

## PUBLIC NOTICE

### REGULAR MEETING OF THE CITY COUNCIL OF WORLAND June 20, 2023

A regular meeting of the City Council of Worland, Wyoming met in the Council Chambers at Worland City Hall at 7:00 p.m. on June 20, 2023. Mayor Jim Gill presided and the Councilmembers in attendance were Kreg Lombard, Barbara Brookwell, Kody DeMunbrun, William Worley, Mike Neuffer, Rebecca George, Pete Calderon and Wendy Fredricks. Also present were Airport Manager, Lynn Murdoch; Chief of Police, Gabe Elliott; City Attorney, Kent Richins; City Engineer Representative, Mike Donnell; Superintendent of Public Works, Nick Kruger and Clerk/Treasurer, Tracy Glanz. Councilmember Adam Martinez was absent.

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

Councilmember Barbara Brookwell led the Council and Visitors in the Pledge of Allegiance.

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

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

The minutes of the June 6, 2023 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 June, before normal City Council approval on the first Tuesday of July and approve the Consent Agenda with Council Work Session Minutes of June 12, 2022, BAPC Minutes of June 12, 2022 and Payroll Voucher for the period June 16, 2023. PAYROLL 6/16/23 - \$69,977.35.  
By: Councilmember Lombard.  
Second by: Councilmember Neuffer.  
Vote: The motion passed unanimously.

Mayor Gill announced the public hearing to hear comments on the budget for fiscal year July 1, 2023 to June 30, 2024 and opened the public hearing at 7:03 p.m. There were no public comments. Mayor Gill closed the public hearing at 7:04 p.m.

Clerk/Treasurer Tracy Glanz presented the budget for third and final reading as Budget Resolution #2023-1:

#### RESOLUTION #2023-1

A RESOLUTION ALLOWING THE ADOPTION OF THE BUDGET FOR THE CITY OF WORLAND, WASHAKIE COUNTY, WYOMING FOR THE FISCAL YEAR JULY 1, 2023 TO JUNE 30, 2024.

WHEREAS, on the 8th day of May, 2023, the City Clerk/Treasurer, the budget officer of said City, prepared and submitted to the Council the Preliminary Budget for the fiscal year ending June 30, 2024; and

WHEREAS, such budget was duly entered at large upon the records of this Council and a copy thereof was made available for public inspection at the Office of the City Clerk/Treasurer; and

WHEREAS, such budget was approved and accepted by the Governing Body of the City of Worland at its regular meeting on June 20, 2023; and

WHEREAS, notice of a public hearing on such budget, together with a summary of such budget, was published in the Northern Wyoming News, a legal newspaper published and of general circulation in Washakie County, on the 8th day of June, 2023; and

WHEREAS, a public hearing was held on the 20th day of June 2023, at 7:00 p.m. at Worland City Hall at which time all interested parties were given an opportunity to be heard.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Worland that the budget be adopted as the Official Budget for the City of Worland for the fiscal year ending June 30, 2024.

BE IT FURTHER RESOLVED, that the following appropriations be made for the fiscal year ending June 30, 2024, and the expenditures of each officer, department, or spending agency be limited to the amounts herein appropriated:

GENERAL FUND REQUIREMENTS		WATER & SEWER FUND REQUIREMENTS	
General Government	\$42,622	Water System	\$ 1,772,834
City Attorney	55,764	Office	831,488
Clerk-Treasurer	74,364		
Building Dept. Services	152,871	TOTAL WATER REQUIREMENTS	\$2,604,322
Engineering	26,000		
Streets	1,598,223	Sewer System	\$ 1,280,804
Parks	525,722	Office	218,667
Cemetery	160,330		
Police Department	1,960,513	TOTAL SEWER REQUIREMENTS	\$1,499,471
City Hall	43,650		
Airport	789,074	Sanitation System	\$1,383,444
Golf Course	219,000	Office	\$ 179,273
Legal Ads & Ordinances	4,896		
Insurance	9,300	TOTAL SANITATION REQUIREMENTS	\$1,562,717
Funds Paid To Washakie Co.	3,800		
General Facility	42,900		
Municipal Court	58,488		
TOTAL APPROPRIATIONS	\$5,767,517		
		CAPITAL PROJECTS	\$ 2,981,333
Cash Reserve Fund	510,197		
Payroll Reserve	60,000	EXPENDABLE TRUST	\$80,000
Computer Reserve	10,000		
		AGENCY FUNDS	\$30,000
TOTAL GENERAL FUND REQUIREMENTS	\$ 6,347,714		

PASSED, APPROVED AND ADOPTED this 20th day of June, 2023.

#### CITY OF WORLAND, WYOMING

By: James R. Gill, Mayor

ATTEST:  
Tracy A. Glanz, Clerk-Treasurer

Motion: to pass, approve and adopt the budget as per Budget Resolution #2023-1.  
By: Councilmember Lombard.

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

Cheri Bundren requested approval to use Pioneer Square for the American Cancer Society (ACS) Relay Reunion on July 15, 2023 from 5:00 to 10:00 p.m. There is no relay planned for 2023 but we hope to have one again in 2024. The evening includes a lighting ceremony, a survivor/caregiver walk and a possible "rock garden". The walk would be around the entire square including the alley; all walkers will be encouraged to bring a light. There will also be a couple of speakers, music and the lighting of the luminaries (no live flames). Mrs. Bundren explained the "rock garden" idea by indicating that survivors could bring pre-decorated rocks to honor their caregivers, with the idea that these rocks would be left in Pioneer Square for a period of time. Mayor Gill stated that it is a very worthwhile project to support and commended Mrs. Bundren for being a wonderful supporter of the community.

Motion: to approve the request to use Pioneer Square on July 15th from 5:00 to 10:00 p.m. for the ACS Relay Reunion.

By: Councilmember Calderon.  
Second by: Councilmember Fredricks.  
Vote: The motion passed unanimously.

Perla Martinez with the Farmer's Market requested permission to close off North 9th Street for the market on Saturdays from July 8th through September 30, 2023. The street will need to be closed from 6:30 a.m. to 1:00 p.m. Ms. Martinez thanked Superintendent of Public Works Kruger for his assistance last year.

Motion: to approve the closure of North 9th Street from Big Horn Avenue to the alley for the Farmer's Market from July 8 - September 30, 2023.

By: Councilmember Worley.  
Second by: Councilmember Brookwell.  
Vote: The motion passed unanimously.

Mayor Gill stated that he assumed that Sheryl Ley with the Worland Community Center Complex requested approval to lift the open container law and provide assistance for Culturefest at the meeting he missed on May 3, 2023. Instead, Ms. Ley sent a letter requesting these items a few days prior to Culturefest; it was received on June 12, 2023 when we did not have a Council meeting prior to the event to approve the request. Mayor Gill approved the request and asked the Council to ratify his approval, adding that this should be a reminder to all groups to attend Council meetings when requesting lifting the open container law or needing assistance from the city.

Motion: to ratify Mayor Gill's approval to lift the open container law for Culturefest on June 17, 2023 and provide assistance as needed.

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

Clerk/Treasurer Tracy Glanz presented Resolution #2023-2:

A RESOLUTION ALLOWING FOR AN AMENDMENT TO THE BUDGET FOR THE CITY OF WORLAND, WASHAKIE COUNTY, WYOMING FOR THE FISCAL YEAR JULY 1, 2022 TO JUNE 30, 2023.

BE IT RESOLVED, that an amendment be made to the following line items for the fiscal year ending June 30, 2023:

GENERAL FUND			
10-32230	Sales & Use Tax	\$ 30,000.00	CR
10-55000-710	Maint. & Const. - Roads	\$ 30,000.00	DB
10-32236	General Purpose Tax	\$142,667.07	CR
10-55000-709	General Purpose Tax	\$142,667.07	DB
10-36692	ARPA Funding - Airport	\$ 32,000.00	CR
10-61000-320	Building Repairs	\$ 32,000.00	DB
10-67000-261	Elections	\$ 600.00	DB
10-68000-295	Expenses	\$ 6,000.00	DB
10-53000-949	Building Abatement	\$ 6,600.00	CR

WATER FUND			
51-34722	MRG#21016 Mid Blk Fire	\$ 90,108.72	CR
51-40000-717	MRG#21016 MIDBLKFH	\$ 90,108.72	DB

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Worland that the amendments to the budget through Resolution in accordance with Wyoming State Statute 16-4-113 be adopted as the Official Budget for the City of Worland for the fiscal year ending June 30, 2023.

DATED this 20th day of June, 2023.

ATTEST:  
Tracy A. Glanz, Clerk/Treasurer James R. Gill, Mayor

Motion: to pass, approve and adopt Resolution #2023-2.  
By: Councilmember Worley.  
Second by: Councilmember George.  
Vote: The motion passed unanimously.

Clerk/Treasurer Glanz presented and recommended for approval a Limited Infrastructure Loan Application (EDSB Loan) to replace the sidewalk at 200 S. 11th Street for \$8,340.00.

Motion: to approve the Limited Infrastructure Loan Application for \$8,340.00 to replace the sidewalk at 200 S. 11th Street.

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

City Engineer Representative Mike Donnell presented Resolution #2023-3:

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FEDERAL FUNDING THROUGH THE TRANSPORTATION ALTERNATIVES PROGRAM ADMINISTERED BY THE WYOMING DEPARTMENT OF TRANSPORTATION FOR THE CITY OF WORLAND FOR THE PURPOSES OF THE WORLAND SAFE ROUTES TO SCHOOL TRAFFIC CONTROL PROJECT.

WITNESSETH:

WHEREAS, the governing body for the City of Worland desires to participate in the Transportation Alternatives Program (TAP) to assist in funding this project;

WHEREAS, the governing body for City of Worland recognizes the need for the project;

WHEREAS, TAP requires that federal funding criteria be met, and City of Worland agrees to ensure satisfaction of all requirements;

WHEREAS, City of Worland acknowledges that if funded, the

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TAP project shall be completed prior to December 31, 2026;

WHEREAS, the governing body for City of Worland agrees to set aside a minimum of \$15,603.42 as a line item in its budget for the required nine and fifty-one hundredths' percent (9.51%) local cash match on the project;

WHEREAS, the governing body for City of Worland acknowledges TAP is funded on a reimbursement basis and all invoices must be 100% paid by City of Worland prior to reimbursement through TAP (90.49% Federal Reimbursement). City of Worland acknowledges that failure to comply with this requirement may result in cancellation of the award and repayment by City of Worland of all funds reimbursed.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY for City of Worland that a funding application requesting \$148,470.38 in federal TAP funding be submitted to the Wyoming Department of Transportation - TAP for consideration to assist in funding for the City of Worland project.

BE IT FURTHER RESOLVED, THAT Tracy A. Glanz is hereby designated as the Project Administrator of the City of Worland to act on behalf of the governing body on all matters relating to this funding.

PASSED, APPROVED AND ADOPTED THIS 20TH DAY OF June, 2023.

James R. Gill, Mayor

Tracy A. Glanz, Clerk/Treasurer

Motion: to pass, approve and adopt Resolution #2023-3 for the TAP Grant Application on the Safe Routes To School Traffic Control Project.

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

Clerk/Treasurer Glanz informed the Council that Building Official Randy Adams resigned his position as Building Official due to health issues.

City Attorney Kent Richins stated that the Board of Adjustment & Planning Commission (BAPC) met on June 12, 2023 and recommend a zone change at 1019 Coburn Avenue (the old library) from a Central Business (CB) to a Medium High Density Residential (MHRD) zone. There were issues from neighbors regarding parking and garbage. Discussion followed about the concerns brought forth by neighbors and the current zoning around the area. Chief of Police Gabe Elliott added that a Yield sign will be placed on North 11th Street running north and south. It was noted that a change of use (from a single family dwelling) would have to be approved by the BAPC. It was also noted that under the current zone, the property owner could have multiple businesses in the building which would cause additional parking and/or garbage issues. Superintendent of Public Works Kruger noted that Chapter 24 of the city code would address those issues of concern.

Motion: to direct City Attorney Richins to draft an ordinance for the recommended zone change at 1019 Coburn from a CB to a MHRD zone.

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

Superintendent of Public Works Kruger informed the Council that the Bureau of Reclamation just increased the release of water from Boysen Reservoir from 5,000 CFS to 5,500 CFS, the highest discharge this season. Warning signs will be placed along the river in the park as the banks are eroding. The city may need to request emergency management funds to reinforce the shoreline after the water recedes. A seasonal employee was hired to only clean the restrooms and so far, it seems to be helping as we have not received any complaints this year. Councilmember Calderon asked if Superintendent of Public Works Kruger had concerns about flooding; Superintendent of Public Works Kruger stated that it will depend on if we have a major rain event. The Culbertson Avenue drains that were replaced recently drained properly which will help with future water issues. Councilmember Neuffer asked if the sewer line that was replaced with assistance from FEMA is still covered with enough ground cover. Superintendent of Public Works Kruger indicated he will check on the line but the area around the lagoon has no erosion issues.

City Engineer Representative Donnell reported that a draft agreement on the Washakie Avenue Project has been sent out to Urban System Committee members for comments. A Memorandum of Understanding will need to be put together between the City and County prior to sending out the request for proposal (RFP). This RFP will be only for the planning of the project as there are not enough Urban Systems funds to pay for planning and construction. The three (3) projects are still ongoing; the South Sixth Street & Block 3, Evans Addition Sewer Mains Replacement Project paving should start tomorrow, weather permitting; the Richins Addition Storm Drain Extension is almost complete with the storm sewer tie in, and the Street Upgrades Project is delayed (chip seal) due to weather. The chip seal cannot be done until there is hot, dry weather. The TAP grant application will be submitted for review this week with the final application due in early July. Councilmember Lombard noted that the crew working on the South 6th Street project is doing a great job.

Superintendent of Public Works Kruger noted that the contractor fixed the problem with the water flowing the wrong direction under the Richins Addition project.

Chief of Police Gabe Elliott informed the Council that a conditional offer of employment has been given to a former Worland resident, currently in the Marines. Another conditional offer has been issued; with the hiring of these two employees the department will be fully staffed. Chief of Police Elliott mentioned that once the department is fully staffed, the Council should take a tour of the facility during a council work session.

Airport Manager Murdoch stated that the airport staff is busy with weeds, mowing and trying to keep ahead of the rain and mud.

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

Motion: to adjourn the meeting at 7:45 p.m.  
By: Councilmember Fredricks.  
Second by: Councilmember Neuffer.  
Vote: The motion passed unanimously.

James R. Gill, Mayor

ATTEST:  
Tracy A. Glanz, Clerk/Treasurer

June 29, 2023