

RECORD OF PROCEEDINGS

January 11, 2022

THE REGULAR MEETING OF THE HANNA TOWN COUNCIL WAS HELD IN THE COUNCIL CHAMBERS OF THE HANNA TOWN OFFICE AT 301 SOUTH ADAMS, HANNA, WY.

CALL TO ORDER:

Mayor Buchanan called the regular meeting of the Hanna Town Council to order at 6:45 P.M. Roll call was taken, Council Members present constituting a quorum were:

Mayor:

Lois Buchanan

Council Members:

Tracy Fowler

Sam Sikes

Absent:

Bill Dys

Jayson Nordquist

Also present:

Town Clerk/Treasurer:

Lesley Birge

PWD Director

Larry Korkow

Chief Operator

David Sutter

Marshal

Ted Kranenberg

Rec Center Director

Vivian Gonzales

APPROVE AGENDA:

Cm. Fowler moved to approve the agenda with addition to new business items F. Approve 2022 Salary Publication. G. Approve soliciting for a design firm for Old Town Water Line Rehab Project phase 2 H. Approve Resolution 2022-545 SLIB DWSRF Application. I. Approve Statement of Qualifications For Design Firms. Cm. Sikes seconded the motion. The motion carried with all present members voting aye.

APPROVE MINUTES:

Cm. Sikes moved to approve the December 14, 2021 Regular Meeting Minutes. Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

BOARD AND DEPARTMENT REPORT

HCJPB

No Report

Public Works Department

January, 2022 Report

WTP

January, 2022 Report

Marshal's Office

December, 2021 Report

Rec Center

January, 2022 Report

SCWEMS

December, 2021 Report

CCVC

November, 2021 Report

Hanna Housing Board

No Report

Museum Board

No Report

2019 SPT JPB

No Report

CCED

No Report

Craig Kopasz with Engineering and Associates presented information on Resolution 2022-545 and the Statement of Qualifications for Design Firms.

Cm. Sikes moved to approve all Board and Department Reports. Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

FINANCIAL REPORTS:

BILLS TO BE RATIFIED PAID December 31, 2021 AS FOLLOWS:

Amazon	8TB Cloud Pro Storage/3 year protection plan HMO	\$715.98
Amazon	Wi-Fi Projector Rec	\$99.99
Black Hills Energy	Natural Gas Services For Town Properties	\$7,233.22
City Market	Employee appreciation luncheon Supplies	\$143.02
Dollar Tree	Supplies for paint party Rec	\$83.74
Galco	Alternating relays 10 pin WTP	\$327.50
Honeywagon Sanitation	Roll Off /Haul/Tipping Fee Portable Toilet	\$1,450.77
Menards	Keyless entry lock HMO	\$41.99
Microsoft Azure	Monthly Server Backup	\$25.11
Reserve Account	Postage	\$2,000.00
Rocky Mountain Power	Electricity/ Town Properties	\$7,250.69
Union Telephone Co.	Cell phones	\$361.10
US Post Office	Postage HMO Bulk Mailing/Office	\$99.93
Wal-Mart Community	Keys, vending supply Rec	\$62.66
WYO Dept. of Transportation	Field Ops membership	\$12.25
Xerox Financial Services	Lease Payment	\$37.00
Grand Total		\$19,944.95

Bills To Be Paid January 12, 2022 As Follows:

Allen Insurance	Auto & property insurance	\$7,716.00
BCN Telecom	Town Long Distance	\$99.47
Carbon Co. Council of Govt.	Annual membership	\$50.00
Carbon Power & Light	Electricity/Vault WTP	\$32.64
City of Laramie	Trash Tipping Fees For December	\$1,222.83
Engineering Associates	AML/SRF review/Old Town Waterline Phase 2	\$2,832.15
Hanna Headlight	Monthly Website Fees	\$45.00
Hanna Home Town Market	Bingo Concessions/Christmas cards town office	\$35.11
HCPJB	Reimbursement for water truck rental overpayment	\$452.28
Honeywagon Sanitation	Roll Off /Haul/Tipping Fee Portable Toilet	\$765.78
L.N. Curtis & Sons	HMO name patches	\$15.00
Long Building Technologie	HVAC upgrade final payment/Flow switch & labor	\$14,049.57
Modern Printing Co. Inc.	HMO legal forms	\$469.84
National Association of Chiefs	Annual membership HMO	\$60.00
Norco Inc.	Cylinder Rental	\$65.41
One Call of Wyoming	Dig Tickets Oct. Nov Dec. 2021	\$14.25
Perkins Oil Company	Fuel for Town Vehicles	\$2,122.70
Pit Bows Global Financial	Postage machinelease	\$175.98
PRI Management Group	HMO training for Clerk	\$408.99
Rawlins Auto Parts	Filters, oil and Def PWD	\$276.17
Recreation Supply Co.	Pool test tabs	\$155.88
RMN-Rocky Mountain Info	Annual membership HMO	\$25.00
Saratoga Sun	Advert. Deputy Marshal	\$144.00
Town of Hanna	Water/Sewer/Landfill	\$685.80
True Value of Laramie	Building maintenance PWD/muratic acid Rec	\$261.93
Union Telephone	Telephone Service For Town Properties	\$813.30
USA Blue Book	Reagents HACH sample cells WTP/ safety glasses	\$444.16
Valli Information Systems	Monthly Maint On OTC Payments	\$25.00
Vee Hall	Uniform sewing HMO	\$92.00
WAM-WCCA	Qrtly payment energy lease program	\$650.00
Xesi Document Solutions	Contract Base & Overage on Copies	\$103.59
Grand Total		\$34,336.45

Cm. Sikes moved to approve Income Statement for December, Financial Summary for November & December, Ratify Bills Paid December 31, 2021, December Payrolls, Bills to be Paid January 12, 2022 Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

COUNCIL COMMENTS: Cm. Sikes asked about water issues on Jade Drive. PWD Korkow stated that the water is not treated and that the AML was working on the issue.

VISITORS:

UNFINISHED BUSINESS:

UN-TABLE COLLECTION PERMIT APPLICATION FOR DIRTY BOYZ
SANITATION SERVICES INC.

Cm. Sikes moved to **Un-table Collection Permit Application for Dirty Boyz Sanitation Services Inc.** Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

DISCUSS/APPROVE COLLECTION PERMIT APPLICATION FOR DIRTY BOYZ
SANITATION SERVICES INC.

Cm. Dys moved to approve **Collection Permit Application for Dirty Boyz Sanitation Services Inc.** Cm. Sikes seconded the motion. The motion carried with all present members voting aye.

NEW BUSINESS:

DISCUSS/APPROVE RESOLUTION 2022-542 ISSUING AN OPEN CONTAINER WAIVER PERMIT TO PERMIT OPEN CONTAINERS AT THE HANNA PARKS AND RECREATION CENTER WITHIN THE TOWN OF HANNA, WYOMING DURING THE PAINT AND DRINKS PARTY ON JANUARY 14, 2022 & FEBRUARY 11, 2022.

Cm. Sikes moved approve **Resolution 2022-542 issuing an Open Container Waiver Permit to permit open containers at the Hanna Parks and Recreation Center within the town of Hanna, Wyoming during the paint and drinks party on January 14, 2022 & February 11, 2022.** Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

APPROVE FOWL APPLICATION SUBMITTED BY ALYSSA LEWARK/HEM AG DEPARTMENT.

Cm. Sikes moved to **Approve Fowl Application submitted by Alyssa Lewark/HEM Ag Department.** Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

DISCUSS/APPROVE RESOLUTION 2022-543 ADOPTING A REVISED EMPLOYEE HANDBOOK FOR ALL EMPLOYEES OF THE TOWN OF HANNA.

Cm. Fowler moved to approve **Resolution 2022-543 adopting a Revised Employee Handbook for all Employees of the Town of Hanna.** Cm. Sikes seconded the motion. The motion carried with all present members voting aye.

DISCUSS/APPROVE LETTER OF AGREEMENT FOR THE HANNA REC CENTER TO HOST THE JUNIOR JAZZ PROGRAM.

Cm. Sikes moved to approve **Discuss/Approve Letter of Agreement for the Hanna Rec Center to host the Junior Jazz Program.** Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

DISCUSS/APPROVE RESOLUTION 2022-544 SUPPORTING THE SUBMISSION OF AN APPLICATION TO WYOMING COMMUNITY GAS FOR A GRANT IN THE AMOUNT OF \$5,000.00 TO CREATE A NEW LOGO AND SIGNS FOR THE TOWN OF HANNA RECREATION CENTER.

Cm. Sikes moved to approve **Resolution 2022-544 supporting the submission of an application to Wyoming Community Gas for a grant in the amount of \$5,000.00 to create a new logo and signs for the Town of Hanna Recreation Center.** Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

APPROVE 2022 SALARY PUBLICATION.

Cm. Sikes moved to approve **2022 Salary Publication.** Cm. Fowler seconded the motion. The motion carried with all present members voting

aye.

APPROVE SOLICITING FOR A DESIGN FIRM FOR OLD TOWN WATER LINE REHAB PROJECT PHASE 2.

Cm. Fowler moved to approve **soliciting for a design firm for Old Town Water Line Rehab Project Phase 2**. Cm. Sikes seconded the motion. The motion carried with all present members voting aye.

APPROVE RESOLUTION 2022-545 SLIB DWSRF APPLICATION.

Cm. Sikes moved to **approve Resolution 2022-545 SLIB DWSRF Application**. Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

APPROVE STATEMENT OF QUALIFICATIONS FOR DESIGN FIRMS.

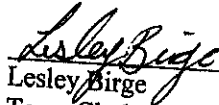
Cm. fowler moved to approve **Statement of Qualifications For Design Firms**. Cm. Sikes seconded the motion. The motion carried with all present members voting aye.

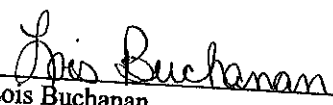
CITIZEN PARTICIPATION:

Donna Pipher voiced concern about trash not being contained in trash cans.
Pam Paulson thanked Mayor and Council for approving the updated handbook.
Mayor Buchanan thanked Pam Paulson for all the work she did updating the handbook.

ADJOURNMENT:

Cm. Sikes moved to **adjourn the meeting at 7:29 pm**. Cm. Fowler seconded the motion. The motion carried with all present members voting aye.


Lesley Birge
Town Clerk


Lois Buchanan
Mayor

