

**CITY OF LANDER  
REGULAR COUNCIL MEETING  
COUNCIL CHAMBERS: CITY HALL  
240 LINCOLN STREET  
LANDER, WY 82520  
April 09, 2019**

**THE CITY OF LANDER IS AN EQUAL OPPORTUNITY PROVIDER**

**Governing Body Present:** Council Members Missy White, John Larsen, Chris Hulme, Dan Hahn and Dick Hudson

**Governing Body Absent:** Mayor Monte Richardson and Council President Cade Maestas

**City Staff Present:** Assistant Mayor RaJean Strube Fossen, City Clerk Sarah Edlund, Police Chief Thomas Shroyer, City Treasurer Charri Lara, City Attorney Adam Phillips, City Engineer Lance Hopkin

**Call to Order**

Council Vice President Hudson called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance

**Approval of Agenda**

Council Vice President Hudson we have a few amendments on the agenda before we approve it

Add EPA update to Oral comments  
Strike item G on the agenda  
Council Member Larsen moved to approve agenda as amended,  
Council Member White 2<sup>nd</sup> the motion  
Motion passed

**Oral Comments**

- (a) Craig Giggelman on scene coordinator for the EPA. We are working on building a horseshoe type structure to contain the leak. Sunday when we went in to dig we had a flash fire and within 5 minutes the fire department responded and got the fire out. The fire department has been on scene since then to provide fire support. This has been a consorted effort between the state, the EPA and the local city employees and fire department. Our progress as of now will depend on the weather. In conjunction to our work there is still an investigation ongoing to determine the source of the problem.

Structure built will remain until such time that it is no longer needed and the stream bank will be restored back to original.

- (b) Personal Privilege – Mayor and Council  
Council Member Hahn, the tree board is very active and has been trimming trees.  
Council Member Larsen, working with LOTRA, they are working on finding funding options. It has been nice that the city has been out fixing pot holes. The City and Fire department has had a great response to the issue with the fuel leak into the river.  
Council Member White, golf course is becoming very active and their restaurant is doing great. Rocky Mountain Power has a very

CITY OF LANDER MISSION STATEMENT  
*To provide a safe, stable and responsive environment that promotes  
And supports a traditional yet progressive community  
Resulting in a high quality of life.*

VISION  
*Preserving the past while providing for the future*

good program to assist on an investment into a solar program for the city.

Council Vice President Hudson, at the senior center they have had some problems with their heater. So through two separate programs they have been able to find financing for the heater. The Garden Expo occurred this weekend and it was great.

Public Works Director Hopkin, tomorrow evening there is another meeting regarding ditches and the additional flow released in the fall.

Tomorrow night is our second town hall on shoplifting.

I. Consent Agenda

- (a) Regular Meeting Minutes – March 12, 2019
- (b) Work Session Meeting Minutes – March 26, 2019
- (c) Bills and Claims

A & I DISTRIBUTORS \$279.48 ACE GLASS AND MIRROR BLDG MAINT - AIRPORT 1,061.00 ACE HARDWARE LANDER SUPPLIES -STREETS, STP; BLDG MAINT- AIRPORT 93.7 ADAM E PHILLIPS ATTORNEY AT LAW ATTORNEY - GEN GOVT, WATER 4,202.00 AFA BLACKHAWK SECURITY INC ALARM MAIN - GOLF COURSE 282.00 AFFORDABLE TREE CARE, LLC TREE CARE - PARKS 1,500.00 ALSCO LINENS - LCCC 738.09 AMERI-TECH EQUIPMENT CO SNOW PLOW - SHOP; REPAIRS - SHOP 9,247.00 AUTOMATION & ELECTRONICS CONSULTING - WTP 809.82 AXON ENTERPRISE SUPPLIES -AMMO 14,710.00 B & T FIRE EXTINGUISHERS FIRE EXT MAINT- SHOP 297.50 BADGER METER INC SERVICE AGRMT - WATER 780.00 BLACK HILLS ENERGY GAS - ALL DEPT 9790.05 BRAVO COMPANY, INC NEW WEAPONS - POLICE 14,362.15 CENTRAL BANK & TRUST TRAVEL - GEN GOVT, POLICE, PARKS, WATER; SUPPLIES - GEN GOVT; SAFETY BOOTS 967.00 CENTURY LINK PHONE - ALL DEPT 659.29 CHARTER COMMUNICATIONS PHONES/INTERNET - ALL DEPT 899.00 CITY OF RIVERTON MOU - GEN GOVT 64,000.00 CITY PLUMBING & HEATING MAINTENANCE - WTP 9.60 CMI TECO SUPPLIES - SHOP 46.50 COMMUNICATION TECHNOLOGIES MAINTENANCE- POLICE 84.15 COMMUNITY CENTER REFUNDS REFUND - COMM CENTER 300.00 CRUM ELECTRIC LIGHTS MAIN STREET - GEN GOVT 8,727.12 DOWL I&I PROJECT - 2ND STREET 12,541.51 DRUG TESTING SERVICES LLC DRUG SCREENING - EMERG MGMT 250.00 FAGNANT LEWIS & BRENDA PROF SERVICES - COURT, GEN GOVT, LCCC 3,043.65 FENDER MENDER PAINT JOB - SHOP 850.00 FLEX SHARE BENEFITS FLEX BENEFITS - GEN GOVT, ENTERPRISE 601.10 FREMONT BROADCASTING INC ADVERTISING - WATER 1,116.00 FREMONT CO SOLID WASTE DISPOS WASTE - STREETS 11.40 FREMONT COMMUNICATIONS PHONE - PUBLIC WORKS 95.75 FREMONT COUNTY ASSESSOR MAPS - SEWER 150.00- FREMONT COUNTY BOCES TRAINING - GEN GOVT, WATER 469.50 FREMONT COUNTY TREASURER PRISONER CARE - MUNI COURT; DISPATCH - FIRE, POLICE 23,550.50 HACH COMPANY CHEMICALS - WTP 2,863.21 HDR ENGINEERING INC HPWL - P2 26,953.54 HOMETOWN OIL REPAIRS - AIRPORT; FUEL - WTP 332.65 JAMES GORES & ASSOC PROF SERVICES - 1% 4,092.27 KEZ RECREATIONAL PRODUCTS SUPPLIES - PARKS 960.00- KLEEN PIPE LLC SEWER INSPECTIONS 10,143.85 LANDER MEDICAL CENTER WELLNESS - ALL EMPLOYEES 8,595.00- LANDER MEDICAL CLINIC EMPLOYEE WELLNESS - GEN GOVT 8,595.00 LANDER SENIOR CITIZENS CENTER BLDG MAINT - LANDER SENIOR CEN 1,507.31 LANDER VALLEY AUTO PARTS PARTS - SHOP 108.61 LEAFGREEN, JEFF REIMBURSE TUITION - POLICE 250.00- LOOSE, GARY R SNOW REMOVAL - AIRPORT 142.50 MASTERCARD TUITION - GEN GOVT 200.00 TRAVEL - GEN GOVT 686.19 SUPPLIES - GEN GOVT 81.24 PHONES - GEN GOVT 1,314.72 PROF FEES - LCCC 199.00 SUPPLIES - LCCC 201.07 ADVERTISING - GEN GOVT 932.68 MEETING EXPENSES 117.38 TRAVEL - WAM 254.14 SUPPLIES - MUNI COURT 275.23 K9 EXPENSES - POLICE 520.00 REGISTRATION - POLICE 535.00 SUPPLIES - POLICE 336.00 SUPPLIES - POLICE 1,002.65 SUPPLIES - FIRE 682.99 SUPPLIES - FIRE 245.22 SUPPLIES - BLDG MAINT 28.79 SUPPLIES - SAFETY 168.00 CLEANING SUPPLIES - STREETS 174.46 WASTE HAULING - ALL DEPT 1,563.95 BLDG MAINT - GEN GOVT 650.16 SUPPLIES - LCCC 12.58 BLDG MAINT - AIRPORT 116.99 REPAIRS - LIGHTS 423.18 PARTS - SHOP 510.89 TOOLS - SHOP 46.50- SUPPLIES - W&P 53.99 SUPPLIES - STP 29.99 PERMITS - PARKS 300.00 OFFICE SUPPLIES - PARKS 21.97 SUPPLIES - PARKS 134.35 SUPPLIES - PARKS 47.77 REC PROGRAMS - PARKS 960.00 SUPPLIES - CEMETERY 138.26 WATER SAMPLES 530.00 TRAVEL - WATER 186.00 SAFETY SUPPLIES 168.00 SUPPLIES - WATER 1,500.18 SHIPPING CHARGES - WATER 125.69 TRAVEL - WATER 144.38 PROF SERVICES - WTP 1,744.09 PARTS - WTP 211.54 SEWER SAMPLES - STP 463.21 SUPPLIES - BLDG MAINT STP 154.98 TUITION - WATER 395.00 SUPPLIES - WATER 618.09 PHONES - WATER 1,194.73 CONCERT - PARKS 499.06 HEALTHY RIVERS PROJECT 314.54 MISC ONE TIME PAYMENTS REFUND - REC PROGRAMS

CITY OF LANDER MISSION STATEMENT  
*To provide a safe, stable and responsive environment that promotes  
And supports a traditional yet progressive community  
Resulting in a high quality of life.*

VISION  
*Preserving the past while providing for the future*

50.00- MISC ONE TIME PAYMENTS COMPLIANCE CHECK 120.00 MISC ONE TIME PAYMENTS REIMBURSE - TRAVEL 217.80 NAPA AUTO PARTS - LANDER PARTS - SHOP; SUPPLIES - PARKS 2,214.07 NEOPOST RENTAL - WATER 1,053.83 NORCO INC SUPPLIES - LCCC 267.72 ONE CALL OF WYOMING DUES - WATER 8.25 RAMAKER & ASSOCIATES PROFESSIONAL FEES - CEMETERY 1,200.00 RESPOND FIRST AID SYSTEMS SUPPLIES - GEN GOVT 611.97 REVIZE, LLC PROF SERVICES - WEBSITE SECURITY 375.00 RIVERTON RANGER INC ADVERTISING - GEN GOVT 519.34 ROCKY MOUNTAIN POWER ELECTRICITY - ALL DEPT 15,249.61 SHIELDS CLEANING MAINTENANCE - LCCC; CLEANING -CITY 4,235.83 SHIELDS, KEVIN REPAIRS - LCCC 389.00 STOTZ EQUIPMENT PARTS - SHOP 64.71 TEAM LABORATORY CHEM. CO. COLD MIX - STREETS 897.50 TEGLER INSURANCE INSURANCE ON NEW POLICE CAR 57.00 THATCHER COMPANY CHEMICALS - WATER TREAT 5,586.29 THATCHER COMPANY CHLORINE - WTP 3,719.48 Total THATCHER COMPANY (498): 9,305.77 THE COMPANY PROF FEE 250.00 TYLER TECHNOLOGIES SOFTWARE UPGRADE - MUNI COURT 2,500.00 UNIVERSAL ATHLETIC REC PROGRAMS - PARKS 722.97 VERIZON WIRELESS - VSAT SEARCH WARRANTS - POLICE 50.00 VISA CHARGE ACCOUNT CB&T FILING FEES - LEIN RELEASES 28.00- WAMCO LAB INC. SAMPLES - STP 1,000.00 WATER REFUNDS 5.55 WESTERN LAW ASSOCIATES PROFESSIONAL FEES - GEN GOVT 4,498.38 WHISKEY MOUNTAIN ENGRAVING PLAQUES - FIRE 1,025.00 WHITING LAW PC COURT APPT LEGAL - MUNI COURT 1,360.00 WIND RIVER AVIATION CONTRACT - AIRPORT 1,800.00 WWQPCA TUITION - WATER 150.00 WY CONFERENCE OF MUNICIPAL COURTS REGISTRATION - COURT 150.00 WY DEPT OF AGRICULTURE KITCHEN/FOOD SERVICE PERMIT - COM CE 50.00 WYDOT - FINANCIAL SERVICES FUEL - ALL DEPTS 5,293.05 WYOMING MACHINERY CO. PART 149.98 WYOMING RETIREMENT SYSTEM RETIREMENT - FIRE 645.00

Motion: Council Member White motioned to approve the consent agenda.  
Council Member Hahn 2<sup>nd</sup> the motion  
Motion passed

#### Ordinances

##### Second Reading

- (a) Ordinance 1225, An Ordinance Amending Title 3 of the City Code Book

Motion: Council Member Larsen moved to approve, Council Member Hulme 2<sup>nd</sup> the motion  
Motion passed

- (b) Ordinance 1227, An Ordinance Fixing and Determining the Mill Levy Necessary to be Levied to Raise Sufficient Money by General Tax to Meet the Current Expenses of the City of Lander for the Fiscal Year Commencing July 1, 2019.

Motion: Council Member Hahn moved to approve, Council Member Hulme 2<sup>nd</sup> the motion  
Motion passed

#### Resolutions

- (c) Resolution 1156 Creating Job Descriptions for the following seasonal positions: Camp Director, Maintenance Worker I, Program Assistant, Urban Forestry Internship and Weed Sprayer

Motion: Council Member White moved to approve, Council Member Larsen 2<sup>nd</sup> the motion  
Motion passed

- (d) Resolution 1157 Supporting the creation of an enterprise account for the fuel system located at the Hunt Field Airport

Treasurer Lara, we discussed taking on the fuel for an internal enterprise account now that the airport manager contract is up for a new contract. This would allow us to create an enterprise

CITY OF LANDER MISSION STATEMENT  
*To provide a safe, stable and responsive environment that promotes  
And supports a traditional yet progressive community  
Resulting in a high quality of life.*

VISION  
*Preserving the past while providing for the future*

fund for the airport and the funds would be restricted only for airport projects. An enterprise fund would allow for a replacement fund to be created, and allow for a revenue stream for the airport. She would entertain that we change how we market our fuel.

Matthew Machen, active private pilot and a professional pilot. It seems like the City is viewing the fuel sales as an individual item. Right now our airport manager is also our mechanic and he subsidize that income with his fuel sales. I am concerned that a mechanic cannot make it in this community without that additional income. Gary rents an aircraft for training and is able to keep the cost very low on that due to being able to fill the fuel tank at a wholesale cost. We have a great aviation group at our airport and we are working on maintaining and growing that community. I would ask if you have investigated just changing the flowage fees to cover the costs?

Treasurer Lara, I don't know that number is off the top of my head but it would price the cost of fuel out of affordability if we raised the flowage fees to cover those costs.

Andy Hansen, President of the Airport Board, we support this as the airport board.

Council Member Hulme, we are also looking at entertaining making the position of the airport manager a higher paid position.

Jeff Kimber, was the original contract a bid type position or was it this other option?

Assistant Mayor Fossen, in 1999 Gary came to the council and negotiated the contract for services. Currently the City puts out all of our contract for services and that will be what we advertise.

Motion: Council Member Hahn motioned to approve, Council Member Hulme 2<sup>nd</sup> the motion

Motion passed

## New Business

- (e) Authorize the Mayor to sign contract with Chris Hamilton for engineering services on Water Rights projects

Assistant Mayor Fossen, we want to acquire the services of an engineer to assist us on working on water rights.

Motion: Council Member White motioned to approve, Council Member Larsen 2<sup>nd</sup> the motion.

Motion passed

- (f) Approve new Job Descriptions for the following seasonal positions: Camp Director, Maintenance Worker I, Program Assistant, Weed Sprayer and Urban Forestry Internship

Motion: Council Member White moved to remove item f from agenda, Council Member Hulme Chris 2<sup>nd</sup> the motion

Motion passed

- (g) Authorize the Mayor to sign grant for Wyoming State Forestry Division for the 2019 Community Forestry grant

CITY OF LANDER MISSION STATEMENT  
*To provide a safe, stable and responsive environment that promotes  
And supports a traditional yet progressive community  
Resulting in a high quality of life.*

VISION  
*Preserving the past while providing for the future*

Motion: Council Member Larsen motioned to approve, Council Member White 2<sup>nd</sup> the motion  
Motion passed

- (h) Authorize the Mayor to sign WYDOT Cooperative Agreement for the Systems Planning Grant for the Master Transportation Plan  
Rajeau gave update on purpose of grant.

Motion: Council Member White moved to approve, Council Member Hahn 2<sup>nd</sup> the motion  
Motion passed

- (i) Authorize the Mayor to sign the WYDOT Grant Agreement for the Aviation Encouragement Grant for the Lander Hunt Field Fly in.

Motion: Council Member Larsen moved to approve, Council Member Hulme 2<sup>nd</sup> the motion  
Motion passed

- (j) Approve the Mayor to sign WWDC agreement for the design of the new waterline, tanks and pump station.

Public Works Director Hopkin, this is for the design phase of the feasibility study for our water tanks.

Motion: Council Member Hahn motioned to approve, Council Member White 2<sup>nd</sup> the motion  
Motion passed

### **ADJOURNMENT**

Being no further business to come before the Council, the meeting was adjourned at 7:10 p.m.

The City of Lander

ATTEST:

By: \_\_\_\_\_  
Monte Richardson, Mayor

\_\_\_\_\_  
Sarah Edlund, City Clerk

CITY OF LANDER MISSION STATEMENT  
*To provide a safe, stable and responsive environment that promotes  
And supports a traditional yet progressive community  
Resulting in a high quality of life.*

VISION  
*Preserving the past while providing for the future*