

PUBLIC NOTICE

REGULAR MEETING OF THE CITY COUNCIL OF WORLAND May 21, 2024

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 May 21, 2024. Mayor Jim Gill presided and the Councilmembers in attendance were Kreg Lombard, Adam Martinez, William Worley, Wendy Fredricks, Rebecca George, Pete Calderon, Barbara Brookwell and Mike Neuffer via telephone. Also present were Director of Public Works, Nick Kruger; Airport Manager, Lynn Murdoch; Chief of Police, Gabe Elliott; City Attorney, Kent Richins; City Engineer Representative Mike Donnell and Clerk/Treasurer, Tracy Glanz. Councilmember Kody DeMunbrun was absent and excused,

There were four (4) visitors present for this meeting of the City Council.

Director of Public Works Nick Kruger led the Council and Visitors in the Pledge of Allegiance.

Mayor Gill declared a quorum with Councilmember Kody DeMunbrun excused and asked for approval of the agenda.

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

The minutes of the May 7, 2024 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 May, before normal City Council approval on the first Tuesday of June and approve the Consent Agenda with Council Work Session Minutes of May 14, 2024, BAPC Minutes for May 13, 2024, Payroll Voucher for the period of May 17, 2024. PAYROLL 5/17/24 - \$66,171.98.
By: Councilmember Fredricks.
Second by: Councilmember Worley.
Vote: The motion passed unanimously.

Mayor Gill presented a Certificate of Appreciation to retiring employee Louis Torres for 25 years of service as a full time employee with the City of Worland. Mayor Gill thanked Mr. Torres for all he has done for the City and wished him great happiness in a well-deserved retirement.

Mayor Gill turned the floor over to Councilmember Pete Calderon who announced he would be resigning from the Council effective immediately as he was offered a teaching job in Nevada, and he needs to be closer to family. "I would like to thank the Council, Mayor, our Department Heads, city employees and our community for their hard work in making our local government work. I want to especially thank the people who voted for me.... this has been a great learning experience for which I am grateful. Thank you, Worland, for welcoming my family and I from the start. It has been a long journey, and I will be going home to my family. God bless you all and may God bless America." Mayor Gill thanked Councilmember Calderon for his service; "You were a great Councilmember, and you will be missed." Mayor Gill and the Council wished him well in his future endeavors.

Mayor Gill asked the Council to consider passing the Chain of Command policy. City Attorney Richins presented information on state statute and city code dealing with how vacancies can occur in the office of Mayor and Councilmember. The statutes and the code do not necessarily pertain to the chain of command; however, chain of command violations should be dealt with by the Mayor and Council which is why the disciplinary statement is in the chain of command. The Mayor and Council have the responsibility to enforce violations of state statute, city code and the chain of command. Discussion followed on why the policy includes elected officials in disciplinary action for failure to adhere to the policy. City Attorney Richins stated that it would be very rare that a Councilmember did something in violation of the policy that would require removal from office; the first step would be discussion in an executive session depending on the severity of the action. A felony conviction would require a vacancy in the office, either by resignation or removal by the governing body. There is due process with any disciplinary action including private or public hearing, depending upon the severity of the infraction. Discussion continued as to what the main purpose of the policy is. City Attorney Richins stated that it is a policy that addresses relationships between the Mayor, Council, Department Heads and employees within the scope of employment. It also provides an understanding of the hierarchy in local government

PUBLIC NOTICE

for newly elected officials and those already in office. The city currently has a Chain of Command policy, this revised policy adds Human Resources and places the Mayor and Council on the same level as elected officials. Mayor Gill asked for a motion to approve the policy as presented.

Motion: to approve the proposed Chain of Command policy.
By: Councilmember Lombard.

The motion died for lack of a second.

City Attorney Richins presented Ordinance #873 for third and final reading:

AN ORDINANCE OF THE CITY OF WORLAND, WASHAKIE COUNTY, WYOMING, REVISING THE EQUIVALENT DWELLING UNIT (EDU) FEE ESTABLISHED BY THE BIG HORN REGIONAL JOINT POWERS BOARD, EFFECTIVE JULY 1, 2024, BY AMENDING SECTION 23-37-4(B) OF THE WORLAND CITY CODE. ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH ARE HEREBY REPEALED.

Motion: to pass, approve and adopt Ordinance #873 on third and final reading.
By: Councilmember Calderon.
Second by: Councilmember Fredricks.
Vote: Members voting AYE: Calderon, Lombard, George, Gill, Martinez, Fredricks, Worley; Members voting NAY: None; Members ABSTAINING: Neuffer; the motion passed by a vote of 7-0-1.

Clerk/Treasurer Tracy Glanz presented the Proposed Budget and a Budget Summary for fiscal year 2024-2025 for first reading:

| | |
|------------------------|--------------|
| GENERAL FUND | |
| Revenues | 4,926,568.00 |
| Estimated Cash on Hand | 599,553.00 |
| Expenditures | 5,023,746.00 |

| | |
|--------------|--------------|
| Cash Reserve | 502,375.00 |
| Total Budget | 5,526,121.00 |

| | |
|-----------------------|--------------|
| CAPITAL PROJECTS FUND | |
| Revenues | 2,621,933.00 |
| Expenses | 2,621,333.00 |
| Total Budget | 2,621,333.00 |

| | |
|-----------------------|------------|
| EXPENDABLE TRUST FUND | |
| Revenues | 199,641.00 |
| Expenditures | 40,000.00 |
| Total Budget | 40,000.00 |

| | |
|--------------|-----------|
| AGENCY FUND | |
| Revenues | 30,000.00 |
| Expenditures | 30,000.00 |
| Total Budget | 30,000.00 |

| | |
|------------------------|--------------|
| WATER FUND | |
| Revenues | 2,096,296.00 |
| Estimated Cash on Hand | 97,456.00 |
| Expenditures | 2,193,752.00 |
| Total Budget | 2,193,752.00 |

| | |
|------------------------|--------------|
| SEWER FUND | |
| Revenues | 1,338,417.00 |
| Estimated Cash on Hand | 89,852.00 |
| Expenditures | 1,428,269.00 |
| Total Budget | 1,428,269.00 |

| | |
|------------------------|--------------|
| SANITATION FUND | |
| Revenues | 1,145,923.00 |
| Estimated Cash on Hand | 285,543.00 |
| Expenditures | 1,431,466.00 |
| Total Budget | 1,431,466.00 |

| | |
|------------------------|-----------------|
| Total Budget All Funds | \$13,270,941.00 |
|------------------------|-----------------|

Councilmember Brookwell arrived at the meeting at 7:26 p.m.

Motion: to approve the proposed budget for the fiscal year 2024-2025 on first reading.
By: Councilmember Worley.
Second by: Councilmember Lombard.
Vote: The motion passed unanimously.

City Attorney Richins had no business; Councilmember George stated that she appreciated the City Attorney's comments on the Chain of Command policy and would like to work on the policy at the next council work session. It may be a matter of just

PUBLIC NOTICE

removing that one sentence dealing with disciplinary action of an elected official.

Clerk/Treasurer Glanz reminded Councilmembers of the application period for election, the filing period ends May 31, 2024. The Council picture was scheduled for tonight, but with Councilmembers missing it needs to be rescheduled. The picture will be scheduled for June 10, 2024 (the Council Work Session); all Councilmembers need to be in attendance. The work session will start at 6:00 p.m. versus 5:15 p.m.

Clerk/Treasurer Glanz requested an amendment to the budget of \$100,000.00 to increase Revenue and Expense in the General Fund for the Wyoming Outdoor Collaborative Grant. The city received notice this week of the award. Director of Public Works Kruger explained that the grant will fund the design architect for the project at Rotary Riverside Park to extend the walking path to eventually connect to the County walking path. Additional funding will need to be secured after the initial design and feasibility study is complete.

Motion: to approve amending the budget by increasing Revenue and Expense in the General Fund by \$100,000.00 for the Wyoming Outdoor Collaborative Grant.
By: Councilmember George.
Second by: Councilmember Martinez.
Vote: The motion passed unanimously.

Clerk/Treasurer Glanz reminded Councilmembers about the WAM Summer Convention in Pinedale on June 5th through the 7th.

City Engineer Representative Mike Donnell updated the Council on the Artesian Line rehabilitation by Wilson Bros. The goal is to have the repairs done by early next week and then start refilling the line with water. Director of Public Works Kruger noted that it will take a full day to fill the line and commented that Big Horn Regional has been providing water to the residents of Worland during the shutdown to repair our line. This is what residents pay the EDU charge for. Otherwise, residents would be on water restrictions. City Engineer Representative Donnell stated that the design is proceeding on Washakie Avenue and the 11th Street Water Project will start after Memorial Day. We do not have a start date on the WYDOT N 10th Street Project; this project is like the ADA project done on Highway 16 a few years ago and will concentrate between Robertson and Russell Avenues.

Chief of Police Gabe Elliott informed the Council that Adam Bankert is at the Law Enforcement Academy and placed in the top two (2) of his class for PT testing. Officer Bankert will be at the academy for three (3) months. The Coalition Prevention Walk is scheduled for tomorrow at 6:00 p.m. and the Safe Community Day is next Saturday (June 1st) from 10:00-1:00 p.m. at Newell Sargent Park. There will be 26 agencies involved and five (5) different food vendors on site.

Director of Public Works Kruger informed the Council that a sinkhole opened on Washakie Avenue next to the preschool. A pipe rotted out and we are trying to fix the line. Unfortunately, the water flows in reverse almost half a foot and does not drain the way it is supposed to. The crew cleaned out the line and removed enough materials to fill a dump truck and a half. All the wastewater from the Bench and the storm water from 23rd Street drains into the line. As soon as costs are available Director of Public Works Kruger will provide that information to Council. The crew is getting the cemetery ready for Memorial Day as the weather permits. All the flags are up on Big Horn Avenue. The sewer line project north of town is still in the works; additional information will be provided when available.
Council Minutes 5/21/2024 Page 5

Airport Manager Lynn Murdoch reported that lights were installed on the apron last week; these lights will illuminate the airport and the FBO.

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

Motion: to adjourn the meeting at 7:42 p.m.
By: Councilmember Brookwell.
Second by: Councilmember Martinez.
Vote: The motion passed unanimously.

James R. Gill, Mayor

ATTEST:
Tracy A. Glanz, Clerk/Treasurer

May 30, 2024