORDINANCE NO. 787 IN ITS ENTIRETY AND REPLACES IT WITH THIS ORDINANCE. ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH ARE HEREBY REPEALED.

Motion: to approve Ordinance #835 on second reading.
By: Councilmember Koch.
Second by: Councilmember Callahan.

Councilmember Gill stated that he voted against the Ordinance on first reading because the term is too long and the rate may not be fair ten (10) years down the road suggesting that the term be reduced. City Attorney Richins stated that most communities are going to a ten (10) year term on franchise agreements, but the term can be reduced. Mayor Duffy called for the vote.

Vote: The motion passed unanimously.

Clerk/Treasurer Glanz presented the following Budget Amendments for the 2016-2017 budget:

To decrease line item 10-58000-355 Dispatch Center from \$196,731 to \$192,731
(As per County Clerk)

To decrease line item (Revenue) 10-36610 Great Lakes Rent & Land from \$19,000 to \$7,500
To decrease line item (Revenue) 10-36750 TSA Terminal Lease from \$13,600 to \$6,800
To decrease line item (Revenue) 10-36800 Passenger Facility Charge from \$2,100 to \$1,050
(Due to loss of EAS (Essential Air Service))

To increase line item 10-70000-410 Office Supplies from \$600 to \$5,900
(Cost of a Smartboard/Projection/Laptop System for Municipal Court)

To increase line item 10-50000-905 Computer System from \$0 to \$600
To increase line item 51-41000-905 Computer System from \$0 to \$2,400
To increase line item 52-41000-905 Computer System from \$0 to \$2,400
To increase line item 53-41000-905 Computer System from \$0 to \$600
(Cost of BoardDocs Software and Tablets for Council)

Discussion followed about the cost of purchasing software and tablets for the Council; Clerk/Treasurer Glanz will schedule a demonstration of the software.

Motion: to approve the budget amendments presented.
By: Councilmember Rideout.
Second by: Councilmember Callahan.
Vote: Members voting AYE: Gentzler, Brinkerhoff, Sanchez, Callahan, Duffy, Horath, Fernandez, Gill, Rideout; Members voting NAY: Koch; Members ABSTAINING: None; the motion passed by a vote of 9-1-0.

Clerk/Treasurer Glanz presented the Proposed Budget as amended for second reading:

GENERAL FUND	
Revenues	\$4,846,674.00
Estimated Cash on Hand	\$ 841,869.00
Expenditures	\$5,171,924.00
Cash Reserve	\$ 516,619.00
Total Budget	\$5,688,543.00

CAPITAL PROJECTS FUND	
Revenues	\$1,087,819.00
Expenses	\$1,087,819.00
Total Budget	\$1,087,819.00

EXPENDABLE TRUST FUND	
Revenues	\$ 2,470.00
Estimated Cash on Hand	\$ 347,530.00
Expenditures	\$ 350,000.00
Total Budget	\$ 350,000.00

AGENCY FUND	
Revenues	\$ 15,500.00
Estimated Cash on Hand	\$ 45,500.00
Expenditures	\$ 61,000.00
Total Budget	\$ 61,000.00

WATER FUND	
Revenues	\$1,866,670.00
Estimated Cash on Hand	\$ 428,292.00
Expenditures	\$2,294,962.00
Total Budget	\$2,294,962.00

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SEWER FUND	
Revenues	\$1,193,551.00
Estimated Cash on Hand	\$ 408,349.00
Expenditures	\$1,601,900.00
Total Budget	\$1,601,900.00

SANITATION FUND	
Revenues	\$1,084,400.00
Estimated Cash on Hand	\$ 103,979.00
Expenditures	\$1,188,379.00
Total Budget	\$1,188,379.00

Motion to approve the proposed budget on second reading as amended.

By: Councilmember Gentzler.
Second by: Councilmember Callahan.
Vote: Members voting AYE: Koch, Gentzler, Brinkerhoff, Sanchez, Callahan, Duffy, Gill, Rideout; Members voting NAY: Horath, Fernandez; Members ABSTAINING: None; the motion passed by a vote of 8-2-0.

Mayor Duffy presented the Golf Course Contract for approval; the contract is for a term of three (3) years with an annual amount of \$168,000 in 2016 and \$175,000 in 2017 with the final year yet to be determined. There is also a clause referring to money payable to the City for use of city equipment. The City has the option to create a reserve fund with these monies to replace equipment. City Attorney Richins stated that he reviewed the contract and has no issues with it; Mr. Shampeny has agreed to it as well. Councilmember Koch questioned some terminology and made some minor corrections to the contract language. Discussion followed.

Motion: to approve the Golf Course Contract with the minor noted corrections.
By: Councilmember Horath.
Second by: Councilmember Gill.
Vote: The motion passed unanimously.

Councilmember Gill thanked Mayor Duffy, City Attorney Kent Richins and Superintendent of Public Works Brian Burky for their work on the contract.

Superintendent of Public Works Burky reported that city crews are busy with typical spring work like pothole patching and working on fire hydrants; the city will have to start replacing old hydrants. Superintendent of Public Works Burky requested an executive session at the end of the meeting to discuss real estate. Councilmember Gentzler asked if playground equipment taken out in different parks will be replaced. Discussion followed; new equipment has been ordered and will be installed at Rotary Riverside Park.

City Engineer Representative Mike Donnell stated that he is working with Planning Advisor Ron Vanderpool on an updated zoning map for the council chambers.

Chief of Police Gabe Elliott received a request from Little Chief for an outdoor BBQ with alcohol in their parking lot on Sunday, June 19, 2016 from noon to 6:00 p.m. Chief of Police Elliott had no concerns with the request.

Motion: to approve the outdoor BBQ at Little Chief on Sunday, June 19, 2016 from noon to 6:00 p.m.
By: Councilmember Horath.
Second by: Councilmember Callahan.
Vote: The motion passed unanimously.

The Battle of Bands event scheduled for August 6, 2016 at the Worland Community Center Complex (WCCC) will be the same time as Culturefest. Chief of Police Elliott had no concerns with the event.

Motion: to approve the Battle of the Bands event at WCCC on August 6, 2016 from 9:00 a.m. to 6:00 p.m.
By: Councilmember Horath.
Second by: Councilmember Callahan.
Vote: The motion passed unanimously.

Airport Manager Lynn Murdoch reported that the Airport Master Plan should be complete by the end of the month. The plan will be implemented as necessary and/or when funds are available.

Motion: to enter into executive session to discuss real estate where value is an issue at 7:48 p.m.
By: Councilmember Koch.
Second by: Councilmember Callahan.
Vote: The motion passed unanimously.

The Council took a five (5) minute break prior to entering into executive session.

Motion: to leave executive session at 8:12 p.m.
By: Councilmember Koch.
Second by: Councilmember Callahan.
Vote: The motion passed unanimously.

Mayor Duffy updated the Council on the ownership of property in Rotary Riverside Park. The city is in the process of filing documentation and finalizing property ownership prior to installation of a fence and/or playground equipment. There was reason for the question to come up but there is statute backing our position. An ownership and encumbrance report filed at the Courthouse supported the City position. Any legal description filed at the courthouse in error should have a statement added to it by the County Clerk as per statute and a property owner is given thirty (30) days to get their property mapped if there is an error on the filed document.

The Council Work Session Agenda will include the Washakie Leadership Institute, as another class will be starting in September.

There being no further business to come before the Council, the meeting adjourned at 8:17 p.m.

David M. Duffy, Mayor

ATTEST:
Tracy A. Glanz, Clerk/Treasurer

June 17, 2016