

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

The Torrington City Council met in regular session on Tuesday, May 16, 2023 in the City Council Chambers at 436 East 22<sup>nd</sup> Ave. at 7:00 p.m. Present: Mayor Doby, Council Members Deahl, Kelly, Patterson and Viktorin. Also Present: Clerk/Treasurer Strecker, Attorney Eddington, Director of Public Works Harkins, Chief of Police Johnson, Buildings & Grounds Superintendent Estes, Streets & Sanitation Superintendent Hawley and Deputy City Clerk Anaya.

Mayor Doby called the meeting to order.

Councilman Viktorin led the Pledge of Allegiance.

Mayor Doby led the session with informational announcements on the following items: 1. Announcement that flags were at half-staff on 05-15-23 in recognition of Peace Officers Memorial Day and Police Week 2023. Mayor Doby stated that at City Hall, specifically, the flag was flown at half-staff in honor of Lieutenant Harley Mark who was killed in the line of duty on 09-07-93. He indicated that there are a number of peace officers in this City and County which include: The Torrington Police Department, the Goshen County Sheriff's Office, the Lingle Chief of Police, the Fort Laramie Chief of Police and the Wyoming Highway Patrol. Mayor Doby commented that these peace officers are vital to the well-being of the community and stated that it is appropriate that their faithful service is honored; 2. Thank you to members of all City departments who volunteered their time to participate in highway clean-up efforts to make Torrington cleaner and more attractive; and 3. Request to all residents and property owners to keep ahead of the growth of weeds in order to proactively avoid a visit from Code Enforcement Officers.

Councilman Kelly moved and Councilman Viktorin seconded to approve the consent agenda which includes the minutes from the 05-02-23 Council meeting as published and all actions therein be ratified. Motion carried unanimously.

Councilman Patterson moved and Councilman Deahl seconded to approve the agenda as presented. Motion carried unanimously.

David Cronk spoke in reference to the Torrington Heights Addition undeveloped lots. In specific, he presented his concerns as to how the undeveloped lots are being approved for development by the Planning Commission and Board of Adjustment, and explained how he would prefer to see those specific lots approved for development in the future. Mayor Doby thanked Mr. Cronk for the information that he provided.

Mayor Doby noted the time had arrived for the Mayor and Council to adjourn from regular session and convene as a Board of Adjustment.

Buildings & Grounds Superintendent Estes stated that Gordon and Courtney Kautz requested approval of the preliminary plat acting as the final plat to combine Lots 17 and 18 of the Halco 4<sup>th</sup> Addition 5<sup>th</sup> Filing. He stated that Mr. and Mrs. Kautz would like to combine the two lots into one to build an unattached accessory structure. Buildings & Grounds Superintendent Estes indicated that accessory structures are not allowed to be built on an empty lot without a residence. He commented that if the two lots are combined, their existing residence will fulfill the residence requirement and the detached accessory structure may then be built. Buildings & Grounds Superintendent Estes stated that the Planning Commission approved the request at their 05-09-23 meeting, staff recommends approval and he has received no public comment. Mayor Doby opened the public hearing for consideration of the preliminary plat request. He asked for public comments in favor of or against the approval of the preliminary plat request, none were heard. The public hearing was closed. Councilman Patterson moved and Councilman Viktorin seconded to approve the preliminary plat acting as the final plat to combine Lots 17 and 18 of the Halco 4<sup>th</sup> Addition 5<sup>th</sup> Filing as presented. Motion carried unanimously.

Buildings & Grounds Superintendent Estes stated that Goshen County Economic Development (GCED) requested approval of the preliminary plat acting as the final plat to split Lot 1 of the Cold Springs Business Park. He stated that the requested lot split is for the intended sale of the smaller triangular lot that will be created by the split. Buildings & Grounds Superintendent Estes indicated that GCED has plans to sell the smaller triangular lot to a utility company but commented that he has no knowledge regarding the specific future use details. He stated that staff recommends approval and that he has received no public comment. Mayor Doby opened the public hearing for consideration of the preliminary plat request. He asked for public comments in favor of or against the approval of the preliminary plat request. Kevin Boates with BenchMark of Torrington, P.C. spoke in favor of the approval of the request. He informed the Mayor and Council that Range Communications is the company that is wanting to purchase the smaller triangular lot to construct an unmanned communications relay facility. Buildings & Grounds Superintendent Estes indicated that the Planning Commission stipulated with their approval that any development on this specific lot must meet the current setbacks as shown on the plat. Setback variance requests will not be permitted in the future. Mayor Doby closed the public hearing. Councilman Deahl moved and Councilman Patterson seconded to approve the preliminary plat acting as the final plat to split Lot 1 of the Cold Springs Business Park as presented. Motion carried unanimously.

Mayor Doby returned the Mayor and Council to regular session.

Tiffany Leslie with the Broncho Bar requested approval of a catering permit for a Summer Concert event to be held on 05-31-23 from 6:00 p.m. to 9:30 p.m. in the designated liquor service area established by the event's special event permit. Councilman Patterson moved and Councilman Kelly seconded to approve the catering permit as presented. Motion carried unanimously.

Ethan Fitch with the Mint Bar requested approval of a catering permit for a Summer Concert event to be held on 06-14-23 from 6:00 p.m. to 9:30 p.m. in the designated liquor service area established by the event's special event permit. Councilman Viktorin moved and Councilman Deahl seconded to approve the catering permit as presented. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE REPEALING PRIOR ORDINANCE #1097 DATED JULY 6, 2010 AND FILED AT BOOK 799 PAGE 149 OF THE GOSHEN COUNTY, WYOMING REAL ESTATE RECORDS. Councilman Patterson moved and Councilman Viktorin seconded to approve Ordinance No. 1275 as presented on third reading. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE AMENDING AND RE-ENACTING SECTION 18.16.020 OF THE TORRINGTON MUNICIPAL CODE, 2023 REVISIONS, RELATING TO THE CITY OF TORRINGTON, WYOMING, AMENDING THE ZONING DISTRICT MAP BY ESTABLISHING "R6-A" ZONING FOR A TRACT OF LAND. Councilman Deahl moved and Councilman Kelly seconded to approve the ordinance on second reading as presented. 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 2024 FISCAL YEAR COMMENCING JULY 1, 2023 AND FIXING THE SUM TO BE RAISED BY TAXATION. Councilman Patterson stated that the budget is a moving target as various items are still unknown. Clerk/Treasurer Strecker indicated that some pending items such as health and property/casualty insurance will be finalized in the coming weeks. Councilman Patterson moved and Councilman Deahl seconded to approve the FY24 Budget on first reading as presented. Voting aye Deahl, Doby, Patterson and Viktorin, nay Kelly, motion carried.

Clerk/Treasurer Strecker presented the bid results for a Snow Removal Equipment Displacement Plow with Single Axle Chassis and Dump Body. She stated that no bids were received on the scheduled bid opening date of 05-03-23. Clerk/Treasurer Strecker indicated that new legislation W.S.S. 15-1-113 (t) which became effective 04-01-23 states that if a City is unsuccessful in acquiring a bid, the City may proceed to acquire a vehicle or equipment for which the bid was sought through a solicitation process. She commented that funding for the equipment was established in the 2023 Fiscal Year Budget in the amount of \$210,000.00 and stated that staff would like permission to obtain quotes from at least three vendors and to discuss the procedure moving forward. Clerk/Treasurer Strecker presented several options for the Mayor and Council to consider. The options were as follows: 1. Allow staff to solicit quotes and enter into a purchase contract as long as the amount does not exceed the budgeted amount or is within a certain percentage of the budgeted amount; 2. Allow staff to solicit three quotes and return for approval at the next scheduled Council meeting; 3. Direct staff to re-bid the equipment and hope for participation; and 4. Direct staff to re-bid the equipment next fiscal year. Mayor Doby inquired if the budgeted amount of \$210,000.00 is adequate to move forward with. Streets & Sanitation Superintendent Hawley replied that the latest cost estimate that he received is approximately \$227,000.00 and stated that an increase of \$20,000.00 to the current budgeted amount for a total of \$230,000.00 would be sufficient. Councilman Viktorin indicated that he would like to see staff pursue a combination of the first two options to ensure that time and budget constraints are both honored. Councilman Viktorin moved and Councilman Deahl seconded to grant staff permission to solicit at least three quotes, to enter into a purchase contract in the not-to-exceed amount of \$230,000.00 and to report the solicitation process results to the Mayor and Council in due course. Motion carried unanimously.

The bills from 05-03-23 to 05-16-23 were presented for payment. Councilman Viktorin moved and Councilman Kelly seconded to approve the bills for payment as presented. Motion carried unanimously.

Mayor Doby asked for public comments, questions or concerns.

Fire Chief Petsch briefly updated the Mayor and Council on the calls that the Torrington Volunteer Fire Department responded to in the last couple of weeks. He also gave a brief update on Cody Fire School which was held May 5-7, 2023 and reported on the upcoming Wyoming State Fireman's Convention that is scheduled to be held in Riverton, Wyoming in June.

Mayor Doby adjourned the meeting at 8:06 p.m.

The following bills were approved for payment: 76010 AFLAC payroll withholding 778.98;76011 CIRCUIT COURT OF GOSHEN CO payroll withholding 436.28;76012 CITY OF TORRINGTON payroll withholding 1145.93;76013 DENT, DAVID A. Golf Pro Payable 1862.38;76014 GOSHEN CO DISTRICT COURT CLERK payroll withholding 100.00;76015 GREAT-WEST TRUST CO LLC payroll withholding 1913.00;76016 MUNICIPAL ENERGY AGENCY OF NE wholesale power 388975.42;76017 NEW YORK LIFE payroll withholding 359.37;76018 TOUCHTONE COMMUNICATIONS long distance 130.46;76019 VERIZON WIRELESS cell phones 656.03;76020 SAM'S CLUB/SYCHRONY BANK original check lost in mail-

address labels,document frames,calculator tape,towels,copy paper,coffee filters,ibuprofen,pods,glade plug-ins,laundry detergent,disinfectant spray,paper plates 792.81;76021 R & MM INVESTMENTS deposit refund 29.66;76022 DUBRY, CRIMSON deposit refund 111.57;76023 PETERSON, BROOKE deposit refund 13.41;76024 PULVER, TREVOR deposit refund 563.05;76025 SIDES, SCOTT reimb-work boots 197.48; 76026 FERGUSON, MORGAN deposit refund 36.31;76027 WILLIAMSON, THOMAS L. deposit refund 118.51;76028 EATON, SYDNEY deposit refund 150.51;76029 OCHSNER, JACOB deposit refund 134.79; 76030 BLACK, RYAN deposit refund 46.60;76031 WIAND ESTATE OF CHARLOTTE ambulance overpayment refund 104.80;76032 WUNDER, DONALD JR & REBECCA deposit refund 29.99;76033 REIFSCHNEIDER, JACKSON deposit refund 52.96;76034 STELLINGA, GARRET deposit refund 253.27;76035 COCHRAN, MICHAEL deposit refund 58.74;76036 POWELL, DAVID R. deposit refund 112.76;76037 SCHMECHEL, MIYA deposit refund 69.82;76038 MORALES, LUIS R. deposit refund 62.15;76039 ARROW ELECTRIC OF TORRINGTON cemetery well maintenance 500.00;76040 ARCO CONCRETE INC. pool tiles 245.50;76041 ACCUSCREEN MOBILE DRUG TESTING SERVICES rapid screen drug tests 435.00;76042 ALLEN, JAMES R. repairs 279.15;76043 ALLWATER SUPPLY LLC rebuild kits 306.94;76044 AMAZON CAPITAL SERVICES fuel pump,reusable coffee filters,pH indicators,flags,envelopes,waterproof nametags 175.68;76045 AVI PC expert witness services 4686.63;76046 B & B REPORTING INC. background checks 719.20;76047 BACKFLOW PREVENTION SUPPLY INC. assys,repair backflow 401.15;76048 BARNES LAW LLC Court Appointed Attorney 785.67;76049 CONTINENTAL WESTERN GROUP endorsement adding 2023 Polaris Ranger/2023 Vactor Truck,return premium for removing 2017 Dempster Recycling Trailers 112.00;76050 BLACK HILLS ENERGY utilities-gas 2749.17;76051 BLOEDORN LUMBER CO-TORRINGTON combination padlock 53.18;76052 BORDER STATES INDUSTRIES INC. cluster bracket mounts,nylon thread pins,disconnect sleeves,ground bottom plates,strain insulators,barb staples,ground rods, crossarm pins,bulbs,street lights 7331.60;76053 BROWN CO spacer,wheel bearing,pulley,turnbuckle, check chain,filters,fuel element 374.68;76054 CNA SURETY bond 100.00;76055 BUTLER'S SALVAGE & TOWING towing fee 122.02;76056 CASELLE INC. contract support & maint 2050.00;76057 CENTURY LUMBER CENTER stencils,wire stripper/crimper,spray paint,tape,extension cord,turbine,chalk,a/c disconnect,rv outlet,conduit locknuts,adapters,street broom,gas can,male inserts,hose clamp,fender washer,ground plugs,duplex outlet,padlock,single cut key,shoat hill rings,swiffer duster/refills,sweeper nozzle,hose hanger,flex hose,valve,bushings,couplings,primer/wetset,elbows,galv plug,sona tubes, nipples,compression sprayers,wheel handle,black pipe,pvc slip cap,gav roll valley/band pipe together, landscape foam,unions,rectorseal,masonry bit 813.57;76058 CITY OF TORRINGTON c/o FIRST STATE BANK optional sales tax 101138.53;76059 CLARKE, JOSEPH A. repair water leaks 321.18;76060 COMMUNITY HOSPITAL ambulance supplies 57.01;76061 CONNECTING POINT copier all-inclusive service contracts/monthly charges 508.25;76062 CONTRACTORS MATERIALS INC. cones w/ bands,lens cleaning towelettes,inverted paint,flags 326.40;76063 CUTTER & BUCK polo shirts 213.27;76064 COTTONWOOD CATERING catering-holiday party (not invoiced until 05-08-23) 4000.00;76065 DIVERSIFIED SERVICES INC. cleaning services 485.00;76066 DOOLEY ENTERPRISES INC. ammunition, smokeless blanks 2568.94;76067 HERSTEAD MONUMENT CO headstone resets 500.00;76068 ENERGY LABORATORIES INC. lab testing 478.00;76069 FR CLOTHING & SUPPLY fire resistant shirt 104.98;76070 FRITZLER, LARRY & DEBORAH pump septic tanks 812.00;76071 GENESIS LAMP CORPORATION airport runway lights 420.15;76072 GOSHEN CO ECONOMIC ¼ cent sales tax 25285.28;76073 GOSHEN CO ECONOMIC monthly contribution 2500.00;76074 GOSHEN DIESEL SERVICE diagnose/replace filter 130.00;76075 GREATAMERICA FINANCIAL SERVICES CORP copier leases 356.00;76076 GW MECHANICAL INC. repairs/public restroom-vandalism 293.89;76077 HAWKINS INC. sodium hydrox 50% diaphragm, calcium hypochlorite,cyanuric acid,hydrochloric acid 9025.19;76078 HYDRO FLOW PRODUCTS LLC dialgauge,calibrate/certifications,guage boots 409.00;76079 IDEAL LINEN/BLUFFS FACILITY SOLUTION mats,scrapers,sam dust/energy fees,garments,sam garment fees,sam linen,coveralls,mops,towels,toilet paper,paper towels,bowl cleaner,terminator cleaner,trash bags,urinal screens 1616.12;76080 JAMES A. EDDINGTON PC City Attorney,extended hours 9267.50;76081 JOE JOHNSON EQUIPMENT LLC main broom/segment,covers,hold tube,cylinder seal 1983.92;76082 KATH BROADCASTING CO LLC tower rent, easter egg hunt sponsor,City Council meetings 675.00;76083 KAUFMAN GLASS LLC chip repairs 60.00; 76084 FRANK PARTS CO oil,filters,FHP low horse power,electrical connectors,lamp,clamp,liftgate supports,timing cover seal/grinders,oil seal,fuel pump assy,hose,butt connectors,oil filler cap,transfer case motor,ss,clips,oil pressure switch,oil switch socket,napa enviroshield,o-rings,fuse kit 1447.31;76085 LUJAN CLEANING SERVICE LLC cleaning>window cleaning 237.00;76086 MECKLENBURG, MERVIN Court Appointed Attorney 230.00;76087 MEDICAL AIR SERVICES ASSOCIATION medical air transport insurance 1634.00;76088 METAL SHOP AND REPAIR LLC gauge square tubing 12.00;76089 MIRACLE RECREATION p/c cam lock assy-playground equipment 136.70;76090 MOOREHOUSE INC. pine trees-Arbor Day 460.00;76091 MOTOROLA SOLUTIONS INC. dispatch 911 service contract 4808.79;76092 MOUNTAIN WEST TECHNOLOGIES CORP TVFD internet service 100.00;76093 MOUNTAINS LLC conference enrollment fee 365.00;76094 NATIONAL VOLUNTEER FIRE COUNCIL INC. 2023 NVFC Membership Roster-City half 409.50;76095 NEWMAN SIGNS INC. sign posts 1018.74;76096 O'REILLY AUTO ENTERPRISES LLC micro v-belt,oil,brake rotor,ceramic pad,actuator,plast clean,wiper blades,keyless battrs,filters,fuel/water sep 478.05;76097 OLSON TIRE CO tire sealant,computer truck balance,labor-

dismount/mount 228.00;76098 ONE CALL OF WY tickets for CDC code TRG 141.75;76099 PANHANDLE COOPERATIVE ASSOCIATION refreshments-budget meeting,doughnuts-pool cover removal,dyed diesel, unleaded fuel 21173.52;76100 ENVIRO SERVICES INC. lab analysis 148.00;76101 PATRICK, JOHN B. Municipal Court Judge 2000.00;76102 PINNACLE BANK testing,coffee,travel expenses-meals/lodging/fuel, membership fee,parts for fire equipment,conference registration fees,DOT drug testing queries, annual subscriptions,postage,refund>window blinds,hand soap,cancel subscription,pump,merchandise for reimbursable stock 5482.65;76103 CULLIGAN WATER CONDITIONING OF TORRINGTON dispenser rentals,water 160.70;76104 POMP'S TIRE SERVICE tires 649.64;76105 PORT-A-POTS BY TDS INC. stationary units,port-a-pots 466.84;76106 PRINT EXPRESS INC. magnetic vehicle logos,ups 456.51;76107 RICHEY, MICHAEL air fuel 323.04;76108 RICHEY, MICHAEL Airport Operator Contract 1666.67;76109 RICHEY, MICHAEL Airport Operator Contract 1666.67;76110 ROCKY MOUNTAIN INDUSTRIAL SUPPLY INC. drill set,washers,nuts,gloves,bolts,wd-40,lube spray,degreaser,carb cleaner 823.84;76111 SAM'S CLUB/ SYCHRONY BANK membership plus 110.00;76112 VALLEY MOTOR SUPPLY hyd fittings,filters,extreme pressure grease,fram anti-dex fluid,thermostat kit,oil absorb,hand cleaner,gb pnp,gal gas,regulator,air gauge,hyd hoses,hyd fittings,final charge-cat loader,cq blue air,ad9 type cart,oil,pump,batteries,brake clean,dex iii/mercon,gate 1786.80;76113 DBC IRRIGATION SUPPLY sprinkler heads 2046.00;76114 QUILL LLC toner cartridges 311.98;76115 STUART C IRBY CO utility fencing stapler kit,staples 802.50;76116 TIMBERLINE ELECTRIC & CONTROL CORP RTU Upgrades/Firewall Updates Project 5410.25;76117 TIP TOP TREE SERVICE emergency trim 450.00;76118 TORRINGTON OFFICE SUPPLY toner cartridges,index dividers,hDMI cable digital video w/ audio,hDMI compact coupler,spiral notebooks,post it flags,handheld calculator,labelmaker tape,wall,wire bound,adding machine tape,copy paper 507.71;76119 TORRINGTON SOD FARMS grass seed 500.00;76120 U S POSTMASTER credit for postage 1250.00;76121 CENTURLINK TVFD phone/data line 217.45;76122 VEOLIA WTS USA INC. monthly chemical management 7769.04;76123 VERIZON WIRELESS TVFD cell phones 97.03;76124 GRAINGER replacement light cover,nfpa sign,safety signs 83.87;76125 WAGNERS FLORAL LLC fresh arrangement/candy bouquet 90.00;76126 WEGLIN JR., ED mow/trim 144.00;76127 JIRDON fertilizer 1149.12;76128 WESTCO dry spreader rental,swivel,fuel hose 2155.76;76129 WY HEALTH FAIRS chemistry panels/wellness screenings 239.00;76130 TORRINGTON TELEGRAM legals 4558.57;76131 WY SECURITY SYSTEMS INC. alarm monitoring 555.00;76132 WYRULEC CO Landfill Electric 377.25;76133 YAMAHA MOTOR FINANCE CORP USA golf carts lease 9900.00;76134 ZELL HEATING & COOLING LLC hot water heater install 600.00