

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

The Torrington City Council met in regular session on Tuesday, August 18, 2020 in the City Council Chambers at 436 East 22nd Ave. at 7:00 p.m. Present: Mayor Adams, Council Members Hill, Kinney and Law. Also Present: Clerk/Treasurer Strecker, Attorney Eddington, Director of Public Works Harkins, Chief of Police Johnson, Building Official Estes and Deputy City Clerk Anaya.

Mayor Adams called the meeting to order.

Director of Public Works Harkins led the Pledge of Allegiance.

Mayor Adams led the session with informational announcements on the following items: 1. Primary Election reminder and City Council vacant seat update; 2. COVID-19 updates/recommendations; 3. Goshen County Schools/Eastern Wyoming College opening updates; 4. Last Swimming Pool session (08-16-20); 5. Progress on projects within the City; 6. Request for continued community assistance with property maintenance efforts to keep up with hot temperatures and lack of moisture; and 7. Reminder to keep garbage out of City grass dumpsters.

Councilman Law moved and Councilwoman Hill seconded to approve the consent agenda which includes the minutes from the 08-04-20 Council meeting as published and all actions therein be ratified. Motion carried unanimously.

Councilman Kinney moved and Councilwoman Hill seconded to approve the agenda as presented. Motion carried unanimously.

Karl Haynes with Torrington Moose Lodge 664 requested approval of a special event permit for a Moose Lodge Annual Horseshoe Tournament to be held on 08-29-20 from 10:00 a.m. to 6:00 p.m. at Pioneer Park. Mayor Adams stated that the applicant is requesting that the special event permit fee be waived due to the fact that Torrington Moose Lodge 664 is a non-profit organization. Councilman Law moved and Councilman Kinney seconded to approve the special event permit and to waive the special event permit fee as presented. Motion carried unanimously.

Karl Haynes requested approval of a malt beverage permit for a Moose Lodge Annual Horseshoe Tournament to be held on 08-29-20 from 10:00 a.m. to 6:00 p.m. at Pioneer Park. Councilwoman Hill moved and Councilman Law seconded to approve the malt beverage permit as presented. Motion carried unanimously.

Attorney Eddington read a proclamation declaring September 2020 as Hunger Action Month. It states that hunger and poverty are issues of vital concern in Goshen County where 11.1% of people struggle with hunger and one in every six children do not know where their next meal will come from, and indicates that more than 1,500 residents of Goshen County rely, annually, on food provided by Wyoming Food Bank of the Rockies and their local partners. Samantha Maxwell with Wyoming Food Bank of the Rockies, Kyle Borger with Goshen HELP and Gary Flom with Land of Goshen Ministries spoke in support of the proclamation. Councilman Kinney moved and Councilwoman Hill seconded to approve the proclamation as presented. Motion carried unanimously.

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

Building Official Estes stated that Jackie Weis requested a 23' setback variance on the south property line and to be allowed to set an accessory structure in the front yard for the property located at 107 Linda Vista Road. He explained that the structure (a pergola) was partially erected before a variance was requested and commented that he posted a stop work order on the structure during construction. Building Official Estes indicated that he then met with Ms. Weis and informed her that she would need to apply for a variance and that because the structure was over 200 square feet she would also be required to apply for a building permit. He stated that the Planning Commission approved the request at their 08-11-20 meeting, staff recommends approval and he has received no public comment. Mayor Adams opened the public hearing for consideration of the variance and accessory structure requests. He asked for public comments in favor of the approval of the requests. Kyle Borger and Jackie Weis spoke in favor of the approval of the requests. Mayor Adams asked for public comments against the approval of the requests, none were heard. The public hearing was closed. Councilman Law moved and Councilwoman Hill seconded to approve the variance and accessory structure requests for the property located at 107 Linda Vista Road as presented. Voting aye Adams, Hill and Law, nay Kinney, motion carried.

Building Official Estes stated that Billy Janes requested a variance to be allowed to install a 6' fence in the front yard on the north property line only for the property located at 222 East 25th Avenue. He stated that the Planning Commission approved the request at their 08-11-20 meeting, staff recommends approval and he has received no public comment. Mayor Adams opened the public hearing for consideration of the variance request. He asked for public comments in favor of the approval of the variance request. Billy Janes spoke in favor of the approval of the variance request. Mayor Adams asked for public comments against the approval of the variance request, none were heard. The public hearing was closed. Councilwoman Hill moved and Councilman Kinney seconded to approve the

variance request for the property located at 222 East 25th Avenue as presented. Motion carried unanimously.

Director of Public Works Harkins presented for approval an Agreement for Trade and Exchange of Real Estate between Charles W. Wilson, individually, and as Trustee of the Charles W. Wilson and Bonnie J. Wilson Family Trust, and the City of Torrington. Councilman Kinney moved and Councilman Law seconded to approve the Agreement for Trade and Exchange of Real Estate as presented. Motion carried unanimously.

Jerry Nash addressed the Mayor and Council. He presented a checklist of all of the items that need to be completed (with estimated completion dates) in order to establish the charter service that he is proposing to be operated out of Airport Hangar No. 2C. Director of Public Works Harkins stated that if the Mayor and Council approve Mr. Nash's charter service proposal, the existing airport hangar rental agreement will need to be amended to allow Mr. Nash to operate a business out of City property. A discussion was held regarding options available at the airport to accommodate Mr. Nash's charter service proposal while taking the current high demand for hangar space into consideration. Mayor Adams commented that the timeline presented within the checklist is extremely aggressive for the amount of work that needs to be completed. Mr. Nash stated that if he does not complete Phase I of the process by the proposed 11-15-20 deadline, he will relinquish the hangar back to the City. Councilman Kinney moved and Councilman Law seconded to remove from the table and reconsider the request to terminate the rental agreement for Airport Hangar No. 2C between the City of Torrington and Jerry Nash. Motion carried unanimously. Councilman Kinney moved and Councilwoman Hill seconded to extend the rental agreement for Airport Hangar No. 2C between the City of Torrington and Jerry Nash to 11-15-20 at which time if Phase 1 of the charter service proposal is not complete, the rental agreement will be terminated. Voting aye Hill, Kinney and Law, nay Adams, motion carried.

Clerk/Treasurer Strecker presented a Financial Report for FY 2020 ending 06-30-20. The total restricted and cash on hand was \$13,423,329.94. The accounts receivable/utility billing amount past due was \$22,925.38, the amount at collections was \$81,615.85 and \$5,659.58 was turned over to the City Attorney. The estimated cash beginning balance for the FY 2021 budget was \$11,306,570.00 and the actual cash available for FY 2021 is \$10,965,173.21. Net revenue for all funds was \$(1,418,634.23), which in comparison to the previous fiscal year has decreased overall. The long-term debt and capital leases total debt outstanding was \$4,046,891.51 and sales tax has increased slightly. Councilwoman Hill moved and Councilman Law seconded to accept the Financial Report for FY 2020 ending 06-30-20 as presented. Motion carried unanimously.

The bills from 08-05-20 to 08-18-20 were presented for payment. Councilman Law moved and Councilwoman Hill seconded to approve the bills for payment as presented. Motion carried unanimously.

Mayor Adams asked for public comments, questions or concerns.

Dennis Kelly addressed the Mayor and Council. He inquired about Mr. Nash's charter service proposal and in specific if the City is prepared to make the utility improvements required in order for Mr. Nash to use Airport Hangar No. 2C as a base of operations. Director of Public Works Harkins responded that future negotiations between the City and Mr. Nash will have to take place in order to address the utility improvements required.

Kyle Borger addressed the Mayor and Council. He reminded the public that financial assistance during the Coronavirus Pandemic is available and indicated that anyone needing assistance should contact Goshen HELP directly.

Councilman Law moved and Councilman Kinney seconded that there being no further business to come before the Mayor and Council to adjourn at 8:35 p.m. Motion carried unanimously.

The following bills were approved for payment: 69011 CONNECTING POINT copier service contracts/monthly charges 300.77;69012 MUNICIPAL ENERGY AGENCY OF NE wholesale power 475085.59;69013 TOUCHTONE COMMUNICATIONS long distance 93.06;69014 WYRULEC CO Landfill Electric 151.34;69015 TAMI GRAYBILL deposit refund 60.93;69016 TD REAL ESTATE deposit refund 189.18;69017 ACTION INDUSTRIAL SUPPLY CO jeans 352.00;69018 AMERICAN PUBLIC WORKS ASSOC APWA Membership 370.00;69019 THE ANTIGUA GROUP INC. uniform shirts 483.74;69020 BADGER METER INC. water meters 3642.95;69021 BARCO MUNICIPAL PRODUCTS INC. square posts 1235.00; 69022 BARNES LAW LLC Court Appointed Attorney 296.00;69023 BELL LUMBER & POLE CO electrical poles 10880.00;69024 BLACK HILLS ENERGY utilities-gas 1549.12;69025 BLUE 360 MEDIA LLC WY Criminal & Traffic Law Books 154.69;69026 BROWN CO chain saw blades/bar nut 108.26;69027 CANON FINANCIAL SERVICES INC. copier contracts 839.00;69028 CASELLE INC. contract support & maint 1990.00;69029 CENTURY LUMBER CENTER duplex receptacles,adapters,bushings,elbows,trimmer line, couplings,nipples,misc singles,tees,clamps,poly pipe,latex enamel,fasteners,fly killer/traps,riser extension,cutoff riser,vinyl tubing,pvc cement,primer,pvc slip cap,sawzall blades,tape measure,solenoid kit,solenoid,pvc dwv pipe,alum cable,outlet,connector,receptacle box cover,steel handy box,teflon tape, wrench,weed-n-bug sprayer,outlet surge protector,triple expansion foam,credit 447.87;69030 CITY OF TORRINGTON postage,meal 31.84;69031 CONNECTING POINT TVFD copier service contract 75.00;69032 CONTRACTORS MATERIALS INC. lens cleaning towelettes 27.00;69033 CROSS, PAIGE face masks 166.50;

69034 CUMMINS INC. planned generator maint 3049.01;69035 DIVERSIFIED SERVICES INC. cleaning services 425.00;69036 ENERGY LABORATORIES INC. lab testing 271.00;69037 FRITZLER, LARRY & DEBORAH pump septic tanks 609.00;69038 PRO QUALITY PEST CONTROL rodent control 130.00;69039 GOSHEN CO ECONOMIC 1/4 cent sales tax 24424.89;69040 GOSHEN CO ECONOMIC monthly contribution 2500.00;69041 GOSHEN DIESEL SERVICE brake light switch,engine repairs 250.00;69042 GREATAMERICA FINANCIAL SERVICES CORP copier leases 434.00;69043 HACH CO dpd free bulk dispenser/powder 52.39;69044 USABLUBOOK pvc hoses 238.11;69045 HOTLINE ELECTRICAL SALES & SERVICE LLC electric meters 7000.00;69046 HYDRO FLOW PRODUCTS nozzles,coupling 1187.00;69047 IDEAL LINEN/BLUFFS FACILITY SOLUTION mats,scrapers,sam dust/energy fees,sam garment fees,sam linen,mops,towels,antibacterial foam soap,disinfectant,spray bottles,soda ash,rags,urinal screens 1609.20;69048 J - BUILT HOMES INC. Walking Path Extension-15th Avenue 5462.75;69049 JAMES A. EDDINGTON PC City Attorney extended hours 82.30;69050 JAMES A. EDDINGTON PC City Attorney 6666.00;69051 POWERPLAN window 259.51;69052 K & K COMMUNICATIONS paging service-elec meters 12.00;69053 FRANK PARTS CO valve drain,fhp belt,gauge,paint,elec wire,wire connectors, battery,oil filters,lamps,boxed miniatures,led light,napa clear rtv 30,propane,cap screws,wheel bearing cones,oil seals 676.49;69054 DANA J. LENT LAW OFFICE Court Appointed Attorney 202.00;69055 LUJAN CLEANING SERVICE LLC cleaning>window cleaning 273.75;69056 M.C. SCHAFF & ASSOCIATES INC. professional services-Airport Runway Project 61123.91;69057 MERITAIN HEALTH INC. premium-ins/life admin 36481.14;69058 MUNICIPAL CODE CORPORATION supplement pages,image,graphs/tab matter, ord bank 3785.93;69059 NORTHWEST PIPE FITTINGS INC. curb stop 344.42;69060 OLSON TIRE CO tire repair,tube 39.37;69061 ONE CALL OF WY tickets for CDC code TRG 228.00;69062 HEARTLAND EXPRESSWAY jurisdictional membership 2020 2408.76;69063 ENVIRO SERVICES INC. lab analysis 150.00; 69064 PATRICK, JOHN B. Municipal Court Judge 2000.00;69065 PAUL REED CONSTRUCTION & SUPPL INC. Water Line Replacement/Water Rehab Projects 254320.93;69066 PETROLEUM TESTERS LLC class a & b ust operator training 200.00;69067 CITY OF TORRINGTON c/o PINNACLE BANK health reserve non-insured employee premium/MT positions 10327.86;69068 PINNACLE BANK speaker wire,warning light, sqwincher drink mix,dispenser pumps,travel expenses-fuel/meals/lodging,dog waste bags,file sorter, return,torsion springs,mask strap extenders,replacement filters,toll fee,usb thumb drives,pool impellers, uniform shirts,sprinkler heads,electrical wiring permit fee 2362.91;69069 RAILROAD MANAGEMENT CO land lease 200.67;69070 REGIONAL CARE INC. select flex admin 82.50;69071 WY AIRPORT SERVICES LLC Airport Operator Contract 1666.67;69072 SAM'S CLUB/SYCHRONY BANK coffee 73.24;69073 SCHNEIDER WILD FUR deerskin gloves 280.00;69074 SIMON EAST REGION NE Airport Runway Project 676870.65; 69075 SUEZ WTS USA INC. monthly chemical management 7748.79;69076 TORRINGTON EMPLOYEES INSURANCE premium 88727.94;69077 TORRINGTON VISION CLINIC P.C. sunglasses 550.00;69078 U S POSTMASTER credit for postage 850.00;69079 VERIZON WIRELESS TVFD cell phones 96.67;69080 DIAMOND VOGEL PAINTS tips for paint machine 59.80;69081 PRO OVERHEAD DOOR CO INC. repair/ replace cables-baler door 538.50;69082 WEGLIN, EDWARD H. mow/trim 220.00;69083 WESTCO windshield washer fluid,credit,banjo hb,hose clamps,j1846040 40 lbs,landmaster,dyed premium diesel, unleaded gas,price correction 10398.84;69084 WESTERN PATHOLOGY CONSULTANTS drug screen,urine collection 53.00;69085 WY DEPT OF AGRICULTURE airport fuel dispenser license 40.00;69086 RESPOND FIRST AID SYSTEMS OF WY 1st aid kit supplies 147.14;69087 TORRINGTON TELEGRAM ad,legals 3325.75; 69088 STATE OF WY-DEPT OF WORKFORCE unemployment 2134.78;69089 CORY J. MUNSON deposit refund 19.90;69090 ROBERTS, CAROL A. deposit refund 15.68;69091 PENGUIN LLC deposit refund 488.22;69092 BLANCHARD, MICHAEL D. deposit refund 137.55;69093 APPLE, SAMANTHA deposit refund 13.09;69094 VILLEGAS, KAROL deposit refund 178.71;69095 VINCE, ROBERT deposit refund 5.74;69096 ST. PRIEST, MARK ALAN deposit refund 10.69;69097 HOOVER, J E deposit refund 148.46;69098 MOHR, JAMES A. deposit refund 70.42;69099 NCPERS GROUP LIFE INS payroll withholding 160.00;69100 CITY OF TORRINGTON payroll withholding 256.52;69101 DENT, DAVID A. Golf Pro Payable 1613.02;69102 FAMILY SUPPORT REGISTRY payroll withholding 235.97;69103 GOSHEN CO DISTRICT COURT CLERK payroll withholding 100.00;69104 GREAT-WEST TRUST CO LLC payroll withholding 2536.00;69105 NEW YORK LIFE payroll withholding 369.37;69106 WASHINGTON NATIONAL INSURANCE CO payroll withholding 32.70