

## RECORD OF PROCEEDINGS

### THE REGULAR MEETING OF THE ELK MOUNTAIN TOWN COUNCIL WAS HELD MONDAY, OCTOBER 10, 2011, IN THE TOWN HALL COMPLEX

- CALL TO ORDER:** Mayor Irene called the meeting to order at 6:35 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, Joyce Menke, HCJPB, Paul Kissinger, Bob Johnson, Peg Johnson, Al Santilli, Eli Hobbs, Brianna Cowen, Melisa Henderson, April Richards, Aspen Moon, Alyssa Vollmer
- APPROVE AGENDA:** Addition of the HEM Spanish Club was added to the agenda. **Cm. Jones made a motion to accept the agenda with the amended addition;** Cm. Hobbs seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried.
- CITIZENS ADDRESSING THE COUNCIL:** Paul Kissinger addressed the Council with concerns about the high speeds of traffic going through town. The Mayor thanked him for his input and told the audience that a letter has been sent to safety personnel at WyDot addressing these same concerns. Cm. Casner gave the Mayor information on state statues that address speed and jurisdiction with in a municipality that could relate to the problem the town is seeing in traffic traveling over the speed limit.
- The HEM Spanish Club requested help in fund raising for a trip they are planning to Costa Rica. They ask the Council if there were any community service projects they could do to help fund the trip. Eli Hobbs, HEM Spanish teacher said he would supervise the students on projects the town could provide. After discussion on the town not being able to donate to these types of requests the students would have to do any projects as contract labor. **Cm. Hobbs made a motion to hire the students at \$7.50 an hour per student not to exceed \$600.00;** Cm. Jones seconded motion, Council poll; Cm. Casner Aye, 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 September 12<sup>th</sup> and Special Meetings September 16<sup>th</sup> and 19<sup>th</sup>;** Cm. Larsen 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, Park Board, and Historic Trails RC&D.
- PMPC: Keith reported that Hinckley is in the process of completing the Well #4 report. The contractors are waiting for some of the mud to dry out before backfilling the mud pit on site. PMPC is asking for a Task Order Amendment for \$30,000.00 to Complete Construction Phase Services. The following changes are to the agreement between Elk Mountain and PMPC for professional services dated June 14, 2010. The purpose of the changes are to add bidding and negotiation phase and construction phase service to Tank and Transmission Project and adds extra time for chlorination alternatives in design phase service. **Cm. Jones made a motion to approve a Task Order Amendment #4 for \$30,000.00 to Complete Construction Phase Services;** Cm. Casner seconded, call for discussion. After discussion Cm. Jones rescinded her motion to allow Cm. Casner to make the motion. **Cm. Casner made a motion to approve the Task Order Amendment #4 for \$30,000.00 to Complete Construction Phase Services and if future task orders are required that PMPC give the Council 30 days notice so they can review the request;** Cm. Jones seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, C. Larsen Aye, Mayor Irene Aye, motion carried. **Cm. Larsen made a motion to ask for**

**liquidated damages in the amount of \$3,500.00 from Water Systems Drilling, Inc. for the days they ran over their contact completion;** Cm. Hobbs seconded motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried. **Cm. Larsen made a motion to pay Application for Payment #1 to High Plains Construction, Inc. for the 2011 Tank and Transmission Line Project, pending review of the request by Pat;** Cm. Jones seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried. The Council asked if Keith could send out the pay applications prior to the meeting so they could review. Keith also updated the Council on the progress of the foundation and footers for the building and tanks, yard piping complete, and the building walls to be complete this week. The Water Meter Procurement has an anticipated start date of November 4<sup>th</sup>. Letters for Bid have been sent out for the sewer repair project with an October 19<sup>th</sup> deadline to respond. Keith asked if there were any local contractors they wanted him to contact.

Fire Dept.: Cm. Larsen reported the Fire Department hadn't received any fire calls in the last month. Cm. Larsen was questioned if the Fire Department had requested an energy audit from Carbon Power & Light. He wasn't aware if that had been done but would discuss it with the Chef.

SCWEMS: The EMS has responded to some calls on the interstate.

WATER: Pat reported operations were normal and he is trying to get back to artesian flow.

Zoning: Nothing to report

Public Works: Mayor Irene told the audience that the Council had hired John Larsen as the new Public Works Director. John will start the 17<sup>th</sup> of October. He reiterated that a letter had been sent to WyDot regarding the speeding traffic in town. He has also been working on the cemetery and senior center boards by-laws and will send on to legal to review. The Mayor also attended the Carbon County Commissioners and Carbon County Economic Development Board monthly meetings.

HCJPB: Joyce Menke thanked the Mayor and Council for all the work that was put in on the agreement between the towns. Mayor Irene told the audience that the town will no longer be picking up the garbage at Kinder Morgan and WyDot in Arlington and Wagon Hound rest area.

HTRC&D: Nothing to report.

Park Board: Dorothy Booth reported on the Park Board. The sprinklers have been blown out and water shut off for the winter and the bathroom will be shut down soon. Residents have shown an interest in setting up the ice rink and they will check to see if there are any problems with the rink liner. The plan is to put up Christmas decorations November 19<sup>th</sup> that will also include a spaghetti dinner. The Board has been discussing a welcome basket program for residents new to the community and starting planning for next year's events.

**TREASURER'S REPORT:** Prior to the treasurer's report Linda told the Council that the F-66 had been filed with the State Auditors Department. The Basic to Basics Workshop was informational covering topics on liquor licensing, disposing of municipal property, taxable fringe benefits, ADA, FMLA, and WC, State Audit reporting, open meeting laws, and government ethics. She informed the Council that due to a new FCC tariff the billing for the 911 service will increase. The new computer arrived and Mader's office is sending someone to help with the conversion of the old bookkeeping system to Quick Books. Also Black Mountain will be installing the new utility billing in the coming week. Linda gave the Treasurer's report to the Council and audience and recommended approval of the report. **Cm. Casner 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. Hobbs moved to approve the bills to be paid in the amount of \$116,306.22;** Cm. Jones 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:** Correspondence was received from the CCEDB, SCWEMS minutes, Cm. Larsen letter of resignation, Office of the Governor, CCCOG minutes, and CC Planning and Development.

**OLD BUSINESS:** Update on Town Website: The website company has had a changeover of personnel and is behind in getting our proof out as previously anticipated.

Alternate to the 2009 Specific Purpose JPB: The Mayor nominated Cm. Jones as the Alternate to the 2009 Specific Purpose JPB. **Cm. Casner made a motion to accept Cm. Jones as the Alternate to the 2009 Specific Purpose JPB;** Cm. Hobbs seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried.

Blind Corner-Pedestrian Safety: Cm. Jones updated the Council on the purchase of the mirror for the corner on Veterans Street. Public Works will be installing it when it arrives.

IIOF-Structural Analysis: Cm. Jones contacted the WBC to clarify the type of structural analysis or assessment the IOOF needs before they can start on any future planning and grant funding. Pat Robbins with WBC said it must be an analysis. **Cm. Larsen made a motion to getting 3 estimates on the cost of a structural analysis;** Cm. Casner seconded motion; Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Aye, Mayor Irene Aye, motion carried.

CCCOG Meeting: Elk Mountain is hosting the monthly CCOG meeting Oct. 19<sup>th</sup>. The speaker for the CCCOG meeting will be Barry Lawrence, Project Manager Wyoming Water Development Office and Dan Breed, Project Scientist, National Center for Atmospheric Research. The name of the presentation is "Update of Wyoming Weather Modification Pilot Project".

Approval of 2<sup>nd</sup> Amendment to the HCJPB Agreement: The Council discussed signing the HCJPB agreement. After the **discussion Cm. Jones made a motion to have legal representation review the agreement on the towns behalf before signing the agreement;** Cm. Hobbs seconded the motion, Council poll; Cm. Casner Abstaining, Cm. Hobbs Aye, Cm. Jones Aye, C. Larsen Aye, Mayor Irene Nay, motion carried. Cm. Jones ask that the minutes reflect that this motion was not intended to hold up the process of approving this agreement but wanted a legal review for the town.

Approval of the HCJPB 2011-12 Budget: **Cm. Jones made a motion to approve the HCJPB 2011-12 Budget;** Cm. Larsen seconded the motion, Council poll; Cm. Casner Abstaining, Cm. Hobbs Aye, Cm. Jones Aye, C. Larsen Aye, Mayor Irene Aye, motion carried.

**NEW BUSINESS:** Letter of Resignation: **Cm. Jones made a motion to accept a letter of resignation from Cm. John Larsen effective October 11<sup>th</sup>;** Cm. Hobbs seconded motion; Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, C. Larsen Abstaining, Mayor Irene Aye, motion carried. The Mayor and Council thanked John for all the effort and work he did for the Town.

Employee Health Insurance: Linda has been in contact with another insurance carrier to replace the WAM-JICP group plan that the town currently has. It was decided to move the group policy to Personal Financial Solutions, Cheyenne, Wyoming who represents John Alden, Health, Delta Dental, and VSP vision coverage. The reasons for the change include better coverage and less expensive. The new coverage will start November 1<sup>st</sup>. To clarify the employee health benefits **Cm. Hobbs made a motion to pay up to a \$1,000 per month for each qualified employee or the total premium if under \$1,000.00 month with any amount over \$1,000.00 to be out of pocket for the employee;** Cm. Casner seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, Cm. Larsen Abstaining, Mayor Irene Aye, motion carried.

Council Nominations: Discussion to appoint Morris Booth to the vacated council seat brought a motion to the floor but after discussion the motion was rescinded. Cm. Casner felt the process should be to advertise the vacated seat and request interest from others in the community. **Cm. Jones made a motion to post an advertisement for one week October 10-15<sup>th</sup> for the open position and accept letters of interest;** Cm. Hobbs seconded the motion, Council poll; Cm. Casner Aye, Cm. Hobbs Aye, Cm. Jones Aye, C. Larsen Aye, Mayor Irene Nay, motion carried.

ADJOURNMENT:

There being no further business to come before the council, **Cm. Hobbs made a motion to adjourn the meeting at 9:05 P.M.;** Cm. Casner 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