

Town of Moorcroft
Council Meeting Minutes
Wednesday, January 25, 2016 at 7:00 p.m.

Council Members Present: Mayor Sproul, Councilman Glenn, Councilman Aloisio, Councilman Claar and Councilman Mathews

Town Employees: Cory Allison, Public Works Director; Cheryl Schneider, Clerk Treasurer; Jim Peck, Town Attorney; and Heath Turbiville, Town of Moorcroft Engineer (HDR)

The meeting was called to order by Mayor Sproul at 7:00 pm - Mayor Sproul led the Pledge of Allegiance.

Guests:

J.K. Bonderson with Midwest Assistance Program presented the Mayor with a handout on what services their company provided. They assist communities with facility development, fund applications, integrated solid waste management plan, clerk/board training. They will also assist in a pre-audit and these services are free of charge. Mayor Sproul feels this would be an asset to the town to do a pre-audit. J.K. will visit with his partner that would be assisting Moorcroft and have her contact Cheryl once she is available. He thought she would be available in early February. Councilman Claar invited J.K. to attend the next Solid Waste Joint Powers meeting which will be on Feb. 10th @ 6:30 p.m. in Sundance.

Kevin Couch from Turn-Key Technologies did a presentation on what they recommend after their evaluation for the Town of Moorcroft for security and technology services. Kevin presented what he felt was most important to the Town of Moorcroft at this time and that would be to assign a technology coordinator for the town, a separate PC for Caselle, and to confirm what and when back-ups are happening. Councilman Claar said the council would have Clerk Schneider look at the budget to see if there are funds available and discuss it at the next meeting.

WYDOT: James Evenson, District Traffic Engineer discussed with the council the existing problem on Yellowstone and Converse. WYDOT will not implement any striping at this time. Chief Lundborg suggested the check in parking be by the north driveway. Councilman Mathews discussed if a 15 minute time could be allowed for check in as long as it is at the north driveway. WYDOT will not implement any striping changes at this time and the city can put up signs. Attorney Peck suggested not to put a "check in" sign on a public street, but to put "time limit" on the sign. James Evenson said he did an audit of children walking to school and usage of the

crosswalks. He said with the amount of kids using different crossing, he requests expanding the school crossing zone to incorporate the entire section of both crossings at Converse at a 20 mph crossing zone.

Consent Agenda:

Councilman Mathews motioned to accept the consent agenda and Councilman Glenn seconded. Councilman Mathews motioned to also accept the January Bill List 4 & 5 and Councilman Glenn seconded. Motion carried 5/0.

Department Reports:

Clerk Schneider asked the council to allow her name to be added to the signature cards. Councilman Glenn motioned to add Clerk Schneider to the signature cards. Councilman Claar seconded. Discussion was had. Motion carried 5/0.

Clerk's Report: Clerk Schneider informed council that the city received an email from Lenhart Mason & Associates offering their services concerning an audit. Discussion was held. Councilman Aloisio asked Clerk Schneider to call the firm to ask what their services provided and the cost.

The Town of Pine Haven has requested the Town of Moorcroft to provide the sewer license person for backup for the Town of Pine Haven and they will create a resolution to do the same for Moorcroft. Cory stated we do not need one as we currently have two, however, we could still be a backup for Pine Haven if needed. Discussion was held and no action was taken.

Councilman Claar stated that he and Councilman Aloisio had discussed Clerk Schneider going to Sundance and spending a day with their town clerk for some additional training. Councilman Claar will call Mayor Brooks to get permission and then have Clerk Schneider set up a date.

Council was given a draft of the Joint Powers Agreement. Councilman Mathews said there is funding and the next meeting is April 7th for feasibility and planning. Councilman Claar said it would give council a chance to participate in the discussion if they attend. Discussion was had. Councilman Claar motioned to attend the meeting and John Aloisio seconded. Motion carried 5/0.

Police Department:

Chief Lundborg updated council with numbers of arrest and calls from his department. Numbers are down from previous report, but the department has been short-handed. Discussion was had about possibility of purchasing at least one car in the future as the repairs are getting costly. Councilman Mathews thanked Chief Lundborg and his department for their efforts.

Emergency Management:

The grant is on hold pending EHP approval. Discussion on was had on the cost of a new siren. A monthly siren test will be conducted to see if there are any problems. Chief Lundborg asked the council if he were to remain as Emergency Management head if he could have a budget for training and courses. Councilman Glenn asked Lundborg if he could get a list of expenses.

Recreation Board:

Nancy Feehan told council there are lot of positive things happening at the multipurpose building. Casey is currently working on a grant with PREC for \$5000. Discussion was had regarding what the money would be used for if received. Councilman Aloisio stated there are still many questions about the building and it would be best to have them answered for clarity. The Recreation Board will be meeting on Wed. Feb. 3rd at the multipurpose library.

Engineer's Report:

Nick reported the turf was delivered for the ball field. They need direction from the council on how they want to bid out the installation. Discussion was had. Councilman Mathews motioned to go ahead with the bid to finish the turf and Councilman Claar seconded. Motion carried 5/0.

Discussion was had regarding the DEQ and Rural Development. A certified letter will be sent to Max Burch to ask if the land is available.

Public Works:

Cory stated the garbage truck will be for sale. Discussion was had and the garbage truck has been declared surplus equipment and will be put out for bid.

J.C. and Howard are licensed as 1 & 2 wastewater level and the town's requirement is only for a level 1.

Cory reported that he as well as Councilman Mathews and Councilman Aloisio and Heath at HDR attended the SLIB grant meeting. The town was awarded a \$170,000 grant for the design on the water project. There is no matching funds. Councilman Claar congratulated those that attended and worked on this grant request.

Cory reported that he is going to have his crew change their hours and work 7 am – 4 pm so they are available to clean the sidewalks off at the town hall and fire hall earlier.

Fire Department:

Councilman Glenn reported there are 6 new members currently going through the Firefighter course in February. There will be 18 Firefighter 1 and this is phenomenal for a town this size.

EMS:

Char reported that she received good comments for both the fire and the trauma from the Trauma Conference that was held in Moorcroft. Ambulance will be done in July.

The meeting was adjourned for a short recess at 9:34 pm.
The meeting was called back to order at 9:41 p.m.

Planning Committee:

Charlie Britton reported the committee recommended Jeff Holberg for a building permit for a patio at his home. There are no variances and it meets the requirements. Councilman Aloisio motioned to approve and Councilman Claar seconded. Motion carried 5/0.

Attorney's Update:

Attorney Peck updated the council on the two lots to be sold and the release needed from PREC. Mr. Hughes is currently out of town. Attorney Peck suggested the council contacting the County Assessor's office to verify exactly what property is owned by the Town of Moorcroft.

Old Business:

Mayor Sproul presented the town appointments. Councilman Mathews motioned to approve the town appointments and to remove his name from the signature list as mayor pro-tem and to add Dick Claar on the signature card as mayor pro-tem. Councilman Aloisio seconded. Motion carried 5/0.

Discussion was had on the 2016 Closure Dates. The council will look at the policy before voting.

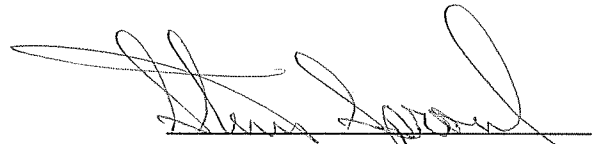
Discussion was had for the Financial Oversight Board. Councilman Mathews said he would like to see a job description. Councilman Aloisio motioned that council will define what the financial board will do and Councilman Claar seconded the motion. Councilman Aloisio, Councilman Mathews, Councilman Claar and Mayor Sproul all ayes and Councilman Glenn nay. Motioned carried 4/1.

New Business:

Discussion was had for setting up a date for a workshop for the multipurpose building. The Recreation Board will be holding a meeting on Wednesday, Feb. 3rd at 7 p.m. at the multipurpose building library. The council decided to attend the workshop. There will be a notice in the paper as well as posted on the door.

Discussion was had about the salary that was offered to Clerk Schneider. The motion on record was \$17.00 per hour with benefits. Councilman Claar motioned to pay \$20 per hour with all benefits except health insurance, contingent on the approval from the insurance company. Councilman Glenn seconded the motion. Motion carried 5/0.

With no further business, Councilman Glenn made a motion to adjourn the meeting at 10:58 pm and Councilman Mathews seconded. Motioned carried 5/0.



Steve Sproul, Mayor

Attest:



Cheryl Schneider
Clerk/Treasurer