

**RECORD OF PROCEEDINGS**

February 15, 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 6:38 P.M. Roll call was taken, Council Members present constituting a quorum were:

Mayor:

Lois Buchanan

Council Members:

Tracy Fowler

Sam Sikes

Bill Dys

Jayson Nordquist

Also present:

Town Clerk/Treasurer:

Lesley Birge

Town Treasurer/Clerk:

Ann Calvert

PWD Director:

Larry Korkow

Hanna Marshal:

Ted Kranenberg

Rec Center Director:

Vivian Gonzales

**APPROVE AGENDA:**

Cm. Sikes moved to approve the agenda with the addition of New Business Discussion of the Statements of Qualifications received from design firms. Cm. Dys seconded the motion. The motion carried with all present members voting aye.

**APPROVE MINUTES:**

Cm. Sikes moved to approve the January 11, 2022 Regular Meeting & January 20, Special Meeting Minutes. Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

**BOARD AND DEPARTMENT REPORT**

HCJPB

Public Works Department

WTP

Marshal's Office

Rec Center

SCWEMS

CCVC

Hanna Housing Board

Museum Board

2019 SPT JPB

CCEDC

No Report

February, 2022 Report

February, 2022 Report

February, 2022 Report

January, 2022 Report

December, 2022 Report

January, 2022 Report

January, 2022 Report

January, 2022 Report

December, 2021 Report

January, 2022 Report

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

**FINANCIAL REPORTS:**

**BILLS TO BE RATIFIED PAID January 31, 2021 AS FOLLOWS:**

Allen Insurance	Notary Bonding Ann Calvert	\$50.00
Amazon	Janitor/Electronic/Paint Party Supplies	\$122.95
Black Hills Energy	Natural Gas Services For Town Properties	\$9,279.42
CDW Government	HMO Clerk Computer	\$816.76
EBay	Ballast Outdoor Light	\$69.98
Home Depot	HMO 2 Keyless Door Handles	\$133.12

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Microsoft Azure	Server Backup Monthly Services	\$25.95
O'Connor Motor Company	PWD International 4x4 Dump/Plow Truck	\$45,900.00
O'Connor Motor Company	Deposit for Dump/Plow Truck	\$500.00
Perkins Oil Company	Fuel for Town Vehicles	\$1,690.49
Quill	Printer Ink/Office Supplies	\$709.74
RP Lumber	Furnace Air Filters ACO/PWD Shop	\$13.77
Rocky Mountain Power	Electricity/ Town Properties	\$7,985.49
Rocky Mountain Print Solutions	W-2 Forms, Envelopes, PR Checks	\$154.31
Sam's Club	Janitor, Office /Concession, Vending/HMO Rugs	\$449.21
Union Telephone Co.	Cell phones	\$330.98
UPS	Return Shipping Cost/Pool Vac Repair	\$80.49
USPS	Postage 2 Day Shipping Service	\$27.10
WYO Dept. of Revenue	Annual Sales Tax Payment	\$163.46
WYO Secretary of State	Notary Public Vivian Gonzales	\$60.00
Xerox Financial Services	Lease Payment	\$37.00
<b>Grand Total</b>		<b>\$68,600.22</b>

**Bills To Be Paid February 15, 2022 As Follows:**

Blakeman Propane	WTP/Propane/Waste Center Tank Rental	\$1,563.75
Bluetarp Financial Inc.	Annual Renewal	\$39.99
Carbon County Clerk	Title Fees/Dump Truck	\$15.00
Carbon Power & Light	Electricity/Vault WTP	\$32.76
CDW Government	UPS Battery Back Up WTP	\$514.78
City of Laramie	Trash Tipping Fees	\$1,701.63
Drummond Refrigeration	Freon Discharge Waste Station	\$855.00
Engineering Associates	Engineering Fees/ Water Line Project SRF App	\$9,575.96
Hanna Head Light	Monthly Website Fee	\$45.00
Hanna Home Town Market	Game Night/Bingo Concessions	\$25.67
Honeywagon Sanitation	Roll Off/Haul/Tipping Fee Portable Toilet	\$760.74
Long Building Technologie	HVAC Labor/Starter, Regulator, Bearings Install	\$6,142.71
Norco Inc.	Cylinder Rental	\$65.41
Perue Printing	HMO Business Cards	\$63.85
Pocket Press	4 WYO Criminal & Traffic Code Books	\$44.96
Quill	Office/Janitor/Electronic Supply	\$327.25
Rawlins Auto Parts	Filters/Oil/Pipe Wrench/Long Life Light Bulbs	\$90.80
Rawlins Fire Extinguisher Inc.	Annual Fire Extinguisher Inspections	\$1,576.00
Recreation Supply Company	Rec De-Chlor 10 Tabs	\$78.24
Saratoga Sun	Legal Old Town Water Phase II Public Meeting	\$83.25
SCWEMS	3 <sup>rd</sup> Quarter Payment	\$6,307.50
Town of Hanna	Water/Sewer/Landfill	\$807.53
Valli Information Systems	Monthly Maint On OTC Payments	\$25.00
WYO Assn Of Municipality	WAM Convention Cm. Fowler	\$225.00
WYO Secretary of State	Notary Bond Renewal Ann Calvert	\$60.00
Xesi Document Solutions	Contract Base & Overage on Copies	\$122.63
<b>Grand Total</b>		<b>\$31,795.25</b>

**Cm. Dys moved to approve Income Statement for January, Financial Summary for January, Ratify Bills Paid January 31, 2022, January Payrolls, Bills to be Paid February 16, 2022** Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

**COUNCIL COMMENTS:** Mayor Buchanan Thanked Marshal Krananberg and Clerk Sykes for the improvements with in the Marshals Office, thanked Treasurer Ann Calvert for all the work done with the Old Town Water System Rehab Project.

**VISITORS:**

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

DISCUSSION WAS HELD REGARDING THE THREE STATEMENTS OF QUALIFICATIONS RECEIVED FROM INBERG-MILLER, ENGINEERING ASSOCIATES, AND WWC ENGINEERING.

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Mayor and Council reviewed the Statement of Qualifications. All stated that they preferred Engineering Associates due to availability, current work and work history with the Town of Hanna.

APPROVE ENGINEERING ASSOCIATES TO COMPLETE THE DESIGN WORK FOR HANNA OLD TOWN WATER SYSTEM REHAB PHASE 2 PER RESOLUTION 2015-445 SECTION 1. (IF THE TOWN OF HANNA IS CURRENTLY ENGAGED WITH A RESPONSIBLE RESIDENT DESIGN FIRM WHO IS PROVIDING SATISFACTORY RESULTS, THE TOWN MAY SOLICIT THAT SPECIFIC FIRM ONLY FOR A PROPOSAL TO COMPLETE THE DESIGN WORK.).

Cm. Dys moved to approve **Engineering Associates to complete the design work for Hanna Old Town Water System Rehab Phase 2 per Resolution 2015-445 Section 1. (If the Town of Hanna is currently engaged with a responsible resident design firm who is providing satisfactory results, the Town may solicit that specific firm only for a proposal to complete the design work.)** Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

DISCUSS/APPROVE RESOLUTION 2022-546 CCSD#2 RECREATION BOARD GRANT FOR KING COAL DAY ACTIVITIES.

Cm. Sikes moved to approve **Resolution 2022-546 CCSD#2 Recreation Board Grant for King Coal Day Activities** Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

DISCUSS/APPROVE RESOLUTION 2022-547 CCSD#2 RECREATION BOARD GRANT FOR HANNA RECREATION CENTER OPERATING FUNDS.

Cm. Dys moved to approve **Resolution 2022-547 CCSD#2 Recreation Board Grant for Hanna Recreation Center Operating funds.** Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

DISCUSS/APPROVE RESOLUTION 2022-548 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 MARCH 18, 2022 & APRIL 8, 2022.

Cm. Sikes moved to approve **Resolution 2022-548 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 March 18, 2022 & April 8, 2022.** Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

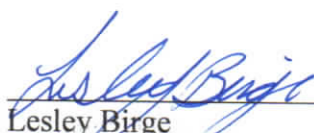
DISCUSS/APPROVE RESOLUTION 2022-549 INCREASING THE BULK RATE USE OF THE MUNICIPAL WATERWORKS SYSTEM FOR THE TOWN OF HANNA, WYOMING, EFFECTIVE FEBRUARY 16, 2022.


Cm. Dys moved to approve **Resolution 2022-549 increasing the bulk rate use of the Municipal Waterworks system for the Town of Hanna, Wyoming, effective February 16, 2022.** Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

**CITIZEN PARTICIPATION: None**

**ADJOURNMENT:**

Cm. Fowler moved to adjourn the meeting at 7:35 pm. Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

  
Lesley Birge  
Town Clerk

  
Lois Buchanan  
Mayor

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