

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

The Torrington City Council met in regular session on Tuesday, January 17, 2023 in the City Council Chambers at 436 East 22<sup>nd</sup> Ave. at 7:00 p.m. Present: Mayor Doby, Council Members Deahl, Kelly, Patterson and Viktorin. 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 Doby called the meeting to order.

Councilman Viktorin led the Pledge of Allegiance.

Mayor Doby led the session with informational announcements on the following items: 1. Update on the Work Session that was held on 01-13-23. Thank you to Buildings & Grounds Superintendent Estes for leading the tour of City facilities and thank you to Clerk/Treasurer Strecker and Deputy City Clerk Anaya for reviewing administrative processes and procedures; 2. Legislative session update. Mayor Doby encouraged the public to contact Goshen County Senator Cheri Steinmetz ([Cheri.Steinmetz@wyoleg.gov](mailto:Cheri.Steinmetz@wyoleg.gov)) and Goshen County Representatives Scott Smith ([Scott.Smith@wyoleg.gov](mailto:Scott.Smith@wyoleg.gov)) and Allen Slagle ([Allen.Slagle@wyoleg.gov](mailto:Allen.Slagle@wyoleg.gov)) with any questions or concerns that they may have; 3. Occupational Safety and Health Administration (OSHA) Annual Report update; 4. Kudos to Streets & Sanitation Superintendent Hawley and his staff for their winter/snow storm street clearing efforts. Compliments to other City staff members who clear sidewalks and parking lots during winter/snow storm events as well; 5. Reminder to the public to be cautious while navigating slick streets during winter months; and 6. Request to the public to refrain from using their cell phones while driving.

Councilman Patterson moved and Councilman Viktorin seconded to approve the consent agenda which includes the minutes from the 01-03-23 Council meeting as published and all actions therein be ratified. Motion carried unanimously.

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

Councilman Viktorin moved and Councilman Kelly seconded to appoint Councilman Richard Patterson as Mayor Pro-Tem for calendar year 2023. Councilman Patterson declared a conflict and abstained from voting. Motion carried.

Mayor Doby presented for approval the following appointments: Airport Board – Dean McClain and John Ellis. Expiration of Terms: 12-31-26; Consolidated Wyoming Municipality Electric Joint Powers Board – James Eddington. Expiration of Term: 12-31-25. Herb Doby. Expiration of Term: 12-31-23; Economic Development Board – Herb Doby, Indefinite; Health Insurance Committee – Herb Doby. Expiration of Term: 12-31-26; Industrial Park Committee – Lynette Strecker, Brayden Connour and Brett Malm. Expiration of Terms: 12-31-26; Investment Committee – Herb Doby, Indefinite; NMPP/MEAN Board Members – Herb Doby, Indefinite; Performance Evaluation Committee – Christine Nichols. Expiration of Term: 12-31-24; Safety Committee – Matthew John. Expiration of Term: 12-31-23. David Dent, Ashley Rude, Michael Lira and Tyler Goulart. Expiration of Terms: 12-31-24; Wage Committee – Herb Doby, Indefinite; and Wyoming Community Gas Joint Powers Board – Herb Doby, Indefinite. Councilman Patterson moved and Councilman Kelly seconded to approve the appointments as presented. Motion carried unanimously.

Attorney Eddington read Resolution No. 2023-2. Clerk/Treasurer Strecker stated that the resolution designates a representative and alternate representative to the Nebraska Municipal Power Pool (NMPP) Members' Council. Electrical Supervisor Dana Youtz and Mayor Herb Doby were appointed as representative and alternate representative respectively. Councilman Kelly moved and Councilman Deahl seconded to approve Resolution No. 2023-2 as presented. Motion carried unanimously.

Mayor Doby noted the time had arrived for the Mayor and Council to adjourn from regular session and convene as a Board of Adjustment.

Mayor Doby stated that the Goshen Care Center Joint Powers Board is requesting a setback variance from the required 25' to 15' to build a garage to house Goshen Care Center's vans. The property is located at 2009 Laramie Street. He opened the public hearing for consideration of the setback variance request. Mayor Doby asked for public comments for or against the approval of the request, none were heard. The public hearing was closed. Buildings & Grounds Superintendent Estes indicated that he has received no public comment and commented that staff recommends approval. Councilman Patterson moved and Councilman Viktorin seconded to approve the setback variance request for the property located at 2009 Laramie Street as presented. Motion carried unanimously.

Mayor Doby returned the Mayor and Council to regular session.

Jan Harvey with BZ Hospitality, LLC requested approval of a catering permit for an Eastern Wyoming College Foundation Sagebrush & Roses event to be held on 01-28-23 from 4:00 p.m. to 6:00 p.m. at 3401 West C Street (ATEC Building). Councilman Viktorin moved and Councilman Patterson seconded to approve the catering permit as presented. Motion carried unanimously.

Attorney Eddington read Resolution No. 2023-3 authorizing the submission of an application to the State Loan and Investment Board for a grant through the Local Government Project ARPA Grant Program to assist in funding the Torrington East D Street Improvements Project in the amount of \$5,040,000.00. The project consists of replacing 6500' of 4" ductile iron water main with 8" C-900 PVC, replacing 4850' of existing storm sewer with new RCP storm sewer of various diameters, and street, curb, gutter and sidewalk. Director of Public Works (DPW) Harkins stated that the City previously applied for four grants through the Water and Sewer ARPA Grant Program and was awarded only one. He indicated that the State of Wyoming has opened up a new application process under the Local Government ARPA Grant Program and commented that staff is re-submitting those applications that were not awarded grant funding previously. DPW Harkins stated that the series of resolutions to follow are the updated resolutions that will need to be approved in order to successfully re-submit the three grant applications for funding consideration. Councilman Viktorin moved and Councilman Kelly seconded to approve Resolution No. 2023-3 as presented. Motion carried unanimously.

Attorney Eddington read Resolution No. 2023-4 authorizing the submission of an application to the State Loan and Investment Board for a grant through the Local Government Project ARPA Grant Program to assist in funding the Torrington Albany Avenue Improvements Project in the amount of \$756,000.00. The project consists of replacing 810' of 8" ductile iron water main with 8" C-900 PVC, 535' of 6" Sch 20 PVC water main with 8" C-900 PVC, street, curb, gutter and sidewalk, and installing 185' of SDR-35 sewer. Councilman Deahl moved and Councilman Patterson seconded to approve Resolution No. 2023-4 as presented. Motion carried unanimously.

Attorney Eddington read Resolution No. 2023-5 authorizing the submission of an application to the State Loan and Investment Board for a grant through the Local Government Project ARPA Grant Program to assist in funding the Torrington Well #16 Connection Project in the amount of \$1,300,000.00. The project consists of the construction of a well house, pumps, piping, RO unit, backup generator and SCADA components to connect the newly constructed Well #16 to the City's water distribution system. Councilman Viktorin moved and Councilman Kelly seconded to approve Resolution No. 2023-5 as presented. Motion carried unanimously.

Director of Public Works (DPW) Harkins presented the bid results for the FY23 Baler Building Addition. He stated that staff recommends awarding the bid to Goshen County Construction of Torrington, Wyoming in the amount of \$78,100.00 and reserve \$3,900.00 (5%) for contingency for a project total of \$82,000.00. DPW Harkins indicated that the project consists of a 22' x 45' addition to the baler facility. The addition is steel construction with traditional or grade-beam footings with a 6" stem wall. He commented that the addition will have one 36" steel walk-in door with a window and one 14' x 14' insulated overhead door with windows and garage door opener. DPW Harkins stated that the addition will not have a finished floor or electrical but will have an insulated roof. He indicated that a bid opening was held on 01-11-23 and commented that two bids were submitted in conformance with the bidding requirements. DPW Harkins stated that the project has a substantial completion date of 11-19-23. He indicated that funding for the project was established in the FY23 Budget in the amount of \$70,000.00 and commented that the balance of the funding, \$12,000.00, will be acquired by reducing the amount that was allocated for the design of Landfill #3 from \$100,000.00 to \$88,000.00. Councilman Patterson moved and Councilman Viktorin seconded to award the bid to Goshen County Construction of Torrington, Wyoming in the amount of \$78,100.00 and reserve \$3,900.00 (5%) for contingency for a project total of \$82,000.00 as presented. Motion carried unanimously.

Director of Public Works (DPW) Harkins presented for approval Addendum No. 1 to the Agreement for Professional Services with M.C. Schaff and Associates, Inc. (MCS) in the "not-to-exceed" amount of \$96,196.00 for engineering services and an estimated amount of \$4,818.00 for material testing costs for a total cost of \$101,014.00. He stated that Addendum No. 1 is for the design, bidding, construction oversight and closeout services for the NAVAID (Navigational Aids) Replacement Project at the Torrington Municipal Airport. DPW Harkins indicated that as part of the Federal Aviation Administration's (FAA) requirements, an Independent Fee Estimate (IFE) is required to evaluate the proposed costs of the engineering services. He commented that Kirkham Michael and Associates out of Nebraska was contacted to prepare the IFE for a fee of \$2,200.00. DPW Harkins stated that the IFE was used by the City and MCS to negotiate the cost of the engineering services. He indicated that the FAA responded on 01-10-23 with their concurrence in the award of the engineering services in the amount of \$101,014.00. DPW Harkins commented that 90% of the \$101,014.00 is reimbursable by the FAA and 6% is reimbursable by the Wyoming Department of Transportation, therefore the City's share would only be 4%. Councilman Deahl moved and Councilman Patterson seconded to approve Addendum No. 1 to the Agreement for Professional Services with M.C. Schaff and Associates, Inc. (MCS) in the "not-to-exceed" amount of \$96,196.00 for engineering services and an estimated amount of \$4,818.00 for material testing costs for a total cost of \$101,014.00 as presented. Motion carried unanimously.

The bills from 01-04-23 to 01-17-23 were presented for payment. Councilman Patterson moved and Councilman Deahl seconded to approve the bills for payment as presented. Motion carried unanimously.

Mayor Doby asked for public comments, questions or concerns.

Fire Chief Petsch gave a brief update on the current status of the Torrington Volunteer Fire Department. He stated that a few members of the department attended the mid-winter fire school that was hosted in Riverton, Wyoming earlier in the month.

Buildings & Grounds Superintendent Estes announced that the funeral of former Fire Chief Richard "Bud" Watson will be held on 01-20-23 at 2:00 p.m. at the First Presbyterian Church.

Councilman Viktorin moved and Councilman Kelly seconded that there being no further business to come before the Mayor and Council to adjourn at 8:06 p.m. Motion carried unanimously.

The following bills were approved for payment: 75177 MUNICIPAL ENERGY AGENCY OF NE wholesale power 458973.26;75178 PLATTE VALLEY BANK lease purchase payment 13538.61;75179 TOUCHTONE COMMUNICATIONS long distance 64.90;75180 CENTURYLINK TVFD phone/data line 218.04;75181 CUNNINGHAM, JUSTIN reimb-work boots 102.48;75182 MILLS, RITA deposit refund 25.40; 75183 ADAMS, MATTHEW deposit refund 86.78;75184 LOVELAND, KELLY deposit refund 130.18;75185 SMITH, BRANDI deposit refund 128.12;75186 ANFINSON, DEREK A. deposit refund 147.44;75187 21ST CENTURY EQUIPMENT LLC fittings,hose 115.54;75188 49ER COMMUNICATIONS INC. rechargeable batteries-split w/ rural 153.90;75189 ACCUSCREEN MOBILE DRUG TESTING SERVICES rapid screen drug test 28.00;75190 ACTION COMMUNICATIONS INC. federal sirens,high band radio,grounding plane, antenna,pole/wall,private line,accessories 18301.70;75191 AFLAC payroll withholding 817.02;75192 AMAZON CAPITAL SERVICES waste receptacle paper liners,fire retardant shirts 382.44;75193 AXON ENTERPRISE INC. body camera w/ licensing and software 2688.00;75194 BIVENS CONSTRUCTION INC. meter deposit refund less bulk water/fees 1509.00;75195 BORDER STATES INDUSTRIES INC. 2-hole,lugs, wire,meter/main base,transformer brackets,bolts,clamps,caps,spc meter/mains,ground rods,conduit, unit hubs,hot line tap bail 9717.58;75196 BROWN CO filter,spark plugs 36.98;75197 CNA SURETY official bond 100.00;75198 NCPERS GROUP LIFE INS payroll withholding 176.00;75199 CASELLE INC. contract support & maint 2050.00;75200 CASPER MANUFACTURING hose-dump truck,chains,gear case-sander repairs 3169.46;75201 SARGENT DRILLING CO hydrant meter deposit refund less bulk water/fees 2007.50;75202 CENTURY LUMBER CENTER fasteners,casters,wheel w/ brake caster,brass male inserts, ring terminal,wiring tool,screws,spray de-icer,ice melt rock salt,expanding foam,charger,washers 255.94; 75203 CITY OF TORRINGTON payroll withholding 395.01;75204 CO STATE UNIVERSITY registration fees 1376.00;75205 COMMUNITY HOSPITAL ambulance supplies 203.46;75206 CONNECTING POINT copier all-inclusive service contracts/monthly charges 319.70;75207 CONTRACTORS MATERIALS INC. sand bags, spray paint 146.40;75208 DBT TRANSPORTATION SERVICES LLC quarterly naviaids maint 1120.75;75209 DIVERSIFIED SERVICES INC. cleaning services 320.00;75210 DOOLEY ENTERPRISES INC. ammunition 3518.60;75211 DOOLEY OIL INC. credit,def fluid 39.91;75212 DPC INDUSTRIES INC. sodium hypo 5456.94;75213 GMES LLC tel-O-pole II hot stick 619.64;75214 FASTENAL CO batteries,vests,floor sweep 124.91;75215 G & L CONCRETE concrete 344.00;75216 GOSHEN CO DISTRICT COURT CLERK payroll withholding 100.00;75217 GOSHEN CO ECONOMIC ¼ cent sales tax,monthly contribution 28693.86; 75218 GOSHEN CO TREASURER IT support & maint 79640.00;75219 GREAT-WEST TRUST CO LLC payroll withholding 1313.00;75220 GREATAMERICA FINANCIAL SERVICES CORP copier leases 356.00;75221 HAWKINS INC. sodium hydrox 50% diaphragm 2477.45;75222 HEALING CONNECTIONS MENTAL HLTH THERAPY counseling services 800.00;75223 HUNTER, GARY D. repair damage-patrol car 2500.00;75224 IDEAL LINEN/BLUFFS FACILITY SOLUTION mats,scrapers,sam dust/energy fees,sam garment fees,sam linen,coveralls,towels,mops 622.56;75225 IDEAL LINEN/BLUFFS FACILITY SOLUTION trash bags,paper towels,toilet paper,urinal screens,vacuum bags 630.19;75226 INSIGHT PRECISION ARMS LLC rifle,glock recoil springs,sight 1688.48;75227 INTERNATIONAL ASSOC OF CHIEFS OF POLICE membership renewal 190.00;75228 J-BUILT HOMES INC. Golf Course Parking Lot Repairs Project 8796.05;75229 JAMES A. EDDINGTON PC City Attorney 9187.50;75230 KATH BROADCASTING CO LLC tower rent,City council meetings 475.00;75231 K & K COMMUNICATIONS paging service-elec meters 12.00;75232 FRANK PARTS CO wiper blades,diesel treatment,blue def prime guard,belts,oil,filters,power svc diesel,pliers,seal, hoses,fittings,degreaser,chain hoist,connectors,pre-cleaner bowl for forklift,absorbant,diesel additive, antifreeze,gasket material,batteries,deposit returns,roll bristles,lamp 1459.67;75233 L N CURTIS & SONS protech assault rifle shield 3026.26;75234 LUJAN CLEANING SERVICE LLC cleaning>window cleaning 237.00;75235 MATHESON TRI-GAS INC. medical oxygen 56.70;75236 MECKLENBURG, MERVIN Court Appointed Attorney 150.00;75237 MEDICAL AIR SERVICES ASSOCIATION medical air transport insurance 1577.00;75238 MENARDS nuts/bolts/washers,ratchet,bungees,toilet seat 77.20;75239 MOTOROLA SOLUTIONS INC. batteries 310.44;75240 NEW YORK LIFE payroll withholding 359.37;75241 NORTHWEST PIPE FITTINGS INC. adapters 61.32;75242 O'REILLY AUTO ENTERPRISES LLC filter 12.03;75243 OLSON TIRE CO tire repairs,prema rad patches,recap,brass stem valves,tires 2261.51;75244 ONE CALL OF WY tickets for CDC code TRG 31.50;75245 PANHANDLE COOPERATIVE ASSOCIATION supplies-retirement party,propane,return,tank rent 1535.04;75246 ENVIRO SERVICES INC. lab analysis 37.00;75247 PATRICK, JOHN B. Municipal Court Judge 2000.00;75248 PINNACLE BANK travel expenses-meals/lodging/fuel/ uber fees,supplies-retirement party,road service tire repair,helmet shield,lunch during snow storm, membership fee,credits,postage,Christmas cards,evidence collection kits,lapel microphone,training fees, 2-pole breakers,cap membrane kit,monthly planners 7550.72;75249 PNI WATER SOLUTIONS service call commercial/parts,water dispenser rentals 402.20;75250 PRINT EXPRESS INC. copies 60.80;75251

RICHEY, MICHAEL Airport Operator Contract 1666.67;75252 RIVER VIEW SAND & GRAVEL LLC salt/sand 1206.90;75253 INDUSTRIAL DISTRIBUTORS bolts,nuts,washers 51.83;75254 SAM'S CLUB/SYCHRONY BANK plastic forks 47.64;75255 VALLEY MOTOR SUPPLY tire patch,filters,batteries,credit,battery charger,wiper blades,extreme pressure grease,oil absorb,strip disc2holder,antifreeze 900.17;75256 SHUMS CODA ASSOCIATES INC. building addition-3<sup>rd</sup> party plan review 1687.50;75257 SNOW CREST CHEMICALS LLC hot water closed loop contract 145.00;75258 QUILL LLC post-it notes,tape 159.87;75259 SUEZ WTS USA INC. monthly chemical management 7769.04;75260 TORRINGTON AMBULANCE CPR training for TPD 1700.00;75261 TORRINGTON OFFICE SUPPLY toner cartridge,calendars,envelopes, dividers w/ tabs,micro gel finger grips,certificate frames,planners,labels,copy paper,legal expansion folders,dry erase marker set,pens,binders 1418.66;75262 TRANE U.S. INC. subscription fee 110.40;75263 U S POSTMASTER credit for postage 1150.00;75264 WAM-WCCA museum improvements installment 650.00;75265 GRAINGER high gloss floor finish 251.68;75266 ANIXTER INC. 4-way junctions 12600.00; 75267 WESTCO oil,dyed premium diesel,unleaded gas 14874.58;75268 WESTERN PATHOLOGY CONSULTANTS drug screen,urine collection 200.00;75269 WY ASSOC OF MUNICIPALITIES registration fees 670.00;75270 WY ASSOCIATION-SHERIFFS & CHIEF POLICE membership dues 250.00;75271 WY BANK & TRUST lease purchase payment 26495.88;75272 WY DEPT OF TRANSPORTATION citation books 118.10;75273 WY MACHINERY credit,element assys,motor gp 377.90;75274 TORRINGTON TELEGRAM legals 2982.00;75275 KILGORE, KENTON reimb-proof of rabies vaccination 50.00