

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

The Torrington City Council met in regular session on Tuesday, September 6, 2022 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, Buildings & Grounds Superintendent Estes and Deputy City Clerk Anaya.

Mayor Adams called the meeting to order.

Attorney Eddington led the Pledge of Allegiance.

Mayor Adams welcomed three students from Ellen Creager's Eastern Wyoming College government class. Bree Johnson, Ryker Goodman and Keeley Puls greeted the Mayor and Council and introduced themselves.

Mayor Adams led the session with informational announcements on the following items: 1. Weather updates; 2. Reminder to the public that Goshen County is under a Stage 1 Fire Restriction Status until further notice; 3. COVID-19 updates and recommendations; 4. Goshen County Public Health quadrivalent flu clinic update; 5. Reminder to the public to be cautious and mindful of the presence of children on the streets as schools are back in session. Request to the public to refrain from using their cell phones while driving; 6. Reminder to the public that the baler site is open every Saturday through October from 7:00 a.m. to 3:00 p.m. to receive grass and general yard waste; 7. Request to the public to please refrain from putting garbage in the grass bins; 8. Reminder to the public that the Elk Eco Cycle Recycling Center is open and is accepting cardboard, separated paper products and aluminum cans. The site is located at 310 Curtis Avenue and is open Monday through Wednesday from 8:00 a.m. to 4:00 p.m.; 9. City project/ARPA funding update; 10. Announcement that a Chip Seal Project is scheduled to begin on 09-07-22 at various locations within the City; 11. Announcement that a blood drive is scheduled to be held on 09-19-22 at the Lincoln Community Complex Pony Express Room; 12. Announcement that the Goshen County Senior Friendship Center will be hosting a 50<sup>th</sup> Anniversary Open House on 09-13-22; 13. Announcement that the Classic Cars on Main Street event is scheduled to be held on 09-24-22; and 14. Announcement that the Planning Commission meeting scheduled for 09-13-22 was cancelled due to lack of a quorum.

Councilwoman Steinbock moved and Councilman Patterson seconded to approve the consent agenda which includes the minutes from the 08-16-22 Council meeting as published and all actions therein be ratified. Motion carried unanimously.

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

Doug Mercer with Scottsbluff Valley Street Rods (SVSR) addressed the Mayor and Council. He stated that SVSR wishes to have a beer garden at the Classic Cars on Main Street event that is scheduled to be held on 09-24-22 and indicated that he did not realize that he needed to specify that on the original special event permit application that he filled out. Mr. Mercer commented that he was under the impression that the special event permit was completely separate from the catering permit, therefore he inadvertently requested approval of a special event permit without giving notice that a beer garden is going to be included in the event. He stated that he would like to request an addendum to the special event permit that was approved at the 08-16-22 Council meeting to stipulate that a beer garden will be incorporated into the event. Councilman Patterson moved and Councilman Kinney seconded to approve the addendum to the special event permit as presented. Motion carried unanimously.

Clayton Kilgore with the Open Barrel Brewing Company requested approval of a catering permit for a Classic Cars on Main Street event to be held on 09-24-22 from 11:00 a.m. to 3:00 p.m. in front of 1930 Main Street. Councilwoman Steinbock moved and Councilman Kelly seconded to approve the catering permit as presented. Motion carried unanimously.

Gabe Bartlett with Torrington High School requested approval of a special event permit for a Homecoming Parade to be held on 10-14-22 from 10:00 a.m. to 12:00 p.m. Mayor Adams indicated that the applicant is requesting that the special event permit fee be waived due to the fact that Goshen County School District 1 is a non-profit organization. Chief of Police Johnson stated that the applicant has not fully completed the notification form which requires signatures of all of the business owners that will be affected by the event. He commented that he would recommend approving the special event permit contingent upon the applicant submitting a fully completed notification form. Councilman Kinney moved and Councilman Patterson seconded to approve the special event permit contingent upon the applicant submitting a fully completed notification form and to waive the special event permit fee as presented. Motion carried unanimously.

Buildings & Grounds Superintendent Estes presented the bid results for the FY23 City Shop Heater Improvements Project. He stated that the only bid received was from Zell Heating & Cooling, LLC and indicated that the bid consisted of four heating options. Buildings & Grounds Superintendent Estes

commented that staff recommends awarding the bid to Zell Heating & Cooling, LLC of Torrington, Wyoming for Option #3 (4 Superior Radiant LTA Tube Heaters) in the amount of \$29,580.00 and reserve \$5,920.00 (20%) for contingency for a project total of \$35,500.00. Councilwoman Steinbock moved and Councilman Kelly seconded to award the bid to Zell Heating & Cooling, LLC of Torrington, Wyoming for Option #3 (4 Superior Radiant LTA Tube Heaters) in the amount of \$29,580.00 and reserve \$5,920.00 (20%) for contingency for a project total of \$35,500.00 as presented. Motion carried unanimously.

Director of Public Works (DPW) Harkins presented for approval Amendment No. 3 to the Agreement for Professional Services with Trihydro Corporation. He stated that the amendment will extend the original agreement to 12-31-24 and increase the budget amount by \$28,315.00 to a new total not to exceed amount of \$394,283.00. DPW Harkins indicated that the City was recently awarded an additional \$3.5 million for the Wastewater Pre-Treatment Facility Project. He commented that with the additional funding in place, staff believes that now is the time to re-bid the project and secure a contractor before ARPA funding is awarded and distributed throughout the state. DPW Harkins stated that the budget increase includes time for Trihydro to update the bidding documents to incorporate addendum information from the original bidding process, coordination efforts with electrical and sub-consultants and funding agencies, advertising and re-bidding services. Councilman Kinney moved and Councilwoman Steinbock seconded to approve Amendment No. 3 to the Agreement for Professional Services with Trihydro Corporation as presented. Motion carried unanimously.

Clerk/Treasurer Strecker presented a Financial Report for FY 2022 ending 06-30-22. The total restricted and cash on hand was \$17,691,490.39. The accounts receivable/utility billing amount past due was \$46,712.75, the amount at collections was \$74,824.71 and \$11,170.17 was turned over to the City Attorney. The estimated cash beginning balance for the FY 2023 budget was \$14,415,102.39 and the actual cash available for FY 2023 is \$15,055,431.34. Net revenue for all funds was \$1,668,378.85, which in comparison to the previous fiscal year has decreased overall. The long-term debt and capital leases total debt outstanding was \$3,401,286.13 and sales tax has increased altogether. Councilman Patterson moved and Councilwoman Steinbock seconded to accept the Financial Report for FY 2022 ending 06-30-22 as presented. Motion carried unanimously.

The bills from 08-17-22 to 09-06-22 were presented for payment. Councilman Patterson 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.

Chief of Police Johnson announced that the Torrington Police Department will be hosting a remembrance event in honor of Lieutenant Harley Mark on 09-07-22 at 6:00 p.m. in the northeast corner of Valley View Cemetery.

Councilwoman Steinbock moved and Councilman Kinney seconded that there being no further business to come before the Mayor and Council to adjourn at 7:57 p.m. Motion carried unanimously.

The following bills were approved for payment: 74271 AT&T MOBILITY cardiac monitor transmission fee 33.46;74272 BLACK HILLS ENERGY utilities-gas 2233.79;74273 STANDARD INSURANCE CO premium-long term disability 2296.81;74274 VERIZON WIRELESS TVFD cell phones 97.10;74275 WY RETIREMENT SYSTEMS retirement 73920.68;74276 DEPARTMENT OF WORKFORCE SERVICES workers compensation 13057.94;74277 AT&T MOBILITY cardiac monitor transmission fee 40.04;74278 MERITAIN HEALTH INC. premium-ins/life admin 43859.12;74279 CITY OF TORRINGTON c/o PINNACLE BANK health reserve non-insured PR employee premium/MT positions 12285.50;74280 REGIONAL CARE INC. select flex admin 96.00;74281 SOUTH TORRINGTON WATER & SEWER DISTRICT museum-water/sewer 270.59; 74282 TORRINGTON EMPLOYEES INSURANCE premium 97149.67;74283 TORRINGTON EMPLOYEES INSURANCE select flex contributions 4418.31;74284 WY DEPT OF REVENUE sales tax 29149.21;74285 WY RETIREMENT SYSTEMS Torr Vol EMT Pension 37.50;74286 AFLAC payroll withholding 453.48;74287 NCPERS GROUP LIFE INS payroll withholding 144.00;74288 CITY OF TORRINGTON payroll withholding 876.38;74289 DENT, DAVID A. Golf Pro Payable 2734.82;74290 GOSHEN CO DISTRICT COURT CLERK payroll withholding 100.00;74291 GREAT-WEST TRUST CO LLC payroll withholding 1293.00;74292 NEW YORK LIFE payroll withholding 359.37;74293 HAGEMEI, JENAE deposit refund 34.93;74294 MCGUIRE, WYLIE deposit refund 62.62;74295 BALLARD, ASHLY deposit refund 35.27;74296 MORGHEIM, KENNETH deposit refund 155.80;74297 ROSTAD, STEVEN reimb-travel expenses due to lost luggage 1010.56;74298 MAGNUSON, BLAINE payment refund-returned item/bank not returned 69.00;74299 SLEDGE, MEGHAN M. deposit refund 40.93;74300 UNVERZAGT, BRENDA ambulance overpayment refund 112.00;74301 LOPEZ, ERIK reimb-proof of rabies vaccination 50.00;74302 BURKE, LOIS credit refund 170.88;74303 ERSKINE, JUANITA K. credit refund 15.56;74304 HAMILTON, CINDY credit refund 13.67;74305 NEAL, JOHN credit refund 129.41;74306 21ST CENTURY EQUIPMENT LLC fuel pump,o-ring 105.44;74307 ACCUSCREEN MOBILE DRUG TESTING SERVICES rapid screen drug tests 56.00;74308 ALPINE POWER SYSTEMS INC. batteries-substation backup 1576.01;74309 AMAZON CAPITAL SERVICES bearings,mini flashlight carrier,radio holder,magazine pouch,duty gear snap belt keeper,gloves,fastener file folders, work boots 542.43;74310 BLOEDORN LUMBER CO-TORRINGTON hem fir,screws,flush lever,pinch clamp, poly tee,nipples,light bulb,concrete bits,landscape fabric,keys,couplings,power drive hammer,cut off risers,concrete resurfacers recap,wood seat,ball valves,squeegee,mason line,seal tape,brushes,stain,

command hooks,tarps,furring strips,plastic tubing cutter,bin organizer,fasteners,shovels,fip tee,bolts, nuts,washers,kneeling mat,chain flapper,flush levers,spray paint,thread sealant,rental-walk behind trencher,psi pipe,nut driver,crimp clamp,shrub head,poly funny pipe,elbows,quick connector 897.27; 74311 BOALCH, MARC D. mowing 60.00;74312 BOMGAARS SUPPLY INC. fly traps,sprayers,bolts, squeegees,recipro saw blades,bit sets,bolt cutters,kneeling pads,sprinklers on stakes,direct drive fan, brush/weed knife,cat litter,oil,battery,mouse trap,candy for bait,pintle mount,ball/pintle hook,hand wand,work boots,mender,hose,decorations-retirement party,trimmer head/line,manifold kit 2046.34; 74313 BOMGAARS SUPPLY INC. diesel exhaust fluid 32.60;74314 CASELLE INC. contract support & maint 2050.00;74315 CITYSERVICEVALCON LLC Phillips 66 terminal maint fee,jet fuel 15350.73;74316 CIVICPLUS INC. website annual fees 4200.00;74317 MHC KENWORTH door handles 128.92;74318 COMMUNITY HOSPITAL ambulance supplies 294.16;74319 CONNECTING POINT copier all-inclusive service contracts/monthly charges 408.44;74320 CONTRACTORS MATERIALS INC. inverted paint,lens clean towelettes 305.85;74321 CRONK, MORRIS D. a/c charge low,add refrigerant 195.00;74322 DECKER, STEVE herbicide 264.00;74323 DIVERSIFIED SERVICES INC. cleaning services 650.00;74324 DOOLEY OIL INC. hydraulic oil 2549.25;74325 DPC INDUSTRIES INC. sodium hypo 5345.97;74326 EDM INTERNATIONAL INC. Cold Springs 15kV UG Feeders Project 2785.75;74327 EMERGENCY MEDICAL PRODUCTS INC. pants,flex-all splints,chest seals 280.90;74328 ENERGY LABORATORIES INC. lab testing 734.00;74329 FASTENAL CO batteries,stepladder,filters 524.75;74330 FIRE CATT LLC fire hose testing 1640.63;74331 FLAGS USA flags 126.00;74332 FLOYD'S TRUCK CENTER INC. filters,roll off truck seat repairs,rocker switch/power window 456.23;74333 FRESH FOODS breakfast meeting 34.92;74334 FRITZLER, LARRY & DEBORAH pump septic tanks 709.00;74335 G & L CONCRETE concrete 320.00;74336 G & S SOLUTIONS LLC sand for greens 258.83;74337 PRO QUALITY PEST CONTROL rodent control 130.00; 74338 HAWKINS INC. sodium hydrox 50% diaphragm 3136.92;74339 USABLUBOOK pH buffer packs 363.88;74340 HENSLEY BATTERY LLC batteries 83.68;74341 HOMETOWN AUTO REPAIR LLC oil change, a/c repair,batteries,anti-freeze 1088.00;74342 HOTLINE ELECTRICAL SALES & SERVICE LLC swivel belt clips 65.00;74343 IDEAL LINEN/BLUFFS FACILITY SOLUTION trash bags,hand cleaner,paper towels,toilet paper,urinal screens 783.60;74344 Void;74345 J-BUILT HOMES INC. parking lot repairs 8566.00;74346 J HARLEN CO INC. shirts 499.75;74347 JOE JOHNSON EQUIPMENT LLC main/gutter brooms,sweeper repairs 3685.56;74348 KATH BROADCASTING CO LLC City Council meetings,tower rent 475.00;74349 KAUFMAN GLASS LLC install new windshield 320.00;74350 K & K COMMUNICATIONS paging service-elec meters 12.00;74351 LONG II, DEREK J. tree spraying 2331.00;74352 M.C. SCHAFF & ASSOCIATES INC. professional services-E D Street Improvement Project 6345.50;74353 METAL SHOP AND REPAIR LLC rect tubing,round cold rolled for baler 160.00;74354 MOTOROLA SOLUTIONS INC. dispatch 911 service contract 4579.81;74355 MOUNTAIN WEST TECHNOLOGIES CORP TVFD internet service 302.00;74356 NAVEX GLOBAL INC. PolicyTech license renewal 3829.90;74357 VIAERO WIRELESS phone,wireless hotspots 618.14;74358 NORMONT EQUIPMENT CO star anchors 562.45;74359 NORTHEAST COMMUNITY COLLEGE job training/safety 2926.00;74360 NORTHWEST PIPE FITTINGS INC. couplings, blue water tape,restraint gland packs,gate valves,elbow 1994.22;74361 OFFICE OF STATE LANDS & INVEST CWSRF189-loan origination fee/Wastewater Pre-Treat Project 17500.00;74362 ORR ALIGNMENT & LUBE LLC alignment/tire rotation 110.00;74363 PANHANDLE LAWN CARE LLC weed control spraying 2055.00;74364 ENVIRO SERVICES INC. lab analysis 124.00;74365 THE L L JOHNSON DIST CO refurbished satellite base 16 station,satellite timer for sprinklers,faceplates,grinder,ball joint assy,nut-jam push arm, seal-lips,retaining rings,o-ring,air cleaner assy,caster wheel assys,spanner,washer,v-belt,angled blades, cap 20683.61;74366 PETERBILT OF WY cartridge-oil coalescing 128.48;74367 POMP'S TIRE SERVICE tire installation 1070.69;74368 PRINT EXPRESS INC. work books,invoices 862.21;74369 QUADIENT FINANCE USA INC. neopost postage 659.97;74370 R & R PRODUCTS INC. golf flags 132.65;74371 RAILROAD MANAGEMENT CO land lease 1395.04;74372 RICHEY, MICHAEL Airport Operator Contract 1666.66; 74373 INDUSTRIAL DISTRIBUTORS nuts,washers,bolts,wasp/hornet spray,glass cleaner,gloves,wd-40, grease guns 876.65;74374 S & W HEALTHCARE CORPORATION wet gel,foam 288.23;74375 SANITAS TECHNOLOGIES LLC landfill software annual renewal 395.00;74376 SCHNEIDER WILD FUR unlined deer gloves 540.00;74377 TEAM CHEVROLET shift lever,key,code,lock cylinder 208.95;74378 SCOTTSBLUFF VALLEY STREET RODS annual contribution/sponsor 500.00;74379 SMITTY'S REPAIR SERVICE CO2 exchange 38.22;74380 SNOW CREST CHEMICALS LLC hot water closed loop contract 145.00;74381 DBC IRRIGATION SUPPLY commercial valves,sprinkler heads 484.68;74382 QUILL LLC legal binder,toner cartridges 430.06;74383 STUART C IRBY CO glove testing,class 2 sleeve,sleeve testing 3871.43;74384 SUN RIDGE SYSTEMS INC. RIMS conference registrations 2350.00;74385 THRASHER GOLF INC. bearing-repair washer 62.00;74386 TIP TOP TREE SERVICE tree removal 500.00;74387 TORRINGTON FIRE DEPT professional services 800.00;74388 TORRINGTON OFFICE SUPPLY laminate tape,copy paper,sugar canisters,supplies-pool parade float,filing guides,correction fluid,scotch tape,post it notes,pens,ink/ toner cartridges,wide rule filler paper,planners,index tabs,binder,staples 791.50;74389 TORRINGTON VISION CLINIC P.C. safety glasses 550.00;74390 TRANE U.S. INC. repairs to heat pump 1267.50;74391 TRANS-WEST INC. weatherstrip 68.83;74392 U S CHEMICAL SOLUTIONS LLC road dust spray 2200.00; 74393 CENTURYLINK TVFD phone,data lines 2600.77;74394 VAUGHN CONCRETE PRODUCTS precast concrete type A inlet box 1652.00;74395 VERIZON WIRELESS cell phones 527.26;74396 GRAINGER safety

reading glasses,traffic cones 130.96;74397 WY DEPT OF REVENUE ½ utility uniform assessment FY23 1853.20;74398 WY EMERGENCY MEDICAL SERVICES ASSOC annual membership dues 400.00;74399 WY MACHINERY element assy,hydo advance 520.48;74400 TORRINGTON TELEGRAM ads,legals 3215.80; 74401 REYES, JOSE H. deposit refund 83.95;74402 SHARON BILSTEIN ESTATE deposit refund 282.52