

PUBLIC NOTICE

REGULAR MEETING OF THE CITY COUNCIL OF WORLAND January 7, 2020

A regular meeting of the City Council of Worland, Wyoming convened in the Council Chambers in City Hall at 7:00 p.m. on January 7, 2020. Mayor Jim Gill presided and the Councilmembers in attendance were Kreg Lombard, Kody DeMunbrun, Keith Gentzler, Mandy Horath, Caleb Vigil, Christy Schneider and Mike Neuffer. Also present were: Airport Manager, Lynn Murdoch; Chief of Police, Gabe Elliott; City Attorney, Kent Richins; Superintendent of Public Works, Brian Burky; City Engineer Representative, Mike Donnell and Clerk/Treasurer Tracy Glanz. Councilmember Delayne Renner-Newton was absent.

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

Mel Treanor 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 Horath.
Second by: Councilmember Lombard.
Vote: The motion passed unanimously.

The minutes of the December 17, 2019 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 January, before normal City Council approval on the first Tuesday of February and approve the Consent Agenda with Warrant Registers for December 2019 and Payroll Vouchers for the periods ending December 15, 2019, December 31, 2019 and December 29, 2019; PAYROLL 12/15/19 - \$72,947.09; PAYROLL 12/31/19 - \$3,858.03; PAYROLL 12/29/19 - \$66,471.16.

CITY OF WORLAND/UTILITIES COMMISSION DECEMBER 2019

Airside Solutions, INC, Parts, \$216.34; Big Horn Co-Op Marketing, Torch Kit, \$59.99; Bighorn Doors, Opener T-50, \$1,180.00; Bill's Lock & Key, Services, \$42.00; Blair's Market, Water/Ice, \$28.40; Bomber Construction, LLC, Services, \$1,440.00; Brown Company, Parts, \$24.53; Buer Electric, Ricenside Lift Station, \$157.50; Butch's Plumbing, Services, \$80.00; CARQUEST Auto Parts, Parts, \$2,039.09; Cash - City Petty Cash, Postage/Stamp/Title, \$90.15; Cloud Peak Veterinary Services, Boarding, \$650.00; Eagle Engineering & Surveying, Inc, Engineering, \$7,916.67; Energy Laboratories Inc, Testing, \$3,018.00; Flyod's Truck Center, Slack, \$78.50; Frandson Safety Inc., Shipping/Supplies, \$523.05; Frontier Tire LLC, Parts, \$429.82; Hasco Industrial Supply, Supplies, \$324.09; Hawkins, Inc., Demurrage, \$25.00; Honnen Equipment CO, Parts, \$911.86; Kennedy Ace Hardware, Hardware, \$1,014.31; Machinery Power & Equip., Parts, \$75.00; Motor Supply, Inc., Parts, \$1,206.03; Norco, Inc., Cylinder Rent, \$36.21; Normont Equipment Co, Supplies, \$218.40; Northern Wyoming Daily News, Advertising, \$3,195.10; Northwest Pipe Fittings, Inc., Parts, \$5,450.13; Nowood Construction INC, Road Base, \$4,800.00; O'Reilly's Auto Enterprises, LLC, Parts, \$151.98; One-Call of Wyoming, November Tickets, \$31.50; Quill Corporation, Supplies, \$252.41; Radar Shop, Recertification, \$801.00; Railroad Mgt. Co III, LLC, Licence Fee, \$258.95; Respond First Aid Sytem, Supplies, \$91.60; Ron's Sanitation, Werner Fence, \$647.45; S & H Glass, Replace Winshield, \$745.00; Safeguard QBS, Utility Post-cards, \$1,197.39; Seckman, Jmaes, CPA, \$423.50; Serlkay Printing, Supplies, \$546.00; Stotz Equip., Parts, \$24.76; Sunshine Office Products, Supplies, \$229.12; Team Laboratory, Chemicals, \$2,737.00; United Parcel Service, Shipping, \$12.36; Valli Information Systems, Inc, Maintenance, \$176.87; Virile Electric, Repairs, \$420.19; Washakie County, Road Base, \$4,039.10; Washakie County Public Health , Flu Shots, \$360.00; Washakie County Treasurer , Juvenile/Salary, \$1,438.64; Waste System Inc, Parts, \$1,024.86; Worland Cleaners & Supply, Inc., Supplies, \$275.59; Worland PD, Postage/Stamp/Title, \$7.89; Worley Welding & Repair, Dumpsters, \$12,259.26; WY Assn of Rural Water Systems, Membership, \$450.00; WY Law Enforcement Academy, Training, \$1,668.70; WY-Test, Testing, \$306.00.

TOTAL REGULARS \$65,807.29

AFLAC, Premium, \$735.62; AT & T, Long Distance , \$690.83; AT & T Mobility, Cell Phone Service, \$493.28; Big Horn Co-Op Marketing, Weight Tickets/Gasoline, \$2,409.67; Big Horn Water, Water/Rental, \$127.50; Big Horn Reg. Joint Powers Board, Monthly EDU, \$33,392.64; Big Horn Rural Electric Co, Water Well # 1, \$47.52; Bourne, Andrea, Deposit Refund, \$133.63; Carlton, Chad, Reimbursement, \$12.00; Crisis Prevention & Response, Grant DDR #13, \$21,389.00; Dearborn National, Life Insurance, \$157.38; DOI/BLM, Right of way Rental, \$4,124.04; FasCorp, Deferred Comp, \$4,300.00; Fremont Motors Riverton, Parts, \$33.96; Fort Dearborn Life Ins. Co., Disability Insurance, \$391.05; Gill, Jim, Cell Phone Service, \$40.00; High Plains Power, Inc., Services, \$1,589.68; Kennedy Ace Hardware, Restitution/Pioneer Park, \$364.08; Internal Revenue Service, Payroll Tax Deposit, \$51,799.93; Kenco Security & Technology, Alarm Monitoring, \$104.00; McClain, Sabrina, Deposit Refund, \$31.87; Murdoch Oil, Inc., Gasoline/Diesel, \$6,891.31; NCPERS Group Life Ins., Life Insurance, \$112.00; Pinnacle Bank, Expenses, \$3,218.59; Rocky Mountain Power, Electricity, \$21,031.95; Ron's Sanitation, Pioneer Square, \$1,813.55; RT Communications, Phone Service, \$1,739.82; Savage, Randy/Rebecca, Deposit Refund, \$78.92; T-O Engineers, AWRL13B, \$10.80; T-O Engineers, AWRL13B State/Federal, \$259.20; U.S. Postmaster, Dec. Billing/Stamp, \$918.75; Verizon Wireless, Cell Phone Service, \$936.57; Virile Electric, Pioneer Square, \$126.00; Washakie County Clerk , Filing Fee, \$12.00; Washakie County Clerk of Court, Child Support, \$860.07; Washakie County Treasurer, Comm. Center, \$22,400.96; Washakie County Treasurer, General Purpose Tax - State, \$75,269.60; Washakie Co. Solid Waste Disposal Dist., Municipal Waste, \$20,413.20; West River Road Improvement Dist., District Assessment, \$96.00; WGGGA, Conference, \$200.00; Workmen Comp. Dept, Compensation, \$11,919.65; Worland Health Club, Membership, \$65.00; WYDOT, Registration/Plates, \$5,185.56; Wyoming Gas Company, Services, \$2,663.89; Wyoming Retirement System, Retirement, \$34,178.95; Wyoming State Supreme Court, Tech Fee, \$320.00.

TOTAL SPECIALS \$333,090.02
GRAND TOTAL..... \$398,897.31
Total Excluding Payroll/Other..... \$291,814.83

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

Mark Sheesley representing the West River Road Improvement District (WRID) read a letter requesting that the City discontinue the \$1.00 assessment and reduce the new monthly assessment from \$14.88 to \$13.00 in exchange for the balance of funds held by the District of approximately \$5,690.00. The letter stated there will be no litigation upon closing of the agreement between the WRID and the City. Mr. Sheesley thanked the Council for their consideration. Discussion followed; City Attorney Kent Richins informed the Council that another ordinance would be needed to change the assessment and thanked WRID for this offer; "I consider this is a good faith effort to work with the City."

Motion: to accept the proposal from the West River Road Improvement District and direct the City Attorney to draw up an emergency ordinance to change the monthly assessment from \$14.88 to \$13.00.
By: Councilmember Lombard.
Second by: Councilmember Horath.
Vote: Members voting AYE: Schneider, Gentzler, Vigil, Lombard, Gill, Horath, DeMunbrun; Members voting NAY: None; Members ABSTAINING: Neuffer; the motion passed by a vote of 7-0-1.

PUBLIC NOTICE

Kami Neighbors, Homeland Security Director requested approval of the updated Washakie County Emergency Operation Plan (EOP). The plan has been updated with a few minor changes including eliminating non-existing resources and name changes. Washakie County Commissioners approved the updated plan this morning. Homeland Security Director Neighbors indicated the plan would be updated every two years and the next update would have more changes. Mayor Gill asked for any input from Department Heads. City Attorney Richins responded that the EOP is a good idea and provides protocol in an emergency.

Motion: to approve and authorize the Mayor to sign the updated Washakie County Emergency Operations Plan.
By: Councilmember Gentzler.
Second by: Councilmember DeMunbrun.
Vote: The motion passed unanimously.

Clerk/Treasurer Tracy Glanz presented a letter from the Washakie County Commissioners requesting a letter of support for a Community Enhancement Grant through the Wyoming Business Council for the Washakie County Library and Community Development renovation. This grant will help pay for offices and meeting spaces for the Chamber of Commerce, Youth Alternatives and other Community Development opportunities in the new building for the library.

Motion: to approve and authorize the Mayor to sign a Letter of Support to Washakie County for a Community Enhancement Grant through the Wyoming Business Council.
By: Councilmember Horath.
Second by: Councilmember Vigil.
Vote: The motion passed unanimously.

Mayor Gill gave a State of the City Address:

Fellow Council Members and Citizens of the City of Worland, the state of our City is strong, financially prudent, and secure. We are moving into a new decade with enthusiasm and high expectations for growth and development. I feel confident that the council agrees that our number one priority is still our "Street Improvement Initiative". We are very thankful of all who supported the proposal to continue improving our streets with the One Percent Tax Money.

The City has about 75 miles of paved streets to maintain. 14 miles of these have been treated with GSB-88, a protective sealant. A total of 14 locations were excavated and new curb stops, gutter valleys, concrete sidewalks and new curbs were replaced by a local contractor, Schneider Construction. They did a great job! This was your One-Percent Dollars at work. In addition, some 1400 hundred tons of patching material was used by City workers to reconstitute pot holes in the past season. 14 concrete alley apron replacements were excavated as well as grading of alleys, new pavement replacement in 4 different areas of the city and other miscellaneous projects. We continued our shop area improvements with new roofing, a garage expansion project, siding and insulation and a nice new concrete driveway replacement in front of the main facility. 21 new fire hydrants were installed within the past year. We worked hard to improve parks. Kiwanis, Riverside, and Hillcrest saw new playground equipment installed or replaced.

Our Police Department continues to rate highly in surveys done of the state. They have rated in the top two to three for public safety the past several years. I commend them for the programs they have done with schools in Worland to keep students safe. They also did a wonderful Program on the impact of E-cigarettes and drug problems associated with the product.

I think one of the more important things we did this past year was to work with our legislators; Senator Agar and House Representative Greear to bring their attention to city matters of interest. We spent an afternoon touring the City and visiting with our state legislators to show and inform them of some of the problems we face. We concluded the day with a work session with the council members who asked questions and added to the information provided. We certainly appreciate our legislators.

Our Building Department in conjunction with the Planning and Adjustment Board have been busy working with groups like the Chamber of Commerce, The Washakie Development Association, The Wyoming Business Council and many others to look at different ideas and strategies to help improve our Down Town Business Area. We are tickled to have a new major business, Bomgaars who opened their doors for business in the past year. We wish Ace Hardware a speedy transition to their new location which will show major growth with their business.

The City isn't just about streets and alleys and water bills. It's about the people who work for you to make sure you are able to get to work and get home safely. To be able to get the clothes washed, the garbage emptied, the parks mowed, and have one less pot hole to drive around. Folks, we are proud of each and every one of our City Employees who make it happen for you "Day in and Day out". They are a big part of the City of Worland and they are appreciated very much!

Folks, I could go on and on but I am going to yield the floor to take any questions or comments any council members would like to make at this time.

Councilmember DeMunbrun thanked Chief Gabe Elliott for the tour provided to the newer Councilmembers including herself, Councilmember Vigil and Councilmember Renner-Newton. It was a surprise to find out how much of the equipment used by the police department is paid for by grant monies, not taxpayer dollars. Councilmember Lombard thanked the Public Works Department for the work done on South 6th Street. Councilmember Gentzler commented that the city has a very good leader; Councilmember Horath agreed.

Mayor Gill started his 2020 appointments by appointing Superintendent of Public Works Brian Burky as the Golf Course Liaison.

Motion: to approve the appointment of Superintendent of Public Works Brian Burky as Golf Course Liaison.
By: Councilmember Horath.
Second by: Councilmember Gentzler.
Vote: The motion passed unanimously.

Mayor Gill appointed Building Official Randy Adams the ADA/504 Coordinator.

Motion: to approve the appointment of Building Official Randy Adams as ADA/504 Coordinator.
By: Councilmember Lombard.
Second by: Councilmember Vigil.
Vote: The motion passed unanimously.

Mayor Gill appointed Dan Frederick and James Donahue for a three (3) year term to the Board of Adjustment and Planning Commission (BAPC).

Motion: to approve the appointment of Dan Frederick and James Donahue to the BAPC for a three (3) year term.
By: Councilmember Vigil.
Second by: Councilmember Lombard.
Vote: The motion passed unanimously.

Mayor Gill designated the following banks as Official Depository Banks for the City of Worland: Pinnacle Bank, ANB Bank, Big Horn Federal Savings & Loan, Security State Bank, US Bank and the Wyoming Government Investment Fund.

Motion: to approve the Official Depository designations.
By: Councilmember Horath.
Second by: Councilmember Neuffer.
Vote: Members voting AYE: Schneider, Gentzler, Lombard, Gill, Horath, Neuffer, DeMunbrun; Members voting NO: None; Members ABSTAINING: Vigil; the motion passed by a vote of 7-0-1.

PUBLIC NOTICE

Mayor Gill designated Northern Wyoming News as the Official Legal Newspaper for the City of Worland.

Motion: to approve the Official Legal Newspaper designation.
By: Councilmember Horath.
Second by: Councilmember Vigil.
Vote: The motion passed unanimously.

Mayor Gill designated KWOR AM and KKLX FM as the Official Radio Station for the City of Worland.

Motion: to approve the Official Radio Station designation.
By: Councilmember Lombard.
Second by: Councilmember Neuffer.
Vote: The motion passed unanimously.

Mayor Gill asked for nominations for President of the Council. Councilmember Gentzler nominated Councilmember Neuffer. There were no other nominations.

Motion: to cease all nominations and cast a unanimous ballot for Councilmember Neuffer.
By: Councilmember Gentzler.
Second by: Councilmember Schneider.
Vote: The motion passed unanimously.

Mayor Gill asked for nominations for Acting President of the Council. Councilmember Schneider nominated Councilmember Gentzler. There were no other nominations.

Motion: to cease all nominations and cast a unanimous ballot for Councilmember Gentzler.
By: Councilmember Schneider.
Second by: Councilmember Lombard.
Vote: The motion passed unanimously.

Clerk/Treasurer Glanz requested approval of a zone change from Business to Residential for two (2) properties located at 118 N. 15th and 200 N. 15th Street. The properties have actually been zoned General Business since 1985 but have only recently been charged a Commercial rate on their property taxes by the County Assessor. The Board of Adjustment and Planning Commission recommends the zone be changed to residential with the idea that both properties will stay residential homes. Bruce Nielson asked for clarification on why the zone was changed to Business in the first place. City Engineer Representative Mike Donnell stated that years ago the first blocks off of Big Horn Avenue were considered the main corridors of the main street and zoned as business; this was never changed. Clerk/Treasurer Glanz noted that the house that we just tore down behind US Bank is zoned general business. Mr. Neilson stated that the home owned by Mark Dockstader at 106 N. 14th is zoned business and currently used as residential. "Can the residential use be grandfathered in until it is sold?" Clerk/Treasurer Glanz stated that the zone designation would have to be changed to residential by ordinance it cannot be changed through grandfathering.

Motion: to approve the zone change and direct the City Attorney to draft an ordinance to change the zone designation to residential at 118 N. 15th and 200 N. 15th.
By: Councilmember Gentzler.
Second by: Councilmember DeMunbrun.
Vote: The motion passed unanimously.

Clerk/Treasurer Glanz explained the information received from the Wyoming Retirement System regarding a possible retirement contribution rate adjustment to the Law Enforcement Plan. This is separate from the Regular Employees retirement plan. The proposal is for an increase of 3% over three (3) years at 1% per year. Currently the city pays 11.25% and law enforcement employees pay 5.95% of the total contribution. In comparison, the city pays 14.44% and regular employees pay 3.18% of the total contribution. Part of this inequality is due to the fact that the Law Enforcement Plan has not seen increases to the plan in years. This increase should go into effect, after review by the legislature, July 1, 2020. The city can discuss how the increase will be paid, by the employer or employee in upcoming budget discussions.

Mayor Gill suggested that the Council may want to re-evaluate the Pay Compensation Plan with input from employees. The Council may also need to look at employee compensation if our revenues are reduced under the new budget.

Clerk/Treasurer Glanz noted that the Building Permit Summary for December, 2019 is in the Council packet for review.

Chief of Police Gabe Elliott informed the Council that Andrew Cady passed his physical test for entry into the Academy and will be in Douglas for the next four (4) months. The Department is looking for a new Ordinance Officer upon the resignation of Lily Rakness-Parra. "We wish Lily the best, she will be missed and we hope to have the position filled by spring."

Airport Manager Lynn Murdoch reported that the Taxilane C Project is going out for bid with a bid opening scheduled for February 6, 2020 at 2:00 p.m. at City Hall.

City Attorney Richins commended Lily Rakness-Parra for the great job she did for the city as Ordinance Officer; it is a tough position.

City Engineer Representative Donnell updated the Council on the Culbertson Avenue Project, providing a background of the initial project and how the city acquired a portion of the street originally owned by the State as a state highway. Currently, we are getting ready to send information to the DEQ for their review, which can take ninety (90) days. After that, we will advertise and hope to open bids in March or April, 2020. The estimated cost of the total project including rehabilitation to the street, water and sewer lines is \$2,765,700.00 with grant funding from the State Lands and Investment Board of \$1,383,850.00. We may be able to cut costs by reducing the size of the water line from a 12 inch to an 8 inch line. The city will be in contact with Terracon, ahead of the project, to remove equipment/tools in the ground used in the hydrocarbon clean up in that area. Discussion followed; Councilmember Neuffer voiced his concern about the contaminated soils and if the city will continue to be responsible for the cleanup, and if PVC pipe will not be contaminated again by continual leaching of the hydrocarbons. City Engineer Representative Donnell stated that the new PVC pipe would not absorb the hydrocarbons, and specific gaskets and copper service lines would be required.

Superintendent of Public Works Brian Burky stated that the crew is grateful for the nice weather and is trimming trees in alleys and streets where Garbage Trucks and the Streetsweeper hits branches. The crew is also cleaning city property by Riverside Park and removing Christmas decorations. Superintendent of Public Works Burky stated that he is looking at the possibility of replacing the water line from South 17th to South 20th Street in the alley.

Councilmember Gentzler asked how much time is allowed for bereavement leave. Clerk/Treasurer Glanz stated that employees can use sick leave for bereavement depending on the relationship to the deceased; there is no limit on how many days can be used.

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

Motion: to adjourn the meeting at 8:00 p.m.
By: Councilmember Horath.
Second by: Councilmember Lombard.
Vote: The motion passed unanimously.

ATTEST:
Tracy A. Glanz, Clerk/Treasurer

James R. Gill, Mayor

January 16, 2020