

**Record of Proceedings
Town of Chugwater, Wyoming
Town Council Meeting
July 6, 2021**

MEETING CALLED TO ORDER at 7:02 PM

PLEDGE OF ALLEGIANCE

ROLL CALL

Mayor Ash, Councilperson Schirmer, Councilperson Marlatt, Councilperson Cronk and Councilperson Skiba all present.

APPROVAL OF AGENDA

Councilperson Cronk made a motion to approve the agenda. Councilperson Marlatt seconded the motion. Motion passed unanimously.

APPROVAL OF PREVIOUS MEETING MINUTES

Councilperson Schirmer made a motion to accept the June 7, 2021 Meeting Minutes. Councilperson Skiba seconded the motion. Motion passed unanimously.

Councilperson Schirmer made a motion to accept the June 25, 2021 Special Meeting Minutes. Councilperson Marlatt seconded the motion. Motion passed unanimously.

VISITOR'S COMMENTS/OPEN FORUM

Mer Nielson announced that there will be a meeting at the Stampede Saloon & Eatery on July 11, 2021 at 12:30PM for the Chugwater Music Festival volunteers to finalize details for the event.

Keith Miller discussed drilling a well on his property and submitted information to the Town Council for their review and consideration regarding the Wyoming Water Laws.

Sarah James would like to be considered for the vacant seat on the Platte County Lodging & Tax Board as Chugwater's representative.

REPORTS

Director of Water and Sewer Report, Lance Wedemeyer

Lance and his team have been extremely busy with mowing and weeding. Tree pile removal was a major focus this month with a discussion that the Town designate dates for free firewood from the Tree Pile. More information will be provided in the newsletter and /or posted in town. He installed soap dispensers in the Park Restrooms. Lance's formal report was accepted by Council.

Treasurer's Report, David Clough

Treasurer David Clough presented 2 Letters of Engagement from Fagnant, Lewis & Brinda CPAs for Annual F66 Report and Internal Audit and for the firm to provide bookkeeping services for the Town.

Councilperson Marlatt made a motion to accept the Letter of Engagement for the F66 Annual Report and the Annual Internal Audit to be completed by Fagnant, Lewis & Brinda CPAs. Councilperson Schirmer seconded the motion. Motion passed unanimously.

Councilperson Cronk made a motion to accept the Letter of Engagement from the CPA firm of Fagnant, Lewis & Brinda to provide bookkeeping services for the Town. Councilperson Skiba seconded the motion. Motion passed unanimously.

Treasurer Clough reported that the Town received its 1st Covid Relief payment in the amount of \$17,430.55. The 2nd and final payment will be disbursed in the next fiscal year. These funds are restricted to water and sewer infrastructure or broadband and must be spent by December 31, 2024.

Mountain West Technologies has become a wholly owned subsidiary of WERCS and the Town's 50 shares were redeemed in the amount of \$18,750.

The Town's 3 CD's will mature on July 20, 2021. Renewal will be discussed and voted on at a Special Meeting scheduled for July 23, 2021.

Treasurer Clough would like to transfer funds from the General Operating account into the WYO-STAR savings account in the amount of \$100,000.

Councilperson Skiba made a motion to transfer \$100,000 from the General Operating account to the WYO-STAR saving account. Councilperson Cronk seconded the motion. Motion passed unanimously.

Councilperson's Report

Councilperson Marlatt reviewed all bills prior to meeting and can address any questions regarding said bills. He would like to see trees planted at the retention pond, possibly having a water feature installed and removing the fence around the pond.

Councilperson Cronk would like roto-mill be taken over to the baseball diamond to fill in a hole. A work order will be submitted to the Maintenance Department.

Councilperson Skiba gave an update regarding the Town's website, website design and e-mail Consistency. We are on hold until our IT provider can set up our new server-based network.

Mayor's Report

The Town of Chugwater has received recognition as a Tree City USA. We will continue to keep our status active both with the Arbor Day Foundation and the Wyoming Forestry Division.

OLD BUSINESS

Chug-Chug Transfer of Ownership

Mayor Ash reported that the process was completed per Attorney Jones.

WAM Meetings & Registration

Councilperson Marlatt will be attending the WAM Summer Convention set for July 14-16, 2021.

Resolution 2017-4 regarding Fire Ban

No action required since this is a Resolution and not an Ordinance. The maximum penalty has been set at up to \$750.00 which has not changed and can remain the same.

Wells Inside Unincorporated Town Limits

Keith Miller filed his report with the Town of Chugwater.

NEW BUSINESS

Richard Schamel submitted a building permit for his residence at 211 3rd Street, Chugwater, WY. Councilperson Schirmer made a motion to table the approval of this permit due to a variance requirement. Councilperson Cronk seconded the motion. Motion passed unanimously.

Mer Nilson has requested 2 -24hr alcoholic beverage permits for the Chugwater Music Festival on July 16 & 17, 2021. He has also requested that the application fee be waived since it is a non-profit organization. Councilperson Marlatt made a motion to approve the alcoholic beverage permits and that the fee be waived. Councilperson Skiba seconded the motion. Motion passed unanimously.

2nd Reading of Ordinance #314 which is a re-zoning ordinance of Lots 13, 14 & 15 in Block 16 in the Town of Chugwater. Councilperson Cronk made a motion to accept the 2nd reading of Ordinance #314 to single family home lots. Councilperson Marlatt seconded the motion. Motion passed unanimously.

Mayor Ash would like Council to consider Josh Hopkins as Chugwater Correspondent. This would allow Josh to submit photos and articles to local newspapers on behalf of the Town. Councilperson Schirmer made a motion to designate Josh Hopkins as Chugwater Correspondent. Councilperson Skiba seconded the motion. Motion passed unanimously.

EXECUTIVE SESSION

Motion made by Councilperson Marlatt to adjourn the Regular Meeting at 8:18 PM to go into Executive Session for Personnel Reviews. Councilperson Schirmer seconded the motion.

Regular Meeting resumed at 8:52 PM

Councilperson Schirmer made a motion to offer Nichole Clark a full-time position in the Maintenance Department and to raise her wages to \$13.00 per hour. The Town will pay for her training and she will be included as Water Conference Attendee. Councilperson Skiba seconded the motion. Motion passed unanimously.

EXECTIVE SESSION

Regular meeting adjourned at 8:56 PM to go back into Executive Session for another Personnel Review.

Regular meeting resumed at 9:02 PM

Council has agreed to hire Angeline Moore at \$10.00 per hour to help with specific tasks which will be assigned to her by the Maintenance Department.

APPROVAL OF BILLS

Councilperson Cronk made a motion to accept the bills that were presented for payment and to pay bills that have not been received up to \$3500.00. Councilperson Schirmer seconded the motion. Motion passed unanimously.

AJOURNMENT & SCHEDULED MEETINGS

Motion was made by Councilperson Cronk to adjourn the meetings at 9:11 PM. Councilperson Skiba seconded the motion. Motion passed unanimously.

Special Meeting – July 23, 2021 at 9:00 AM
Town Council Meeting – August 2, 2021 at 7:00 PM

Town Clerk

Mayor