

Regular Meeting

Town of Pine Bluffs, Laramie County, Wyoming

Present: Mayor Bill Shain; Councilmember Mark Fornstrom; Councilmember Alan Curtis; Councilmember Mike Ragsdale; Councilmember Tom Mohren.

Staff: Caryn Miller, Town Administrator, Alex Davison, Town Attorney.

Mayor Shain called the Meeting to order at 7:30 p.m. followed by the Pledge of Allegiance.

AGENDA APPROVAL Motion to approve the Agenda was made by Councilman Curtis, seconded by Councilman Fornstrom. Motion passed unanimously with 5 ayes.

Public Hearing 7:30 p.m. related to the transfer of a Liquor License from Pal's Pub to David and Kara Acton. Mayor Shain opened the public hearing. There were no comments. Mayor Shain closed the public hearing.

Public Hearing 8:00 p.m. related to the Town's Fiscal Year 2013-2014 Budget. Mayor Shain opened the public hearing. There were no comments. Mayor Shain closed the public hearing.

APPROVAL OF MINUTES A motion to approve the minutes of the June 3, 2013 meeting was made by Councilman Fornstrom and seconded by Councilman Ragsdale. Motion passed unanimously with 5 ayes.

CONSIDERATION OF CLAIMS

Absolute Solutions	Radios	433.75
Adamson	Police Department Supplies	2,308.50
Amish Crafter Gazebos	Cemetery Gazebo	2,570.00
Associated Pool Builders	Pool Start up	974.22
Barracuda	TH Server	50.00
Benchmark Engineers	10St, Black, Butler, City Park, Reher Park	11,650.15
Bicycle Station	Repair	495.00
Capital Business System	Service Agreement/copier	25.00
Capital Lumber	Supplies	59.88
Carleen Graves	Mileage	326.40
Compliance Administration	Pre-employment Drug testing	100.00
Conoco	Fuel depts and Good Sam	1,188.24
Crescent Electric	East PB sign and City Park Project	2,788.74
Easter Laramie County Solid Waste	Landfill	3,120.30
Faris Machinery	Supplies	312.00
Fisher Roofing	Senior Center Hail Damage	27,328.00
Foot of the Rookies	Youth Sports	1,100.00
Gators Travelyn	Good Sam	50.00
Hawkins	Supplies	1,258.00
High West Energy	Usage	223.51
IACP	Renewal	120.00
Ideal Linen	Community Center	42.60
Indoff	Receipt Books	155.00
Mark Moran	June 5 Court	150.00
Meridian Trust	Credit card bill	3,888.38
Mike Ragsdale	Mileage	40.80
Modern Marketing	Police Department Supplies	713.48
NAPA	Supplies	726.64
Nature Watch	Supplies	54.95
One Call of WY	Locates	9.75
PB Post	Legals and other ads	814.65

Rene Baker	Cleaning	100.00
Sinclair Truck Stop	Fuel	2,330.58
SLIB	2003 Loan Payment	12,588.40
Subway	Good Sam	34.70
Texas Trail Market	Day Care	1,857.52
The Lock Shop	Day Care	707.50
Tom Mohren	Mileage	316.20
Tom Mohren	Meals WAM/Mileage	347.78
Travis Werner	Mowing	879.00
TTM	Day Care Lunch and others	194.80
UMW	Calendars	27.10
Vaisala	AWOS	449.00
WAMCAT	Renewal	195.00
WMPA	Energy Usage	57,098.38
WY Tribune Eagle	Seasonal work ad	93.99
WYDOT	Permit	10.00
Payroll 6/17/2013		29,705.69
Total		170,013.58

Councilman Curtis moved to approve all vouchers and payroll presented for payment with a second from Councilman Mohren. Motion passed unanimously with 5 ayes.

ITEM #3 Presentation from Burns Insurance. Mark Anderson presented to the governing body the renewal documents for the next fiscal year as they relate to property insurance. He indicated that because of the extensive damage that occurred last year due to the hail storm, we were turned down by many companies they sought to insure us. There has been a 5% automatic increase on the building insurance. The total annual premium was \$23,000. A motion to renew the insurance was made by Councilman Fornstrom and seconded by Councilman Mohren. Motion passed unanimously with 5 ayes.

ITEM #4 Building Permit approval for a 7 foot fence at 615 W 5th Street, fence and shed at 1274 N Mains St., and concrete pad for 1007 Swan. Motion to approve permits for N. Main Street and Swan and postpone decision on W. 5th Street due to incompleteness was made by Councilman Ragsdale and seconded by Councilman Mohren. The motion carried unanimously with 5 ayes.

ITEM #5 Approval of Invoice #8 from Lidstone and Associates for the Water Distribution Project in the amount of \$14,457.24 Motion to approve was made by Councilman Fornstrom and seconded by Councilman Ragsdale. The motion carried unanimously with 5 ayes

ITEM #6 Approval of Invoice #3 from Reimer Corp in the amount of \$159,260.90 for the City Park Project. Motion to approve was made by Councilman Ragsdale and seconded by Councilman Fornstrom. The motion carried unanimously with 5 ayes

ITEM #7 Approval of Invoice #4 from MSI in the amount of \$222,075.56 and 10% retainage \$24,675.06 to the Bank for the Water Distribution Project. Motion to approve was made by Councilman Curtis and seconded by Councilman Ragsdale. The motion carried unanimously with 5 ayes

ITEM #8 Approval of pay request 5 for the Hangar and # 6 for the Apron Projects in the amount of \$187,982.43 to Rusch's General Contracting. Motion to approve was made by Councilman Fornstrom and seconded by Councilman Ragsdale. The motion carried unanimously with 5 ayes.

ITEM #9 Discussion related to sewer rates. Mayor Shain reviewed the recommendations made by the Engineer as they related to the current sewer rates and covering operation and maintenance costs. A motion to increase the sewer rates to \$12 a month incrementally in a period of 3 years was made by Councilman Fornstrom and seconded by Councilman Ragsdale. The motion carried unanimously with 5 ayes

ITEM #10 Approval of Ordinance 2013-02 approving the Fiscal Year 2013-2014 Pine Bluffs Budget allocations. Third and Final Reading. A motion to approve was made by Councilman Fornstrom and seconded by Councilman Ragsdale, The motion carried unanimously upon roll call vote with 5 ayes.

ITEM #11 Approval of Liquor License transfer from Pal's Pub to David and Kara Acton. Motion to approve was made by Councilman Curtis and seconded by Councilman Mohren. The motion carried unanimously with 5 ayes

VISITOR COMMENTS : Norm Sanders asked about getting some Police escort during the June 29 100th celebration of Highway 30. He indicated that 100 cars would be participating. Mayor Shain indicated he needed to get with Chief Clark to make those arrangements. He also requested the use of the Town van for 6/30 which the governing body granted.

DEPARTMENT REPORTS Councilman Mohren asked about the policy on Town vehicles being used for personal business. The consensus was the policy was that they could only be used on official business.

Councilman Fornstrom moved into Executive Session seconded by Councilman Mohren. Motion carried unanimously with 5 ayes.

ADJOURNMENT Councilman Ragsdale moved to adjourn at 9:44 p.m.; Councilman Mohren seconded and motion carried unanimously with 5 ayes.

ATTEST:



William Shain, Mayor
Caryn Miller, Town Administrator/Clerk