

PUBLIC NOTICE

REGULAR MEETING OF THE CITY COUNCIL OF WORLAND August 6, 2019

A regular meeting of the City Council of Worland, Wyoming convened in the Conference Room in the Airport Terminal at 6:00 p.m. on August 6, 2019. Mayor Jim Gill presided and the Councilmembers in attendance were Mike Neuffer, Keith Gentzler, Gary Gerber, Christy Schneider, Mandy Horath, Delayne Renner and Kreg Lombard. Also present were: Airport Manager, Lynn Murdoch; City Engineer Representative, Mike Donnell; Superintendent of Public Works, Brian Burky; City Attorney, Kent Richins; Captain Zack Newton and Clerk/Treasurer Tracy Glanz.

There were eight (8) visitors present for this meeting of the City Council.

Captain Zack Newton led the Council and Visitors in the Pledge of Allegiance.

Mayor Gill declared a Quorum and requested approval of the agenda.

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

Mayor Gill declared a vacancy on the Council in Ward 2 due to the death of Councilmember Dennis Koch.

Motion: to declare a vacancy in Ward 2 and advertise the position.
By: Councilmember Horath.
Second by: Councilmember Lombard.
Vote: The motion passed unanimously.

The minutes of the July 16, 2019 regular meeting stand approved.

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 Consent Agenda with Warrant Registers for July, 2019 and Payroll Vouchers for the periods ending July 14, 2019 and July 31, 2019; PAYROLL 7/14/19 - \$70,283.61; PAYROLL 7/31/19 - \$3,580.97.

CITY OF WORLAND/UTILITIES COMMISSION JULY 2019

American Comfort Air, Services, \$217.90; Big Horn Basin Tire & Off Road, Repairs, \$74.16; Big Horn Co-Op, Supplies, \$235.00; Big Horn Heating & Cooling, Services, \$170.00; Big Horn Redi-Mix, Rock, \$164.00; Billings Precast, Parts, \$2,156.35; Bloedorn Lumber, Supplies, \$309.07; Bomgaars, Supplies, \$525.35; CARQUEST Auto Parts, Parts, \$1,563.06; Carver Plumbing & Mechanical, Parts, \$3,449.68; Cash-Petty Cash Clerk-Treasurer, Postage, \$49.56; Cloud Peak Veterinary, Contract, \$650.00; Custom Delivery Services, Delivery, \$139.04; Cutting Edge Equipment, Parts, \$323.90; DR Locks, Parts, \$280.30; Eagle Engineering & Surveying, Engineering, \$7,916.67; Energy Laboratories, Inc., Pretreatment, \$4,485.00; Floyd's Truck Center, Parts, \$582.90; Frandson Safety, Supplies/Shipping, \$489.66; Frontier Tire LLC, Repair, \$669.65; Hach Company, Supplies, \$74.35; Hasco Industrial Supply, Supplies, \$1,299.39; Hawkins, Inc., Demurrage, \$383.97; International Institute, Membership, \$330.00; Kennedy Ace Hardware, Hardware, \$1,433.41; Laird Sanitation, Services, \$350.00; McGarvin Moberly Construction, Cold Mix, \$6,648.00; Motor Supply, Inc., Parts, \$77.16; Mountain West Computers, Supplies, \$90.00; Norco, Inc., Supplies, \$36.21; Normont Equipment, Parts, \$368.73; Northern Wyoming Daily News, Advertising, \$3,163.70; Northwest Pipe Fittings, Inc., Parts, \$17,604.58; Nowood Construction, Services, \$3,707.50; O'Reilly's Auto Enterprises, Parts, \$1,208.10; One Call of Wyoming, June Code, \$55.50; Powerplan OIB, Parts, \$2,271.36; Reese & Ray's IGA, Supplies, \$11.88; Rocky Mountain Oilfield Warehouse, Parts, \$116.71; Serlkay Printing, Supplies, \$98.00; Stotz Equipment, Parts, \$89.52; Sunshine Office Products, Supplies, \$481.78; Tacoma Screw Products, Supplies, \$106.89; TDC Diesel, Parts, \$150.00; Team Laboratory Chemical, Supplies, \$4,458.00; The Locators, Locate, \$50.00; The Office Shop, Contract, \$213.56; Tractor Guys, Parts, \$8,242.48; United Parcel Service, Shipping, \$21.88; Valli Information Systems, Maintenance, \$125.00; Viper Underground, Services, \$1,685.00; Verile Electric, Services, \$1,104.06; Wamcat Treasurer, Membership, \$130.00; Wamco Lab, Testing, \$1,500.00; Washakie Co Weed/Pest, Chemicals, \$723.50; Washakie Co Treasurer, Juvenile Officer, \$1,438.64; Washakie Garage, Towing, \$81.00; Worland Cleaners & Supply, Mats/Supplies, \$1,381.86; Worland Police Dept, Petty Cash, \$22.05; Wyoming Public Health Laboratory, Colilert, \$152.00.

TOTAL REGULARS.....\$85,937.02

AFLAC, Premium, \$594.29; AR500 Armor, Supplies, \$331.79; Angelo, Samuel & Cheryle, Overpayment, \$8.61; Associated Employers of Montana, Membership, \$775.00; Astech, Sealing Project, \$175,676.49; AT & T, Long Distance, \$811.46; AT & T Mobility, Services, \$492.75; Big Horn Coop, Gasoline & Diesel, \$1,865.47; Big Horn Regional Joint Board, Monthly EDU, \$33,392.64; Big Horn Rural Electric Co, Electricity, \$47.52; Big Horn Water, Cooler/Bottled Water, \$103.40; Blue Cross/Blue Shield, Health Insurance, \$74,258.07; Bomber Construction LLC, Curb Gutter, \$2,000.00; Burlington Northern Sante Fe, Lease, \$25.00; Crawford, Bryan, Deposit Refund, \$98.30; Dearborn Life Insurance, Insurance, \$160.31; D R Locks, Door Latch, \$25.00; Eagle Engineering & Surveying, Inc, Project/gutter, \$16,812.85; FasCorp, Deferred Comp., \$5,360.00; Fort Dearborn Life Ins. Co., Disability Insurance, \$399.74; Gill, Jim, Cell Phone Expense, \$40.00; Great Divide Wood Products, Services, \$4,400.00; Greenwood Maoning, Inc, Mapserver, \$2,400.00; High Plains Power, Inc., Power, \$1,171.75; Hoffman, Gordan, Deposit Refund, \$34.05; IRS, Payroll Tax Deposit, \$47,843.36; Jackson, Steven, Restitution, \$50.00; Kenco Security & Technology, Alarm Monitoring, \$89.00; Leyva, Trista, Deposit Refund, \$47.79; Liebhauser, William, Deposit Refund, \$78.43; Local Govt. Liability Pool, Renewal Insurance, \$23,637.00; Murdoch Oil, Inc., Gasoline & Diesel, \$7,543.91; Na-

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seath, Mark, Overpayment, \$260.30; NCPERS Group Life Ins., Life Insurance, \$96.00; Orchard, Catherine, Deposit Refund, \$76.30; Pinnacle Bank, Expenses, \$4,889.46; Propper Golf Management, Services, \$30,000.00; Rocky Mountain Power, Electricity, \$22,294.45; Ron's Sanitation, Maintenance, \$1,738.00; Ron's Sanitation, Services, \$711.24; RT Communications, Phone Service, \$1,709.76; Taylor, Robert P., Deposit Refund, \$123.36; Schneider Construction, Curb & Gutter, \$135,555.65; Smith, Ray, Restitution, \$50.00; Stiver, Bethany, Deposit Refund, \$130.31; US Postmaster, July Billing, \$846.23; Verizon Wireless, Cell Phone Service, \$541.00; Virile Electric, Bells, \$126.00; Washakie County Clerk, Filing Fees, \$24.00; Washakie County Clerk of Court, Child Support, \$860.07; Washakie County Circuit Court, Garnishment, \$1,366.81; Wash. Co. Solid Waste Disposal, Municipal Waste, \$28,356.80; Washakie County Treasurer, Comm. Center, \$22,400.96; Washakie County Treasurer, Gen Purpose Tax-State, \$76,717.86; West River Road Improvement District, Admin. Fees, \$96.00; Worland Health Club, Membership, \$45.00; WY Assn of Municipalities, Membership/WAM, \$7,721.35; Wyoming Dept of Workforce, Workers Comp, \$11,439.27; Wyoming Financial Insurance, Renewal Insurance, \$45,868.00; Wyoming Gas Company, Services, \$639.63; Wyoming Retirement System, Retirement, \$31,341.02; Wyoming State Supreme Court, Technology Fees, \$605.00; Ysebaert, Jason, Reimbursable, \$26.94.

**TOTAL SPECIALS \$827,230.75
GRAND TOTAL..... \$913,167.77**

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

Kathy Mercado with Kings Carpet requested approval to close North 8th Street from Big Horn Avenue to Robertson, leaving alley access for customers of Kennedy Ace Hardware, on September 14, 2019 from 1:00 to 5:00 p.m. for a Corn Hole Tournament. If there are more teams than expected the tournament may have to be moved to Kiwanis Park with Council approval. This tournament will raise funds for a foundation that builds new homes for catastrophically injured veterans. Discussion followed.

Motion: to approve the closure of North 8th Street from Big Horn Avenue to Robertson Avenue on September 14, 2019 from 1:00 to 5:00 p.m. for a Corn Hole Tournament with Kiwanis Park as a back-up location if necessary.
By: Councilmember Neuffer.
Second by: Councilmember Horath.
Vote: The motion passed unanimously.

Homeland Security Director Kami Neighbors and Fire Chief Chris Kocher informed the Council of a Big Horn River Boom Exercise planned for September 7, 2019 from 8:00 a.m. to 1:00 p.m. along an area of the river in Rotary Riverside Park. This will be a hazardous material exercise and will include multi-agencies i.e. Worland Fire District, Search & Rescue, Public Health, EMS, Police Department and Sheriff's Department. There will be signs out and advertising of the exercise. Superintendent of Public Works Brian Burky will provide safety cones if needed to close off the area in the park.

Motion: to approve the Big Horn River Exercise planned for September 7, 2019 from 8:00 a.m. to 1:00 p.m. along Rotary Riverside Park.
By: Councilmember Gentzler.
Second by: Councilmember Renner.
Vote: The motion passed unanimously.

Dan Mattis with the Pepsi Wyoming State BBQ committee requested permission to use approximately ten (10) picnic tables from various city parks for the BBQ starting on August 15, 2019. The tables will be returned after the event.

Motion: to approve use of city picnic tables for the Pepsi Wyoming State BBQ starting on August 15, 2019.
By: Councilmember Horath.
Second by: Councilmember Gentzler.
Vote: The motion passed unanimously.

Clerk/Treasurer Glanz presented the Dispatch-User Agreement by and between the City of Worland and Washakie County for approval.

Motion: to approve and authorize the Mayor to sign the Dispatch-User Agreement by and between the City of Worland and Washakie County.
By: Councilmember Schneider.
Second by: Councilmember Neuffer.
Vote: The motion passed unanimously.

Clerk/Treasurer Glanz presented the LEC Agreement for jail and rent by and between the City of Worland and Washakie County for approval.

Motion: to approve and authorize the Mayor to sign the LEC agreement by and between the City of Worland and Washakie County.
By: Councilmember Lombard.
Second by: Councilmember Gentzler.
Vote: The motion passed unanimously.

Airport Manager Lynn Murdoch requested approval of a Grant Offer from the FAA for the Widen Taxilane C Project. Discussion followed.

Motion: to approve the Grant Offer for the Widen Taxilane C Project and authorize the Mayor to sign the agreement.
By: Councilmember Horath.
Second by: Councilmember Gerber.
Vote: The motion passed unanimously.

City Attorney Kent Richins presented Resolution #2019-7:

RESOLUTION #2019-7

A RESOLUTION BY THE CITY COUNCIL OF WORLAND, WASHAKIE COUNTY, WYOMING TO SET FEES FOR PUBLIC RECORD REQUESTS.

PUBLIC NOTICE

WHEREAS, the Governing Body of the City of Worland is the official custodian of public records; and

WHEREAS, the Clerk/Treasurer is the designated public records person for the City of Worland and shall receive all applications for public records.

WHEREAS, Wyoming State Statute 16-4-202 provides that if a public record is readily available it shall be released immediately so long as the release does not impair or impede city personnel in the discharge of their other duties; and

WHEREAS, Records that are considered to be confidential or privileged under statute, will not be released; and

WHEREAS, Wyoming State Statute 16-4-203 provides that the official custodian shall allow any person the right to inspect and copy any public record and that the custodian shall furnish copies, printouts, photographs, maps and electronic records in PDF format, CD and/or e-mail for a reasonable fee; and

WHEREAS, Wyoming State Statute 16-4-204 allows the official custodian of a public record to set a reasonable fee and requires that the fee be set by the City Council through resolution or ordinance;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the City of Worland to adopt the fee schedule as outlined in Exhibit "A", and to adopt the Public Records Policy as outlined in Exhibit "B", which is attached hereto and made a part hereof, for all public record requests.

PASSED, APPROVED AND ADOPTED this 6th day of August 2019.

James R. Gill, Mayor

City Attorney Richins explained that the state passed a new law requiring the designation of a public records person for the City of Worland. This Resolution designates the office of the Clerk/Treasurer and clarifies the time allowed for responding to public records requests as required by law.

Motion: to pass, approve and adopt Resolution #2019-7.
By: Councilmember Gentzler.
Second by: Councilmember Renner.
Vote: The motion passed unanimously.

City Attorney Richins stated that as per the new law the governmental entity shall submit the name, business email and mailing address of the designated public records person to the department of administration and information. This person shall serve as a point of contact between the governmental entity and applicants seeking public records.

Motion: to appoint Clerk/Treasurer Tracy A. Glanz as the public records designee for the City of Worland.
By: Councilmember Horath.
Second by: Councilmember Lombard.
Vote: The motion passed unanimously.

Mayor Gill stated that former Councilmember Dennis Koch was the appointed liaison to the Board of Adjustment and Planning Commission (BAPC) and suggested that the Council do away with the liaison. Councilmember Delayne Renner volunteered to be the liaison to the BAPC.

Motion: to approve the appointment of Councilmember Renner as liaison to the BAPC.
By: Councilmember Horath.
Second by: Councilmember Gerber.
Vote: The motion passed unanimously.

Captain Zack Newton advised the Council on Chief Gabe Elliott's opinion on the adult chillers proposed by Maverik. The proposed packaging is a Styrofoam cup with a straw hole and even with the heat seal around the lid, it violates the open container ordinance. The heat seal does not prevent someone from drinking the chiller once they leave the store. If Maverik could place the chiller in a sealed bag then it would not violate city ordinance but allowing this type of sales encourages open container violations. "The reality is, is that people are not going to wait to consume the frozen drink." Mayor Gill asked Captain Newton to check with other municipalities that are allowing the chiller, to see if there have been any issues. Discussion followed; a Maverik representative will attend the next Council meeting.

Mayor Gill asked for a motion to enter into executive session to discuss Real Estate.

Motion: to enter into executive session at 6:27 p.m.
By: Councilmember Horath.
Second by: Councilmember Neuffer.
Vote: The motion passed unanimously.

Motion: to leave executive session at 6:59 p.m.
By: Councilmember Horath.
Second by: Councilmember Schneider.
Vote: The motion passed unanimously.

There being no further business to come before the Council, Mayor Gill asked for a motion to adjourn and invited everyone in attendance to go see the Golf Course.

Motion: to adjourn the meeting at 7:00 p.m.
By: Councilmember Horath.
Second by: Councilmember Lombard.
Vote: The motion passed unanimously.

James R. Gill, Mayor

ATTEST:
Tracy A. Glanz, Clerk/Treasurer

August 15, 2019