

Record of Proceedings
Town of Chugwater, Wyoming
Town Council Meeting
June 6, 2022

MEETING CALLED TO ORDER at 7:01PM

PLEDGE OF ALLEGIANCE

ROLL CALL

Councilperson Schirmer, Councilperson Cronk, Councilperson Kelley, Mayor Ash and Attorney Jones were all present. Councilperson Marlatt was an excused absence.

APPROVAL OF AGENDA

Councilperson Schirmer made a motion to accept the agenda. Councilperson Cronk seconded the motion. Motion passed unanimously.

APPROVAL OF PREVIOUS MEETING MINUTES

Councilperson Cronk made a motion to approve the May 3, 2022 Meeting Minutes. Councilperson Kelley seconded the motion. Motion passed unanimously.

Councilperson Kelley made a motion to approve the May 20, 2022 Special Meeting Minutes. Councilperson Schirmer seconded the motion. Motion passed unanimously.

Councilperson Cronk made a motion to approve the May 27, 2022 Emergency Meeting Minutes. Councilperson Schirmer seconded the motion. Motion passed unanimously.

VISITOR'S COMMENTS/OPEN FORUM

Ruth Vaughn – Chili Cook-Off Update
Liquor License

Councilperson Schirmer made a motion to approve the Liquor License for the Chugwater Events Cook-off to be held on June 18, 2022. Councilperson Kelley seconded the motion. Motion passed unanimously.

REPORTS

Director of Water and Sewer Report, Lance Wedemeyer
Lance discussed items included in his written report which is attached.

Councilperson Kelley made a motion to approve the AC to be repaired at Town Hall by TC Edwards in the amount of \$2,870.00. Councilperson Schirmer seconded the motion. Motion passed unanimously.

Community Liaison Report, Linda Webster
Linda filed a report which is attached.

Councilperson Cronk made a motion to approve Lamar Advertising to update our billboards on the Interstate in the amount of \$1,600.00. Councilperson Schirmer seconded the motion. Motion passed unanimously.

A& M Electric will be asked to give a bit for the Electrical needs for installation of the Automatic Doors at the Community Center.

Treasurer's Report, Jennifer Clark
Jennifer discussed items included in her written report which is attached.

Councilperson's Report

No Report

Mayor's Report

Mayor Ash reported that the meetings regarding the Chugwater School are still continuing and she is attending the meetings.

Contracts are still being reviewed for the 2022-2023 Budget. It appears that we will possibly need to increase the Sanitation portion on our Invoices due to the increase in the Fuel Sur Charge from TDS.

Letters regarding abandoned properties are going to start being written pertaining to overgrowth of lawns, weeds, tree branches etc.

OLD BUSINESS

No Old Business

NEW BUSINESS

Accounts Receivables over 90 days

This is being tabled for further review and will be discussed at our next Town Meeting.

1st Reading of 2022-2023 Budget

Councilperson Cronk made a motion to approve the 1st Reading of the 2022-2023 Budget. Councilperson Kelley seconded the motion. Motion passed unanimously.

Executive Session

The Town Council Meeting was adjourned at 8:15 PM so that council could go into executive session to discuss personnel. The Town Council Meeting was reconvened at 8:44 PM.

No Action was needed

APPROVAL OF BILLS

Councilperson Marlatt reviewed all bills prior to meeting.

Councilperson Schirmer made a motion to accept the bills that were presented for payment. Councilperson Cronk seconded the motion. Motion passed unanimously.

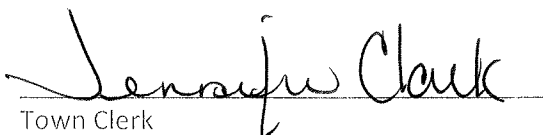
ADJOURNMENT & SCHEDULED MEETINGS

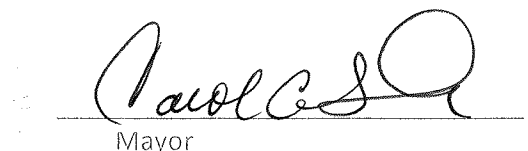
Upcoming Workshop – June 17, 2022 at 9:00 AM Limited Liability Insurance and Budget

Upcoming Special Meeting – 2nd Reading of Budget June 17, 2022 following 9:00 AM Workshop

Regular Council Meeting – July 5, 2022 at 7:00 PM

Councilperson Cronk made a motion to adjourn. Councilperson Schirmer seconded the motion. Motion passed unanimously. Meeting adjourned at 8:47 PM.


Town Clerk


Mayor

Maintenance Report for May 2022

This month was a break in for the upcoming summer months. The clean up days went well as we filled all six dumpsters budgeted for. Everyone participated in cleaning up their lots. Still more to go in the future but it made a big dent in our community. We also hauled a lot of branches and picked up a few piles of junk on our clean up day. I think both events were well worth it and had great impact to continue forward in the future.

The other things we accomplished this month are as follows.

- Got equipment changed over from winter and got everything ready for summer.
- Got the street sweeper out and made a pass through all the streets. Worked very well and ended up with 4-5 yards of material first round.
- Sprayed for weeds on streets, graveled areas and at pond.
- Started into routine with mowing and trimming
- Raked gravel in parking lots at Town Hall and Community Center.
- Nichole trimmed trees on the town properties.
- Started routine of picking up branches. As of now is scheduled every other Monday.
- Worked on sprinkler systems with Denny Ebel and got everything up and going.
- Pumped out pond area twice this month.
- Met with Josh Hopkins and put in all the signs for historic route 87 highway signs and the three Welcome to Chugwater signs.
- Got leak on museum roof fixed, capital roofing came and fixed it.
- Cleaned up around pond area and trimmed
- Put in our routine bugs into the lagoons.
- Got with Rob Helbaum and mowed the CHED lots for parking areas at events.
- Worked on Budget items.
- Fixed a couple chlorine leaks on water system, everything is in working order and doing good.

- This month we issued 2 permits
- We had 2 water turn ons.

This was a good month and a good start into the upcoming warm months. Thanks to all the volunteers that helped in the clean up and beautification of our community.

Lance Wedemeyer

Chugwater Community Events Report

May, 2022

May was busy with Town Clean-up and beautification. Our scheduled day of May 21st to plant flowers was postponed to May 28th due to weather. With Terri Skiba purchasing the flowers and organizing the afternoon of weeding flower beds and planting, we had a very enjoyable and successful afternoon. Terri and her friend, Dana Cushman, Beckett, Liza and myself weeded the beds, planted flowers and gave them a good drink of water, just in time for the Memorial Day Celebration.

Monday, May 30th Memorial Day Services were held at the Legion Park followed by a service at the Chugwater Community Building on Pioneer Road and a luncheon hosted by the American Legion Ladies Auxiliary at the Chugwater Community Center.

I have been busy with my Grant Writing class. It's challenging but very informative and helpful for the projects we are working on in Chugwater.

We are working on the Chugwater billboards. To date we have received a quote for the work of \$1600.00 from LaMar Sign Company out of Casper, WY. The design work is at no additional cost. Some ideas for the signs were forwarded to them and they have put together a couple of designs which I sent to Council for their review and consideration. I am working with Philip Ellis to see if some or all of the cost can be absorbed by either CHED and/or the Platte County Lodging Tax Board. He is working on the funding side of this project for us.

I am also working on a grant from Midwest Assistance Program, which is a USDA Rural Development Community Facilities Grant. This grant will help us to install an automatic door opener at the Community Center for ADA compliance. The initial Grant paperwork will be given to Council for their approval at the June 6 ,2022 meeting. Attorney Eric Jones is working on the paperwork necessary for grant eligibility.

The Chugwater Fire Department received a total of \$8,860.00 for the donation challenge that was put in April's Newsletter. Thank You notes were signed and sent to all who donated.

We are starting the month of June with Treasures Along the Platte, which is a county-wide garage sale. Chugwater has 5 garage sales registered at their homes and the remainder will set up along 1st Street from Friday, June 10 through Sunday, June 12.

Respectfully submitted,

Linda Webster

May, 2022 – Treasurer’s Report (Jennifer Clark)

Attached is a copy of the current Balance Sheet.

The upcoming Election for Council Seats we have 3 seats available. 2 - 4 Year Terms and 1 – 2 Year Term. The applications that we received are:

The 4 Year seat: (2 Available)

Steve Kelley
John Burns
David Graves
Belinda Witt

The 2 year Seat: (1 Available)

Joseph Schirmer
Bruce Hines

Town of Chugwater
Balance Sheet
 As of June 6, 2022

Jun 6, 22

ASSETS		
Current Assets		
Checking/Savings		
1010 · FSB Operating Acct - 7644	273,738.65	
1011 · FSB Community Ctr Acct - 3609	13,884.39	
1012 · FSB Water Deposits - 7692	9,755.69	
1013 · FSB WA/SW Acct - 3560	2,000.47	
1050 · WYOSTAR Town	368,046.55	
1051 · WYOSTAR CCC	10,973.08	
1052 · WYOSTAR CDBG	62,715.29	
1060 · FSB General CD-210143	108,845.87	
1061 · FSB Water CD-210186	184,463.73	
1062 · FSB Sewer CD-210151	108,845.87	
1090 · Petty Cash	100.00	
Total Checking/Savings	1,143,369.59	
Accounts Receivable		
Accounts Receivable	11,224.50	
Total Accounts Receivable	11,224.50	
Total Current Assets	1,154,594.09	
TOTAL ASSETS	1,154,594.09	
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Customer Deposits		
Key Fob Deposits	25.00	
Water Deposits	305.00	
Total Customer Deposits	330.00	
Payroll Liabilities		
FICA	2,638.36	
Retirement	694.53	
Workers Compensation	290.39	
Total Payroll Liabilities	3,623.28	
Total Other Current Liabilities	3,953.28	
Total Current Liabilities	3,953.28	
Total Liabilities	3,953.28	
Equity		
Fund Balance Equity		
Governmental Funds		
Capital Projects		
CDBG	63,374.47	
Total Capital Projects	63,374.47	
General Funds		
Business Center	557.95	
Community Center	-152.77	
General	765,046.28	
Total General Funds	765,451.46	
Special Revenue		
ARPA-COVID	17,307.10	
Total Special Revenue	17,307.10	
Total Governmental Funds	846,133.03	

3:02 PM

06/06/22

Accrual Basis

Town of Chugwater

Balance Sheet

As of June 6, 2022

	Jun 6, 22
Proprietary Funds	
Sanitation	-1,859.29
Sewer	87,170.57
Water	
Water Deposits	1,788.75
Water Operating	212,194.55
Water Replacement	2,010.49
Total Water	215,993.79
Total Proprietary Funds	301,305.07
Total Fund Balance Equity	1,147,438.10
Net Income	3,202.71
Total Equity	1,150,640.81
TOTAL LIABILITIES & EQUITY	1,154,594.09