

**OFFICIAL RECORD OF PROCEEDINGS  
REGULAR MEETING OF THE ELK MOUNTAIN TOWN COUNCIL  
MONDAY, JANUSRY 11, 2021 IN THE TOWN HALL COMPLEX**

**CALL TO ORDER:** Mayor Irene called the meeting to order at 6:35PM. Pledge of Allegiance was recited.

**OATH OF OFFICE:** Clerk Crane administered the Oath of Office to Tammy Page and Angie Hobbs. The Mayor thanked the newly elected officials for placing their name on the ballot and be elected to their council seat. Forms were handed out to the Council and Employees disclosing financial interest in any depositories or firms where funds of the Town of Elk Mountain are invested pursuant to W.S. 9-4-831. These were signed and are part of the record of proceedings.

**ROLL CALL:** Council Members present at roll call:

Cm. Angie Hobbs  
Cm. Tammy Page  
Cm. Bryson Kennedy  
Cm. Craig Mustard

Also, Present: Linda Crane, Clerk/Treasurer, John Page, Water Superintendent and Public Works

**CITIZEN/VISITORS:** Kassey Westring, Northfork Engineering, Brian Lashley, WyDot, Brian O'Connor, Fire Chief

**APPROVE AGENDA:** Cm. Kennedy motioned to approve the agenda as amended; Cm. Mustard seconded the motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries.

**APPROVE MINUTES:** Cm. Hobbs made a motion to approve the November 9, 2020 Regular Meeting Minutes; Cm. Kennedy seconded the motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries. No meeting was held in December 2020.

**CITIZEN ADDRESSING THE COUNCIL:** Kassey Westring with Northfork Engineering gave an update on the 2019 Street Improvement Project. The town had a bid opening on December 28, 2020, with 5 companies submitting bids. She walked the Council thru the bid tabulation with Small Time Construction (STC) being the lowest bid at \$340,358.00. She told the Council that they had the option to reject all bids or accept. The Council had discussion on where the funds for the project were coming from. Crane told the Council that \$160,000 was anticipated to come from the Impact Funds with Gateway South and the remaining from reserves (WyoStar). Crane told the Council that the Gateway Project has had a schedule adjustment that has pushed their hearing until November 2021 so no construction can occur until then. The town can use reserves to pay for the project and then replace them when the impact funds after the project starts. It was also looked at to see if there were already existing impact funds that could be used for infrastructure. **Cm. Hobbs made a motion to accept STC Base + Alternate Bid of \$340,358.00;** Cm. Page seconded motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries. Mayor Irene signed the Notice of Award.

**REPORTS:**

**Fire Dept:** Fire Chief O'Connor told the Council the Department had 116 calls in 2020 and have received 3 already for 2021. Mayor Irene asked if the siren has been tested to see if it just needs repaired

and not replaced. At this time, it hasn't they are looking for someone to come and check it out. There was discussion on the purchase of a side by side. A Notice to Bid will be published with bid openings on February 8<sup>th</sup>. The Department received a bid from Danko to retrofit the wildland fire/tanker. **Cm. Mustard made a motion to accept Danko's bid of \$90,000 for the fabrication and install of the unit;** Cm. Hobbs seconded the motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries.

**SCWEMS:** Mayor Irene attended the SCWEMS meeting via Zoom. They have received applications for the south end station manager and will be interviewing. Since the legislature changed the ability of the EMS to fund the air ambulance service for residence, they have some money left over from Impact Funds. They will try and hire EMT's to cover the Medicine Bow area since there are no EMT's currently in the community.

**Public Works:** Superintendent Page reported the water plant is running on artesian flow with VFD's in standby. The plant had a failure of the modem after a power glitch and found it needed a new upgrade as well that required reprogramming of the SCADA. EPA Sanitary Survey had one deficiency and a verbal caution both items will be fixed this spring or summer. The new SCADA system at the sewer lagoon is working well. Page is getting paperwork ready for the new Consumer Confidence Report. Work continues on the constructing and installation of the new dumpsters. The new trash trailer should be arriving tomorrow, and the cameras have been ordered. These items are reimbursable thru WEPA. Page reported that since June he has logged 151 hours hauling 38 tons of trash in the trash truck and 7 trips with the trash trailer a total of 1200 miles. The town received payment of \$10,055.58 from CCW&P for chemical, equipment and 50% of administrative costs on the mosquito program. The COVID Wastewater testing has brought in \$12,400 in 2020 and a new contract was signed for 2021. Page ask if he could share the WLC survey data with the County so that the boundary and lots lines correspond with their maps. Page said he has been with the town fulltime for over a year and wanted some goal setting input from the Council. Items he listed so far are the trimming of willow and sludge mitigation at the sewer lagoon, cleaning up around the firehall and PWD buildings, park rehab and cleanup of overgrowth shrubs and trees and street rehab and right of way trimming.

**HCJPB:** The Board is getting closer to moving to quarterly meeting to do business and water monitoring. The Bow's garbage truck is on order. The town needs to send the invoices for reimbursements for the trailer and camera system to the Board for payment.

**Museum Board:** Director Hobbs said the museum had received a very generous donation of \$500 from an area residence. The display mannequins have been purchased for the servicemen's uniforms. Hobbs wondered where the bids/estimated were on the building. We haven't heard back from them since before Christmas.

**CCVC:** Crane sent out the minutes from the CCVC meetings.

**CCCOG:** Wednesday the 13<sup>th</sup> Zoom Meeting

**LEPC:** Mayor was planning on attending the LEPC Meeting in Rawlins.

**Treasurer Report:** **Cm. Hobbs made a motion to approve the November 2020 Treasurers Report as presented;** Cm. Mustard seconded the motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries.

**Cm. Mustard made a motion to approve the December 2020 Treasurers Report;** Cm. Hobbs seconded the motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries.

**Bills to Ratify and Paid: Cm. Mustard made a motion to pay the bills from November 9, 2020 thru December 15, 2020 in the amount of \$44,514.80;** Cm. Kennedy seconded the motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries.

**Cm. Kennedy made a motion to pay bills from December 16, 2020 thru January 11, 2021 in the amount of \$23,951.78;** Cm. Mustard seconded the motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries.

**WIND IMPACT SHEET:** In packets showing income and expense through 1/11/2021.

**CORRESPONDENCE:** Union Telephone, Federal Reserve

#### **OLD BUSINESS:**

**Habel Land Exchange-TABLED: Cm. Kennedy made a motion to take the Habel Land Exchange off the table for discussion;** Cm. Hobbs seconded motion all in favor. Crane and Page met with Dave Hannum on the Habel land exchange. Hannum explained that there seems to be an err in recording the 6-foot discrepancy on the park boundary next to Joy Kennedy and Jason Habel. He suggested we correct this err before vacating a portion of the alley between J. Kennedy and J. Habel. Cm. Kennedy said he would be seeing Joy and would let her know what we found and let her know what the town would like to do to rectify it. Mr. Hannum has the paperwork started we just need the go ahead from the landowners.

**WyDot Cooperative Agreement Between Wyoming Department of Transportation and the Town of Elk Mountain:** With the Notice of Award for the 2019 Street Project the town will not be piggy backing on the Highway 72 Project with WyDot.

**2019 SPT Update-**Paperwork has been sent to Southern Star requesting a tap agreement for the natural gas project. We have not heard back from them.

**Gateway South Transmission Line-Update:** Crane explained the hold up in this project in the "Citizens Addressing the Council".

#### **NEW BUSINESS:**

**WAM-JPIC-Region VI Board Member Opening:** Crane asked any of the Council if they were interested in applying for the open board position with WAM-JIC. There was no interest.

**Refuse Operation MOU: Cm. Mustard made a motion to sign the Refuse Operations MOU with the Town of Hanna and Town of Medicine Bow;** Cm. Kennedy seconded the motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries.

**RNB Accounts: Cm. Hobbs made a motion to remove former Council Member Cody Jones from the RNB Accounts and add newly elected Cm. Tammy Page;** Cm. Mustard seconded the motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries.

**Mayor Pro Tem:** Mayor Irene appointed Cm. Hobbs as Mayor Pro Tem. **Cm. Page made a motion to accept Mayor Irene's appointment of Cm. Hobbs as Mayor Pro Tem;** Cm. Kennedy seconded the

motion; Council Poll; Cm. Hobbs Aye, Cm. Page Aye, Mayor Irene Aye, Cm. Kennedy Aye, Cm. Mustard Aye, motion carries.

**EXECUTIVE SESSION:** None needed

**AJOURNMENT:** There being no further business to come before the Council, **Cm Hobbs motioned to adjourn at 8:45 PM;** Cm. Kennedy seconded the motion; all council Members present voting Aye none Opposed.

Linda Crane

Morgan Irene

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CLERK

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MAYOR