

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

The Torrington City Council met in regular session on Tuesday, August 6, 2019 in the City Council Chambers at 436 East 22<sup>nd</sup> Ave. at 7:00 p.m. Present: Mayor Adams, Council Members Hill, Kinney, Law and Mattis. Also Present: Clerk/Treasurer Strecker, Attorney Eddington, Engineer Harkins, Chief of Police Hurd, Building Official Estes, Emergency Management Coordinator Kenyon, Streets/Sanitation Supervisor Hawley and Deputy City Clerk Anaya.

Mayor Adams called the meeting to order.

Engineer Harkins led the Pledge of Allegiance.

Mayor Adams announced that the next Council meeting scheduled for Tuesday, August 20, 2019 will be held in the picnic shelter at the northeast corner of Jirdon Park at 7:00 p.m. in conjunction with Community Night Out, an annual event organized by the Torrington Police Department. Events will start at 5 p.m. Evening activities will include free swimming at the Dale Jones Municipal Pool from 6:30 p.m. to 8:30 p.m. and a free movie near the Jirdon Park public restrooms building at dark. Hamburgers and hot dogs will not be provided this year. If the weather is not favorable the night of the event, the Council meeting will be held in the City Council Chambers.

Mayor Adams stated that all City of Torrington offices will be closed on Thursday, August 8, 2019 for City employees to be able to attend the 2019 Goshen County Fair Day. He encouraged all citizens to attend and enjoy the parade and fair on the aforementioned date.

Mayor Adams indicated that the first day of school for Goshen County is Tuesday, August 20, 2019. He reminded all citizens to be conscientious of the fact that there will be kids out and about and encouraged everyone to take extra caution and to set a good example for the rest of the community.

Councilwoman Hill moved and Councilman Kinney seconded to approve the consent agenda which includes the minutes from the 07-16-19 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 Eric Alden Catering Permit Request to the Action Items List.
2. Add Patrick Zimmerer Catering Permit Request to the Action Items List.

Councilman Law moved and Councilman Mattis seconded to approve the agenda as amended. Motion carried unanimously.

Dennis Estes with the Goshen County Main Street Committee addressed the Mayor and Council. He stated that in honor of Veterans Days, the committee is sponsoring a Veterans Banner Project and is seeking local heroes with local connections to Goshen County. The national program was created as a living tribute for communities to recognize and honor residents who are currently serving or who have served in the United States Armed Forces. He commented that each banner can be purchased for \$120.00 and that each purchased banner will be hung during the month(s) of November 2019 and November 2020. The Goshen County Chamber of Commerce has all relevant information for all parties interested in purchasing a banner. Any proceeds beyond production costs will be donated to the veteran's municipality to help with future Main Street projects. Mr. Estes indicated that 28 banner slots are available; 8 banners can be hung on Main Street and 20 on the overpass. He concluded by stating that the committee is pursuing the support of the Mayor and Council on behalf of the City of Torrington as the banner project fully begins to progress county wide. Councilman Kinney moved and Councilman Mattis seconded to publicly support the Goshen County Main Street Committee Veterans Banner Project as presented. Motion carried unanimously.

Mayor Adams presented for approval the following appointment for the term 09-03-19 to 12-31-19: Director of Public Works – Jeffrey Harkins. Councilman Law moved and Councilman Kinney seconded to approve the appointment as presented. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE AMENDING AND RE-ENACTING CHAPTER 2.24. OF THE TORRINGTON MUNICIPAL CODE, 2019 REVISIONS, RELATING TO MUNICIPAL COURT. He stated that the proposed ordinance updates the chapter to include specific statutory reference and removes mention to "police justice" and other antiquated terminology. Mayor Adams indicated that the proposed updates to the ordinance commenced because of an anonymous letter that was written stating that the City's ordinance in regard to qualifications of municipal judges was out of date. The ordinance was revised to read, "All Municipal Judges shall be qualified electors of the State of Wyoming pursuant to Wyoming Statute 5-6-103," to act in accordance with state law requirements. Councilwoman Hill moved and Councilman Mattis seconded to approve the ordinance on first reading as presented. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE AMENDING AND RE-ENACTING SECTION 1.12.020. OF THE TORRINGTON MUNICIPAL CODE, 2019 REVISIONS, RELATING TO FAILURE TO APPEAR IN MUNICIPAL COURT. He stated that the proposed revisions combine and update procedures regarding failing to appear for arraignments and trials in Municipal Court into one ordinance. Councilman Law

moved and Councilman Kinney seconded to approve the ordinance on first reading as presented. Motion carried unanimously.

Cody Legerski with Scotts Hi-Way Bar requested approval of a catering permit for a Spud and Noodles Moon Tower Party to be held in the outdoor parking lot between 1202 and 1210 South Main Street on August 31, 2019 from 11:00 a.m. to 2:00 a.m. Councilman Kinney inquired about the name of the event and specifics as to what it entails. Cody Legerski addressed the Mayor and Council. He stated that the name *Spud and Noodles Moon Tower Party* is a random name that was chosen for the event theme. It is essentially a parking lot music festival that will involve a live band and a variety of contests for people to take part in. Mr. Legerski indicated that there will be a specific area in the parking lot designated for people consuming adult beverages and that security will be enforced. He commented that he has also spoken to Gary Olson about utilizing his property to the south for additional parking, therefore parking availability should not be an issue. Mr. Legerski stated that the portion of the parking lot that will be utilized for the event will be completely blocked off by fencing material and that his staff will be heavily monitoring ID's to ensure against underage drinking. Event security has also been hired to patrol the grounds and ensure the overall safety of the people attending the event. Councilman Mattis moved and Councilman Kinney seconded to approve the catering permit as presented. Motion carried unanimously.

Eric Alden with J&B Liquor requested approval of a catering permit for a Home on the Range Third Thursday Event to be held at 2016 Main Street on August 15, 2019 from 5:00 p.m. to 8:00 p.m. Councilman Kinney moved and Councilwoman Hill seconded to approve the catering permit as presented. Motion carried unanimously.

Patrick Zimmerer with Table Mountain Vineyards, LLC requested approval of a catering permit for a Goshen County Chamber of Commerce/Economic Development Third Thursday Event to be held at 21<sup>st</sup> & Main on August 15, 2019 from 4:00 p.m. to 9:00 p.m. Councilman Law moved and Councilman Kinney seconded to approve the catering permit as presented. Motion carried unanimously.

Gypsy La' More with The Open Barrel Brewing Company, LLC requested approval of a special event permit for a Rockabilly Retro Fest, Car Show and Birthday Party to be held on August 24, 2019 from 5:00 p.m. to 9:00 p.m. She stated that there has been a development since she initially completed the application for the special event permit and will need to change the event date to September 14, 2019. Ms. La' More indicated that all of the business owners that will be affected by the proposed street closure had previously been notified and that the proper notification form which requires signatures was completely filled out. She commented that she would inform all of those business owners of the event date change and document the notification with signatures. Councilwoman Hill moved and Councilman Law seconded to approve the special event permit with the event date change to September 14, 2019 as presented. Motion carried unanimously.

Emergency Management Coordinator (EMC) Kenyon presented for approval an amendment to the policy handbook in regard to the creation of a National Incident Management System (NIMS) Policy. He stated that the City of Torrington adopted the NIMS as the incident management system for responding to incidents and emergencies within the City in 2006 and that the proposed policy will establish procedures for NIMS response and set guidelines for required employee training. EMC Kenyon indicated that because the City of Torrington seeks and receives federal and state Homeland Security grant funding, the City must demonstrate it is NIMS compliant. The policy will assist with compliance validation. Mayor Adams inquired about the required employee training portion of the policy and in specific how much time employees were allotted to complete the training. EMC Kenyon responded that the policy states that all newly hired, full-time employees will be required to complete the required courses within 12 months of employment. Mayor Adams stated that per the proposed policy, all full-time employees and elected officials will be required to complete IS-700 Introduction to NIMS and IS-100 Introduction to Incident Command System. All Senior Administrative Employees and the Mayor will be required to complete the previously mentioned courses in addition to ICS-402 ICS Overview for Senior Executives. Mayor Adams thanked EMC Kenyon for his efforts. Councilwoman Hill moved and Councilman Kinney seconded to approve the amendment to the policy handbook in regard to the creation of a NIMS Policy as presented. Motion carried unanimously.

Mayor Adams presented the bid results for the 2019 Varney Boulevard Paving Extension. He stated staff recommended awarding the bid to Knife River of Cheyenne, Wyoming in the amount of \$137,569.50 and reserve \$527.50 (0.4%) for contingency for a project total of \$138,097.00. Mayor Adams commented that the project consists of placing asphalt on the existing gravel based roadway on Industrial Park Avenue, also known as Honorary Varney Boulevard, between the end of the currently paved section to Lift Station Road and on Lift Station Road between Honorary Varney Boulevard and the railroad crossing. Councilman Law inquired about the status of signage in regard to recognizing Industrial Park Avenue also as Honorary Varney Boulevard. Streets/Sanitation Supervisor Hawley responded that signage is already in place at both intersections. Councilman Mattis moved and Councilman Kinney seconded to award the bid to Knife River of Cheyenne, Wyoming in the amount of \$137,569.50 and reserve \$527.50 (0.4%) for contingency for a project total of \$138,097.00 as presented. Motion carried unanimously.

The bills from 07-17-19 to 08-06-19 were presented for payment. Councilwoman Hill moved and Councilman Kinney seconded to approve the bills for payment as presented. Motion carried unanimously.

Mayor Adams asked for public comments, questions or concerns. Doug Mercer addressed the Mayor and Council. He inquired about the bill payment to Aegean, LLC and asked Chief of Police Hurd to explain and comment on the specific training that was completed. Chief of Police Hurd explained that some of his staff attended a variety of training sessions relating to hostage negotiation, criminal drug investigation, detective/criminal investigation, death and homicide, and school violence, safety and security. He stated that continuing education and training is essential because it helps officers to override natural inclinations, biases or reservations they encounter while in the performance of their duty. He indicated that the hostage negotiation training was particularly important due to the fact that Goshen County does not currently have a hostage negotiator and officers need to be trained on how to properly react when they are submerged into specific situations.

Councilman Mattis moved and Councilman Kinney seconded that there being no further business to come before the Mayor and Council to adjourn at 7:38 p.m. Motion carried unanimously.

The following bills were approved for payment: 66303 CASPER STAR-TRIBUNE subscription renewal,notice fee 352.99;66304 AT&T MOBILITY cardiac monitor transmission fees 33.46;66305 BLACK HILLS ENERGY utilities-gas 1687.27;66306 NCPERS GROUP LIFE INS payroll withholding 160.00;66307 CIRCUIT COURT OF GOSHEN CO payroll withholding 356.97;66308 CIRCUIT COURT OF GOSHEN CO payroll withholding 326.90;66309 CITY OF TORRINGTON payroll withholding 271.94;66310 DENT, DAVID A. Golf Pro Payable 2384.61;66311 FAMILY SUPPORT REGISTRY payroll withholding 235.97;66312 GREAT-WEST TRUST CO LLC payroll withholding 1541.00;66313 M.C. SCHAFF & ASSOCIATES INC. Airport Taxiway Relocation 24640.89;66314 MERIDIAN TRUST FEDERAL CREDIT UNION payroll withholding 2123.00;66315 NEW YORK LIFE payroll withholding 369.37;66316 STANDARD INSURANCE CO premium-long term disability 2192.98;66317 WASHINGTON NATIONAL INSURANCE CO payroll withholding 32.70; 66318 WY CHILD SUPPORT ENFORCEMENT payroll withholding 262.61;66319 WY CHILD SUPPORT ENFORCEMENT payroll withholding 202.45;66320 WY RETIREMENT SYSTEMS Torr Vol EMT Pension 60.00;66321 MCI A VERIZON CO long distance/911 call backs 10.88;66322 SOUTH TORRINGTON WATER & SEWER museum-water/sewer 276.57;66323 CENTURYLINK data lines 1316.81;66324 WY DEPT OF REVENUE sales/use tax 17693.33;66325 WY RETIREMENT SYSTEMS retirement 62845.84;66326 WY DEPT OF WORKFORCE SERVICES workers compensation 17927.62;66327 AFLAC payroll withholding 249.60;66328 CIRCUIT COURT OF GOSHEN CO payroll withholding 326.90;66329 CITY OF TORRINGTON payroll withholding 1204.25;66330 DENT, DAVID A. Golf Pro Payable 2106.33;66331 FAMILY SUPPORT REGISTRY payroll withholding 235.97;66332 GREAT-WEST TRUST CO LLC payroll withholding 1541.00; 66333 MERIDIAN TRUST FEDERAL CREDIT UNION payroll withholding 2123.00;66334 NEW YORK LIFE payroll withholding 369.37;66335 WY CHILD SUPPORT ENFORCEMENT payroll withholding 262.61;66336 WY CHILD SUPPORT ENFORCEMENT payroll withholding 202.45;66337 LEROY & SALLY LAMB final bill-credit return 381.69;66338 RB & CAROLYN HACKBARTH final bill-deposit return 89.82;66339 THE DAVID F BOLGER TRUST final bill-deposit return 2308.46;66340 BILL SAULCY final bill-deposit return 80.57; 66341 MADAYAG, FAITH final bill-deposit return 121.14;66342 JACKSON, ERIC JOEL final bill-deposit return 23.96;66343 AED EVERYWHERE INC. lithium battery-AED 331.20;66344 PUBLIC AGENCY TRAINING COUNCIL training/certification fees 4535.00;66345 BALCER AMBULANCE SALES CORP replacement graphics 275.00;66346 TORRINGTON TREADS tires 1040.00;66347 BENCHMARK OF TORRINGTON P.C. Frontage Road-repl design/Water Line Replacement 29335.73;66348 BEST RENTAL INC. bounce house,games,cotton candy machine 1241.55;66349 BLOEDORN LUMBER CO-TORRINGTON credit,elbow inserts,stucco patch,washers,treated pine/wood,paint,primer,mortar sealant,brush,multi use staple,risers,threaded rod,nuts,resettable combo,paint thinner,faucet key,utility/mini knives,rentals-telehandler/trailer/air compressor,hand saw,rebar tie wire,cull lumber,pliers,brass plug,battery pack, shovel,insect fogger/killer,zinc pin hinge,mop,super sawzall,garage door remote,nipples,bushing, granules,stakes,valve box,couplings,fly swatters 1164.99;66350 BLUFFS SANITARY SUPPLY INC. liners,air fresheners,towel rolls,cleaner,disinfectant,sprayer 523.74;66351 BOMGAARS SUPPLY INC. flexible pick up tool,hyd fluid,paint thinner,coupler,fly ribbon,shop vac,filter bag,bypass lopper,nozzles,oil,fuel transfer hose,tape 291.92;66352 BORDER STATES INDUSTRIES INC. credit,street lights,gloves,meter cover/bases,photocells,ground rods,uniform pants/shirts,screwdrivers,pvc conduit schedules,clamps 15113.10;66353 BROWN CO Massey Ferguson Tractor w/ Loader 17664.00;66354 BROWN CO discharge, oil,muffler,trimmer/line,mow head,filter element,blades,gas cap,oil/elec filters 559.88;66355 CITYSERVICEVALCON LLC jet fuel additive,aviation gas 23932.58;66356 CITY OF TORRINGTON travel expense-meals,postage,movie theatre passes 95.50;66357 CITY OF TORRINGTON c/o FIRST STATE BANK optional sales tax 79331.93;66358 COMMUNITY HOSPITAL ambulance supplies 51.30;66359 CONTRACTORS MATERIALS INC. paint,lens cleaning wipes 193.50;66360 CRIMINAL ADDICTIONS INC. criminal interdiction class 3800.00;66361 CROELL REDI-MIX INC. cement 421.00;66362 CULLIGAN WATER OF TORRINGTON water delivered,dispenser rental,salt 318.00;66363 CUMMINS INC. planned maintenance 3342.32;66364 DECKER, STEVE paint,liquid podium/spret,weed killer,anti-freeze,herbicide, grass seed,amino acid,prem 90 16495.80;66365 DEMPSTERS LLC lockable draw latch 130.67;66366

DESERT MOUNTAIN CORP mag chloride 12995.00;66367 DESTRY'S SECRET GARDEN flowers 43.00;66368 DIETZLER CONSTRUCTION CORPORATION Frontage Road Project 194269.13;66369 DOWNTOWN DECORATIONS custom sunbrella banners 2000.00;66370 DPC INDUSTRIES INC. sodium hypo 3194.79; 66371 EMBLEM ENTERPRISES patches 406.43;66372 ENERGY LABORATORIES INC. lab testing 1706.00; 66373 FASTENAL CO hand soap,gloves,batteries,cooling neckbands,floor dry,vests,baseball caps,ranger hats 353.87;66374 FLAGS USA US flags 289.00;66375 FRESH FOODS refreshments-safety meeting 18.56; 66376 FRITZLER, LARRY & DEBORAH pump septic tanks 609.00;66377 G & L CONCRETE cement 1820.00; 66378 PRO QUALITY PEST CONTROL rodent/pest control 130.00;66379 GOSHEN CO CLERK idoc/ arcsearch subscription fee 300.00;66380 GOSHEN CO ECONOMIC 1/4 cent sales tax 19833.37;66381 GOSHEN CO ECONOMIC Gosh County Veterans Program Sponsorship 250.00;66382 GREATAMERICA FINANCIAL SERVICES CORP one time origination fee-new contract 89.50;66383 HAWKINS INC. sodium hydroxide,diaphragm 2215.85;66384 USABLUEBOOK pH buffer pack,service box extensions 304.12; 66385 INDUSTRIAL DISTRIBUTORS gloves,hex nut,washers,bolts,glass cleaner 620.72;66386 INSITUFORM TECHNOLOGIES LLC Sewer Line Improvement Project 51183.46;66387 INSITUFORM TECHNOLOGIES LLC refund-meter deposit less fee/water used 1856.00;66388 INTERNATIONAL CODE COUNCIL membership renewal 135.00;66389 POWERPLAN parts for murphy tractor 1524.80;66390 KATH BROADCASTING CO LLC tower rent 75.00;66391 FRANK PARTS CO blower motor resistor,pigtail,gauges,air/lube/oil filters,gas grande shocks,grease fitting,adapter,rancho steering dampers,wiper blades 932.76;66392 LEADSONLINE LLC annual subscription investigative software 1758.00;66393 LIBERTY FLAG INC. rope assembly,pole beaded retainer ring 107.15;66394 LIFEMED SAFETY INC. preventative maintenance 920.00;66395 LIFT SOLUTIONS INC. service-forklift 949.77;66396 LONG, DEREK J II tree spraying 2130.00;66397 LUJAN CLEANING SERVICE LLC cleaning>window cleaning 273.75;66398 MAILROOM FINANCE INC. neopost postage 865.90;66399 MATLOCK, KELLY reimb-connectors/airport lights 156.86;66400 MECKLENBURG, MERVIN Court Appointed Attorney 320.00;66401 MOOREHOUSE INC. leak repair,couplers 274.00;66402 MOTOROLA SOLUTIONS INC. service contract 5109.03;66403 MOUNTAIN STATES PIPE & SUPPLY CO INC. ERTs-balance due 18.00;66404 MUNICIPAL EMERGENCY SERVICES INC. water rescue equipment, adjustments/testing 727.50;66405 NE SAFETY AND FIRE EQUIPMENT INC. fire sprinkler/backflow systems inspection 310.00;66406 NEWMAN SIGNS INC. signs-reimb Valley Motor Sports Mud Bogs 61.89;66407 NORMONT EQUIPMENT CO repair parts-temp gauge,mat tank 251.32;66408 NORTHWEST PIPE FITTINGS INC. adapter 87.08;66409 OFFICE OF STATE LANDS & INVEST CWSRF/DWSRF loan payments 52555.62;66410 OTC BRANDS INC. stuffed animals,jets,putty/slime 373.02;66411 PANHANDLE COOP Gatorade-TVFD 18.80;66412 ENVIRO SERVICES INC. lab analysis 60.00;66413 PATRICK, JOHN B. Municipal Court Judge 193.56;66414 THE L L JOHNSON DIST CO low pH wetting agent, banded belts 280.52;66415 PETERBILT OF WY shock absorbers 151.72;66416 PLAXCO ID HOLDINGS LLC pvc ID cards 95.76;66417 PINNACLE BANK travel expenses-meals/fuel/lodging/airplane fees/rental car fees,us postal service fees,safe kids worldwide,vinyl cement,fuel pumps,child fingerprinting kits,weed killer,safe kids day expenses,sports ball rack holder,basketballs,volleyballs,paddles,tennis balls,thank you cards,universal crosspiece bracket,file folders,fasteners,dividers,work gloves,shirts,sweatshirt,flags, membership fee,universal power group,velcro fasteners,battery charger,truck maintenance,red flares, hard drive 8410.89;66418 JERRY POST PSY.D. PC pre-employment exam/protocol costs 400.00;66419 PRINT EXPRESS INC. work order books,ups 957.99;66420 RIVER VIEW SAND & GRAVEL LLC pea gravel 344.72;66421 ROSE BROTHERS INC. shock absorber 146.25;66422 SAM'S CLUB/SYCHRONY BANK membership plus,coffee,tape,towels,folders,cups,febreeze,laminating pouches,assorted snacks-pool vending machine,pens 1261.92;66423 VALLEY MOTOR SUPPLY blower motor,nuts,bolts,bulbs,red grease,air/fuel/oil filters,jump starter,sw master disconnect,rotary switch,clip,solder rosin,battery,steel mirror,hyd part/fittings/hoses,wiper blades,radiator cap,sensor cleaner,patch,brake kits,oil seal,floor dry,crimson grease,tire gauge,ball mounts,hitch ball,brake fluid,hydraulics,gas caps,headlight pin,outer air element,battery clamp,conventional greens,oxy-acety tip cleaner,brake drum,refrigerant,alternator, oil,wr fp comb 6pt 7mm,hose clamp,heater hose,cmmd hd ext life gal,road-matic assembly,reflex monotube shk,air care blk chrome,air freshener,ledbeaconz,coupler 2939.20;66424 SECRETARY OF STATE Wyoming Notary-filing 30.00;66425 DBC IRRIGATION SUPPLY sprinkler parts,pipe,saddles,clamps 3291.50;66426 SOUTHWESTERN EQUIPMENT CO cartridge block,pressure filter assembly 592.75;66427 TITAN MACHINERY INC. check faults-sweeper repairs,conv driven sprocket,chain-pelican conveyor, swivel joint 6808.63;66428 TORRINGTON FIRE DEPT professional services 800.00;66429 TORRINGTON OFFICE SUPPLY surge protector,hanging file folders/pocket folders,finger tips,paper,legal ruled pads, envelopes,dividers,receipt paper,ink cartridges,signature stamp,project jackets,toner,flash drive,labels 741.85;66430 TORRINGTON SOD FARMS kentucky blue grass 8.10;66431 TRANE U.S. INC. service agreement/scheduled maintenance,service heat pump 4311.88;66432 TRANSWEST FORD LLC parts-sewer truck 257.12;66433 UNITED BACKFLOW SOLUTIONS INC. reduced pressure assembly 298.00; 66434 CENTURYLINK TVFD phone,data lines 1582.87;66435 VALLEY MERCANTILE CO INC. seal lines,air filters,melroe bobcat 371.33;66436 VALLEY PUMP & SUPPLY pump,splice kit,check valve,labor-east lift 1473.00;66437 VERIZON WIRELESS cell phones,data-tablets/hotspots,camera 1261.17;66438 WAMCAT FY19 WAMCAT Membership 195.00;66439 GRAINGER marking paint,sunscreen,gloves,evaporative cooling bandanas,lip balm,flags 632.10;66440 PRO OVERHEAD DOOR CO INC. door receiver 233.10;

66441 WESTERN COOPERATIVE CO fuel 230.31;66442 WYO-BRASKA ENTERPRISES INC. sterilant, broadleaf spray 550.00;66443 RESPOND FIRST AID SYSTEMS OF WY 1st aid kit supplies 222.15;66444 WY THEATRE TWO LLC movie theatre passes 200.00;66445 STATE OF WY-DEPT OF WORKFORCE unemployment 377.28;66446 YOUNGER, TOD M. museum ground maintenance 350.00;66447 Void; 66448 Void;66449 Void;66450 Void;66451 Void;66452 Void;66453 Void;66454 Void;66455 Void;66456 Void