

Town of Moorcroft
Council Meeting Minutes
Monday, March 14, 2016

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

Town Employees Present: Chief Doug Lundborg, HDR Engineer Heath Turbiville, Attorney Jim Peck, and Clerk/Treasurer Cheryl Schneider. Absent-Public Works Director Cory Allison

The meeting was called to order by Mayor Sproul at 7:00 p.m. and Pledge of Allegiance was said.

Guests:

Larry Ferrell presented the council with a complaint against a town employee. Councilman Glenn said it would be taken under advisement.

Kathy Schnabel from Hopper's Bar requested the four dates for 24 hours permits. Chief Lundborg shared his concern with shortage of officers. Discussion was had. The four dates designated are:

Super Bowl Sunday – open until 2 am
Halloween, Jubilee and New Years – 24 hour permit

Councilman Claar made a motion to grant the permits and Councilman Mathews seconded. Motion passed 5/0.

Kathy asked in behalf of the Chamber if the town would continue to allow the vendors to pay the \$25 vendor fee for both Friday and Saturday for Jubilee this year. Discussion was had. Councilman Glenn made a motion to allow the vendor to continue to pay the \$25 vendor fee for both Friday and Saturday for Jubilee and Councilman Mathews seconded. Motion passed 5/0.

Ruth Newby – Moorcroft Community Development presented to the council that the Honor Farm will be here on May 9-13th and will start at the cemetery. This will be the same time the Chamber will have their annual Clean Up Day. She asked if the water meter at the cemetery could be hooked up again. It was suggested to her that the town consider putting up electrical outlets on the fence by the baseball field to decorate with lights at Christmas.

Cynthia Clonch – Crook County Promotion Board presented the council with the first amended Joint Powers Agreement for the Promotion Board. The Promotion Board represents Hulett,

Sundance, Moorcroft and Pine Haven. She requested the council review the agreement and she will return at the next council meeting for further discussion.

Consent Agenda: Councilman Mathews made a motion to approve and Councilman Claar seconded. Motion passed 5/0.

Department Reports:

Clerk's Report:

Clerk Schneider reported that because of the stipulations regarding handicap accessibility at the Town Center that the Primary and General Elections will be held again this year at the Fire Hall.

Information on the town employee's health benefits was discussed. Rates stayed the same for health and increased slightly for dental. All deductibles and co pays will remain the same. Two different option for an agreement with Omega Computers was presented. Discussion was had to wait to approve until budget meetings.

We received another RFP from an accountant in Casper. Casey Peterson & Associates has been scheduled for an audit review for April 11th.

Discussion was had on the usage of the building by the Crook County School Dist. and the contract. Clerk Schneider will send a letter to the superintendent in regards to the building usage for next year.

Police Department:

Chief Lundborg reported the department has been very busy this month. He reminded everyone to be cautious at the cross guard crossing. He reported Officer Bass has passed all her basic certifications and he recommends her to be moved to \$19 per hour. Discussion was had. Councilman Claar made a motion that if the Chief of Police can recommend the step pay raise after certifications and Councilman Mathews seconded. Motion passed 5/0.

Chief Lundborg reported Jesse has been very busy in the office and on the ambulance and would like to thank her for all her hard work.

The siren has been ordered. Chief Lundborg continues to work on grants. Councilman Aloisio thanked Chief Lundborg for all his efforts for writing grants for the town.

Clerk reported the ambulance write offs. Councilman Mathews made a motion to write off the ambulance balances and Councilman Glenn seconded. Motion passed 5/0.

Recreation Board:

Nancy reported that FlowTech designed and donated two signs for the Moorcroft Town Center. The seminar this weekend went well. There was a report of sewer gas. Thank you to Cory for cleaning the grease traps out. She reported that as soon as the hood is inspected and the kitchen is cleaned they expect to pass the health inspection.

Starfish secondhand store has made over \$1500 in the past six weeks. They are receiving generous donations. They are currently just open on Saturdays. The board would like to thank Leslie and Ben for all they have and continue to do.

The Easter Egg Hunt will take place on March 26th at 11:00 am. There will be a breakfast and picture with the Easter bunny available.

Councilman Mathews thanked the Rec Board for all their hard work.

Engineer's Report:

Heath reported the Rural Development is ready as soon as a decision is made on how to move forward on the lagoon. He stressed there is a window of time for grants and Rural Development needs the PER this week for the grant. Discussion was had on the lagoon. Councilman Aloisio made a motion to adopt the recommendation of HDR for the SAGR system and Councilman Claar seconded. Motion passed 5/0. HDR will submit final report and start to finalize the funding package.

Heath reported there were no responsive bidders last week for the turf at the ballfield. Discussion was had with Mr. Peck regarding state statute and bids. Two exceptions are if only one company makes the product and in event of an emergency situation. He advised the Mayor and Council to have Nick from HDR check to see if this by contracting it out on an emergency basis rather than bidding it out will not affect the grant. Councilman Claar made a motion to have Nick pursue and obtain the grant money and contract it out on an emergency basis for the amount of money the town has for the job and Councilman Glenn seconded. Motion passed 5/0.

Public Works:

Clerk Schneider read the public works report. She and Cory worked on a septic system installation packet to be adopted by the town. Councilman Claar made a motion to adopt installation packet and Councilman Mathews seconded. Motion passed 5/0.

The landfill requested to change their hours from 10-4:30 to 9-3:30 Tuesday and Fridays to eliminate overtime. Councilman Aloisio made a motion to approve the change of hours and Councilman Claar seconded. Motion passed 5/0. The hours will remain the same on Saturday.

Councilman Aloisio reported that he and Cory had discussed the immediate needs of the Town Center. Cory indicated that because of lower than expected heating and electric costs that there was money available to purchase locks and provide limited cleaning. Councilman Mathews made a motion to purchase locks for the building and Councilman Claar seconded. Motion passed 5/0. Discussion was had on remaining money in the Town Center budget and hiring a temporary part-time custodian. Councilman Claar made a motion to bid for cleaning for 20 hours per week until July, with the town supplying all materials and machines, Councilman Mathews seconded. Motion passed 5/0. Discussion was had on the need to have professional cleaners come in and clean the kitchen and bathrooms. Councilman Claar made a motion to hire a professional company to come in and clean these areas and Councilman Mathews seconded. Motion passed 5/0. Cory will be asked to get pricing from companies.

Fire Department:

Councilman Glenn reported 6 are currently going through the Firefighter I and when completed, the town will have 18. The department has 4 working gas monitors and they recently used them at the Moorcroft Town Center.

Emergency Management:

Char reported Strata will be meeting with EMS on Monday, March 21st.

Planning Committee:

No report

Attorney's Update:

Mr. Peck has not heard anything yet from PREC on the releases and will continue to work on it. Discussion was had. Councilman Claar made a motion to have Mr. Peck prepare a letter to PREC to clear the title on the deed. Councilman Glenn seconded. Motion passed 4/0.

Old Business:

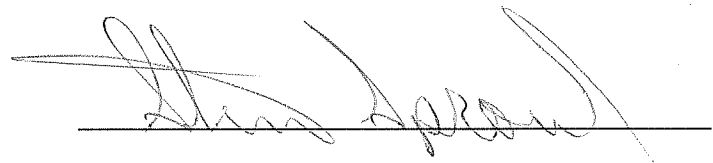
Discussion was had on the Moorcroft Town Center. Nancy asked the status of the contract for the Weston County Children's Center. Councilman Aloisio reported that the Mayor is reviewing

the preliminary agreement outline and they expect to be moving forward to write a lease in the next two weeks. Councilman Glenn requested to see a copy of the contract.

Open Forum:


Councilman Aloisio requested to have the discussion of moving the Town Hall and Police Department to the Moorcroft Town Center on the next council agenda.

With no further business, meeting was adjourned at 9:44 p.m.

A handwritten signature in black ink, appearing to read "Steve Sproul", is written over a solid horizontal line.

Steve Sproul, Mayor

ATTEST:

A handwritten signature in black ink, appearing to read "Cheryl Schneider", is written over a solid horizontal line.

Cheryl Schneider, Clerk/Treasurer