

City of Torrington)
County of Goshen)
State of Wyoming)

The Torrington City Council met in regular session on Tuesday, June 21st, 2016 in the City Council Chambers at 436 East 22nd Ave. at 7:00 p.m. Present: Mayor Varney, Council Members Adams, Hill, and Law. Also Present: Clerk/Treasurer Strecker, Attorney Eddington, Building Official Estes, Chief of Police Sharp, Engineer Juve and Deputy City Clerk Kinnan.

Mayor Varney called the meeting to order.

Debbie Surratt led the Pledge of Allegiance.

Mayor Varney read a letter from Neal Stone, Facility Administrator Town Utilities for the Town of Fort Laramie. The town lost an electrical sub-station transformer due to a lightning strike on May 6th, 2016, which left the town without power. They called the City of Torrington's electrical staff and discovered we had the transformer they needed in a backup sub-station. Torrington has allowed Ft. Laramie to use the transformer until their new sub-station is built. The Town of Ft. Laramie expressed their thanks to the City of Torrington and the electrical staff for the assistance during their time of need.

Mayor Varney read a letter from Vyve Broadband stating the MyNetwork TV station from Colorado will be replaced by the MyNetwork TV station from Wyoming. Vyve stated they will continue to work hard to provide the greatest quality of service at the best possible value, and pledged to work daily to enhance their customer's experience with Vyve Broadband.

Councilwoman Hill moved and Councilman Law seconded to approve the consent agenda which includes the minutes of the 06-07-16 Council meeting as published and all actions therein be ratified. Motion carried unanimously.

Mayor Varney asked to amend the agenda by adding Resolution No. 2016-10 for Goshen County. Councilman Adams moved and Councilwoman Hill seconded to approve the agenda as amended. Motion carried unanimously.

Cindy Kenyon, Goshen County Clerk addressed the Council. She requested Council approval of two joint resolutions to submit applications to SLIB for BFY15/16 County Wide Consensus Block Grant Funds. Resolution No.2016-07 funds would purchase a color copier for the County Assessor's office in the amount of \$5,600 and Resolution No. 2016-10 funds would purchase a new water heater at the Rendezvous Center in the amount of \$8,500. Councilman Adams moved and Councilman Law seconded to approve Resolution No. 2016-07 and Resolution No. 2016-10 as presented. Motion carried unanimously.

Councilman Law moved and Councilwoman Hill seconded to approve Resolution No. 2016-08 reappointing Electrical Supervisor, Dana Youtz as the Alternate Director to the MEAN Board of Directors and Alternate Representative to the MEAN Management Committee for a term of three years. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE PROVIDING FOR THE APPROPRIATION OF MONEY BY THE CITY OF TORRINGTON, WYOMING, TO MEET ITS GENERAL FUND REQUIREMENTS AND OBLIGATIONS, TO MEET ITS ENTERPRISE FUND REQUIREMENTS AND OBLIGATIONS, FOR THE 2017 FISCAL YEAR COMMENCING JULY 1, 2016 AND FIXING THE SUM TO BE RAISED BY TAXATION. Clerk/Treasurer Strecker presented highlights of the FY17 Budget. The FY17 Budget has decreased by 11.07% (\$3,747,134) over last year, the operating budget was reduced by \$1,038,474, and capital and equipment was reduced by \$2,708,660. Personnel costs decreased by \$134,737 due to a reduction in the workers compensation premium, reduction in over-time and a reduction in hours of seasonal personnel. No COLA or merit increases will be given in FY17 for any of the employees. Health insurance costs will remain the same but will be reviewed again in December of 2016 when the Health Benefit Plan is due for renewal. General Fund revenues are projected to decline \$1.2 million in FY17. The State has significantly cut funding to local governments and Torrington is estimated to lose \$987,099 over the FY16-17 biennium. Sales and use tax and optional tax revenues continue to decline and in FY17 they are estimated to be down over 22% (\$433,000) compared to last year's budget. By deferring capital projects and maintenance needs and without new revenue sources, City infrastructure, maintenance, and equipment will continue to erode and limit the City's ability to continue safe and reliable services. If the State's financial situation does not improve, local governments may see additional cuts in the future. She thanked the Council and Staff for their time and cooperation during the budget process.

Mayor Varney opened the public hearing concerning the Fiscal Year 2017 budget.

Mayor Varney asked for any public comments. Paul Puebla of 638 East 24th Ave. addressed the Council. He thanked the Council and Staff for all the work that was put into the budget. Mayor Varney stated the City of Casper offered early retirement to employees to reduce staff due to lack of State funding and Eastern Wyoming College had to eliminate thirteen employee positions. Mayor Varney asked for any other comments for or against the budget, hearing none the public hearing was closed.

Attorney Eddington read by title AN ORDINANCE PROVIDING FOR THE APPROPRIATION OF MONEY BY THE CITY OF TORRINGTON, WYOMING, TO MEET ITS GENERAL FUND REQUIREMENTS AND OBLIGATIONS, TO MEET ITS ENTERPRISE FUND REQUIREMENTS AND OBLIGATIONS, FOR THE 2017

FISCAL YEAR COMMENCING JULY 1, 2016 AND FIXING THE SUM TO BE RAISED BY TAXATION.

Councilman Adams moved and Councilwoman Hill seconded to approve Ordinance No.1166 as presented on third reading. Motion carried unanimously. Councilwoman Hill thanked the Staff for the hard work that was put in on the budget. She commented with revenue shortfalls unfortunately some things will have to change, including rates, because we cannot continue to delay projects. Mayor Varney stated the City desperately needs a new swimming pool and the only way to fund it would be through a Capital Facilities tax which is not on the ballot this year. He stated the optional tax will be on the ballot in November and it is not ideal to have two taxes on the same ballot.

Attorney Eddington read Resolution 2016-09 amending the Fiscal Year 2016 budget. Clerk/Treasurer Strecker stated the budget needed to be amended due to the emergency HVAC replacement at the museum, emergency repair of an ambulance and Police Department equipment (which was offset by a grant). She thanked the department heads for doing a good job in holding down expenses. Councilwoman Hill moved and Councilman Law seconded to approve Resolution No. 2016-09 as presented. Motion carried unanimously.

Clerk/Treasurer Strecker presented for approval amendments to the policy handbook. Small changes were made to the drug testing policy in order to qualify for a discount on Workers Compensation. The travel policy was amended by setting limits on the cost of meals not to exceed \$50 per day (not including tip), any one meal not to exceed \$26, tips for meal servers will not exceed 20% of the total bill, and a requirement of the traveler to provide dated and detailed receipts along with a failure to comply clause. The sick leave policy was amended by creating a Sick Leave Bank. The wage committee reviewed the Goshen County School district, Eastern Wyoming College, and Goshen County sick leave policies and created a Sick Leave Bank policy. A full-time City employee with a minimum of 80 hours of accrued sick leave can elect to participate in and donate to the Bank. An employee who participates in the Bank may not borrow from the Bank until all accrued paid leave has been exhausted. The borrowed Bank leave is to cover a catastrophic illness, injury, or other serious health condition of an employee, spouse, child or parent. Repayment of borrowed sick leave to the Bank shall be made in four hour monthly installments taken directly from the employee's sick leave accrual after the employee has accrued eight hours of regular sick leave. If the employee leaves City employment, the borrowed sick leave balance will be deducted from their final paycheck. Councilman Law moved and Councilwoman Hill seconded to approve the amendments to the policy handbook as presented. Motion carried unanimously.

Rich Reyes with Goshen County Economic Development addressed the Council. He requested approval of a Request for Proposals (RFP) for Acquisition and Development for the Purpose of an Assisted Living/Senior Living Facility. The site location is between E 20th Ave. and E 21st Ave. and from E D St. to the W boundary of the Evergreen Court Property. Mayor Varney stated a Property Development Committee had been formed to discuss different options for the property, and acknowledged several members of the committee in attendance. Councilman Law, a committee member, stated the committee was hoping to receive several proposals from perspective developers/buyers. Mayor Varney commented the RFP creates a level playing field. Engineer Juve stated after the Council's approval of the RFP it would go back to the committee and they would fill in deadline dates. Councilwoman Hill stated she would like more time to review the RFP. Councilwoman Hill moved and Councilman Adams seconded to table approval of the Request for Proposals until the July 5th, 2016 Council meeting. Motion carried unanimously.

Mayor Varney stated the Vyve Cable TV franchise will expire on June 30th, 2016. He recommended extending the contract for 90 days. He stated it would be an extension not a renewal. This would allow Vyve a little extra time to improve the service to their customers. Councilman Law moved and Councilwoman Hill seconded to approve extending the Vyve Cable TV franchise to September 30th, 2016. Motion carried unanimously.

Engineer Juve presented the bid results for the Detention Pond Project. He stated the recommendation was to award the bid to Wayne Coleman Construction of Casper, WY for a total bid amount of \$275,307 and reserve \$27,531 for contingency. Mayor Varney commented at the State Loan and Investment Board (SLIB) meeting last week there were 29 applications and only 12 were approved. The City was awarded money for this project from SLIB. Bids came in under the estimate so the City offered to return \$34,000, which allowed SLIB to help Upton and Weston County with their projects. Councilman Law stated by giving money back it gave a good impression to SLIB which did not go unnoticed. Councilman Law moved and Councilman Adams seconded to award the bid to Wayne Coleman Construction as presented. Motion carried unanimously.

The bills from 06-08-16 to 06-21-16 were presented for payment. Councilman Adams moved and Councilwoman Hill seconded to approve the bills for payment as presented. Motion carried unanimously.

Councilwoman Hill commented with the extreme heat we have been experiencing people need to be cautious about leaving children or pets in their vehicles.

Councilman Law stated everyone needs to be fire wise; shooting off fireworks with the dry conditions can easily start a fire. He stated as Goshen County Fire Warden he will probably implement a

fire ban after the 4th of July. He encouraged residents to listen to our local radio station to get the latest news in our community.

Mayor Varney stated the City is sponsoring a fireworks display on the 4th of July. The Torrington Fire Department will set them off on the south side of the overpass at dusk. He thanked the fire department for their time and effort in putting on the show.

Mayor Varney commented Councilman Kelly could not attend the Council meeting due to family obligations.

Councilman Adams moved and Councilwoman Hill seconded that there being no further business to come before the Council to adjourn at 8:15 p.m. Motion carried unanimously.

The following bills were approved for payment: 57379 A F L A C payroll withhold 390.16;57380 ARMY AVIATION CENTER FEDERAL payroll withhold 300.00;57381 CITY OF TORRINGTON payroll withhold-golf,phone data 222.01;57382 D A R E transfr funds rcvd-idaho comm foundatn 1500.00;57383 DENT,DAVID A golf pro payable 3346.25;57384 FAMILY SUPPORT REGISTRY PAYROLL WITHHOLD 235.97;57385 GREAT-WEST TRUST CO LLC payroll withhold 1815.62;57386 J - BUILT HOMES INC grant/final-museum prking impvmnts 2457.25;57387 MERIDIAN TRUST FEDERAL CREDIT UNION PAYROLL WITHHOLD 2968.00;57388 MUNICIPAL ENERGY AGENCY OF NE monthly rita installment 4276.57;57389 TOUCHTONE COMMUNICATIONS INC. long distance 68.83;57390 VERIZON WIRELESS cell phones 56.15;57391 WY CHILD SUPPORT PAYROLL WITHHOLD 230.76;57392 WYRULEC COMPANY LANDFILL ELECTRIC 284.53;57393 21ST CENTURY EQUIPMENT LLC oil&air filter,filter element 93.64;57394 ARROW ELECTRIC OF TORRINGTON instll fixtrs-pcnc area/rplc 2 breakrs-rv park 240.00;57395 ADAMS,RANDY travel exp/WAM smmr conf 506.23;57396 NIGHT HAWK Qrtrly Telemetry&WebConnect Fees 218.75;57397 STOTZ EQUIPMENT lift arm 511.54;57398 BARBER TREE SERVICE TREE Trim/remove/cleanup 1430.00;57399 BLACKBURN MANUFACTURING COMPANY 1000 electric locate flags 82.17;57400 BLUE TARP FINANCIAL INC 4.0gpm shurflo pump for weed sprayer 298.00;57401 BOMGAARS SUPPLY INC dmd pmps,drill pmp kit,weed killer,pot soil,tree stake kit,tree ring,t-posts,landscape fabric&plants,rock,springs,blade replace,switch kit,hose&clamps,hand wand,polish bonnet 643.55;57402 C & M AIR COOLED ENGINE INC 23.00X1-2 blades 191.50;57403 CANON FINANCIAL SERVICES INC copier contracts 524.25;57404 CNH INDUSTRIAL CAPITAL PRODUCTIVITY PLUS chain saw parts,3 hex nuts 58.96;57405 CITY SERVICE VALCON LLC jet a fuel,gasoline 30416.46;57406 CITY OF TORRINGTON Wy Community Gas/golf cert-Klemola,B. 415.00;57407 CROELL REDI MIX INC concrete-shop approach pad 1000.50;57408 CRONK,MORRIS D. srvc a/cs 160.00;57409 DECKER,STEVE oil,podium turf grwth 1129.00;57410 DENNIS SUPPLY CO pleated filters 345.64;57411 DIVERSIFIED SERVICES cleaning visits 360.00;57412 DIVERSIFIED SERVICES PER AGREEMENT 1500.00;57413 DOBY,REBECCA S court reporting-litigation 677.20;57414 JAMES A. EDDINGTON PC extended hours for attorney 895.80;57415 JAMES A. EDDINGTON PC CITY ATTORNEY 6000.00;57416 ENERGY LABORATORIES INC analysis-bacteria 32.00;57417 FLOCKS GLASS INC Windshield installed 305.00;57418 FLOYD'S TRUCK CENTER INC. knob w/insert,vent/cabin filters for garbage trucks 94.20;57419 GALLS LLC cpr masks 107.85;57420 GE BETZ INC monthly chemical management 9937.52;57421 GOSHEN CO ECONOMIC monthly contribution 2500.00;57422 GOSHEN CO TREASURER airport IT infastructure/Lexmark,dell,handset 4356.46;57423 GOSHEN DIESEL SERVICE replace air dryer,valve 127.50;57424 GREATAMERICA FINANCIAL SERVICES CORP COPIER LEASES 483.00;57425 USABUEBOOK 20 66' rail marking fiberglass posts 457.52;57426 HAWKINS INC dnr calcm hypochlrte,hydro acid,stablizer 2036.70;57427 882-NCPEERS GROUP LIFE INS. PAYROLL WITHHOLD 224.00;57428 HICKEY & EVANS LLP PSC pass on&tariff revisions 3860.00;57429 THE HON COMPANY LLC office chair 173.78;57430 HONNEN EQUIPMENT CO electrical repair kits 291.37;57431 INBERG-MILLER ENGINEERS Landfill #2 design&permit renewal 48812.51;57432 KJORMOE,MELVIN L. engraved plate, table covers 123.95;57433 KOIS BROTHERS EQUIPMENT CO gutter broom sets,1 pc tube style 2109.75; 57434 KUHNS,JAMES L. property cleanup/grandview & E 20th Ave 150.00;57435 LAW,WILLIAM trvl reimburse 578.11;57436 LONG,DEREK J june spraying 1480.00;57437 NEOFUNDS by NEOPOST postage-neopost acct 759.32;57438 MATTHEW BENDER&COMPANY INC Wy court rules 2016 ed w/cd 152.10; 57439 MCKEE,KAREN R&MARTIN B tshirts,2x3 banners 475.60;57440 MENARDS jar top valve solenoid, cedar picket 46.16;57441 MERITAIN HEALTH INC premium 28288.97;57442 MOOREHOUSE INC cedar mulch 232.00;57443 MOTOROLA SOLUTIONS INC. Service Agreement-dispatch serv network monitors 3327.12;57444 NATIONAL METER&AUTOMATION INC 100W cncntr-antnna port,mountng kit 2362.50; 57445 NORMONT EQUIPMENT COMPANY gutter brooms 1360.88;57446 ONE CALL OF WY tickets for CDC code TRG 121.50;57447 PANHANDLE CONCRETE grate,24" sq. frame 648.00;57448 ENVIRO SERVICES INC lab analysis 210.00;57449 THE L L JOHNSON DIST COMPANY fuel pump kit 146.37;57450 CITY OF TORRINGTON c/o PINNACLE BANK health reserve non-insured employer premium 8157.07; 57451 ID ZONE SOUTH 10 pvc cards-26 bit-programmed 91.57;57452 PETERBILT OF WY air,primary, fuel&oil filters/#94 508.63;57453 PINNACLE BANK postage,meal for urban system meeting,no splash cap,snapon crown top,water filters,whistles,lanyards,swimwear,amazon prime membership,national electric code 2014,travel expense 2077.13;57454 RAILROAD MANAGEMENT CO III. LLC license fees 531.17;57455 REGIONAL CARE INC select flex admin 81.00;57456 SPECTRUM ENGINEERING RESOURCES substation desgn-sub mtrls & procuremnt 1402.50;57457 RINGLE,DANIEL K. museum contract

consultant 750.00;57458 SAM'S CLUB/SYCHRONY BANK papertwls,airwick,cups,forks 119.33;57459 SCHNEIDER WILD FUR gloves 1022.00;57460 DBC IRRIGATION SUPPLY solenoids 194.38;57461 SOURCEGAS INC Utilities 2151.47;57462 STANDARD INSURANCE COMPANY Premium-long term disability 1861.30;57463 DEPT OF FIRE PREV & ELECTRICAL SAFETY electrical license renewals 100.00;57464 STATE OF WY electrical license renewals 100.00;57465 STUART C IRBY COMPANY glove testing charge 24.41;57466 C & C AUTO ELECTRIC LLC rpr trctr #72-rgulator,rectifier,bearing 67.57;57467 TORRINGTON EMPLOYEES INSURANCE premium&adjustmnt 78470.43;57468 U S POSTMASTER postage due/replenish 75.24;57469 U S POSTMASTER Credit for postage 850.00;57470 WALTON,JAMES H AIRPORT ASSIST CONTRACT 1500.00;57471 WASHINGTON NATIONAL INSURANCE COMPANY PAYROLL WITHHOLD 32.70;57472 WAYNE COLEMAN CONSTRUCTION INC concrete crushing 9229.50;57473 WELLS FARGO BANK N.A. 2011 UCC processing fee-elec JPB bonds 25.00;57474 WESTERN UNITED ELECTRIC SUPPLY crossarms,washer & bushing 2407.92;57475 WRIGHT,JERRY W. AIRPORT CONTRACT 1575.00;57476 WYO-BRASKA ENTERPRISES INC broadleaf control,non-selective sprayed 5075.00;57477 YOUNGER,TOD M ground maint 100.00;57478 QUINONEZ,SUZANNE lifeguarding course/reimburse 420.00;57479 FREIN,MORGAN RAE final bill/dep return 44.24;57480 LIFEMED SAFETY INC zoll x series preventive maint srcv agrmnt 1029.08;57481 HEYN,WILMA final bill/dep return 73.11;57482 SINGH, KULDIP final bill/dep return 165.00;57483 OBERST,MICHAEL final bill/credit return 99.34;57484 STEELY,TONYA family pool pass fee refund 120.00;57485 LINDLEY,LEAH final bill/dep return 51.06;57486 ST ROSE CATHOLIC CHURCH RV park camping fee refund 80.00;57487 GH PHIPPS CONSTRUCTION OF WY final bill/credit return 105.18;57488 KERNS,DALE&JACI deposit return 201.07;57489 ROSALES,EMILY final bill/dep return 128.72;57490 WEISS,LOUISE final bill/dep return 125.39