

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

The Torrington City Council met in regular session on Tuesday, May 18, 2021 in the City Council Chambers at 436 East 22<sup>nd</sup> Ave. at 7:00 p.m. Present: Mayor Adams, Council Members Kelly, Kinney, Patterson and Steinbock. Also Present: Clerk/Treasurer Strecker, Attorney Eddington, Director of Public Works Harkins, Chief of Police Johnson, Building Official Estes, Water/Wastewater Supervisor Troxel and Deputy City Clerk Anaya.

Mayor Adams called the meeting to order.

Councilman Kelly led the Pledge of Allegiance.

Mayor Adams led the session with informational announcements on the following items: 1. Reminder to the public to be cautious and mindful of the presence of children on the streets as schools will soon be out of session; 2. COVID-19 vaccine clinic update; 3. COVID-19 updates. 4. West 11<sup>th</sup> Avenue sink hole update; 5. Ridge Road water main leak update; 6. City FY22 Budget process update; 7. Reminder to the public that the baler site is open on Saturdays to receive grass and limbs only, garbage is not allowed; 8. Request to the public to please refrain from putting garbage in the grass bins as it renders the grass unusable for the making of compost; 9. Announcement that the City of Torrington Compliance Officer is out issuing warnings and citations for garbage, weeds and generally unsightly property. Reminder to the public that weeds on a property must be maintained to 8" or less in order to be compliant with City ordinance. Failure to comply will result in further action and/or fines; 10. Announcement that the grand opening for the Candy Thompson Memorial Dog Park will take place on 05-22-21 from 1:00 p.m. to 3:30 p.m.; 11. Reminder to the public that all City parks and restrooms are now open for public use; 12. Reminder to the public that nearly all City facilities are protected by camera security. Announcement that the City expects the public to take care of its facilities and reminder that the City will prosecute anyone who damages City property; 13. COVID-19 recommendations; 14. Announcement that the Dale Jones Municipal Pool is scheduled to open on 05-28-21; and 15. Announcement that the City of Torrington wants to wish everyone an enjoyable Memorial Day weekend.

Councilman Kelly moved and Councilman Patterson seconded to approve the consent agenda which includes the minutes from the 05-04-21 Council meeting as published and all actions therein be ratified. Motion carried unanimously.

Councilman Kinney moved and Councilwoman Steinbock seconded to approve the agenda as presented. Motion carried unanimously.

Councilman Patterson moved and Councilman Kelly seconded to appoint Mayor Randy L. Adams as the Official Voting Delegate and Councilman Ted Kinney as the Alternate Delegate for the 2021 Wyoming Association of Municipalities (WAM) Summer Convention Business Meeting to be held on 07-15-21 in Cheyenne. Motion carried unanimously.

Mayor Adams presented for approval the following appointment to the Health Insurance Committee: Patrick Connelly, Indefinite. Councilwoman Steinbock moved and Councilman Kinney seconded to approve the Health Insurance Committee appointment as presented. Motion carried unanimously.

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

Building Official Estes stated that Jerry and Cleo Olson requested a setback variance to the south side of the home from the required 30' to 23' for the addition of a front porch. The property is located at 182 Park Avenue. He indicated that the Planning Commission approved the request at their 05-11-21 meeting, staff recommends approval and he has received no public comment. Mayor Adams opened the public hearing for consideration of the setback variance request. He asked for public comments for or against the approval of the request, none were heard. The public hearing was closed. Councilman Patterson moved and Councilman Kinney seconded to approve the setback variance request for the property located at 182 Park Avenue as presented. Motion carried unanimously.

Councilwoman Steinbock moved and Councilman Kinney seconded to return the Mayor and Council to regular session. Motion carried unanimously.

Director of Public Works (DPW) Harkins presented for approval the Agreement for Transfer of Entitlements between the Federal Aviation Administration (FAA) and the City of Torrington. He stated that the Jackson Hole Airport has a project that is in need of additional funding and indicated that the Torrington Municipal Airport has entitlement funding remaining from 2020 and in the current 2021 Fiscal Year. DPW Harkins commented that the FAA is requesting to transfer those remaining funds, totaling \$398,981, to the Jackson Hole Airport and stated that the funds will be repaid to the Torrington Municipal Airport out of future Jackson Hole Airport entitlements. Councilman Kinney moved and Councilwoman Steinbock seconded to approve the Agreement for Transfer of Entitlements between the Federal Aviation Administration (FAA) and the City of Torrington as presented. Motion carried unanimously.

Director of Public Works (DPW) Harkins presented the bid results for the FY21 SCADA Systems Renovations Project. He stated that staff recommends awarding the bid to Timber Line Electric and Control Corporation of Morrison, Colorado in the amount of \$102,548 and reserve \$2,452 (2.4%) for contingency for a project total of \$105,000. DPW Harkins commented that a bid opening was held on 05-05-21 for the project, and stated that Timber Line Electric and Control Corporation submitted the only bid and it was in conformance with the bidding requirements. He indicated that the project is funded by a State Homeland Security Grant in the amount of \$100,000 and stated that the remaining balance of \$5,000 will be taken from the Water Fund. Councilwoman Steinbock inquired what SCADA stands for and questioned what the system controls. DPW Harkins responded that SCADA stands for Supervisory Control and Data Acquisition. He commented that the system has sensors all throughout the City's water system at various pumps, tanks, etc. that relay information back to the main water plant. DPW Harkins indicated that if there is any type of alarm that is triggered within the system, that the sensors will send a signal back to the SCADA terminal that will contact dispatch to alert the Water Department. Councilman Kelly asked if the SCADA system takes away the need to have employees checking sites daily. Water/Wastewater Supervisor Troxel replied no, and indicated that physical presence at the sites daily is still a very important practice that will continue to take place. Councilwoman Steinbock moved and Councilman Patterson seconded to award the bid to Timber Line Electric and Control Corporation of Morrison, Colorado in the amount of \$102,548 and reserve \$2,452 (2.4%) for contingency for a project total of \$105,000 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 2022 FISCAL YEAR COMMENCING JULY 1, 2021 AND FIXING THE SUM TO BE RAISED BY TAXATION. Clerk/Treasurer Strecker stated that the total appropriations for the FY22 Budget so far are \$33,116,113. She indicated that there are still several items that will need to be considered at the Budget Work Session that will be held on 05-25-21. Items still pending include: Wages, Insurance (Health and Property/Casualty), IT Budget, Administrative Fees and Cash Balances/Cash Carry Over Review(s). Clerk/Treasurer Strecker commented that she has been informed that there will be an increase of at least 15% to the City's property/casualty insurance and stated that that increase has not been reflected in the FY22 Budget yet. Councilman Kelly inquired about the \$10,000 that are budgeted under Golf Course Revenue for Advertising Income. Clerk/Treasurer Strecker responded that the City has sponsors at different holes throughout the Golf Course. She indicated that the City goes out for the additional advertising fee on those holes every 3 years. Clerk/Treasurer Strecker commented that Golf Pro Dent felt that it was not a good year last year to seek that additional advertising funding, so he is looking at continuing that sponsorship in this fiscal year. Councilman Patterson moved and Councilwoman Steinbock seconded to approve the FY22 Budget on first reading as presented. Voting aye Adams, Kinney, Patterson and Steinbock, nay Kelly, motion carried.

The bills from 05-05-21 to 05-18-21 were presented for payment. Councilman Patterson moved and Councilwoman Steinbock seconded to approve the bills for payment as presented. Motion carried unanimously.

Mayor Adams asked for public comments, questions or concerns. None were heard.

Councilwoman Steinbock moved and Councilman Kinney seconded that there being no further business to come before the Mayor and Council to adjourn at 7:34 p.m. Motion carried unanimously.

The following bills were approved for payment: 70875 AFLAC payroll withholding 349.68;70876 NCPERS GROUP LIFE INS payroll withholding 160.00;70877 CIRCUIT COURT OF GOSHEN CO payroll withholding 373.07;70878 CITY OF TORRINGTON payroll withholding 629.20;70879 DENT, DAVID A. Golf Pro Payable 3760.89;70880 FAMILY SUPPORT REGISTRY payroll withholding 235.97;70881 GOSHEN CO DISTRICT COURT CLERK payroll withholding 100.00;70882 GREAT-WEST TRUST CO LLC payroll withholding 2575.00;70883 MUNICIPAL ENERGY AGENCY OF NE wholesale power 389123.92;70884 NEW YORK LIFE payroll withholding 359.37;70885 TOUCHTONE COMMUNICATIONS long distance 226.96;70886 VERIZON WIRELESS TVFD cell phones 97.37;70887 WASHINGTON NATIONAL INSURANCE CO payroll withholding 32.70;70888 WYRULEC CO Landfill Electric 325.39;70889 PRO AGG INVESTMENT II LLC deposit refund 79.50;70890 EVEZICH, KATHRYN deposit refund 12.22;70891 JOHNER, CANDI deposit refund 35.67;70892 GOODMAN, GARY T. deposit refund 101.42;70893 GRIBBLE, MATTHEW deposit refund 216.95;70894 FRANCIS, ROBERT reimb-proof of rabies vaccine 50.00;70895 SERVANTEZ, ANISSA reimb-proof of rabies vaccine 50.00;70896 KRAMIG, CHARLES deposit refund 41.66;70897 LESKOVEC, CHAD deposit refund 1.44;70898 BAIRD, PERRY reimb-toner cartridge 83.99;70899 ROJAS, ALBERTO deposit refund 119.99;70900 DEEN, ERIN deposit refund 79.63;70901 TAYLOR, TRENTON deposit refund 212.85;70902 WISSINK, KENNEDI deposit refund 60.28;70903 MURRAY, GAGE deposit refund 68.76;70904 LAVOIE, ANGIE reimb-proof of rabies vaccine 50.00;70905 TORRINGTON SAGE APT deposit refund 64.51;70906 A E SERVICES LLC labor/materials to finish service conduit for City 1821.05; 70907 ABSOLUTE SOLUTIONS pager repairs 522.80;70908 ACCUSCREEN MOBILE DRUG TESTING SERVICES rapid screen drug tests 112.00;70909 STOTZ EQUIPMENT shaft,lock nuts,lever,lock,pointer, compres springs 495.64;70910 BLACK HILLS ENERGY utilities-gas 270.88;70911 BLOEDORN LUMBER CO-

TORRINGTON plywood 311.77;70912 CAPITAL ONE TRADE CREDIT spray gun-pressure washer 59.84; 70913 BROWN CO pulley,service kits 83.75;70914 BROWN, KENNETH T. Associate Municipal Court Judge 75.00;70915 CASELLE INC. contract support & maint 1990.00;70916 CASPER COLLEGE WAMCAT Virtual Summer Institute 175.00;70917 CENTURY LUMBER CENTER outlet,plywood,keys,self-drilling screw, nozzles,bulbs,threaded rod,fasteners,cement blade,HD anti-skids,paracord,dropcloth,screw eye lags, hitch rings/plates,extension pole,push brooms,handle,pvc nipples,elbows,bushing,tape,spray paint, battery,sprayer,boil drain valve,towel hangers 580.77;70918 CITYSERVICEVALCON LLC Phillips 66 terminal maint fee 16.00;70919 CITY OF TORRINGTON pool till opening-2021 season 200.00;70920 CLARKE, JOSEPH A. re-pipe leaking water lines/plumbing 393.60;70921 CONNECTING POINT copier service contracts/monthly charges 468.27;70922 CULLIGAN WATER OF TORRINGTON dispenser rentals, water 166.20;70923 CUMMINS INC. repair generator water pump & belt 719.27;70924 DECKER, STEVE oil emulsion-durapatch 2310.00;70925 DIVERSIFIED SERVICES INC. cleaning services 385.00;70926 EMERGENCY MEDICAL PRODUCTS INC. ambulance supplies 180.80;70927 ENERGY LABORATORIES INC. lab testing 877.00;70928 ENVIRONMENTAL PRODUCTS & ACCES sewer/leader hoses 2253.86;70929 FLOYD'S TRUCK CENTER INC. motor-blower,shimano,brushless,harn-hvac,jumper,shinano motor 140.19; 70930 FUEL MANAGEMENT SOLUTIONS dispenser pump maint 402.00;70931 GOSHEN CO ECONOMIC 1/4 cent sales tax 22763.17;70932 GOSHEN CO TREASURER tv mounts,video/audio conferencing systems,webcams,laptops,briefcase 24590.41;70933 HACKETT SYSTEMS LLC video system for PD interview rooms 8696.00;70934 HAWKINS INC. chemicals for the swimming pool 3934.54;70935 HEALING CONNECTIONS MENTAL HLTH THERAPY therapy sessions,crisis incident debriefing 600.00; 70936 IDEAL LINEN/BLUFFS FACILITY SOLUTION mats,scrapers,sam dust/energy fees,sam garment fees, sam linen,coveralls,towels,mops 697.78;70937 INLAND TRUCK PARTS & SERVICE repairs/service 539.59; 70938 K & K COMMUNICATIONS paging service-elec meters 12.00;70939 FRANK PARTS CO screws, filters,hyd fluid,cable ties,shocks,brake pads/rotors,exactfit-beam,industrial belts,body hardware, retainer,oil,scraper,elec motor cl,hyd hose/fittings,headlight,threaded rods,bolts 1346.05;70940 L.N. CURTIS & SONS akron extenda-lite/LED lite towers Rescue 1,uniforms 5035.74;70941 LIFEMED SAFETY INC. grid paper rolls 108.50;70942 LUJAN CLEANING SERVICE LLC cleaning>window cleaning 237.00; 70943 MASEK GOLF CAR CO main assembly switch part 48.59;70944 MCI A VERIZON CO long distance/ 911 call backs 28.46;70945 MCKEE, KAREN R. & MARTIN B. reel cover 35.00;70946 MEDICAL AIR SERVICES ASSOCIATION medical air transport ins 1615.00;70947 MENARDS microwave 74.16;70948 MIDWEST PLUMBING INC. meter pit repairs 381.14;70949 MOTOROLA SOLUTIONS INC. dispatch 911 service contract 4904.32;70950 NORMONT EQUIPMENT CO durapatch repair parts 1291.75;70951 OLSON TIRE CO tires 1009.76;70952 ONE CALL OF WY tickets for CDC code TRC 115.50;70953 PANHANDLE COOPERATIVE ASSOCIATION isopropyl alcohol,water,vinegar 19.14;70954 ENVIRO SERVICES INC. lab analysis 150.00;70955 PETERBILT OF WY garbage truck repair 1026.86;70956 PINNACLE BANK postage,wastewater level 1 exam,driving record reports,work boots,working lunch meal,travel expenses-meals/fuel/lodging,3 pole contactor,gasoline gauging paste,batteries,drain cover/ frame,small water/wastewater utilities,towel dispenser modules,couplings,chain connector,slider assembly,rope & hook/flag,less lethal targets,bulb,sales tax refund,membership,annual subscription, investigation meals,training,training snacks,duct tape,gloves 5241.36;70957 PORT-A-POTS BY TDS INC. stationary units-pioneer RV park 229.58;70958 POSTEN, REECE BENJAMIN filter change/clean ice machine 325.41;70959 QUADIENT FINANCE USA INC. neopost postage 764.04;70960 WY AIRPORT SERVICES LLC air fuel,reimb-misc,hangar repair 1844.06;70961 WY AIRPORT SERVICES LLC Airport Operator Contract 1666.67;70962 SAFE FLEET ACQUISITION CORP spring roller assembly-roll off truck 685.48;70963 S & W HEALTHCARE CORPORATION wet foam gel 135.34;70964 EASTERN WY EYE CLINIC safety glasses 544.00;70965 SIMON sand for durapatch 1147.50;70966 DBC IRRIGATION SUPPLY round valve box green lid 53.32;70967 QUILL LLC tape dispensers,wireless keyboard,speaker,post-it notes/ flags,correction tape,printer cartridge 317.04;70968 HIGH PLAINS FIRE PROTECTION annual sprinkler/ fire alarm inspections,annual dry/wet sprinkler & fire alarm inspections 1300.00;70969 TORRINGTON SOD FARMS sod pallets 324.00;70970 TORRINGTON VISION CLINIC P.C. safety glasses 467.00;70971 GRAINGER toilet inside covers,toilet diaphragm assemblies,light bulbs 186.80;70972 WAGNER RENTS sales tax due-picked up equip in CO 69.83;70973 WAMCO LAB INC. chronic toxicity test 1200.00;70974 WEGLIN, EDWARD H. mow/trim 170.00;70975 WESTCO oil,ball valves,misc parts/tape,nipple,reducer, weed n feed w/ trimec,diesel,unleaded gas,elbow 16820.02;70976 WESTERN PATHOLOGY CONSULTANTS drug screen,urine collection 63.00;70977 WY CHILD & FAMILY DEVELOPMENT INC. contribution-matching funds 2021 2000.00;70978 TORRINGTON TELEGRAM legals 3205.50;70979 ROCKWOOD, CAROLYN deposit refund 42.80;70980 LOGSDON, JEFF reimb-mirrors/rocker switch 30.49; 70981 CANON FINANCIAL SERVICES INC. copier contracts 839.00;70982 GOSHEN CO ECONOMIC monthly contribution 2500.00;70983 GREATAMERICA FINANCIAL SERVICES CORP copier leases 434.00; 70984 JAMES A. EDDINGTON PC City Attorney 6666.00;70985 PATRICK, JOHN B. Municipal Court Judge 2000.00;70986 SUEZ WTS USA INC. monthly chemical management 7748.79;70987 U S POSTMASTER credit for postage 850.00