

RECORD OF PROCEEDINGS

THE REGULAR MEETING OF THE ELK MOUNTAIN TOWN COUNCIL WAS HELD MONDAY, MARCH 12, 2012, IN THE TOWN HALL COMPLEX

- CALL TO ORDER:** Mayor Irene called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited. Roll call was taken, Council Members present were:
Cm. Morris Booth
Cm. Ken Casner
Cm. Angie Hobbs
Cm. Janeen Jones
Also Present:
Linda Crane, Clerk/Treasurer, Pat Eastman, Water Superintendent, John Larsen, Public Works, Bill Sherwood, Fire Chief
- CITIZEN/VISITORS:** Robert Meyer, Keith Haskins, PMPC, Bob Johnson, Al Santilli
- APPROVE AGENDA:** Mayor Irene amended the agenda under Old Business-Board By-laws to read the 1st Reading of Ordinance 12-02, 12-03, and 12-04. Under New Business SRF 2012 IUP's were moved to PMPC reports. **Cm. Booth made a motion to approve the agenda as amended;** Cm. Jones seconded the motion; Council Poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried.
- APPROVE MINUTES:** Mayor Irene asked for approval of the February 13, 2012 Regular Meeting Minutes and February 20, 2012 Special Meeting Minutes. **Cm. Booth motioned to approve the minutes of February 13, 2012 Regular Meeting and February 20, 2012 Special Meeting;** Cm. Hobbs seconded the motion; Council Poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried.
- CITIZENS ADDRESSING THE COUNCIL:** Bob Johnson addressed the Council suggesting they cover the fire hydrants that blow in with snow with a type of barrel cover used previously. This would make it easier to locate the hydrant in case of a fire or during snow removal.
- REPORTS:** Reports were given by PMPC, Fire Dept., SCWEMS, Water Dept., Zoning, Public Works Dept., HCJPB, Park Board and Historic Trails RC&D.
- PMPC:** Keith Haskins asked that the Council approve a proposal from Ferguson Meters to address compensation for the hour's town employees spent doing corrections to the meter information provided them. This proposal would offset their time by providing a year of maintenance at no cost and would bring a trainer back to finish training on the system. **Cm. Casner made a motion to sign the settlement for the proposal of damages with Ferguson Meters;** Cm. Booth seconded the motion; Council Poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Nay, motion carried. Keith asked that the Council conditionally approve payment for Pay Application #3 which is the final payment and release of retainage in the amount of \$7,207.75 to Ferguson Enterprise Inc., for the Water Meter Procurement Project after the 41 day advertising has been done and they have met their contractual obligations. **Cm. Hobbs motioned to conditionally approve payment for, Pay Application #3 to Ferguson Enterprise Inc., in the amount of \$7207.75;** Cm. Casner seconded the motion; Council Poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Nay, motion carried. Keith asked the Council to approve Change Order #5 for the Tank and Transmission Line Project to install an auto-dialer for alarms at the water tanks. **Cm. Jones motioned to approve Change Order #5 in the amount of \$3,674.00;** Cm. Casner seconded the motion; Council Poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried. Keith explained that Change Order #6 would not be necessary because another solution was found to correct any problems with the phase loss and reversal protection. Keith asked for approval to issue a Certificate of Substantial Completion for the Tank and Transmission Line Project. **Cm. Hobbs motioned to approve issuing a Certificate of Substantial Completion for the Tank and Transmission Line Project;** Cm. Casner seconded the motion; Council Poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried. Keith explained that changing out the 1100

Series Act-Pack Unit with the 1200DN series would correct the flow rate in the tanks. **Cm. Casner motioned to swap out the unit with the manufacturer and have it installed;** Cm. Hobbs seconded the motion; Council Poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried. Keith updated the Council on what items on the punch list have been completed to date after the walk through on the 5th. Keith addressed the State Revolving Funds (SRF) Intended Use Plans the town had received information on. He renewed our position on the IUP list for a possible sewer project.

Fire Dept.: Chief Sherwood told the Council that the Fire Dept. website is ready to go live and that it will be linked to the Towns. Elk Mountain Fire personnel attended the Mid-Winter training. They also have been attending Red Card Training and will be hosting Red Card Training on March 22nd. The Department has had one call this month.

SCWEMS: Bill reported the ambulance has had 21 calls YTD. The Board has received a matching grant from SLIB to purchase two new ambulance for the service. Mark Kostovny and Bill attended the Town of Hanna's council meeting to discuss the buy-in for their town. They are interested but need to find the funding to do it. Mary George the Medicine Bow board member and board treasurer has resigned from the SCWEMS Board.

Water: Water Superintendent Eastman reported that EPA had not posted our annual testing properly and sent a letter stating we were in violation. After they did some research on their end they found that we were compliant. He also discussed sampling that is usually scheduled for the summer months makes more sense for the town to do in the winter because our retention time is longer in the winter months.

Zoning: Nothing to report

Public Works: Public Works Director Larsen reported that he has been working on the town's mosquito abatement plan. He has received a bid for the aerial application but it came in quite high and would be looking at other companies for more quotes. He was updating the landowner approval forms for the spraying application. On April 23 and 24th, representatives from the Van Diest Co. will be in town to calibrate the fogger. John reported the lift station is at 5.2% down a little from last month. He has been installing the weather stripping on the overhead doors at the fire station to cut down on the loss of heat in the building.

HCJPB: Representative Booth attended the monthly HCJPB meeting in Medicine Bow and reported that the financial accounts are now up to date. They will have a Special Meeting March 15th to go over the current budget and make adjustments. They will start their regular budget meetings on March 22nd. They are working on the permitting process for a new construction debris trench. It has been decided to retain Representative Beals as the temporary bookkeeper until after their budget sessions.

Park Board: No one from the Park Board was present.

HTRC&D: Nothing to report

TREASURER'S REPORT: Treasurer Crane recommended approval of the treasurer's report. **Cm. Jones motioned to approve the treasurer's report;** Cm. Booth seconded the motion, Council poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried.

BILLS TO BE PAID: Treasurer Crane presented the bills to be ratified and paid. **Cm. Hobbs motioned to approve the bills to be ratified and paid in the amount of \$601,891.14;** Cm. Jones seconded the motion, Council poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried.

- See attached list.

CORRESPONDENCE: Correspondence was received from Specific Purpose Tax JPB, US Bank, LGLP, SLIB, CCEDC, Federal Reserve, CNA Surety, WyDot

OLD BUSINESS: 1st Reading Ordinance 12-02: After discussion of the verbage in the paragraph stating funding the word "members" was struck and replaced with the word "officers", **Cm. Booth made a motion to approve the amended Ordinance 12-02, An Ordinance Adopting the Creation of the Town of Elk Mountain**

Cemetery Board and By-laws; Cm. Jones seconded the motion, Council poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried.

1st Reading Ordinance 12-03: After discussion of the verbage in the paragraph stating funding the word “members” was struck and replaced with the word “officers”. It was also decided to lower the number of members from five (5) to four (4). **Cm. Jones made a motion to approve the amended Ordinance 12-03, An Ordinance Adopting the Creation of the Town of Elk Mountain Senior Board and By-laws;** Cm. Hobbs seconded the motion, Council poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried.

1st Reading Ordinance 12-04: After discussion of the verbage in the paragraph stating funding the word “members” was struck and replaced with the word “officers” and correction of a typographical err, **Cm. Jones made a motion to approve the amended Ordinance 12-04, An Ordinance Adopting the Creation of the Town of Elk Mountain Park and Recreation Board and By-laws;** Cm. Hobbs seconded the motion, Council poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried.

Senior Service Lease and Service Agreement: **Cm. Jones made a motion to enter into a Lease and Service Agreement with the Carbon County Senior Services, Inc.,** Cm. Booth seconded the motion, Council poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye, motion carried.

2nd Reading Animal Ordinance: **Cm. Booth motioned to accept on second reading Ordinance 12-01, Elk Mountain Municipal Code, an ordinance creating provisions to deal with animals in the Elk Mountain Municipal Code and repealing all ordinances in conflict therewith with a correction in 5-3-6 License-Exception: Item A. to read “for a period not to exceed sixty (60) days”;** Cm. Hobbs seconded the motion; Council poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye motion carried.

Update on Town Website: Robert Meyer with Snowy Range Technology told the Council that the website is up and running. He would like input from the Council and community on the content of the site. Cm. Jones commented on the weather and road condition links and if they could possibly be less cryptic more user friendly.

Municipal Judge Appointment: After consulting with the Town Attorney his recommendation was to do without a municipal judge at this time.

NEW BUSINESS:

LGLP Application for Membership: **Cm. Booth made a motion to renew the Town’s membership with LGLP for FY 2013;** Cm. Hobbs seconded the motion; Council poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye motion carried.

ADJOURNMENT:

There being no further business to come before the council, **Cm. Hobbs made a motion to adjourn the meeting at 8:15 P.M.;** Cm. Casner seconded motion, Council poll; Cm. Booth Aye, Cm. Casner Aye, Cm. Hobbs Aye, Mayor Irene Aye, Cm. Jones Aye motion carried.

Clerk

Mayor