

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

The Torrington City Council met in regular session on Tuesday, April 19, 2022 in the City Council Chambers at 436 East 22nd 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, Streets & Sanitation Superintendent Hawley and Deputy City Clerk Anaya.

Mayor Adams called the meeting to order.

Councilwoman Steinbock led the Pledge of Allegiance.

Mayor Adams led the session with informational announcements on the following items: 1. Weather updates; 2. Announcement that the City is in the process of improving its solid waste ordinance. Reminder to the public to please follow all solid waste regulation ordinances as we transition into Summer; 3. Announcement that the Wyoming Department of Transportation has traffic counters installed throughout the City; 4. Announcement that the City of Torrington is accepting applications for seasonal employment; 5. Request to the public to not use any of the City's sports fields as a dog park. Announcement that animals are not allowed on the sports fields during non-sporting events; 6. Announcement that the City has been experiencing vandalism and inappropriate use of its sports facilities. Request to the public to please report any suspicious activity that is seen at any of the City's sports facilities to the Torrington Police Department. Announcement that individuals identified as violating any of the City's ordinances will be held accountable; 7. COVID-19 updates and recommendations; 8. COVID-19 vaccine updates; 9. Legislative session update; 10. Announcement that a tree planting ceremony in honor of Arbor Day took place on 04-08-22; and 11. Update on the proposed one percent (1%) specific purpose excise tax in Goshen County.

Councilwoman Steinbock moved and Councilman Patterson seconded to approve the consent agenda which includes the minutes from the 04-05-22 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.

Attorney Eddington read a proclamation declaring 04-29-22 as Arbor Day in the City of Torrington. It urged all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and to plant trees to gladden the heart and promote the well-being of this and future generations. Councilman Patterson moved and Councilman Kinney seconded to approve the proclamation as presented. Motion carried unanimously.

Attorney Eddington read a proclamation declaring May 1-7, 2022 as Drinking Water Week. It urged each citizen of the City to help protect our source waters from pollution and practice water conservation, and stated that we are all stewards of the water infrastructure upon which current and future generations depend. Councilwoman Steinbock moved and Councilman Kelly seconded to approve the proclamation as presented. Motion carried unanimously.

Attorney Eddington read a proclamation declaring 05-21-22 as Kids to Parks Day in the City of Torrington. It encourages kids and families to get outdoors and visit America's parks, public lands and waters. Councilman Kinney moved and Councilman Patterson seconded to approve the proclamation as presented. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE AMENDING AND RE-ENACTING SECTION 5.12.025 OF THE TORRINGTON MUNICIPAL CODE, 2022 REVISIONS, RELATING TO MINORS IN LICENSED LIQUOR ESTABLISHMENTS. Councilman Patterson moved and Councilwoman Steinbock seconded to approve Ordinance No. 1257 as presented on third reading. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE AMENDING AND RE-ENACTING SECTION 9.36.020 OF THE TORRINGTON MUNICIPAL CODE, 2022 REVISIONS, RELATING TO RESTRICTIONS ON POSSESSING AND PURCHASING LIQUOR OR MALT BEVERAGES AND ENTRY INTO LIQUOR ESTABLISHMENTS. Councilman Kinney moved and Councilman Kelly seconded to approve Ordinance No. 1258 as presented on third reading. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE AMENDING AND RE-ENACTING SECTION 05.12.030 OF THE TORRINGTON MUNICIPAL CODE, 2022 REVISIONS, RELATING TO THE REGULATION OF HOURS OF OPERATION FOR LICENSED LIQUOR ESTABLISHMENTS. Councilman Kelly moved and Councilwoman Steinbock seconded to approve Ordinance No. 1259 as presented on third reading. Motion carried unanimously.

Attorney Eddington read by title AN ORDINANCE AMENDING AND RE-ENACTING CHAPTER 8.28. OF THE TORRINGTON MUNICIPAL CODE, 2022 REVISIONS, RELATING TO THE REGULATION OF SOLID WASTE IN THE CITY OF TORRINGTON. Councilman Patterson moved and Councilman Kinney seconded to approve Ordinance No. 1260 as presented on third reading. Motion carried unanimously.

Buildings & Grounds Superintendent Estes presented for approval the potential sale of the property located at 217 West 20th Avenue. He stated that a market analysis of the property was

completed. Buildings & Grounds Superintendent Estes indicated that the building was formerly used by the Ambulance Department before they relocated to their new building on East B Street. He commented that the building is currently being utilized by the Facility Maintenance Department for storage. Buildings & Grounds Superintendent Estes stated that if the Mayor and Council approve the sale of the property, staff intends to use the funds received from the sale to build an addition to the existing shop building located to the west of the Lincoln Community Complex Center. He commented that the expansion would allow for all of the Facility Maintenance Department buildings to be centrally located. Attorney Eddington stated that staff needs direction from the Mayor and Council as to first, if they want to proceed with the sale of the property and second, if they want to advertise the sale through the process of sealed bids or public auction. Councilman Patterson moved and Councilman Kinney seconded to approve the sale of the property located at 217 West 20th Avenue through the process of sealed bids. Motion carried unanimously.

Attorney Eddington stated that in an attempt to eliminate County islands located within City limits, the City of Torrington intends to file a petition for annexation for several properties that fall into the County island category. He indicated that County islands create numerous difficulties for police and emergency responders, and overall jurisdictional problems that are not in the best interest of the City of Torrington. Attorney Eddington commented that the first property that is being put through the petition process is located at 1501 East 20th Avenue. He stated that Wyoming Statute 15-1-404 is the statute that is being followed to commence the petition initiation process. Attorney Eddington presented the proposed annexation report to the Mayor and Council. He indicated that the Mayor and Council will have to determine if the area being considered for annexation complies with Wyoming Statute 15-1-402. Attorney Eddington commented that if it is determined that the area complies with Wyoming Statute 15-1-402, then a resolution certifying compliance will need to be adopted, and the procedure outlined in Wyoming Statute 15-1-405 and 15-1-406 will then be followed. Alyssa Coulson with Coulson Law, LLC addressed the Mayor and Council. She stated that she is representing Kirk and Michelle Rutt, property owners of 1501 East 20th Avenue. Ms. Coulson indicated that the Rutt's and neighboring landowners were not provided with the proper notice that is required by Wyoming Statute 15-1-402 (a) (vi) prior to the annexation public hearing. She also commented that the Rutt's have been self-sufficient for over 50 years and stated that forcing them to annex into the City limits will inhibit their property rights as property owners. Attorney Eddington clarified to the Mayor and Council that a resolution certifying compliance with Wyoming Statute 15-1-402 must be adopted prior to the annexation public hearing taking place. He indicated that the Rutt's and neighboring landowners will be provided with the proper notice and documents once more prior to the public hearing. Ms. Coulson commented that the Rutt's did not receive any of the attachments or exhibits that were discussed and referenced during the presentation of the proposed annexation report. Buildings & Grounds Superintendent Estes assured the Mayor and Council that he distributed the same packet to all individuals involved. Councilman Patterson recommended tabling the agenda item in order to allow staff time to redistribute the attachments and exhibits that the Rutt's are claiming they did not receive. Councilman Patterson moved and Councilman Kinney seconded to table the petition initiation for annexation into the City of Torrington. Motion carried unanimously.

Clerk/Treasurer Strecker presented the bid results for an Articulating Loader. She stated that staff recommends awarding the bid to Wyoming Machinery of Cheyenne, Wyoming in the amount of \$228,960.00. Clerk/Treasurer Strecker commented that a bid opening was held on 04-13-22 and indicated that three bids were submitted in conformance with the bidding requirements. She stated that the funding for the loader was established in the 2022 Fiscal Year Budget in the amount of \$225,000.00 and indicated that the remaining \$3,960.00 will be taken out of the Sanitation Fund – Sanitation Disposal – Equipment O & M budget. Clerk/Treasurer Strecker commented that the estimated delivery time is 100 days. Councilwoman Steinbock moved and Councilman Kinney seconded to award the bid to Wyoming Machinery of Cheyenne, Wyoming in the amount of \$228,960.00 as presented. Motion carried unanimously.

Clerk/Treasurer Strecker presented a Financial Report as of 12-31-21. She stated that the total restricted and cash on hand was \$16,890,014.30, then after adding unearned revenue, subtracting unexpended appropriations and restricted cash, the total net cash reserve was \$11,293,009.28. The accounts receivable/utility billing amount past due was \$65,906.59, the amount at collections was \$86,664.81 and \$5,762.90 was turned over to the City Attorney. Net revenue for all funds was \$511,386.13, which in comparison to the previous fiscal year has decreased overall. Councilman Kinney moved and Councilman Patterson seconded to accept the Financial Report as presented. Motion carried unanimously.

The bills from 04-06-22 to 04-19-22 were presented for payment. Councilwoman Steinbock moved and Councilman Patterson seconded to approve the bills for payment as presented. Motion carried unanimously.

Mayor Adams asked for public comments, questions or concerns.

Councilman Kelly thanked KGOS/KERM for live broadcasting all Council meetings via their YouTube channel. He stated that the live video broadcast option worked extremely well for him while he was out of town.

Councilman Patterson announced that he was appointed as the Interim President of Eastern Wyoming College on 04-15-22. He assured the citizens of Torrington that his new position will not affect his work as a councilmember. Councilman Patterson also announced that he is planning to run for mayor in the upcoming election.

Streets & Sanitation Superintendent Hawley announced that a private enterprise is now operating the recycling center. He stated that they are currently just accepting cardboard but have expansion plans to accept glass, metal cans and paper products in the future.

Councilwoman Steinbock moved and Councilman Kinney seconded to adjourn to executive session to discuss personnel. Motion carried unanimously.

Councilman Kinney moved and Councilman Kelly seconded to return the Mayor and Council to regular session. Motion carried unanimously.

Councilman Kinney moved and Councilman Patterson seconded to approve the reclassification and wage increase for the Facility Maintenance Supervisor position as presented. Motion carried unanimously.

Councilman Patterson moved and Councilwoman Steinbock seconded that there being no further business to come before the Mayor and Council to adjourn at 8:59 p.m. Motion carried unanimously.

The following bills were approved for payment: 73297 WY RETIREMENT SYSTEMS retirement 102155.53;73298 MUNICIPAL ENERGY AGENCY OF NE wholesale power 421164.45;73299 TOUCHTONE COMMUNICATIONS 84.83;73300 DEPARTMENT OF WORKFORCE SERVICES workers compensation 15764.40;73301 WYRULEC CO Landfill Electric 402.52;73302 AFLAC payroll withholding 453.48;73303 CITY OF TORRINGTON payroll withholding 599.45;73304 DENT, DAVID A. Golf Pro Payable 1777.08; 73305 GOSHEN CO DISTRICT COURT CLERK payroll withholding 100.00;73306 GREAT-WEST TRUST CO LLC payroll withholding 1425.00;73307 NEW YORK LIFE payroll withholding 359.37;73308 TORRINGTON EMPLOYEES INSURANCE select flex contributions 4418.31;73309 WASHINGTON NATIONAL INSURANCE CO payroll withholding 32.70;73310 SAPP, NINA deposit refund 13.95;73311 ROCKWOOD, CAROLYN deposit refund 61.60;73312 FERNANDEZ, ALEXYS credit refund/billing error 20.00;73313 HULL, ZACHARIAH A. credit refund 39.02;73314 CUNNINGHAM, CHLOE credit refund 92.88;73315 ALTEC INDUSTRIES INC. liner pad,tool apron 695.16;73316 ANAYA, SILVIA mileage reimb 166.73;73317 AVI PC Well #16 Project 5399.99;73318 BADGER METER water meter 3967.82;73319 BLACK HILLS ENERGY utilities-gas 3564.48;73320 BLACK HILLS ENERGY utilities-gas 486.65;73321 C H GUERNSEY & CO CBA filing 829.50;73322 CAYLOR & GENZ EARTHMOVERS INC. crushed asphalt 25780.00;73323 CENTURY LUMBER CENTER cedartone treated 156.84;73324 CITYSERVICEVALCON LLC Phillips 66 terminal maint fee 16.00;73325 CITY OF TORRINGTON recording fees,stand up desk,drinks-budget meeting 105.77; 73326 CONNECTING POINT copier all-inclusive service contract/monthly charge 75.00;73327 COMPUTERSHARE TRUST CO CWMEPS bond/interest payment 28249.85;73328 CROELL REDI-MIX INC. concrete 333.00;73329 CULLIGAN WATER CONDITIONING OF TORRINGTON dispenser rentals,salt 210.05;73330 DECKER, STEVE dimension 5792.00;73331 DIVERSIFIED SERVICES INC. cleaning services 425.00;73332 NORTHERN EXPOSURE COMPUTER CENTER toner cartridges 440.00;73333 EASY PICKER GOLF PRODUCTS INC. rubber tees 35.35;73334 ENERGY LABORATORIES INC. lab testing 219.00;73335 FASTENAL CO safety lenses,safety glasses,batteries 86.37;73336 FBI-LEEDA INC. training 695.00;73337 FLOYD'S TRUCK CENTER INC. door lock set,ignition switch 200.36;73338 FRESH FOODS drinks-retirement party 15.92;73339 GOSHEN CO ECONOMIC ¼ cent sales tax,monthly contribution 23731.48;73340 GOSHEN CO TREASURER IT MOU support 64187.50;73341 GOSHEN DIESEL SERVICE sensor repair 1085.00;73342 GREATAMERICA FINANCIAL SERVICES CORP copier leases 356.00;73343 HAAS, AMY mileage reimb 205.92;73344 THE HARTFORD bond 200.00;73345 HICKEY & EVANS LLP pca filing 1292.50;73346 HOTLINE ELECTRICAL SALES & SERVICE LLC electric meters 2400.00;73347 IDEAL LINEN/ BLUFFS FACILITY SOLUTION mats,scrapers,sam dust/energy fees,sam garment fees,sam linen,coveralls, towels,mops 797.86;73348 ITRON INC. hardware/software maint 5271.57;73349 JAMES A. EDDINGTON PC City Attorney 9187.50;73350 JOE JOHNSON EQUIPMENT LLC rubber doughnuts,pull handle 469.20; 73351 FRANK PARTS CO filters,o-rings,gauges,cable,mirror,wrenches,starter solenoid switch,voltage regulator,spark plug wire kit,spark plugs,wiper blades,mud flap,countershaft,transaxle,double lip s, bearing it,welding wire,fittings,batteries,core deposits,bits,hyd hose,connectors,rubber metal clam 859.07;73352 L I E A P - STATE OF WYOMING refund-overpayment 472.95;73353 L N CURTIS & SONS pepper spray,training kit 455.31;73354 LONDON FLATS LLC crusher fines rock 2000.00;73355 LONG II, DEREK J. new tree/deep root fertilization 708.00;73356 MEDICAL AIR SERVICES ASSOCIATION medical air transport insurance 1539.00;73357 MIKA DIGITAL SERVICES sceptor scanner-purchasing 2002.19;73358 MOUNTAIN WEST TECHNOLOGIES TVFD internet service 125.81;73359 PAR-KAN MWC refuse containers 4897.50;73360 NE MUNICIPAL POWER POOL annual membership 2966.41;73361 NEW NORTH PLATTE IRRIGATION & DITCH 2022 water assessments 1800.00;73362 ONE CALL OF WYOMING tickets for CDC code TRG 96.75;73363 PANHANDLE COOPERATIVE ASSOCIATION refreshments-retirement party,

commercial propane,propane bottles,unleaded fuel 2119.03;73364 PANHANDLE COOPERATIVE ASSOCIATION water softener salt 32.95;73365 ENVIRO SERVICES INC. lab analysis 148.00;73366 PATRICK, JOHN B. Municipal Court Judge 2000.00;73367 THE L L JOHNSON DIST CO Ventrac Mower 43390.20;73368 HILTON GARDEN INN CASPER lodging for training 428.55;73369 PETERBILT OF WYOMING maintenance 1407.76;73370 PINNACLE BANK postage,training,travel expenses-meals/fuel/lodging/snacks,yearly subscription,meal for officer selection,social media,registration,meal for open house,workboots,table carts,birthday cards,headlight assy kit,ventilation fan,desktop document holder, screen protectors,batteries,cases for GSI equipment,harnesses,life vests,certification exams 9142.76; 73371 REGENCY MIDWEST VENTURES LIMITED PARTNER lodging 184.00;73372 RICHEY, MICHAEL Airport Operator Contract 1666.67;73373 RIVER VIEW SAND & GRAVEL LLC pea gravel 292.33;73374 SAM'S CLUB/SYCHRONY BANK receipt paper,coffee,paper towels,cleaner,rags,copy paper,dry erase boards/ markers,office chair 496.90;73375 SNOW CREST CHEMICALS LLC cooling water treatments,water treatment microbes 5112.46;73376 SUEZ WTS USA INC. monthly chemical management 7769.04;73377 TORRINGTON AMBULANCE transfer CPR training revenue 420.00;73378 TORRINGTON ROTARY CLUB dues,meeting attended,youth program,paul harris fund 220.00;73379 TRIHYDRO CORP WWTP Pre-Treat Design Project 4804.65;73380 U S POSTMASTER credit for postage 1050.00;73381 VERIZON WIRELESS TVFD cell phones 96.65;73382 GRAINGER underground utility locator,inductive signal clamp 4975.57; 73383 WAGNERS FLORAL LLC fresh flower bouquets-dispatcher recognition 140.00;73384 SIMPLY CLEAN rinse aid 83.68;73385 WESTCO windshield wiper fluid,unleaded fuel,dyed diesel 5988.93;73386 WESTERN PATHOLOGY CONSULTANTS drug screen,urine collection,breath alcohol 171.00;73387 WY DEPT OF AGRICULTURE pool licenses 100.00;73388 WY HEALTH FAIRS chemistry panels/wellness screenings 5383.00;73389 TORRINGTON TELEGRAM ads,legals 2532.85;73390 PRO AGG INVESTMENT II LLC deposit refund 107.32;73391 KENYON, CHUCK reimb-lodging/meals/mileage 276.37;73392 MERITAIN HEALTH INC. premium-ins/life admin 43849.83;73393 CITY OF TORRINGTON c/o PINNACLE BANK health reserve non-insured PR employee premium/MT positions 10434.75;73394 REGIONAL CARE INC. select flex admin 96.00;73395 TORRINGTON EMPLOYEES INSURANCE premium 88584.58