

**CITY OF SHERIDAN, WYOMING
MINUTES OF REGULAR COUNCIL MEETING**

COUNCIL CHAMBERS

7:00 P.M.

October 15, 2007

The Pledge of Allegiance to the Flag was led by Mayor Kinskey.

The invocation was given by Pastor Tony Foreman.

The meeting was called to order with a quorum as follows: Mayor Kinskey presiding and Councilors Bigelow, Hansen, Kennedy, Ketcham, Severs and Webster. Also present were Junior Councilors Bede, Kawulok, and Stone, Senior Human Resources Generalist McArthur, Director of Public Works Liesinger, Police Captain Chandler, Emergency Services Director Reitz and Deputy City Clerk Badley.

Emergency Services Director Reitz recognized the joint efforts of The Sheridan County Chapter of Safe Kids, Sheridan County Memorial Hospital, The Wellness Council of Sheridan County, Child Care Finders, Wyoming Safe Kids, and Sheridan Fire-Rescue. Technicians include Theresa Williams, Child Care Finders; and Sheridan Fire-Rescue technicians Brian Songer, Chad Brutlag, Jason Etchechoury, Anthony Boyle, Paul Juergens, Andy Fried, Darrin Pepple, and Klay Condos for completing the most Child Safety Seat checks of any county in Wyoming.

Councilor Kennedy moved, seconded by Hansen, approval of the agenda as amended. Council approved the motion; voice vote, unanimous.

CONSENT AGENDA

- a. Minutes of October 1, 2007 Meetings
- b. Claims
- c. Waiver of \$275.00 Variance Application Fee for Child Development Center
- d. Agreement with the Free Clinic for FY 2007-08 and payment of \$5,000.00
- e. Appointment of Alexander C. Lee and Reappointment of Scott Calkins to the Design Review Board
- f. Memorandum Agreement with the Sheridan Heritage Center for Paying Construction Bills for Stabilization of the Foundation and Adaptive Reuse of the 2nd and 3rd Floors of the Sheridan Inn and Payment of \$100,000.00
- g. Employee Handbook Updates

Councilor Hanson moved, seconded by Severs, approval of consent agenda items. Council approved the motion; voice vote, unanimous.

...C L A I M S...

Claimant	Purpose	Am't of Bill & Am't Allowed
ABC Seamless	Replace Windows at Intake Office	6,958.08
Ace Hardware-	Shop Vac	296.56
ACT Communications	Numerous Land Lines	4,195.66
Alltel	Numerous Cell Phone Lines	2,394.03
Alsco	Rug Cleaning	100.61
Back Country	Rope Bag for Station	37.95
Bangreen/Ellingson	Convection Oven/Sen. Cente	28,283.46
Big Horn Tire	7 Loads of Scrap Tires	3,307.85
Black Bear Const.	Concrete Bases	4,000.00

Bloedorn Lumber	Bags Lime/rail road ties/pallet	835.32
Brian's Boot & Shoe	Safety Boots for Rideout/Verley	438.90
Burger King	Food for Work Release	118.51
C & K Equipment	Tire	139.99
Captain Clean Inc.	Clean the Carpets	552.40
Carolyn A. Byrd	Planning Commission	448.00
CED- Inc.	Decorative Lighting	275.34
Circle S Sanit.	Empty dumpsters	100.00
City of Douglas	Mileage Reimbursement	194.00
Colonial Research	Soap for Vehicle Washer	232.54
Communication Tech.	Minitor II Batteries/Repair Minitor	319.50
Craftco Metal Ser.	Fabricate/Paint Statue Base	1,351.29
Dairy Queen	Food for Work Release	77.97
Direct Electric	Electrical Installation Range Hood	320.00
Electrofab, Inc.	Highland/Loucks Traffic	165,501.45
Excel Construction	20" Big Goose pipeline	88,399.88
Fastenal Industrial	Supplies	176.07
First Interstate	20" Big Goose Construction	3,960.43
Fletcher Const.	Crane Service	340.00
Fremont Motor	Charged Battery/wheel bearing	646.13
G&J Auto	Whelen Stop/replacement lamp	33.80
Hach Company	Lab Supplies	1,374.90
Hawkins Inc	Process Chemicals	9,122.21
Hawkins Water	Regulators, Switchover, etc	4,975.00
HDR Engineering	WWTP Improvements	2,975.44
HKM Engineering	North Gould/Broadway	120,638.89
I/O Solutions, LLC	Peace Officer NCJOS	150.00
Ikon Office Sol.	Canon Copier Maintenance	154.50
Inter -Mountain	Compliance Testing on Compost	300.00
Intermountain Cons.	Brooks/Smith Parking lot	37,956.45
JLN Networking	Computer Work	5,563.00
Joann M. Bergstrom	Right of way easement/storm drain	500.00
Justin Steir	Construction Work/Evidence Lockers	150.00
Kilpatrick	CSO Cap/Pope	18.00
L L Johnson	Pin-Clevis (Toro)	9.53
Lannan's Supply	Paint, Flags	244.00
Lawson Products	Glass Cleaner, Battery Cleaner	140.53
Loren Leichtnam	Cleaning Services 9/6-9/27/07	240.00
Marty Cleveland	Recruit/Backgrounds	1,068.00
Mary Jane Collins	Patrol Alterations/communications	165.50
Memorial Hospital	Employee Chem Screen	434.91
Michelle Shea	Consulting Services/City Admin Ord.	536.00
Modern Electric	Electrical Service Work	1,199.00
Moltz Wyoming, Inc	Water Treatment Plant Improv.	199,021.74
Montana Dakota	Utilities Electricity bills	8,004.69
Napa Auto Parts	Rags, Shop Rags	261.60
North Central Labs	Cable kit, Ammonia, thermometer,etc	733.77
Office Depot	Office Supplies	332.31
Parker's Glass Shop	Reinstall Glass on Trolley	50.00
Pepsi	Water Supplies	302.00
Pinnacle Bank	Retainage WTP Improvements	22,113.52
Prill Brothers Inc	Installation Charges for Hood	1,450.00
Pro-Chem Inc	Special Citrus Degreaser	388.99
Public Agency	Seminar Fees School violence	500.00
Public Safety	Traxtone Casting Kit	59.80
Q West	Scada Lines	788.20
Raechel Donahue	Recruitment/Promotional Videos	1,400.00
S/D Inc.	Counter Door- Concession Stand	2,100.00
Sam Depew	Construction Work/Evidence Lockers	150.00
Selby's	Monthly Service/Supplies Contract	195.00
Servall	Rug Cleaning/Landfill Office	242.75
Sheridan Commercial	Water, Bath Tissue, Soap Etc.	339.84
Sheridan County	Gator Power Lift	6,238.15

Sheridan Motor Inc	Power System Flush	721.80
Sheridan Newspapers	City Council Meeting Minutes	5,167.80
Sheridan Printing	Business Cards	284.00
Sheridan State Bank	20" Big Goose Pipeline	6,073.68
Sheridan Winnelson	Pressure Reducing Valve	786.61
Shipton Supply	Sump Pump, Rainsuits	314.70
Steve Gregersen	Arraignment Session	150.00
Stryker Medical	Hook for IV Pull Stand/Roll Pin	38.46
Sugarland Laundry	Uniform Cleaning	876.00
Sutphen Towers	Annual Service Report	1,100.00
Tiger Direct	5 APC Back-Ups Es	449.95
Top Office Products	Sheet Protectors, stapler, etc.	1,995.11
Tri-Environmental	Annual Air Sampling/Maintenance	414.00
Tri-State Truck &	Air Valve, Brake Valve	143.68
Tuckers Office	Cartridge, Pencils, Files, Etc	2,057.76
Ultimate Electric	Ups Battery, Repair Light, etc	515.58
Valley Motor Supply	Wiper Blades	381.70
Valley Welders	Rental Fee September 2007	376.68
Visionary Comm.	Internet Service	89.95
Western Medical	Fee Based on Revenue Collected	1,827.71
Wheatland Fire	Quick Attachment Guage	69.13
WVC Engineering	Mavrakis Pond Pathway Phase 1	5,522.93
WY Dept of Trans.	Lewis St Bridge	79.92
Wyoming Building	Tall Oven Cabinet Kitchenette	551.50
Wyoming Machinery	Ball Insert, Speedometer Sensor	1,015.06

777,627.65

...PREPAID CLAIMS...

Claimant	Purpose	Am't of Bill & Am't Allowed
Andrew Lindberg	Reimbursement for Meals/Fuel	143.72
Big Horn Chapter	Registration Fees for Training	70.00
Brian Songer	Reimbursement for Meals/Fuel	179.83
Casper College	Class for Doug/Mike V./Package Plant	320.00
Chris Dahmke	Reimbursement for IA School in	900.93
Elizabeth Wood	Reimbursement for Hotel/Conference	129.60
HRCI	PHR Exam Fees	130.00
Jeff Laurien	Reimbursement for Travel Expenses	598.01
Joe Arrants	Reimbursement for Installation	612.70
Kody Lamb	Reimbursement for Fuel for Meeting	48.00
Matthew Powell	Water Deposit Refund 25342	28.05
Mike Cole	Reimbursement for Cleaning/Detailing	169.55
N.Church of Christ	Water Deposit Refund 20787	35.55
Patricia Larson	Water Deposit Refund 24471	60.00
PSMJ Resources	Registration for Project Managers	3,585.00
Rachel Depew	Reimbursement for Materials	24.90
Scott Chandler	Reimbursement for Dinner/Peace	946.74
Shanna Erwin	Water Deposit Refund 25178	63.51
Sher Co Chamber	Time Management Workshop Registration	15.00
Susie Thompson	Water Deposit Refund 24044	10.87
US Postal Service	Pre-paid Postage for Utility Bills	4,000.00
Walmart Community	Drill/Drive, Batteries, Jeans, misc.	812.48
WY Technology	Registration Fees for Economics	60.00
Amy Quick	Reimbursement for Fuel/Academy	37.46
Andrew Lindberg	Reimbursement for Lodging	794.50
Brandon Bougie	Water Deposit Refund- #26055	2.88
Card Services	Plane Tickets	2,462.23
Dennis O. Hardwick	Refund to Patient/Western Medical	9.50
Bomar/Lenhart/Reitz	Petty Cash Reimbursement	98.42
Heather Doke	Reimbursement for Mileage/Training	101.85

Kyle R Johnson	Reimbursement for Radio Harness Vest	58.75
Laura Larson	Water Deposit Refund- #25777	4.03
Lupe Aggers	Water Deposit Refund- #26037	22.87
Mike Card	Reimbursement for Travel and Meals	4,087.53
Pitney Bowes Inc	Postage for September for City Hall	2,469.62
Rachel Depew	Reimbursement for ICOP Server	1,931.41
Rebecca Tervo	Mileage Reimbursement/Training	129.01
R.&J. Hatfield	Water Deposit Refund- #25958	38.23
Richard Edmondson	Water Deposit Refund- #25956	10.18
Scott Chandler	Lunch with Recruits	18.79
Shawn McGee	Water Deposit Refund- #25579	13.30
State of Wyo	Annual EMS License Renewal for 2008	20.00
Tawnya M. Hawbaker	Refund to Patient/Western Medical	10.00
UPS Store	Shipping Charges	13.97
Viki Crichton	Reimbursement for Batteries/Misc.	122.33
William Hanks	Refund to Patient/Western Medical	58.90
AWWA	AWWA dues	1,535.00
Paul/Martinaeu	Reimbursement for Cash for Cans	343.67
Cinder Destefano	Reimbursement for Postage-Golf	20.00
Cory Kennedy	Reimbursement for CDL License	40.00
Dave Kinsky	Mileage Reimbursement for Travel	773.09
Bomar/Lenhart/Reitz	Petty Cash Reimbursement	68.71
Engsoft Solutions	1 Year Tech Support/Backflow	425.00
Fedex Freight West	Reimbursement for Shipping Packages	344.66
Firehouse Magazine	Annual Renewal of Magazine Sub.	29.95
Fred Pryor Seminars	Registration-How to Deal	119.00
Intl Code Council	Certification Renewal for C.Newcomer	60.00
Intl Code Council	Governmental Membership Dues	100.00
John King	Travel Expenses-Casper/Douglas	30.01
Mountain Plains	AHA certification Cards	49.00
Natl Safety Council	Membership Dues per Employee	410.00
Rick Adair	Reimbursement for Mileage for	47.53
Sheridan State	2nd Lease Pmt/Sew Vacuum Cleaning	19,210.00
		49,065.82

...P A Y R O L L...

Claimant	Purpose	Am't of Bill & Am't Allowed
EBMS, Inc.	Health Insurance Premiums	100,847.94
BCBS of WY	Dental Insurance Premiums	10,740.39
Aflac	Employee Deductions	1,852.71
Colonial Supp Ins	Employee Deductions	43.56
Pre-Paid Legal	Employee Deductions	44.85
Equitable Life Ins	Employee Deductions	152.31
WYO-NCPERS Group	Employee Deductions - Aug.	288.00
City of Sheridan	Net Payroll Transfer	49,527.90
IRS 941	941 Tax Transfer	15,123.02
City of Sheridan	Net Payroll Deposit	56,211.51
IRS 941	941 Tax Deposit	11,497.14
First Federal	Health Savings Contributions	25,288.56
Sheridan State	Health Savings Contributions	16,250.00
First Interstate	Health Savings Contributions	5,000.00
State Farm Bank	Health Savings Contributions	1,346.16
US Bank	Health Savings Contributions	3,750.00
City of Sheridan	Net Payroll Deposit - Finals	4,718.93
IRS 941	941 Tax Deposit - Finals	1,074.78
City of Sheridan	Net Payroll Deposit	226,295.46
IRS 941	941 Tax	66,817.32
CITCO FCU	Employee Deductions	9,491.73
ICMA Retirement	Employee Deferred Compensation	8,590.53
Orchard Trust	Employee Deductions	280.00
EBMS, Inc.	Employee Deductions	709.52

MiSDU	Employee Deductions	188.71
Family Support	Employee Deductions	270.00
MN Child Support	Employee Deductions	413.65
WY Child Support	Employee Deductions	599.22
LOCAL 276, IAFF	Employee Deductions	1,080.00
Police Protective	Employee Deductions	105.00
EBMS, Inc.	Health Savings Contributions	205.94
First Federal	Health Savings Contributions	5,326.97
Sheridan State	Health Savings Contributions	2,904.76
First Interstate	Health Savings Contributions	3,111.21
Assurant Health	Health Savings Contributions	117.08
Security State	Health Savings Contributions	104.17
US Bank	Health Savings Contributions	52.08
City of Sheridan	Net Payroll Transfer	4,709.52
IRS 941	941 Tax Transfer	821.26
WY Retirement	August Retirement - Regular	57,549.24
WY Retirement	August Retirement - Law Enforc	33,844.56
WY Retirement	August Retirement - Fire	30,138.32
Employment Tax	August Workers' Compensation	42,922.89
City of Sheridan	Net Payroll Deposit	236,166.56
IRS 941	941 Tax Deposit	69,442.57
CITCO FCU	Employee Deductions	9,360.73
ICMA Retirement	Employee Deferred Compensation	8,586.52
Orchard Trust	Employee Deductions	280.00
EBMS, Inc.	Employee Deductions	709.52
Collections Inc.	Employee Deductions	50.00
MiSDU	Employee Deductions	151.15
Family Support	Employee Deductions	270.00
MN Child Support	Employee Deductions	413.65
WY Child Support	Employee Deductions	499.22
EBMS, Inc.	Health Savings Contributions	205.94
First Federal	Health Savings Contributions	5,274.89
Sheridan State	Health Savings Contributions	2,904.76
First Interstate	Health Savings Contributions	3,111.21
Assurant Health	Health Savings Contributions	117.08
Security State	Health Savings Contributions	104.17
US Bank	Health Savings Contributions	52.08
City of Sheridan	Net Payroll Transfer - Council	4,818.39
IRS 941	941 Tax Deposit - Council & Atty	1,431.90
City of Sheridan	Net Payroll Transfer - Finals	2,101.22
IRS 941	941 Tax Deposit - Finals	676.50
		1,147,134.96

Ordinance #2031, Pertaining to the Revision to Appeal Process for Subdivisions Building and Fire Codes, was read by title for the third and final reading. Councilor Kennedy moved, seconded by Hanson, to amend Section 1(B) to add to the definition of determination "Provided however, the definition of "determination" under this Chapter 29 is not intended to supersede any Code section(s) related to civil or criminal citations for violations of Code, and upon the issuance of any such citations, the City shall prosecute and the violating party shall defend such citations without regard to the appeals process otherwise provided herein." To remove Section 1(f) "'Substantial economic injury' shall mean any injury for which the value of labor and materials is equal or greater to twenty percent (20%) of the total project". Section 3(b) to read " in the application or interpretation of the fire and building codes, as adopted by the City of Sheridan, or in the construction or development industry and process and are not employees of the City of Sheridan, such as general contractors, architects, engineers, developers or tradesmen." Section 3(d) to read "While the Board shall not have the ability to disregard

legitimate safety issues or disregard the fire code, the Board shall consider any alternative method, means or material proposed by the appellant to intent and purpose of the building and/or fire codes adopted by the City of Sheridan. Council approved the amendment; voice vote, unanimous. Council approved the ordinance; roll call vote, aye 6, nay 1, Councilor Severs opposing.

Ordinance #2032, Establishing Salaries for Mayor and Council, was read by title for the second reading. Councilor Webster moved, seconded by Severs. Councilor Kennedy moved, seconded by Hansen, to amend Section 1 to read "The Mayor shall receive a salary payable monthly in the amount of three (3) times the amount of a City Council member". The amendment failed on a voice vote. Council approved ordinance #2032; roll call vote, aye 4, nay 3, Mayor Kinskey and Councilors Bigelow and Ketcham opposing.

Councilor Kennedy moved, seconded by Severs, to remove from the table Resolution 84-07, Approval of Conceptual Design and Conceptual Design Report. The motion passed on a voice vote. Council approved the resolution; voice vote, aye 6, nay 0, abstain 1, Councilor Ketcham abstaining.

Ordinance #2035, Rezoning the Law Enforcement Center from R-2 Residence District, was read by title for the second reading. Councilor Ketcham moved, seconded by Severs, approval of ordinance #2035. Council approved the motion; roll call vote, aye 7, nay 0.

Ordinance #2036, Amending Appendix B of the Sheridan City Code Pertaining to joint Approval Subdivisions, was read by title for the second reading. Councilor Hansen moved, seconded by Ketcham, approval of ordinance #2036. Council approved the motion; roll call vote, aye 7, nay 0.

A public hearing was opened at 7:47 P.M. on the following:

- a. Resolution 89-07, Cloud Peak Ranch 7th Filing (F); (SD 07-07) Subdividing ±2.61 Acres into 9 Residential lots and 4 open Spaces, Located North of Mydland Road, South of the Sheridan County Club
- b. Resolution 90-07, Cloud Peak Ranch 11th Filing (F); (SD 07-15) Subdividing ±8.28 Acres into 29 Residential Lots and 5 Outlots, located North of West 5th Street and West of Mydland Road

Robert Berlin was present for any questions on Cloud peak Ranch 7th Filing. The public hearing was closed at 7:50 P.M.

Resolution 82-07, Cloud peak Ranch 7th Filing (F); (SD 07-07) Subdividing ±2.61 Acres into 9 Residential lots and 4 Open Spaces, Located North of Mydland Road, South of the City of Sheridan Country Club, was introduced by Councilor Webster. Councilor Kennedy moved, seconded by Bigelow, approval and adoption of Resolution 82-07. Council approved the motion; voice vote, unanimous.

Resolution 90-07, Cloud Peak Ranch 11th Filing (F); (SD 07-15) Subdividing ±8.28 Acres into 29 Residential Lots and 5 Outlots, located North of West 5th Street and West of Mydland Road.

Councilor Webster moved, seconded by Bigelow, approval and adoption of Resolution 90-07. Council approved the motion; voice vote, unanimous.

Resolution 87-07, Award of Bid to Bank of America for Financing Package for leasing Equipment Approved in the Fleet Management Plan with Debt Service Appropriations. Councilor Severs moved, seconded by Hansen, approval and adoption of Resolution 87-07. Mr. Baxter from Keiser and Company was present for any question council may have had and to report that Bank of the West and Sheridan State Bank also submitted bids. Council approved the motion; voice vote unanimous

Resolution 91-07, Pertaining to the Lease, with an Option to Purchase, Certain Equipment from Wyoming Bank & Trust, was introduced by Councilor Hansen. Councilor Kennedy moved, seconded by Severs, approval and adoption of Resolution 91-07. Council approved the motion; voice vote, unanimous.

Resolution 86-07, Drug and Alcohol Plan for Drug Free Workplace, was introduced by Councilor Bigelow. Councilor Ketcham moved, seconded by Hansen. Assistant Director McArthur spoke on the resolution. Councilor Kennedy moved to table for addition of language stating that there should be counseling options for EAP and to have the resolution reviewed by legal council. Councilor Bigelow seconded, to table Resolution 86-07. Council approved the motion to table; voice vote, unanimous.

Ordinance #2034, Amending Section 7-2 of the Sheridan City Code pertaining to Technical Codes was introduced by Councilor Hansen. Councilor Ketcham moved, seconded by Bigelow. Building official Newcomer spoke on the amendment. Council approved the motion; roll call vote, aye 7, nay 0.

Councilor Kennedy moved, seconded by Severs for Approval of Payment of \$45,273.53 to Sheridan County for 2006 primary and General Election Expenses. Councilor Kennedy moved, seconded by Ketcham, to pay the county \$3206.00 times 5% for inflation. Councilor Hansen moved to table, seconded by Ketcham. Council approved the motion to table; voice vote, 5-2, Councilor Hansen and Ketcham opposing.

Councilor Severs moved, seconded by Ketcham, to award the bids to Jacks Truck & Equipment for \$83,485 for one 5 yard dump truck with snow plow. Council approved the motion; voice vote, unanimous.

Councilor Severs moved, seconded by Hansen, to award the bids to Jacks Truck & Equipment for \$98,350 for one 10 yard tandem axle dump truck. Council approved the motion; voice vote, unanimous.

Councilor Severs moved, seconded by Kennedy, to award the bids to Wyoming Machinery for \$149,496 for one front end loader. Council approved the motion; voice vote, unanimous.

Councilor Ketcham moved, seconded by Bigelow, to award the bids to Wyoming Machinery for \$571,773 for one landfill compactor. Council approved the motion; voice vote, 5-2, Mayor Kinskey and Councilor Bigelow opposing.

Councilor Kennedy moved, seconded by Hansen, to award the bids to WasteQuip for \$42,500 for 50 or more 6 cubic yard slant-back front-load metal garbage recycling containers with cardboard

recycle lids and self locking bars. Council approved the motion; voice vote, unanimous.

Councilor Ketcham moved, seconded by Kennedy, to award the bids to WasteQuip for \$27,800 for forty or more 4-cubic yard slant-back front-load metal garbage/recycling containers with recycling lids to accept paper products and aluminum cans, with locking mechanisms. Council approved the motion; voice vote, unanimous.

Councilor Ketcham moved, seconded by Hansen, to award the bids to WasteQuip for \$29,000 for fifty or more 4-cubic yard slant-back front-load metal garbage/recycling containers with industrial grade plastic lids. Council approved the motion; voice vote, unanimous.

Councilor Ketcham moved, seconded by Hansen, to award the bids to WasteQuip for \$36,750 for fifty or more 6-cubic yard slant-back front-load metal garbage/recycling containers with industrial grade plastic lids. Council approved the motion; voice vote, unanimous.

Resolution 88-07, Pertaining to the Use of City Credit Cards for Procurement and Travel Use, was moved by Councilor Kennedy, seconded by Ketcham. Council approved the motion; voice vote, unanimous.

Resolution 92-07, Pertaining to the free temporary services for the County of Sheridan at the Sheridan Solid Waste Disposal Facility, was moved by Councilor Hansen, seconded by Ketcham. Council approved the motion; voice vote, unanimous.

There being no further business the Council adjourned at 9:02 P.M.

APPROVED:

_____/s/ Dave Kinskey_____
Dave Kinskey,
Mayor

ATTEST:

/s/ Scott Badley_____
Scott Badley,
Deputy City Clerk

SB:kb