

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

**COUNCIL CHAMBERS**

**7:00 P.M.**

**December 17, 2007**

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

The invocation was given by Scott Lee.

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 and Kawulok, Police lieutenant Conrad, Director of Public Works Liesinger, Emergency Services Director Reitz, Human Resources Director Doke and City Clerk-Treasurer Elkins.

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

**CONSENT AGENDA**

- a. Minutes of December 3, 2007 Meeting
- b. Claims
- c. Agreement with the Sheridan Community Land Trust and payment of \$25,000.00
- d. Purchase Police Department Vehicles
- e. Agreement with Child Development Center Region II for FY 2007-08 and Payment of \$20,000.00
- f. Additional One Half Customer Service Clerk in the Clerk-Treasurer's Department

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

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

<b>Claimant</b>	<b>Purpose</b>	<b>Am't of Bill &amp; Am't Allowed</b>
Ace Hardware	Bulbs, fixtures, paint, tools	300.20
ACT Communications	Numerous land lines	4,190.84
Advanced Digital	Copy charge on Konica	132.90
Albireo Tech	Landfill, fd, city hall, cemetery	5,661.93
Alltel	Numerous cell phone lines	2,529.18
Alsco	City hall rug cleaning	583.04
American National	Champion Drive storm water	3,776.55
Barbara A Baker	CT appt attorney City vs Bennick	423.17
Bear Paw Embroidery	Embroidery on uniform	5.00
Big Horn Design	Safety green jackets	201.50
Big Horn Sanitation	Portable toilet	93.70
Bloedorn Lumber	Treated boards	42.72
Bresnan Comm	Service internet	200.25
Brian James	1st qtr 08 Golf Course Draw	71,403.49
Brian's Boot & Shoe	Pair safety boots Lamar	138.95
Brown & Caldwell	Utility financial planning study	545.75
Burns & Mc Donnell	Local ISWMP for Landfill	1,224.00
Cartridge World	Black printer cartridge	357.77
CED	Light bulbs for city hall	135.61
Certified Lab	Ice pellets	120.96
City Motor Co	F-shaft axle	490.66
City of Casper	Fast close book-accpa	136.42
Communication Tech	Repaired front housing kit	539.50
Comtronix	Security system/not working	122.50

Dan's Western Wear	Steel toe boots/D. Blair/J. Sees	233.90
Debbie Plummer	Janitorial services for dec 07	1,000.00
Ed Hammer Inc	Complete vehicle purchases/amounts	269.92
Entech, Inc.	Linden area project	52,712.04
Excel Construction	Pay request #18	82,781.08
Farmers Co-op Oil	Diesel	38,734.27
First Interstate	Retainage for WWTP improvements	27,603.20
Fletcher Const	Progress payment #5-WWTP	248,653.80
Grainger, Inc.	Rechargeable flashlight/battery	565.74
Harris Computer	Inhance utility solutions maint	6,153.30
Harris Forms	2007 tax forms	300.29
Hawkins Inc	Process chemical	6,921.30
HDR Engineering	WWTP assessment & biosolids	2,063.48
Holiday Inn-Sher	Matching fund grant/NTA convention	1,250.00
Hot Iron, Inc.	Cemetery slope stabilization, #2	166,943.20
Ikon Office	Meter for 10-Oct-07/13Nov-07	229.50
Intermountain	2007 rotomill overlay project	65,632.86
J5 Plumbing	Parts and labor for work done	100.26
Jack's Truck	Modulator valve/kit	346.68
Kilpatrick	2 fleece jackets	82.00
K-Mart	Digital camera and memory stick	404.42
Kosma Heating &	Service calls	2,564.40
L L Johnson	2wd rear axle kit/Park toro	413.27
Lannan's Supply	Flags	34.00
Lariat Int'l	Midshift bearing	59.19
Lisa Wagner	Travel expenses for loveland art	306.34
LN Curtis & Sons	Maxifree press regulator/shipping	406.48
Mary Michael	Coming home sacajawea sculpture	28,500.00
MC2 Engineering	Developers handbook	1,423.75
Memorial Hospital	Pharmacy supplies for ambulances	256.11
MDU	Numerous electricity bills	6,753.93
Napa Auto Parts	Bags of floor dry for station	133.80
Normont Equipment	Contractor shovel/wand-brooms/	2,562.90
North Park Trans	Transport of pump	217.78
Northern Lights	Hook up 4 ton a/c unit at City hall	3,250.00
Novus Auto Glass	Replace windshield in Building	251.50
Pavement Markings	Striping yellow/red curb	1,600.00
Pence and Macmillan	Legal services	2,954.00
Plains Tire&Battery	4 new tires	407.16
Porter,Muirhead,	Utility billing reconciliation	1,472.00
Public Safety	3 pants	368.80
Q West	Scada lines	788.12
Quick Printing Co	5000 purchase order vouchers	1,426.00
Radiology Muskegon	Patient	31.00
Rinker Materials	Golf course culvert repair	1,950.00
Ryan Ragan	Promotional photography	2,000.00
Safeway	Reimbursement for materials	90.32
Scrub-a-dub	City Hall cleaning service	1,259.75
Selby's	Monthly services & supply contract	195.00
Servall	Rug cleaning for landfill office	245.65
Sheridan College	Sporting event grant/Women's	1,230.00
Sheridan Commercial	Bath tissue, paper towels,	116.55
Sher Econ-O-Wash	Laundry service	10.80
Sheridan Media	Advertising for Oct. 2007	778.32
Sheridan Newspapers	Ad for EMT class	94.00
Sheridan State Bank	Pay request #18/retainage 81-341-5	5,967.42
Shipton Supply Co	Bibs/jackets/hoodies	1,684.37
States West Water	SWTP improvements-disinfection	7,780.45
Steve's Truck	Tires, repair, exhaust clamp,	1,559.02
Streamline Interg	Management software City Hall	4,856.00
Sugarland Laundry	Uniform cleaning	451.00
Supervision Serv	Drug testing	160.00
The Trophy Case	Bronze plaque, plastic sign &	239.70

Top Office Products	File cabinet, chair	3,750.47
Traffic Signal	Modular flasher	312.00
Tuckers Office	Office supplies/cartridge/	1,034.88
Valley Motor	Batteries for engine 1	868.03
Valley Welders	Rental for O2 bottles	536.54
Visionary Comm	Phone and internet	233.04
Vista West Eng	West Brundage Lane/Airport rd	17,034.70
Waterworks Ind	Parts for Golf course bathrooms	79.40
Way Oil Inc	Diesel fuel for generator	1,368.14
Western Plains	Hydraulic oil filter/couplings,	1,324.23
Wheatland Fire	Fire hoses	4,141.89
Wilcox Abstract	609 E Works St	85.00
Wild West Video	Full length recruitment video/	2,100.00
World Wide Cons	Champion Drive drainage facility	3,086.00
WWC Engineering	Champion Drive storm water study	4,277.85
Wyoming Electric	Fuses	30.18
Wyoming Rents LLC	Air compressor/hose-blew out	480.00
Wytel Comm	Installation of new office	5,891.76
Zowada Plumbing	Kendrick Golf Course Restrooms	415.00
		<b>930,235.82</b>

**...PREPAID CLAIMS...**

<b>Claimant</b>	<b>Purpose</b>	<b>Am't of Bill &amp; Am't Allowed</b>
Andrew Conrad	Travel Expenses/Instruct	29.25
Best Mortgage, Inc	Water Deposit Refund #26009	8.50
Dave Hensley	Reimbursement of 3 Journeyman	240.00
Heather Doke	Travel and Training Reimbursement	191.70
Institute for Law	Crime Analysis in the Information	395.00
Klay Condos	Reimbursement for Running Shoes	109.99
Mike Foslien	Travel Reimbursement/Class in Casper	42.15
Nashira Schmidt	Water Deposit Refund #25112	4.80
Parkway Plaza	Room Charge for Mike Foslien	58.00
Pat Fox	Water Deposit Refund #25509	41.60
Pitney Bowes Inc	Postage for City Hall for November	1,550.59
Skillpath Seminars	Managing Multiple Project Seminar	398.00
Socorro Ayala	Water Deposit Refund #26007	2.91
State Of WY	July-October Court Automation	6,677.00
Steve Matheson	Travel Expenses IA Class/Las Vegas	552.10
USDA Forest Service	Federal Land Easement	124.28
Victim Services	July-October Crime Victims Fund	4,097.00
Wyoming Stationery	Hon L Shape Desk/Pencil Drawer	872.70
Campbell Co Dare	Donation to Dare Program for	250.00
		<b>15,645.57</b>

**...PAYROLL...**

BCBS	Dental Insurance Premiums	11,550.07
EBMS	Health Insurance Premiums	103,975.36
AFLAC	Employee Deductions	1,471.60
Wyo-NCPERS Group	Employee Deductions	160.00
Colonial Life Ins.	Employee Deductions	43.56
Pre-Paid Legal	Employee Deductions	29.90
Equitable Life	Employee Deductions	152.31
City of Sheridan	Net Transfer	245,203.03
IRS 941	Payroll Taxes: Medicare, FICA,	73,740.81
CITCO Credit Union	Employee Deductions	9,555.73
ICMA Retirement	Employee Deferred Compensation	8,660.75
Orchard Trust	Employee Deferred Compensation	360.00
EBMS: Flex Dept	Employee Deductions	709.52

MI Child Support	Employee Garnishments	151.15
MO Family Support	Employee Garnishments	270.00
MN Child Support	Employee Garnishments	413.65
WY Child Support	Employee Garnishments	406.92
IAFF Local 276	Employee Deductions (Dues)	1,080.00
Police Protective	Employee Deductions (Dues)	100.00
EBMS	Health Savings	205.94
First Federal	Health Savings	5,703.64
Sheridan State Bank	Health Savings	2,896.84
First Interstate	Health Savings	3,153.30
Assurant Health	Health Savings	254.17
Security State Bank	Health Savings	104.17
US Bank	Health Savings	156.24
WY Dept-Employment	Unemployment	2,172.50
City of Sheridan	Net Transfer	780.34
IRS 941 - Finals	Payroll Taxes: Medicare, FICA,	264.40
City of Sheridan	Net Transfer	245,621.17
IRS 941	Payroll Taxes: Medicare, FICA,	73,138.37
CITCO Credit Union	Employee Deductions	9,655.73
ICMA Retirement	Employee Deferred Compensation	8,592.35
Orchard Trust	Employee Deferred Compensation	360.00
EBMS: Flex Dept	Employee Deductions	709.52
Collections Inc.	Employee Garnishments	50.00
MI Child Support	Employee Garnishments	151.15
MO Family Support	Employee Garnishments	270.00
MN Child Support	Employee Garnishments	413.65
WY Child Support	Employee Garnishments	306.92
EBMS	Health Savings	205.94
First Federal	Health Savings	5,651.56
Sheridan State Bank	Health Savings	2,948.92
First Interstate	Health Savings	3,153.30
Assurant Health	Health Savings	254.17
Security State Bank	Health Savings	104.17
US Bank	Health Savings	156.24
City of Sheridan	Net Transfer	4,818.39
IRS 941-Council	Payroll Taxes: Medicare, FICA,	1,431.90
WY Retirement-Reg	Retirement - Reg	43,365.46
WY Retirement-Law	Retirement - Law	23,937.78
WY Retirement-Fire	Retirement - Fire	18,475.56
Employment Tax Div	Worker's Compensation	29,986.06
		<b>947,484.21</b>

Councilor Kennedy moved, seconded by Bigelow, approval to remove from the table Ordinance #2034, Amending Section 7-2 of the Sheridan City Code Pertaining to Technical Codes. Council approved the motion; voice vote, unanimous. Rob Forister, Ron Patterson and Les Russell spoke on Ordinance #2034. Councilor Ketcham moved, seconded by Bigelow, to amend Ordinance #2034 to strike Section 503.2.7 Grade amendment to the 2006 edition of the International Fire Code. Council approved the amendment; voice vote; Councilor Kennedy opposing. Councilor Kennedy moved, seconded by Hansen to table the vote on the third reading of Ordinance #2034. Council approved the motion to table; voice vote, Councilors Kennedy, Ketcham, Bigelow and Severs affirming. Councilor Kennedy moved, seconded by Hansen, to postpone vote on Ordinance #2034 to the January 21, 2008 meeting. Council approved the motion; voice vote, unanimous.

Ordinance #2038, Establishing Salaries for the Mayor and Council Members, was read by title for the second reading. Councilor Webster moved, seconded by Hansen, approval of Ordinance #2038. Council approved the motion; roll call vote, aye 5, nay 2,

Councilors Kennedy and Severs opposing.

Councilor Webster moved, seconded by Bigelow, to adopt the Forward Sheridan strategic plan into the 20/20 document. Council approved the motion; voice vote, unanimous.

Councilor Bigelow moved, seconded by Webster, approval of the Memorandum of Understanding between Sheridan County and the City of Sheridan regarding extra-territorial jurisdiction within one mile of the contiguous corporate limits. Council approved the motion; voice vote, unanimous.

Councilor Ketcham moved, seconded by Bigelow approval of the extension of the fire service agreement for six months with the Sheridan Area Rural Fire Protection District. Council approved the motion; voice vote, unanimous.

Councilor Hansen moved, seconded by Ketcham, approval of the agreement to convey property between Northern Wyoming Community College District and Sheridan Economic and Educational Development Authority Joint Powers Board. Council approved the motion; voice vote, unanimous.

There being no further business the Council adjourned at 8:02 P.M.

APPROVED:

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Dave Kinskey,  
Mayor

ATTEST:

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Art Elkins,  
City Clerk/Treasurer

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