

PUBLIC NOTICE

REGULAR MEETING OF THE CITY COUNCIL OF WORLAND August 4, 2020

A regular meeting of the City Council of Worland, Wyoming convened in the Worland Community Center Complex Conference Room at 7:00 p.m. on August 4, 2020. Mayor Jim Gill presided and the Councilmembers in attendance were Kody DeMunbrun, Kreg Lombard, Mandy Horath, Keith Gentzler, Caleb Vigil, Kenneth Shearer, Christy Schneider, Mike Neuffer and Delayne Renner-Newton. Also present were: Airport Manager, Lynn Murdoch; Superintendent of Public Works, Brian Burky; City Attorney, Kent Richins; City Engineer Representative Mike Donnell and Clerk/Treasurer, Tracy Glanz.

There were five (5) visitors present for this meeting of the City Council.

Meg Stark led the Council and Visitors in the Pledge of Allegiance.

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

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

Mayor Gill reminded Councilmembers to check their mailbox at City Hall and thanked the Council for the sympathy card. Mayor Gill also thanked Councilmember Neuffer for filling in while he was gone.

The minutes of the July 21, 2020 regular meeting stand 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 August, before normal City Council approval on the first Tuesday of September and approve the Warrant Registers for July, 2020 and the Payroll Vouchers for the periods ending July 26, 2020 and July 31, 2020; PAYROLL 7/26/2020 - \$67,188.82; PAYROLL 7/31/2020 - \$3,344.90.

CITY OF WORLAND/UTILITIES COMMISSION JULY 2020

Big Horn Basin Tire & Off Road, Repairs, \$15.45 ; Blairs, Supplies, \$16.42 ; Bloedorn Lumber, Supplies, \$95.27 ; Bomgaars, Supplies, \$20.98 ; CARQUEST Auto Parts, Parts, \$599.98 ; Cash-Petty Cash Clerk-Treasurer, Postage, \$40.64 ; Casper Star Tribune, Advertising, \$255.76 ; Chips Away Windshield Repair, Repairs, \$57.00 ; Cloud Peak Veterinary, Contract, \$650.00 ; Cutting Edge Equipment, Parts, \$153.45 ; Eagle Engineering & Surveying, Engineering, \$7,916.67 ; Energy Laboratories, Inc., Pretreatment, \$3,353.00 ; Floyd's Truck Center, Parts, \$129.16 ; Frandson Safety, Supplies/Shipping, \$20.00 ; Fremont Motor Powell, Parts, \$236.95 ; Frontier Tire LLC, Repair, \$1,772.31 ; Hasco Industrial Supply, Supplies, \$589.06 ; Hawkins, Inc., Demurrage, \$15.00 ; Kennedy Ace Hardware, Hardware, \$651.87 ; Kimball West , Supplies, \$74.38 ; Laird Sanitation, Services, \$150.00 ; Matthew Bender & Co., Stats, \$181.31 ; Midland Implement Co, Parts, \$147.65 ; Motor Supply, Inc., Parts, \$903.79 ; Northern Wyoming Daily News, Advertising, \$3,573.24 ; Northwest Pipe Fittings, Inc., Parts, \$4,499.80 ; O'Reilly's Auto Enterprises, Parts, \$14.36 ; One Call of Wyoming, June Code, \$97.50 ; Respond First Aid Systems, Supplies, \$100.66 ; Rocky Mountain Information Network, Membership, \$50.00 ; Serlkay Printing, Supplies, \$274.00 ; Sunshine Office Products, Supplies, \$270.03 ; SWI, Inc, Repairs, \$11,600.00 ; The Locators, Locate, \$50.00 ; The Office Shop, Contract, \$357.69 ; United Parcel Service, Shipping, \$21.98 ; Valli Information Systems, Maintenance, \$179.91 ; Virile Electric, Services, \$768.00 ; Washakie Co Treasurer, Juvenile Officer, \$1,230.30 ; Worland Cleaners & Supply, Mats/Supplies, \$311.36 ; Worland Police Dept, Petty Cash, \$10.00 ; Wyoming Public Health Laboratory, Colilert, \$152.00.

TOTAL REGULARS\$41,606.93

AFLAC, Premium, \$735.63 ; Associated Employers of Montana, Membership, \$775.00 ; AT & T, Long Distance , \$1,168.30 ; AT & T Mobility, Services, \$496.71 ; Big Horn Coop, Gasoline & Diesel, \$908.28 ; Big Horn Regional Joint Board, Monthly EDU, \$31,979.52 ; Big Horn Rural Electric Co, Electricity, \$47.52 ; Big Horn Water, Cooler/Bottled Water, \$127.50 ; Blue Cross/Blue Shield, Health Insurance, \$76,737.83 ; Dearborn Life Insurance, Insurance, \$157.38 ; Dowl, Services, \$1,200.00 ; Eagle Engineering & Surveying, Inc, Project/gutter, \$28,423.95 ; ESRI, License, \$2,750.00 ; FasCorp, Deferred Comp., \$9,950.00 ; Fort Dearborn, Insurance, \$391.05 ; Foster, Dustin & Rebecca, Deposit Refund, \$120.12 ; Gill, Jim, Cell Phone Expense, \$40.00 ; Greenwood Mapping, Inc, Mapserver, \$2,400.00 ; Hake Realty, Appraisal, \$250.00 ; High Plains Power, Inc., Power, \$1,151.23 ; International Inst of Municipal Clerks, Membership, \$195.00 ; IRS, Payroll Tax Deposit, \$68,705.09 ; Kenco Security & Technology, Alarm Monitoring, \$289.00 ; Local Govt. Liability Pool, Renewal Insurance, \$22,860.00 ; MCM General Contractors, Taxiline, \$45.66 ; MCM General Contractors, Airport Grant, \$1,095.94 ; Murdoch Oil, Inc., Gasoline & Diesel, \$5,071.01 ; NCPERS Group Life Ins., Life Insurance, \$112.00 ; Pinnacle Bank, Expenses, \$982.79 ; Rocky Mountain Power, Electricity, \$18,760.83 ; Rocky Mountain Power-Local, Sidewalk, \$1,263.00 ; Ron's Sanitation, Maintenance, \$1,900.00 ; RT Communications, Phone Service, \$1,426.30 ; Sagebrush Sports, Contract, \$15,000.00 ; Smith, Heidi, Deposit Refund, \$93.76 ; Smith, Paul, Restitution, \$50.00 ; Townsend, Jaycee, Deposit Refund, \$54.39 ; T-O Engineers, Taxiline, \$75.29 ; T-O Engineers, Airport Grant, \$1,806.70 ; US Postmaster, July Billing, \$854.94 ; Verizon Wireless, Cell Phone Service, \$964.97 ; Verizon Wireless, Restitution, \$10.00 ; Washakie County Clerk, Filing Fees, \$24.00 ; Washakie County Clerk of Court, Child Support, \$973.14 ; Wash. Co. Solid Waste Disposal, Municipal Waste, \$29,707.80 ; Washakie County Treasurer, Comm. Center, \$22,015.67 ; Washakie County Treasurer, Gen Purpose Tax-State, \$86,754.86 ; Wilson Brothers Construction, Culbertson, \$297,253.97 ; Wyoming Dept of Workforce, Work-

PUBLIC NOTICE

ers Comp, \$11,186.64 ; WY Assn of Municipalities, Membership/WAM, \$7,056.35 ; Wyoming Gas Company, Services, \$636.24 ; Wyoming Retirement System, Retirement, \$46,270.51 ; Wyoming State Supreme Court, Technology Fees, \$295.00.

TOTAL SPECIALS..... \$803,600.87
GRAND TOTAL \$845,267.78
\$(220,647.39)
\$624,620.39

By: Councilmember Lombard.
Second by: Councilmember DeMunbrun.
Vote: The motion passed unanimously.

Mayor Gill announced that it was the time and place to review the bids for the 2020 Double Gutter, Curb & Gutter, Sidewalk & Miscellaneous Street & Concrete Upgrades Project.

COMPANY	BID
McClellan & MacQueen, Inc.	\$129,223.81

City Engineer Representative Mike Donnell informed the Council that the bids were opened on Monday, August 3, 2020 at 10:00 a.m.; two (2) bids were received but one bid was received after 10:00 a.m. so it was returned unopened. Discussion followed on the procedure for bidding and the timeline. It was suggested that bids be received the night before by 5:00 p.m. to eliminate the problem of late bids. City Engineer Representative Donnell recommended approval of the bid of \$129,223.81 by McClellan & MacQueen, Inc.

Motion: to approve and award the bid of \$129,223.81 to McClellan & MacQueen, Inc. for the 2020 Double Gutters, Curb & Gutter, Sidewalks & Miscellaneous Street & Concrete Upgrades Project.
By: Councilmember DeMunbrun.
Second by: Councilmember Vigil.
Vote: The motion passed unanimously.

Pastor Larry Ramsfield with the New Life Christian Center informed the Council of a Farm to Family Convoy of Hope - Free Meat (chicken and pork) distribution at the Center on August 14, 2020 from 2:00 to 6:00 p.m. or until supplies last. Everyone will be able to stay in their car and it is open to all families and residents of Washakie County and surrounding areas. The meat will be delivered to Admiral Beverage on August 13, 2020, who were delighted to provide a refrigerated truck for distribution at the Center on the 14th. Kaitlin Youngquist with First Lady Gordon's Wyoming Hunger Initiative will work with local agencies for delivery options. The Mayor and Council thanked Pastor Ramsfield for doing this for the community.

Meg Stark with the Washakie Hospital Auxiliary stated that the gift shop at the Hospital has been closed since the first of April. The gift shop is one of the main sources of fundraising to provide different things for the hospital. For example, the auxiliary provided televisions in all the rooms, and the first phone system was paid for by the auxiliary. The auxiliary also funds the pads for mammograms at a cost of \$3,000-\$4,000 annually. We are trying to find a way to get our products into the community and would like to set up a booth by the Bell Tower in Pioneer Square on August 15, 2020 during the Farmers' Market.

Motion: to approve and allow the Washakie Hospital Auxiliary to set up a gift shop by the Bell Tower in Pioneer Square on August 15, 2020.
By: Councilmember Horath.
Second by: Councilmember Gentzler.
Vote: The motion passed unanimously.

The Council thanked the Washakie Hospital Auxiliary for all they do for the community.

Donnie Bjorhus with Sagebrush Sports, LLC gave the Council an update on the Golf Course for the last month. There were 1,330 rounds of golf played in July this year versus 1,206 rounds played last July. Things are going well, the irrigation system is running smoothly which enables the maintenance staff to tackle leaks and replace sprinkler heads. This month will be busy with four (4) separate tournaments and/or scrambles scheduled. Maintenance after the Labor Day weekend will include punching and top dressing the greens. The restroom facility is about done; upon completion of the electrical work and plumbing the facility will be ready for use. Mr. Bjorhus will submit pictures of the facility at the first meeting in September. Superintendent of Public Works Brian Burky stated that there were a lot of donations for the restroom from the community, even from those who do not golf.

City Attorney Kent Richins presented Ordinance #856 for first reading:

AN ORDINANCE OF THE CITY OF WORLAND, WASHAKIE COUNTY, WYOMING, AMENDING SECTION 14-12(E) (1) OF THE WORLAND CITY CODE PERTAINING TO THE PERMIT TIME PERIOD FOR THE STORING OF UNATTACHED TRAILERS ON PUBLIC STREETS AND ALLEYS. ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH ARE HEREBY REPEALED.

City Attorney Richins explained the change for the term of the license to calendar year versus from time of purchase. This will make it easier for City Hall staff, the Police Department and residents.

Motion: to approve Ordinance #856 on first reading.
By: Councilmember Schneider.
Second by: Councilmember Renner-Newton.
Vote: The motion passed unanimously.

Superintendent of Public Works Burky stated that the same group who put up the Graduation Banners would like to put up Fall Sports Banners, up to sixty (60), in September through October. The brackets are still on the poles so the installation would not take as long. They do have several volunteers already lined up to put them up, if approved, so City staff may not be involved.

Motion: to approve the hanging of the Fall Sports Banners.

PUBLIC NOTICE

By: Councilmember Shearer.
Second by: Councilmember Vigil.
Vote: The motion passed unanimously.

Superintendent of Public Works Burky presented the Contract between the Wyoming Department Health and the City of Worland to facilitate wide-scale epidemiological surveillance of severe acute respiratory syndrome coronavirus 2 at the Wastewater Treatment Plant. There is no cost to the city to perform the tests. Discussion followed.

Motion: to approve and authorize the Mayor to sign the Contract between the Wyoming Department of Health and the City of Worland.
By: Councilmember Neuffer.
Second by: Councilmember Shearer.
Vote: The motion passed unanimously.

Mayor Gill informed the Council that the proposed Employee Handbook Change and discussion on Municipal Court would be presented at the Council Work Session and asked City Attorney Richins to briefly address the Municipal Court issue. City Attorney Richins stated that the Supreme Court ordered a no opening until October, 2020. However, the City is going to take care of cases that fall within the right of the speedy trial statute. Those cases will be tried next Tuesday at City Hall; this is the first time we have had court for several months. The issue to be discussed is if we should have arraignments at City Hall with at least forty-three (43) outstanding cases. A request has been made that those arraignments be held in person at City Hall. City Attorney Richins stated that he believed that the city would be going beyond the realm of the Supreme Court order and putting the City Hall staff at risk. Councilmember Mandy Horath argued that Municipal Court does not fall under the premise of the Supreme Court and that the city should have the arraignments at City Hall. Clerk/Treasurer Tracy Glanz asked that the arraignments be held by telephone or ZOOM. "This is being done at other municipalities and working fine. My concern is for my staff at City Hall." Mayor Gill ended the discussion stating that Municipal Judge Marcy Argeris has been invited to the Council Work Session to discuss the issue further.

City Attorney Richins reported that a Property Market Analysis had been completed on 1429 Coburn. This is the property where a house was demolished and the property deeded over to the city. If the Council would like to sell the property then the property would be put out for bid with a minimum bid requirement. Discussion followed as to the costs incurred on the property and if the Council wanted to increase the minimum bid value.

Motion: to commence with the bid process on 1429 Coburn with a required minimum bid of \$25,000.00; the city retains the right of refusal on any or all bids.
By: Councilmember Horath.
Second by: Councilmember DeMunbrun.
Vote: The motion passed unanimously.

Mayor Gill and Superintendent of Public Works Burky thanked the City crew for removing the existing structure on the property.

Clerk/Treasurer Glanz requested that the Council meeting scheduled for Tuesday, August 18, 2020 be moved to Wednesday, August 19, 2020 due to the primary election and the municipal court schedule. Discussion followed.

Motion: to approve changing the date of the second Council Meeting in August to Monday, August 17, 2020 starting at 6:00 p.m.
By: Councilmember Renner-Newton.
Second by: Councilmember Lombard.
Vote: The motion passed unanimously.

Airport Manager Lynn Murdoch informed the Council that the Taxilane C Project is moving along and should be done by the end of the month.

City Engineer Representative Donnell updated the Council on the Culbertson Avenue Project. The water line is in and the pressure test has been done; the storm sewer installation still needs to be done. The contractor will start milling the road east of the railroad tracks on Thursday. Most of the utilities are located on the opposite side of the Fire Hall, so there will still be access for the Fire Department during the replacement of those mainlines. The Block 13 Everet Addition project will start this month; this is the replacement of the water mainline behind the new ACE Hardware building. Discussion followed as to if the city will do resurfacing of the alley. Superintendent of Public Works Burky stated that the business located next to the alley expressed interest in resurfacing but it would be dependent on the budget.

Superintendent of Public Works Burky reported that the crew was called out for a leak above Hillcrest. The crew is installing meter pits and finishing roadwork in preparation for laying hot mix at the end of the month. The new bulk water crane should be completed later this fall; the parts are on order. Councilmember Gentzler asked about the possible replacement of the water line to the airport. Superintendent of Public Works Burky stated that the project is under the Big Horn Regional project which has been approved by the Wyoming Water Development Commission for a Level 2 Study. That study will take approximately one (1) year to complete.

There being no further business to come before the Council, Mayor Gill asked for a motion to adjourn.

Motion: to adjourn the meeting at 7:56 p.m.
By: Councilmember Neuffer.
Second by: Councilmember Renner-Newton.
Vote: The motion passed unanimously.

James R. Gill, Mayor

ATTEST:
Tracy A. Glanz, Clerk/Treasurer

August 13, 2020