

**Record of Proceedings
Town of Chugwater, Wyoming
Town Council Meeting
March 12, 2018**

Meeting Called to Order at 7:00 PM

Pledge of Allegiance

Roll Call:

Councilperson Ash, Mayor Redding, and Councilperson Stinnette, and Councilperson Burns were present. Councilperson Marlatt was absent. All accounted for.

Approval of Agenda:

Motion made to accept the agenda by Councilperson Stinnette and seconded by Councilperson Burns. All in favor. Motion passed unanimously.

Approval of Previous Meeting Minutes:

A copy of the Budget workshop minutes was included for approval. A Point of Order was brought up by Councilperson Burns about whether or not minutes need to be kept for a Workshop. Attorney Jones stated that while we are required to have a recording of the workshop, the minutes themselves are not a requirement statutorily, but that a copy of the Workshop minutes would make it easier for quick reference. Motion made by Councilperson Burns to accept February 5, 2018 meeting minutes and seconded by Councilperson Stinnette. All in favor. Motion passed unanimously.

Correspondence:

Mayor Redding read a letter received from the State of Wyoming Department of Revenue stating that we have met all of the minimum requirements as defined by Wyoming statutes and the Department's administrative rules.

Reports:

1. Director of Water and Sewer Report, Steve Kelley

- We placed in the top 10 of the National Best Tasting Water competition. The trip was very educational.
- Line locating for the fiber optic project the Chugwater Telephone has been doing in Chugwater has kept Steve busy. Chugwater will be the only town in Wyoming that is totally fiber optic.
- A better option was discussed regarding our Temporary Use Permit for keeping our water rights on our bulk water sales. It is a slightly higher cost but it is a one-time cost as opposed to paying every two years. This new way allows us retain control of our water. Motion was made by Councilperson Ash to complete the enlargement on the three town wells versus the two year permit. Seconded by Councilperson Burns contingent upon Steve contacting the State Engineer's

office for further clarification. All in favor. Motion passed unanimously with contingency.

- Steve went to the County Commissioner's meeting regarding street repairs/reconstruction. The Town of Chugwater was approved for \$802,400.00.

2. Treasurer's Report, Linda Webster

The Treasurer's report was accepted and is available for public view.

3. Chug-Chug Gas and Go Committee Report

Councilperson Ash, noted that the committee is making progress in gathering documentation from various places. They met and started to compile and organize the information. Alex requested his attorney be included on the committee. We will have a progress report for the Wyoming Business Council ready on April 1st. We will be getting a list of benchmarks from Alex in moving forward on the gas station and will be able to monitor those and get a walk through the station prior to the next council meeting. We will continue to work with Alex and monitor the progress of the gas station.

Old Business:

1. Vossler lot:

According to the Assessor's office the property is still owned by Dave Vossler. It was noted that there is a Notice posted on the door of the house. Councilperson Ash will pursue information on this due to the potential hazard of the wind blowing more material off the roof.

2. Chugwater Chili Cook-off

- Councilperson Ash motioned that we give \$1000.00 for advertising, become the fiscal sponsor and that we approve a malt beverage license with fee waived for the Chili Cook-off. Councilperson Stinnette seconded the motion. All in favor. Motion passed unanimously.
- Councilperson Burns requested that in the brochure we ask everyone to remember our local businesses.

New Business:

1. Purchase of a new recorder.

The old recorder does not record well to the back of the room. Councilperson Ash brought up that we do not have the appropriate equipment to create the copies of the meetings here in the office. A discussion ensued regarding the taking of minutes and the time it takes to do the minutes as well as the many options available for recording and storage. We currently do not have the functionality to do it with our present equipment. Discussion is needed with our IT tech regarding why we cannot do this with our current computer. Councilperson Burns motioned that we approve up to \$200.00 for a new recorder. Councilperson Ash seconded. Councilperson Stinnette opposed. Motion passed.

2. Resolution 2018-1 [1% Specific Purpose Tax]

Motion made by Councilperson Ash and seconded by Councilperson Burns to accept Resolution 2018-1 for \$802,400.00 for the Town of Chugwater's street reconstruction and equipment. All in favor. Motion passed unanimously.

3. Street Committee

Mayor Redding appointed a Street Committee to consist of Steve Kelley, Kelly Cronk, Tony Redding. Councilperson Ash suggested a community work shop to get input from the community and allow the community to have a voice in the project.

4. Complaints and Complaint Forms

Attorney Jones has sent a complaint form for us to use in our dispute resolution process.

5. Dispute Resolution:

Mayor Redding requested the Governing Body's approval to appoint Bill Letcher to be the Town Judge. The Governing Body voted yes to accept Mayor Redding's request.

Approval of Bills/Expenses:

1. Vouchers:

Councilperson Ash brought up and discussed the need for us to begin using vouchers for all purchases according to the State Auditor's office. Each voucher and invoice needs to be broken down so we know exactly what we are paying for. This allows for coding to proper enterprises/projects to get more accurate numbers.

Councilperson Ash abstained from voting on the approval of Bills because she has not had time to review the bills. Routine utilities can be processed as they are as long as they fit within the budget. Councilperson Ash motioned to approve all February bills with the exception of Baker & Associates which needs to be itemized. Motion seconded by Councilperson Burns. Councilperson Stinnette opposed. Motion passed.

2. Budget:

Linda and Steve will work together on the budget.

Councilperson Ash suggested we get a plan ready by April 1st.

Mayor Redding changed the office hours. The office will be closed from noon to end of day so that the budget is completed in a timely manner.

Upcoming Events:

Town Council Meeting – April 9, 2018 at 7:00 PM

Open Forum:

1. CHED Sign for Town Businesses:

CHED would like to have a sign put up on Chug-Chug property. Alex is fine with it but Citizen/CHED member Mer feels it should be in writing. Alex is the one to give permission since he is the Lessee. CHED will have to get written permission from Alex. Councilperson Ash will assist as part of the Chug-Chug committee to bring the sign information to Alex for permission.

2. Registered Sex Offender issue:

Residents have requested that there be a bulletin board with pictures of sex offenders in the Town Hall. The Town Hall maintains that it is not a Town Hall function and there will be no bulletin board at the Town Hall used for said purpose. Discussion changed to the idea of posting the Sheriff's number on the Town Hall bulletin board.

3. Wheatland Bible:

A team of kids will be coming down from Wheatland Bible to help with projects around town the week after Chugwater Chili Cookoff. If there are any projects they can help with please contact Pastor Mike Baber.

Adjournment:

Motion made by Councilperson Stinnette and seconded by Councilperson Ash to adjourn meeting at 8:37 PM. All in favor. Motion passed unanimously.

Assistant Town Clerk/Treasurer

Mayor