

## RECORD OF PROCEEDINGS

### THE REGULAR MEETING OF THE ELK MOUNTAIN TOWN COUNCIL WAS HELD SEPTEMBER 12, 2011, IN THE TOWN HALL COMPLEX

- CALL TO ORDER:** Mayor Irene called the meeting to order at 6:34 P.M. The Pledge of Allegiance was recited. Roll call was taken, Council Members present were:  
Mayor Morgan Irene  
Cm. John Larsen  
Cm. Janeen Jones  
Cm. Ken Casner  
Cm. Angie Hobbs  
Also present:  
Linda Crane, Clerk/Treasurer, Pat Eastman, Public Works
- CITIZENS/VISITORS:** Keith Haskins, PMPC, Wm. Sherwood, Elk Mtn Fire Chef, Joyce Menke, Kim Irene
- APPROVE AGENDA:** Prior to asking for approval of the agenda Mayor Irene instituted the Council poll on all motions brought before the Council. Mayor Irene then asked for approval of the agenda **Cm. Larsen motioned to approve the agenda**, Cm. Hobbs seconded the motion, Council poll; Cm. Casner Nay, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried.
- APPROVE MINUTES:** Mayor Irene asked for approval of the minutes. **Cm. Casner motioned to approve the minutes of the regular meeting August 8<sup>th</sup> and Special Meeting August 31<sup>st</sup>**; Cm. Jones seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried.
- REPORTS:** Reports were given by PMPC, the Fire Dept., SCWEMS, Public Works Dept., HCJPB, and Historic Trails RC&D.
- PMPC: Keith asked the Council to approve signing the substantial completion for the well drilling project. **Cm. Hobbs made a motion to approve signing the substantial completion for the drilling project**; Cm. Larsen seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried. With the signing of the substantial completion the 41 day advertising period starts. A request was made for payment on Application #3 to Water System Drilling, Inc. **Cm. Jones made a motion to pay Application #3 to Water Systems Drilling, Inc, pending review of the request by Pat**; Cm. Larsen seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried. Linda reviewed new utility billing companies and recommended the use of Black Mountain Utility Software. **Cm. Casner made a motion to accept the Black Mountain Utility Program as the new software**; Cm Jones seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried.
- Fire Dept.: Bill said that the department has recently responded to 6 fires and 2 major accidents. They have been servicing the equipment at the fire hall. The Chili Cook-off will be December 18<sup>th</sup> at the fire hall. The fire department will be raffling off a rifle as a fund raiser.
- SCWEMS: There have been 33 calls year to date.
- WATER: Pat reported the pumps at the lagoons are operating at a 4% flow which is another decrease from last month. He is compiling a list of parts for the sewer repair. There are 18 problem areas that will need addressed. A discussion was held on how to approach the repairs; if it was possible to have the company doing the water well project also give the town a bids on the sewer repair or contact other area contractors for prices. PMPC will research companies to do the work. **Cm. Casner made a motion to repair 7 breaks in the system this year and request 3 bids to do the work**; Cm. Hobbs seconded motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried. The Council will hold a special meeting to decide on which company to use when they receive the bids.

Zoning: Nothing to report

Public Works: Mayor Irene said that the town will be holding interviews for the Public Works position Friday the 16<sup>th</sup>.

HCJPB: Ken Casner updated the Council that the JPB trailer is in place. Gabion barriers are in place for recycling. The HCJPB rescinded the commercial animal waste procedures for the landfill previously enacted. They will be going out to bid for running a power line and digging septic for the new trailer. The 3 towns have been working on revising a new agreement for the JPB and there will be a meeting in Elk Mountain Wednesday the 14<sup>th</sup> to continue the revisions. Ken told the Council he had attended Waste Management training in Cheyenne. Joyce Menke told the Council they would like to set up a hazardous waste day for the 3 communities. This would allow residents to bring hazardous waste materials for proper disposals. She will keep the Council informed on the progress of getting this setup. She also wanted to thank the Council for coming together with the other 2 communities to get the agreement completed.

HTRC&D: Linda informed the Council that she had requested the HTRC&D to replace her as secretary on the Board because of time constraints and travel involved to do the position properly.

Park Board: Nothing to report

**TREASURER'S REPORT:** Linda gave the Treasurer's report to the Council and audience and recommended approval of the report. **Cm. Jones moved to approve the treasurer's report;** Cm. Hobbs seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried.

**BILLS TO BE PAID:** Linda presented the bills to be paid. **Cm. Larsen moved to approve the bills to be paid in the amount of \$338,289.05;** Cm. Casner called for discussion; in research he found that reoccurring bills can be paid with out Council approval but questioned if proper procedures were being followed in non-reoccurring bills and if those bills should come through the governing body before expending funds. A discussion on budget line items already passed that deal with administrative decision could be expended. Linda mentioned that ratified bills have already been approved and the bills she was recommending to be paid need Council approval before they are issued. After discussion Cm. Hobbs seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried.

- **See attached list.**

**CORRESPONDENCE:** One of the letters received in this month's correspondence was from LSO Legal Services Division. Linda explained it was a memorandum addressing a JAC meeting-contractor preference issues. It pertains to any agency which has received appropriation of state funds on or after July1, 2008 for any capital construction project and the compliance of SF 144. She told the Council she had checked with PMPC to see if we are in compliance and they replied that we are. She forwarded that information on to the LSO office.

**OLD BUSINESS:** Update Flood Plan: Morgan updated the Council that the FEMA grant paperwork is complete and the town should be reimbursed \$25,513.66. He also mentioned that Elk Mountain and other Carbon County communities were commended for their planning and quick response to a possible disaster.

Update on Town Website: The website is coming closer to completion should see the first draft within 5 days.

Mosquito Control: The Carbon County Weed and Pest has reimbursed the Town \$29,360.40 for the chemical used for this years spraying.

Consensus Funding: CCCOG approved 100% the first choice projects from Carbon County. The SLIB Board will meet December 1<sup>st</sup> to vote on final funding from the Consensus monies.

HCJPB Agreement Update: Elk Mountain will host a workshop for Medicine Bow and Hanna Wednesday, September 14<sup>th</sup> to work on the JPB agreement between the 3 communities.

**NEW BUSINESS:** **Cm Jones made a motion to sign a Letter of Support for the State Small**

**Business Credit Initiative Program;** Cm. Larsen seconded the motion, Council poll; Cm. Casner Nay, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried. This letter is supporting the City of Laramie to apply for and accept Wyoming's allocation of State Small Business Credit Initiative (SSBCI) funds and designates the City of Laramie to accept the SSBCI allocated funds. The grant will facilitate the establishment of statewide small business assistance programs.

The Specific Purpose JPB counsel has requested the Town appoint an alternate representative to the JPB so that in the event the representative can't attend the meetings each municipality will still be represented at the meetings. The Council tabled an appointment until next meeting.

Local Government Liability Pool requested nominations for two open board positions; one for a county commissioner and one for a special district position. The Council took no action to nominate anyone.

Cm. Jones presented a handout to the Council and audience on pedestrian safety regarding blind corner on the town streets. After discussion **Cm. Larsen made a motion to purchase 1-34" Round Convex Stainless Steel Mirror and place it at the first blind corner west of the school on Veterans Street;** Cm. Hobbs seconded motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried. Linda directed a question to Bill Sherwood in his capacity as WYDOT Superintendent to the possibility of having a school crossing light installed at some point across Highway 72 through town. Bill said it had been considered once before and nothing happened. He suggested contacting Randy Griesbach with WYDOT for more information on the possibility. The discussion also brought up better speed limit signage or lit signage entering town and coming across the bridge and better enforcement of the speed limit on 72 through town. Morgan ask the Council if they would like him to draft a letter to WYDOT addressing these concerns; the Council agreed to start with a letter to Randy.

Cm. Jones is working with John Paige in moving forward with planned use of the IOOF Building. Before anything can be brought before the community as to the future use or demolition of the IOOF Building a structural analysis or assessment needs to be considered if grant funding is to be sought through the Wyoming Business Council. This item was tabled until the Council can research the cost and has a better definition of the type of study needed.

October 19<sup>th</sup> the Town will host the CCCOG meeting. The host town furnishes a speaker for the evening and dessert. The Mayor asked for suggestions on a speaker or speakers. It was decided to ask the Trading Company, the Elk Mountain Hotel, and possible area clubs to give us a price on preparing the desserts.

The Mayor read a prepared statement addressing the dismissal of Ken Casner from the HCJPB. Ken asked for the floor to speak on his behalf pertaining to the dismissal and the request was granted. Mayor Irene called for a motion to dismiss. **Cm. Larsen made a motion to dismiss Ken Casner from the HCJPB;** after discussion the motion was amended. **Cm. Larsen amend the motion to call for the dismissal of Ken Casner from the HCJPB and for the Mayor to send letter to the Towns of Medicine Bow and Hanna requesting consideration to also dismiss Ken from the Board;** Cm. Jones seconded, Council poll; Cm. Hobbs Aye, Cm. Jones Aye, C. Larsen Aye, Mayor Irene Aye, motion carried.

ADJOURNMENT:

There being no further business to come before the council, **Cm. Jones made a motion to adjourn the meeting at 9:45 P.M.;** Cm. Larsen seconded motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried.

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Clerk

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Mayor