

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

The Torrington City Council met in regular session on Tuesday, May 19, 2020 in the City Council Chambers at 436 East 22nd Avenue and via Zoom Web Conferencing at 7:00 p.m. Present in the City Council Chambers via Zoom Web Conferencing: Mayor Adams and Deputy City Clerk Anaya. Present at Remote Locations via Zoom Web Conferencing: Council Members Hill, Kinney and Law, Clerk/Treasurer Strecker, Attorney Eddington, Director of Public Works Harkins, Water/Wastewater Supervisor Troxel and Interim Chief of Police Matthews.

Mayor Adams called the meeting to order. He announced that the Council meeting is being conducted via a Zoom Web Conferencing format and indicated that the meeting is also being broadcasted live by KGOS/KERM.

Mayor Adams led the Pledge of Allegiance.

Mayor Adams stated that he wants to remind everyone that there is a position currently open on the Torrington City Council. He indicated that the sign-up period began on May 14, 2020 and will continue through May 29, 2020. Mayor Adams commented that if an individual is interested, or knows someone who might be interested, that this is an important position and an opportunity for the public to become actively involved in local government. He stated that there are actually two seats open. The first is the vacancy that was created when former Councilman Matthew Mattis resigned because he moved outside of the City limits and the second is due to the fact that Councilman Law's term will expire this year. Mayor Adams indicated that if an individual knows someone who might make a good councilperson, they should encourage that person to submit an application within the sign-up period mentioned previously.

Mayor Adams indicated that all City departments are now in normal operation. He commented that the City is still encouraging people to utilize the drop boxes for making payments or to mail their payment in. Mayor Adams stated that the City Hall front lobby windows are open with social distancing restrictions in place. He indicated that state and local health officials still recommend that a mask be worn whenever social distancing space might be compromised for individual protection and for the protection of others. Mayor Adams commented that the community has done a good job of remaining clear of the virus. He encouraged the public to keep it that way. Mayor Adams stated that the State Health Department order that is still in effect limits gatherings to twenty-five people or less when in a closed space. He indicated that the limitation is particularly important for those individuals with compromising conditions and commented that unless an individual absolutely needs to be out in the public, he or she should stay home.

Mayor Adams commented that West C Street remains closed as it will for most of the Summer. He stated that the north part of the water line project from 23rd through 25th Avenue is nearly complete and indicated that the construction crews are moving to the 21st through 23rd Avenue water line project. Mayor Adams commented that the public should expect traffic to be interrupted from Highway 26 north through 23rd Avenue for at least a month or more. He stated that following the completion of the water line projects, crews will begin the concrete work associated with the installation of handicap ramps at intersections. Mayor Adams indicated that the last part of the West C Street project is a complete street reconstruction from Highway 26 north through 25th Avenue. He commented that it is anticipated that the street reconstruction will be complete and that the street will reopen in time for school to begin this August.

Mayor Adams stated that the City is beginning to see some signs of grass appearing on Frontage Road and in the enhancement project areas. He commented on the progress of various projects throughout the City: 1. The East D Street construction is complete and much improved; 2. Work will likely commence on the 15th Avenue walking path by June 1, 2020 and the final work on the east side walking path should be taking place soon; 3. The Eastern Wyoming College ATEC Project is moving rapidly toward substantial completion on June 13, 2020 in time for Fall classes; 4. The Community Hospital construction is moving forward; and 5. The Evergreen Plaza Project at the old hospital site is underway with grading and foundation work in progress. Mayor Adams indicated that the aforementioned projects in progress will be in development throughout the Summer months.

Mayor Adams indicated that the City of Torrington is planning, at least at this point, to return to normal in-person City Council meetings with the first meeting in June scheduled for June 2, 2020. He stated that there will be some social distancing restrictions in place to protect all concerned and commented that the City is asking KGOS/KERM to continue with the live broadcasts of the meetings to accommodate those in the community who understandably want to remain at home yet still listen to the Council session.

Mayor Adams commented that City crews are working hard to maintain everything that the public expects. He indicated that every department is working with less workers and therefore the City is again asking for the public's help to keep the community beautified and clean. Mayor Adams encouraged the public to get outside, to clean-up their yards, to keep the grass and the weeds mowed,

to help the City keep the alleys clean and passable, and to keep all garbage picked up. He stated that the City greatly appreciates the public's cooperation during this difficult time.

Mayor Adams stated that the Avenue of Flags at Valley View Cemetery will be put up on Saturday, May 23, 2020. He commented that no programs or no ceremonies are planned.

Councilman Kinney moved and Councilwoman Hill seconded to approve the consent agenda which includes the minutes from the 05-05-20 Council meeting as published and all actions therein be ratified. Councilman Kinney recommended an editorial change to the minutes from the 05-05-20 Council meeting. He requested the addition of the word *with* after *pleading* in the following sentence, "The City is pleading the public for their caution and indulgence as it completes these highly necessary improvements". Motion carried unanimously.

Mayor Adams requested approval to amend the agenda as follows:

1. Add Ratify Special Event Permit to the Action Items List.

Councilman Law moved and Councilwoman Hill seconded to approve the agenda as amended. Motion carried unanimously.

Mayor Adams stated that Vyve Broadband, LLC requested a one year extension of the Cable TV Franchise, commencing June 1, 2020 and terminating May 31, 2021. The temporary extension of the franchise approved by the City Council on May 21, 2019 will expire on May 31, 2020. Councilman Kinney inquired if it is too late to renegotiate the terms of the franchise. Attorney Eddington confirmed yes, since the temporary extension expires on May 31, 2020 that would only allow a time period of less than two weeks to consider any type of renegotiation tactic and that is not a sufficient amount of time to properly complete a task of that nature. Mayor Adams indicated that for several years now, the City of Torrington has refused to grant Vyve more than a one year extension because of the quality of their infrastructure, their repair records and the quality of the delivery of their service. He commented that he has been in contact with a new Vyve representative and stated that the representative has assured him that there are plans in place for extended service and high speed internet enhancements, and that several upgrade items related to broadband are pending. Mayor Adams stated that the Vyve representative indicated to him that they have been held up on broadband related upgrades due to COVID-19. He indicated that both he and the Vyve representative agreed that a one year extension would be prudent for the time being with the understanding that the franchise terms will be renegotiated in the near future. Councilman Kinney commented that his concern is that Vyve gives the City the same excuse year after year and never fulfills any of the service upgrades and repairs that they claim they are working on. He indicated that he is glad that only a one year extension is being requested as he would be hesitant to allow any type of extension beyond one year due to their reputation. Councilman Kinney moved and Councilwoman Hill seconded to extend Vyve's Cable TV Franchise to May 31, 2021 as presented. Motion carried unanimously.

Gary Hunter and Doug Mercer requested approval of a special event permit for the Kick COVID to the Curb Car Show and ROD Run event that was held on May 16, 2020 from 7:30 a.m. to 7:00 p.m. Mayor Adams stated that the individuals coordinating the event were unaware of the fact that a special event permit had to be obtained for the event and indicated that a permit was submitted for approval on May 18, 2020 after the individuals were instructed to do so, which was consequently after the event had already occurred. He commented that the requested approval is a formality to ratify the special event permit that was submitted on May 18, 2020. Councilman Law moved and Councilman Kinney seconded to ratify the special event permit that was submitted on May 18, 2020 as presented. Motion carried unanimously.

Attorney Eddington read a proclamation declaring May 17-23, 2020 as Emergency Medical Services Week. It stated that Emergency Medical Services (EMS) provides a vital public health service and that Wyoming's citizens and visitors benefit daily from the knowledge and skills of these highly-trained individuals, and encouraged the community to observe the designated week in support of all EMS providers. Councilwoman Hill moved and Councilman Kinney seconded to approve the proclamation as presented. Motion carried unanimously. Councilman Kinney thanked all EMS providers for the lifesaving care that they provide.

Attorney Eddington read a proclamation declaring May 17-23, 2020 as National Public Works Week. It stated that public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities, and to the public health, high quality of life and well-being of the people of the City of Torrington. It urged all citizens to join with representatives of the American Public Works Association/Canadian Public Works Association and government agencies in activities, events and ceremonies designed to pay tribute to all public works professionals, engineers, managers and employees, and to recognize the substantial contributions they make to protecting the national health, safety and quality of life. Councilman Kinney moved and Councilman Law seconded to approve the proclamation as presented. Water/Wastewater Supervisor Troxel thanked the Mayor and Council for their support. Motion carried unanimously.

Attorney Eddington read a proclamation declaring June 2020 as 307 First Month. It states that the City of Torrington is committed to supporting the success and strength of local and state economy,

and encourages the efforts of local business owners. Councilman Law moved and Councilwoman Hill seconded to approve the proclamation as presented. Motion carried unanimously.

Councilman Kinney thanked all City of Torrington and Goshen County employees for all of the work and effort that they put into the community. He stated that without them, both entities would be struggling, and indicated that he wants to make it known that their efforts are appreciated and certainly do not go unnoticed.

Clerk/Treasurer Strecker stated that the total appropriations for the FY 21 budget are \$30,945,734. She indicated that that is about a \$2.5 million decrease in appropriations over last year. Clerk/Treasurer Strecker commented that with COVID-19 and the economic impact that is resulting from that, the general fund and enterprise funds are being affected. She stated that she is projecting revenue forecasts to be down in FY 21. Clerk/Treasurer Strecker indicated that she projected sales tax and optional tax 25% lower than last year. In addition, she projected fuel tax to decrease 40%. Other general fund revenues were projected to be down 12%. She commented that utility revenues were projected to decrease by 15% mainly because the City is already observing an increase in late payments and non-payments, and also some decrease in usage. Clerk/Treasurer Strecker stated that she does not know what the future holds for next year. She indicated that a lot of things are up in the air at the moment and commented that she knows that there is going to be long term impacts on the economy from people losing their jobs and businesses being slow. Clerk/Treasurer Strecker stated that hopefully the economy will pick up, however, she is just not sure how quickly that will occur. She indicated that she will be monitoring the situation as the year advances. Clerk/Treasurer Strecker commented that department heads cut their budgets and stated that projects were cut as well, therefore the current budget is down to the bare bones. She indicated that the budget is still not quite where it needs to be but that ideas for possible budget reductions will be discussed at the budget work session that will be held on May 20, 2020. Councilwoman Hill stated that she understands that the numbers will be changing as the budget is a process and a living, working document until its final approval. She thanked Clerk/Treasurer Strecker for taking the conservative budgeting approach and thanked all department heads for making the budget cuts that they have up to this point. Councilman Law indicated that participating in the budget work sessions has made him realize exactly how much attention and detail department heads are really bringing to the table. He commented that for many departments, it is obvious that they are not asking for anything that is not necessary for their job or for the safety of performing their job. Councilman Law stated that he would like to offer all of the department heads the praise that they deserve for filling the front lines during this pandemic and for stepping up where necessary to assist the City in overcoming the obstacles that have surfaced due to the crisis. Attorney Eddington read by title AN ORDINANCE PROVIDING FOR THE APPROPRIATION OF MONEY BY THE CITY OF TORRINGTON, WYOMING, TO MEET ITS GENERAL FUND REQUIREMENTS AND OBLIGATIONS, TO MEET ITS ENTERPRISE FUND REQUIREMENTS AND OBLIGATIONS, FOR THE 2021 FISCAL YEAR COMMENCING JULY 1, 2020 AND FIXING THE SUM TO BE RAISED BY TAXATION. Councilman Kinney moved and Councilman Law seconded to approve the FY 21 budget on first reading as presented. Motion carried unanimously.

The bills from 05-06-20 to 05-19-20 were presented for payment. Councilman Law inquired if there is a notion as to when and if the swimming pool will open this season. Mayor Adams replied that he has been in contact with Heather Saul and Kelly Beard with Goshen County Public Health, and with the County Health Official (Dr. Marion Smith). He stated that they are waiting for direction from the Wyoming State Health Officer (Alexia Harrist) in regards to the matter. Once more information is received, he, Kelly Beard, Heather Saul, Dr. Marion Smith and George Siglin (Mayor of the Town of Lingle) will meet and together work up a recommendation and guidelines to put an opening action in place. Mayor Adams indicated that at this point there is not a projected opening date but that they are hopeful that maybe the pool will be able to open later on during the Summer. Councilwoman Hill 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. He stated that anyone wishing to address the Mayor and Council can do so by calling (307) 534-4790 or by utilizing the Zoom Question and Answer (Q&A) feature.

Councilwoman Hill stated that she wants to thank Goshen County School District No. 1 for getting a plan in place to host a graduation ceremony for Torrington High School's Class of 2020. She indicated that the ceremony will be held on June 13, 2020 on the school's football field. Councilwoman Hill commented that she is very appreciative of all of the hard work that went in to getting this plan in place and approved in order to get the students what they deserve.

Doug Mercer addressed the Mayor and Council. He thanked them for ratifying the special event permit for the Kick COVID to the Curb Car Show and ROD Run event.

Councilman Law moved and Councilman Kinney seconded that there being no further business to come before the Mayor and Council to adjourn at 7:38 p.m. Motion carried unanimously.

The following bills were approved for payment: 68317 Void;68402 CIRCUIT COURT OF GOSHEN CO payroll withholding 369.81;68403 CITY OF TORRINGTON payroll withholding 717.87;68404 DENT,

DAVID A. Golf Pro Payable 708.02;68405 FAMILY SUPPORT REGISTRY payroll withholding 235.97;68406 GOSHEN CO DISTRICT COURT CLERK payroll withholding 100.00;68407 GOSHEN CO ECONOMIC 1/4 cent sales tax 21613.40;68408 GREAT-WEST TRUST CO LLC payroll withholding 2536.00;68409 MERITAIN HEALTH INC. premium-ins/life admin 36764.80;68410 NEW YORK LIFE payroll withholding 369.37;68411 CITY OF TORRINGTON c/o PINNACLE BANK health reserve non-insured employee premium/MT positions 10309.20;68412 REGIONAL CARE INC. select flex admin 88.00;68413 TORRINGTON EMPLOYEES INSURANCE premium 89410.61;68414 TOUCHTONE COMMUNICATIONS long distance 232.87;68415 WY CHILD SUPPORT ENFORCEMENT payroll withholding 262.61;68416 WYRULEC CO Landfill Electric 314.23; 68417 AFLAC payroll withholding 439.92;68418 DENT, DAVID A. Golf Pro Payable 132.14;68419 UNITED HEALTHCARE ambulance overpayment refund 50.00;68420 HIGH PLAINS APT final bill-deposit return 176.89;68421 TD REAL ESTATE final bill-deposit return 158.21;68422 ALLEN, JAMES R. backflow installation 900.80;68423 ASH, NEAL basic police sniper training 650.00;68424 AT&T MOBILITY cardiac monitor transmission fee 34.66;68425 AVOCATION SOFTWARE annual support fee 250.00;68426 BLACK HILLS ENERGY utilities-gas 2051.59;68427 CANON FINANCIAL SERVICES INC. copier contracts 839.00; 68428 CITYSERVICEVALCON LLC jet fuel 14590.70;68429 CITYSERVICEVALCON LLC Phillips 66 terminal maint fee 16.00;68430 CITY OF TORRINGTON recording fees,postage,title fee 50.05;68431 CONNECTING POINT copier service contracts/monthly charges 292.25;68432 CONTRACTORS MATERIALS INC. inverted paint,lens cleaning towelettes 115.50;68433 COWBOY CLINIC & URGENT CARE office/outpatient visit 75.00;68434 COWBOY CLINIC & URGENT CARE office/outpatient visit 314.27;68435 CRESCENT ELECTRIC SUPPLY CO sales tax due 18.24;68436 CROSS, PAIGE cloth face masks 334.00;68437 CULLIGAN WATER OF TORRINGTON salt 14.90;68438 DANA KEPNER CO INC. itron connector,curb stops 4828.10;68439 DH PACE CO INC. padlocks,GM cut keys 363.52;68440 DIETZLER CONSTRUCTION CORPORATION Frontage Road Project-final retainage 83929.50;68441 NORTHERN EXPOSURE COMPUTER CENTER toner cartridges 470.00;68442 ENERGY LABORATORIES INC. lab testing 892.00;68443 EXODUS MOVING & STORAGE INC. moving expenses 1500.00;68444 FASTENAL CO chlorine bleach,batteries 56.02;68445 FLOCKS GLASS INC. clear tempered single lite glass 41.70;68446 FRITZLER, LARRY & DEBORAH pump septic tanks 303.00;68447 PRO QUALITY PEST CONTROL rodent control 130.00;68448 GOSHEN CO ECONOMIC monthly contribution 2500.00;68449 GOSHEN CO TREASURER IT support 51816.25;68450 GOSHEN CO VICTIM'S ASSIST annual contribution 1000.00;68451 GREATAMERICA FINANCIAL SERVICES CORP copier leases 434.00;68452 HAWKINS INC. sodium hydroxide diaphragm,calcium hypochlorite, cyanuric acid,hydrochloric acid 7816.67;68453 HUB INTERNATIONAL MOUNTAIN STATES LIMITED endorsement-adding 2020 Ford Pickup 122.00;68454 IDEAL LINEN/BLUFFS FACILITY SOLUTION mats, scrapers,sam dust/energy fees,coveralls,sam garment fees,sam linen,pants/shirts,mops,towels 791.74; 68455 ITRON INC. hardware/software maintenance 4653.27;68456 JAMES A. EDDINGTON PC City Attorney 6666.00;68457 JAMES A. EDDINGTON PC City Attorney extended hours 91.90;68458 KNIFE RIVER 2020 Crack Fill Project 4070.54;68459 KATH BROADCASTING CO LLC tower rent,easter package 250.00;68460 K & K COMMUNICATIONS paging service-elec meters 12.00;68461 LEITHEADS INC. used dryer-clean shop work clothes 300.00;68462 MCI A VERIZON CO long distance/911 call backs 9.85;68463 MCKEE, KAREN R. & MARTIN B. short/long sleeve polos,set up fee 74.40;68464 THE METAL SHOP freon for air conditioner 36.50;68465 MOOREHOUSE INC. weed barrier for goose park 45.00;68466 MOTOROLA SOLUTIONS dispatch 911 service contract 4761.45;68467 MUNICIPAL ENERGY AGENCY OF NE wholesale power 391330.56;68468 OFFICE OF STATE LANDS & INVEST DW005 payoff loan 51845.04; 68469 OLSON TIRE CO tire repairs,dismount/mount,atv valve,labor,turf savers,lug log ml recaps,nail hole repairs,disposal of tires,service call,prema patch,o-ring,fuel surcharge,tires,computer balance 1689.48; 68470 ONE CALL OF WY locate tickets for CDC code TRG 121.50;68471 PATRICK, JOHN B. Municipal Court Judge 2000.00;68472 PAUL REED CONSTRUCTION & SUPPL INC. East D Street Water Improvement Project,West C Street 23rd to 25th Avenue Water Line Replacement Project 157469.68;68473 PINNACLE BANK distribution system level 2 exam,clutch/end plugs,ice machine filters,bearing hinges,zoom webinar fee,aloe vera gel,blind parts,rechargeable lantern system,gallon jugs/pump dispensers,dry erase boards,bolts/hinges,chlorhexidine,wall mount tv bracket,stroke warning lights/remote control, remote garage door opener,low volt led conductor,leather helmet shield 2692.10;68474 PRO-VISION SOLUTIONS LLC body cam docking station,downloading/storage,body cam mounts 1650.93;68475 R & R PRODUCTS INC. grit grinding discs 71.84;68476 RAILROAD MANAGEMENT CO license fees-power line crossing 258.95;68477 RAILROAD MANAGEMENT CO license fee-storm drains 354.31;68478 SMITTY'S REPAIR SERVICE all threads-unit 61 25.33;68479 DBC IRRIGATION SUPPLY round valve box green lids, solenoids 244.82;68480 QUILL LLC stock/tape,staples,shavers,paper plates,sticky notes,flags,clips,clr ink, label maker 157.64;68481 HIGH PLAINS FIRE PROTECTION annual sprinkler inspections 300.00;68482 SUEZ WTS USA INC. monthly chemical management 7748.79;68483 TORRINGTON EMPLOYEES INSURANCE select flex contributions 6461.55;68484 TORRINGTON FIRE DEPT professional services 800.00;68485 TORRINGTON SOD FARM Kentucky Blue Grass 374.00;68486 U S POSTMASTER credit for postage 850.00;68487 VERIZON WIRELESS TVFD cell phones 96.30;68488 GRAINGER mechanics gloves, smoke mirror safety glasses 348.64;68489 WEGLIN JR., EDWARD H. mow/trim 210.00;68490 WESTERN COOPERATIVE CO insecticide,sulfate feed,cornerstone plus,class act NG,4-D amine,tyvek coveralls,dyed premium diesel,unleaded gas 6780.26;68491 WY DEPT OF AGRICULTURE consumer health service pool/

wading pool licenses 100.00;68492 WY EMERGENCY MEDICAL SERVICES ASSOC annual membership dues 400.00;68493 TORRINGTON TELEGRAM legals 2176.00;68494 STATE OF WY-DEPT OF WORKFORCE unemployment 2337.70;68495 REESE, BRENT & CINDY final bill-deposit return 47.59;68496 ESTATE OF RONALD MONIZ final bill-deposit return 19.45;68497 ANTHONY BRATHWAITE installation of decals on EMT trailer 280.00;68498 GRAHAM, NICOLE final bill-credit/deposit return 205.00;68499 HAINS, NAOMI R. final bill-deposit return 28.95;68500 MCMURTREY JR., MICHAEL G. final bill-credit/deposit return 281.35;68501 TOTAL LAWN CARE refund water hydrant meter deposit less usage 2180.00