

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

The Torrington City Council met in regular session on Tuesday, June 1, 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 and Steinbock. Councilman Patterson was absent but excused. 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.

Attorney Eddington led the Pledge of Allegiance.

Mayor Adams led the session with informational announcements on the following items: 1. Reminder to the public to keep their yards, backyards, and alleys clear and free of weeds and other debris as higher temperatures approach in order to reduce the risk of fire potential; 2. Reminder to the public that grass dumpsters are to be used for grass only. Garbage, plastic bags and any other items are not allowed; 3. Reminder to the public that the baler site is open on Saturdays from 7:00 a.m. to 3:00 p.m. to receive grass, limbs and general yard waste; 4. Update on the joint Hazmat and law enforcement exercise that took place the week of May 24<sup>th</sup>. Participants in the exercise included: Wyoming Office of Homeland Security, Torrington Police Department, Torrington Fire Department, Torrington Emergency Management, Casper and Cheyenne Fire and Emergency Response Teams, Wyoming Air National Guard, Wyoming National Guard Civil Support Team and the FBI; 5. COVID-19 updates; 6. COVID-19 vaccine clinic update; 7. Announcement that the grand opening for the Candy Thompson Memorial Dog Park that took place on 05-22-21 from 1:00 p.m. to 3:30 p.m. was a success; 8. Announcement that the Dale Jones Municipal Pool opened on 05-28-21. The pool will be closed on 07-04-21 (Fourth of July Holiday) and on 08-05-21 (Goshen County Fair Day); 9. Thank you to all of the volunteers that helped get Valley View Cemetery ready for Memorial Day; 10. Announcement that there will not be a City of Torrington sponsored Fourth of July fireworks display this year; 11. Announcement that there is a parking lot renovation project taking place at Torrington High School that will create heavy truck traffic in the area until that project is complete. Request to the public to use caution while navigating streets in that area for the duration of the project; 12. Announcement that City of Torrington electric rates were converted from winter rates to summer rates as of 06-01-21; and 13. Reminder to the public to be cautious and mindful of the presence of children on the streets as schools are out of session.

Councilman Kinney moved and Councilwoman Steinbock seconded to approve the consent agenda which includes the minutes from the 05-18-21 Council meeting as published and all actions therein be ratified. Motion carried unanimously.

Mayor Adams requested approval to amend the agenda as follows:

1. Add Catering Permit to the Action Items List.

Councilwoman Steinbock moved and Councilman Kelly seconded to approve the agenda as amended. Motion carried unanimously.

Charlie Harshberger with 307 Sports Bar & Grill requested approval of a catering permit for an Eastern Wyoming College (EWC) event to be held on 06-09-21 from 5:00 p.m. to 8:00 p.m. at 3401 West C Street (ATEC Building). Councilwoman Steinbock stated that the event is a meeting that is being hosted by EWC for the Wyoming Community College Commission. Chief of Police Johnson requested the use of wrist bands at the event to ensure that minors will not be served. Councilwoman Steinbock moved and Councilman Kinney seconded to approve the catering permit as presented. Motion carried unanimously.

Water/Wastewater Supervisor Troxel requested approval of a \$5.00 increase to the Pioneer Park RV Camping Fee(s) from \$15.00 per night to \$20.00 per night. He stated that the RV park has planned improvements consisting of the installation of sewer connections needed in the near future and indicated that the last fee increase took place in 2017. Councilman Kinney moved and Councilman Kelly seconded to approve the Pioneer Park RV Camping Fee(s) increase as presented. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE AMENDING AND RE-ENACTING CHAPTER 5.12. OF THE TORRINGTON MUNICIPAL CODE, 2021 REVISIONS, RELATING TO LIQUOR REGULATIONS. He stated that the changes made to the existing ordinance based on the new laws passed by the legislature are the following: 1. Added Winery Permit and Off-Premise 24-Hour Winery Permit to Section 5.12.020.; 2. Added the description "24-Hour" to Malt Beverage Permit and Catering Permit listed in Section 5.12.020.; 3. Amended the term "room" throughout the chapter and changed it to "area". The dispensing room requirement for restaurant licenses was removed. Dispensing will now be allowed in approved areas; and 4. Section 5.12.120. was modified to specify additional requirements for the TIPS training portion associated with liquor licenses (i.e., written verification of date of birth for each employee, and a copy of each employee's TIPS training certificate and TIPS training card). Attorney Eddington indicated that other issues relating to liquor law changes will be discussed at the Work Session scheduled for 06-08-21. Councilwoman Steinbock identified the need for an editorial correction

from “waiting room” to “waiting area” in Section 5.12.035. Councilwoman Steinbock moved and Councilman Kelly seconded to approve the ordinance on first reading as presented. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE AMENDING AND RE-ENACTING SECTIONS 12.32.080. AND 12.32.110. OF THE TORRINGTON MUNICIPAL CODE, 2021 REVISIONS, RELATING TO AIRPORT HANGAR BUILDING SITES LEASED TO INDIVIDUALS – LEASE PROVISIONS AND CITY OWNED AIRPORT HANGAR LEASES. Director of Public Works (DPW) Harkins stated that the proposed ordinance amends and re-enacts the two sections that previously had all of the information regarding airport hangar building sites constructed by individuals and monthly rental fees for all City owned hangars. He indicated that the reverter clause in Section 12.32.080. was completely removed. DPW Harkins commented that additional sections were created to describe the terms and conditions associated with lease provisions for airport hangar building sites leased to individuals, and terms and conditions associated with City owned airport hangar leases. He stated that the ordinance that will follow describes the additional sections that were created as previously mentioned. Councilman Kinney moved and Councilwoman Steinbock seconded to approve the ordinance on first reading as presented. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE CREATING AND ENACTING SECTIONS 12.32.081., 12.32.082., 12.32.083., 12.32.084., 12.32.085., 12.32.111., 12.32.112. AND 12.32.113. OF THE TORRINGTON MUNICIPAL CODE, 2021 REVISIONS, RELATING TO LOT ASSIGNMENT, AIRPORT GROUND LEASE, CONSTRUCTION, MAINTENANCE, UTILITIES, AIRPORT HANGAR LEASE, USE OF PREMISES AND MONTHLY RENTAL FEES. Director of Public Works (DPW) Harkins stated that the proposed ordinance is a secondary ordinance that compliments the ordinance that was previously approved on first reading. He indicated that the ordinance establishes the rules for the lot assignment, the airport ground lease, the construction of the individual hangars, the maintenance of those hangars and the assignment of utilities that may or may not go to those hangars. DPW Harkins commented that Exhibit A of the ordinance displays the various build sites that are available to be utilized by individuals who would like to have their own private hangars. He stated that the ground lease agreement lays out all of the responsibilities of the owner and indicated that the rental rate is equal to \$0.04 per square foot of the hangar’s covered floor area per month. DPW Harkins commented that Section 12.32.111. through Section 12.32.113. re-enact the existing rental procedure of City owned hangars. He stated that Section 12.32.112. specifies that the premises will be used only for the storage of operational aircraft to be verified annually with current certification and indicated that Section 12.32.113. increases the existing monthly rental fees of City owned hangars by \$5.00. Councilman Kinney moved and Councilwoman Steinbock seconded to approve the ordinance on first reading as presented. Motion carried unanimously.

Chief of Police Johnson presented the bid results for (2) New SUV Police Interceptors and (1) New SUV Police Unmarked Administrative Vehicle. He stated that staff recommends awarding the bid to Transwest Ford of Torrington, Wyoming in the amount of \$91,030.00 and indicated that due to the low inventory of vehicles across the country, the cars are not scheduled to be delivered for six months. Councilwoman Steinbock moved and Councilman Kelly seconded to award the bid to Transwest Ford of Torrington, Wyoming in the amount of \$91,030.00 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 budget is still a little short and commented that more discussion will take place at the Work Session that will be held on 06-08-21. She indicated that she was recently informed that the property/casualty insurance premium is only going to increase 6.2% (quote from Hudson) instead of the anticipated 15% as previously reported and commented that that correlates to a \$14,000.00 savings to the budget. Clerk/Treasurer Strecker stated that there is another provider, Trident, currently working on a quote for the City of Torrington. She indicated that if that quote comes in lower than Hudson’s, and is competitive and includes everything that the City needs for coverage, that it will be accepted, therefore the property/casualty insurance portion of the budget is still pending. Clerk/Treasurer Strecker commented that there have also been some additions and changes made to the budget that were requested by department heads. She stated that those additions and changes will be presented at the 06-08-21 Work Session. Other items still pending include: Cash Balances/Cash Carry Over Review(s) and Administrative Fees. Councilman Kinney moved and Councilwoman Steinbock seconded to approve the FY22 Budget on second reading as presented. Voting aye Adams, Kinney and Steinbock, nay Kelly, motion carried.

The bills from 05-19-21 to 06-01-21 were presented for payment. Councilwoman Steinbock moved and Councilman Kelly seconded to approve the bills for payment as presented. Motion carried unanimously.

Mayor Adams asked for public comments, questions or concerns.

Water/Wastewater Supervisor Troxel informed the Mayor and Council that there is a change order in progress for the Well #16 Project. He stated that the well is going to be developed and indicated that the contractor, Sargent Drilling, will be back in July to get that work completed.

Councilman Kinney moved and Councilwoman Steinbock seconded that there being no further business to come before the Mayor and Council to adjourn at 7:50 p.m. Motion carried unanimously.

The following bills were approved for payment: 70988 AT&T MOBILITY cardiac monitor transmission fees 33.46;70989 BLACK HILLS ENERGY utilities-gas 2403.34;70990 CIRCUIT COURT OF GOSHEN CO payroll withholding 373.07;70991 CITY OF TORRINGTON payroll withholding 170.77;70992 DENT, DAVID A. Golf Pro Payable 726.99;70993 FAMILY SUPPORT REGISTRY payroll withholding 235.97; 70994 GOSHEN CO DISTRICT COURT CLERK payroll withholding 100.00;70995 GREAT-WEST TRUST CO LLC payroll withholding 2575.00;70996 VIAERO WIRELESS wireless unlimited hot spot plans 571.24; 70997 NEW YORK LIFE payroll withholding 359.37;70998 STANDARD INSURANCE CO premium-long term disability 2104.48;70999 WY DEPT OF REVENUE sales tax 18153.24;71000 WY RETIREMENT SYSTEMS Torr Vol EMT Pension 37.50;71001 TORRINGTON LEGION BASEBALL banner sponsor 250.00;71002 EVEZICH, KATHRYN credit refund 130.67;71003 PALMETTO GBA LLC ambulance overpayment refund 569.61;71004 DORSEY, KELLI deposit refund 7.10;71005 LAUER, JUDITH deposit refund 28.75;71006 CASTELLAW, HANAH deposit refund 22.05;71007 BUZBEE, EMMA deposit refund 61.77;71008 PETERSON, PAIJ deposit refund 40.72;71009 MCMILLEN, TAYA deposit refund 30.47;71010 MILES, KATHRYN L. deposit refund 59.15;71011 JOHNSTON, JAYCEE deposit refund 110.30;71012 STILLWELL, MASON C. deposit refund 74.65;71013 CREQUE, CHERON A. reimb-proof of rabies vaccine 50.00;71014 ARROW ELECTRIC OF TORRINGTON duct seal/labor to replace pump 110.00;71015 AC ELECTRIC MOTOR SERVICE slide pump repair 1130.58;71016 ACCUSCREEN MOBILE DRUG TESTING SERVICES rapid screen drug tests 672.00;71017 ALLEN, JAMES R. freeze damage repairs 2306.08;71018 ANDERSON CARPET SALES INC. vinyl flooring 1674.40;71019 ASSUREDPARTNERS CAPITAL INC. renewal of general liability insurance 2175.00;71020 BACKFLOW PREVENTION SUPPLY INC. sprinkler parts,dc assy 345.40;71021 BLOEDORN LUMBER CO-TORRINGTON return,concrete mix,fip cap,couplings,pvc pipe,wire connector, light bulbs,chain,fasteners,pins,nipples,pliers,toilet seat,screws,washers,oil,emitters,easy fit tee,blank tubing,2-hole strap,galv valley tin roll,elbows,blades,pvc union,adapters 543.29;71022 BOMGAARS SUPPLY INC. caps/base,adapter,thinner,pet carrier,live animal trap,knee boot,blade,air filter,screwdriver set,drill bit set,mechanics set,wrench set,pump,gaskets,tru fuel gas/oil,pulley,work boots,battery,core exchange fee,jack 1007.44;71023 BOUND TREE MEDICAL CPAP masks w/ nebulizer 393.16;71024 C H GUERNSEY & CO CBA filing project 345.00;71025 CASPER COLLEGE WAMCAT training 175.00;71026 SARGENT DRILLING CO Well #16 Project,efficiency tests 60350.50;71027 CITYSERVICEVALCON LLC jet fuel 6324.87;71028 CULLIGAN WATER OF TORRINGTON salt,water 46.20;71029 CUMMINS SALES AND SERVICE generator inspection/load test 805.10;71030 DECKER, STEVE weed killer,herbicide,wetting agent,mole bate 1494.20;71031 ENERGY LABORATORIES INC. lab test 112.00;71032 PRO QUALITY PEST CONTROL rodent control 130.00;71033 GALLS LLC cpr masks 76.95;71034 GOSHEN CO VICTIM'S ASSIST 2021 annual contribution 1000.00;71035 GOSHEN DIESEL SERVICE air conditioner part 235.00;71036 GREAT GARDENS INC. flowers for WCG tee box 100.00;71037 HAWKINS INC. sodium hydrox 50% diaphragm 1503.86;71038 HICKEY & EVANS LLP PCA factor filing 2164.00;71039 HUNTSVILLE FITNESS EQUIPMENT LLC schwinn airdyne pro trainer-PD weight room 995.00;71040 KAUFMAN GLASS LLC windshield installation 250.00;71041 L.N. CURTIS & SONS holographic weapon site,tactical single launcher,dual barrel mount,sling w/ adapter,long sleeve shirts 2903.50;71042 CASPER STAR-TRIBUNE annual subscription 385.00;71043 LEO RILEY & CO Audit FY2020 18000.00;71044 LIFEMED SAFETY INC. lithium ion battery,surepower II 493.76;71045 MAC EQUIPMENT INC. snap ring,tubes,caster,dust cap, bearings,bolts,washers,locknuts,shims 249.54;71046 MARTIN MARIETTA MATERIALS coarse/road base 388.90;71047 MATHESON TRI-GAS INC. medical oxygen 100.95;71048 MCCRANIE, BRENDA reimb-safety glasses 487.00;71049 MERITAIN HEALTH INC. premium-ins/life admin 40366.36;71050 METAL SHOP sharpen rotary mower blades,pipe 187.50;71051 NE SAFETY AND FIRE EQUIPMENT INC. recheck fire alarms 219.00;71052 PANHANDLE LAWN CARE LLC lawn care/weed control,weed spraying,spraying of turf grass 13037.37;71053 ENVIRO SERVICES INC. lab analysis 60.00;71054 CITY OF TORRINGTON c/o PINNACLE BANK health reserve/MT position,health reserve non-insured PR 10316.28;71055 PORT-A-POTS BY TDS INC. stationary units 375.68;71056 QUADIENT LEASING USA INC. neopost lease contract-postage machine 406.50;71057 REGIONAL CARE INC. select flex admin 108.00;71058 RICHEY, MICHAEL Airport Operator Contract 1666.67;71059 SAM'S CLUB/SYCHRONY BANK sun care,plates,febreze,plastic tableware,snacks for vending machine-pool 725.82;71060 VALLEY MOTOR SUPPLY wiper blades 13.98; 71061 SMITTY'S REPAIR SERVICE exchange WSN acetelyn 82.52;71062 DBC IRRIGATION SUPPLY sprinkler valves,solenoid assy,pvc union-sprinkler repair 344.61;71063 SOUTH TORRINGTON WATER & SEWER DISTRICT museum-water/sewer 162.48;71064 QUILL LLC copy paper,duster,pens,index cards,highlighter pen,handsoap,stapler,crew easy pak 187.43;71065 STROMSKI, GERRY L. painting-pool 5828.00;71066 TITAN MACHINERY filters,saw blades 1157.05;71067 TORRINGTON EMPLOYEES INSURANCE select flex contributions,premium 89005.63;71068 TORRINGTON FIRE DEPT professional services 633.33;71069 TORRINGTON SOD FARMS sod pallets 216.00;71070 UNITED TACTICAL SYSTEMS LLC pepperball launcher package 768.00;71071 UNITED VOLLEYBALL SUPPLY LLC sand court edge guard 920.32;71072 VERIZON

WIRELESS cell phones 430.73;71073 WAGNERS FLORAL LLC dispatcher recognition,Anaya funeral 242.82;71074 WY ASSOC OF MUNICIPALITIES 2021 WAM Convention registrations 700.00;71075 WY DEPT OF AGRICULTURE pool licenses 100.00;71076 WY HEALTH FAIRS wellness screening 67.00;71077 WY RETIREMENT SYSTEMS retirement 64802.10;71078 DEPARTMENT OF WORKFORCE SERVICES workers compensation 9982.43