

**OCTOBER 10<sup>TH</sup>, 2023** THE REGULAR MEETING OF THE HANNA TOWN COUNCIL WAS HELD AT THE HANNA RECREATION CENTER OF THE HANNA TOWN OFFICE AT 301 SOUTH ADAMS, HANNA, WY.

**CALL TO ORDER:** Mayor Ostling called the regular meeting of the Hanna Town Council to order at 6:30 P.M. Roll call was taken Council Members present constituting a quorum were:  
Council Members:  
Sam Sikes  
Roger Hawks  
Jayson Nordquist  
Bill Dys  
**Also present:**  
Town Treasurer/Clerk: Ann Calvert  
Clerk/Treasurer/Clerk of Court Vivian Gonzales  
Town Attorney: Patrick Brady

**APPROVE AGENDA:** Cm. Sikes **moved to approve the agenda with the deletion of visitor Brian Freed with AML.** Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

**APPROVE MINUTES:** Cm. Sikes **moved to approve the October 10, 2023 Regular meeting minutes.** Cm Dys seconded the motion. The motion carried with all present members voting aye.

**BOARD AND DEPARTMENT REPORT**

|  |   |
|--|---|
| <b>HCJPB</b>                           | <b>September, 2023, Minutes, &amp; Report</b> |
| <b>Public Works Department</b>         | <b>October Report</b>                         |
| <b>WTP</b>                             | <b>October Report</b>                         |
| <b>Marshal's Office</b>                | <b>No Report</b>                              |
| <b>Rec Center</b>                      | <b>September, 2023 Report</b>                 |
| <b>SCWEMS</b>                          | <b>August 2023 Meeting Minutes</b>            |
| <b>CCVC</b>                            | <b>August 2023 Minutes</b>                    |
| <b>Hanna Housing Board</b>             | <b>August Report</b>                          |
| <b>Museum Board</b>                    | <b>August 2023 Minutes and Reports</b>        |
| <b>2019 SPT JPB</b>                    | <b>August, 2023 Minutes and Report</b>        |
| <b>Carbon County Library System</b>    | <b>August, 2023 Minutes</b>                   |
| <b>Engineering Associates</b>          | <b>Monthly Report</b>                         |
| <b>Carbon County Sheriff's Office`</b> | <b>September 2023 Report</b>                  |

**FINANCIAL REPORTS:**

October 10th, 2023 Regular Meeting

**BILLS TO BE RATIFIED PAID September 29th, 2023, AS FOLLOWS:**

|                                     |  |                    |
|-------------------------------------|--|--------------------|
| Black Hills Energy                  | Monthly Utilities                                      | \$836.88           |
| Ebay                                | Fuel Pump for Roller                                   | \$26.50            |
| Grizzly Excavation and Construction | Change Order # 1-Old Town Water Rehabilitation Project | \$6,734.80         |
| Honeywagon Sanitation               | Roll off fees, Portable Toilet Monthly Rental          | \$2,516.02         |
| Microsoft Azure                     | Monthly backup to server                               | \$25.91            |
| Nation Wide                         | Official Bond for Ann Calbert-Treasurer                | \$198.00           |
| Pools Supply Unlimited              | Shipping for Pool Circulation Pump Motor               | \$300.00           |
| Rocky Mtn Power                     | Electric Services                                      | \$5,685.68         |
| Union Telephone                     | Cell phones  | \$431.16           |
| Xerox                               | Lease Payment  | <u>\$37.00</u>     |
| <b>Grand Total</b>                  |  | <b>\$16,791.95</b> |

**Bills To Be Paid October 11th, 2023 AS FOLLOWS:**

|                                  |  |                     |
|----------------------------------|--|---------------------|
| Affordable Tree Care             | Tree care at Town Hall, Signs, Energy Park, Rec Park     | \$1,075.00          |
| BCN Telecom                      | Long Distance Charges                                    | \$94.05             |
| Black Mtn Software               | Annual Service and Support for Billing Software          | \$14,995.00         |
| Carbon Power and Light           | Monthly Charge   | \$32.64             |
| City of Laramie                  | Trash Tipping Fees                                       | \$1,643.04          |
| Engineering Associates           | Phase 2 Old Town Engineering and general                 | \$33,270.17         |
| Grizzly Excavating               | Phase 2 Old Town Rehabilitation Project-Pay app #4       | \$215,591.23        |
| Hanna Home Town Market           | Supplies   | \$7.58              |
| Honey Wagon Sanitation           | Roll off Fees Haul and tipping fees, and portable toilet | \$2,488.99          |
| Longs Building Technology        | Repairs for boiler at Rec Center                         | \$4,278.85          |
| Norco, Inc.                      | Cylinder Rental-September                                | \$69.30             |
| One-call of Wyoming              | Dig before you call tickets                              | \$85.50             |
| Osprey Construction, LLC.        | Final Payment for Doors for Marshal's Office             | \$4,937.84          |
| Perkins Oils                     | Fuel Invoice for September                               | \$1,360.19          |
| Pitney Bowes                     | Postage Machine Rental                                   | \$175.98            |
| Plus Electric                    | Work at Water Treatment Plant                            | \$4,615.15          |
| Quill                            | Office and Electronic Supplies                           | \$270.97            |
| Rawlins Auto Parts               | Fuel Filters and Supplies                                | \$15.86             |
| RMIN-Rocky Mtn Info              | HMO Annual Dues  | \$50.00             |
| SCWEMS                           | 2 <sup>nd</sup> Quarterly Payment for services           | \$5,805.50          |
| Team Lab                         | Road Patch and Shipping                                  | \$3,369.50          |
| Town of Hanna                    | Town Property Utilities                                  | \$658.36            |
| Union Telephone Company          | Telephone Services for Departments                       | \$687.53            |
| USA Bluebook                     | Water Treatment Plant water testing supplies             | \$622.14            |
| Valley Fire Extinguisher Service | Fire Extinguisher Yearly checks and maintenance          | \$727.00            |
| Valli Information                | Monthly Maintenance on OTC Payments                      | \$25.00             |
| WAM-WCCA                         | Energy Lease Program                                     | \$650.00            |
| Wyoming Office of State Lands    | Annual Loan Payment                                      | <u>\$35,394.76</u>  |
| <b>Grand Total</b>               |  | <b>\$332,997.13</b> |

**Cm. Sikes moved to approve all Department Reports, Income Statement for September, and September Financial Summary, ratify Bills Paid**

October 10th, 2023 Regular Meeting

**September 29th, 2023, September Payrolls, and Bills to be paid October 11, 2023,** Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

**VISITORS:**

No other visitor's

**UNFINISHED BUSINESS:**

APPROVAL TO UN TABLE DISCUSSION ON PURCHASING OF CAMERA'S FOR MARSHAL'S OFFICE.

Cm. Hawks **made a motion to un-table the discussion on purchasing camera's for the Marshal's Office.** Cm. Dys seconded motion. Motion carried with all members voting aye.

APPROVAL TO PUCHASE BODY CAMERA'S FOR THE MASHAL'S OFFICE.

Cm. Nordquist **moved to approve the purchase of body cameras for the Marshal's Office, via a grant that was awarded to the Town of Hanna for the purchase.** Cm. Dys seconded the motion. Motion carried with all members present voting aye.

APPROVAL TO TAKE OF THE TABLE REVISED ORDINANCE 402, AN ORDINANCE OF THE TOWN OF HANNA, CARBON COUNTY, WYOMING AMENDING TITLE 2 OF THE HANNA CODE REGULATING THE PROCEDURES ON TERMINANTING TOWN EMPLOYEES ON THE 3<sup>RD</sup> AND FINAL READING.

Cm. Nordquist **made a motion to un-table Ordinance 402, An Ordinance of the Town of Hanna, Carbon County, Wyoming amending title 2 of the Hanna Code Regulating the procedures on terminating Town Employees on the 2nd reading, with changes to item A.** Cm. Hawks seconded the motion. Motion carried with all present members voting aye.

APPROVAL TO APPROVE REVISED ORDINANCE 402, AN ORDINANCE OF THE TOWN OF HANNA, CARBON COUNTY, WYOMING AMENDING TITLE 2 OF THE HANNA CODE REGULATING THE PROCEDURES ON TERMINANTING TOWN EMPLOYEES ON THE 3<sup>RD</sup> AND FINAL READING.

**NO MOTION, DIED FOR LACK OF A MOTION, ORDINANCE 402 WAS NOT PASSED OR APPROVED ON THE 3<sup>RD</sup> AND FINAL READING.**

**A CITIZEN WAS STARTING TO BE DISRUPTIVE IN THE MEETING, AND HE WAS EXCORTE OUT OF THE BUILDING WITH THE HELP OF THE COUNTY SHERRIF.**

APPROVAL TO UN-TABLE UNION TELEPHONE TOWER SITE LOCATIONS.

October 10th, 2023 Regular Meeting

Cm. Dys **made a motion to un-table the approval of the location of the new Union Tower site.** Cm. Nordquist seconded the motion. Motion carried with all present members voting aye.

APPROVAL TO APPROVE UNION TELEPHONE TOWER SITE LOCATIONS.

Cm. Hawks **made a motion to approve the approval of a height variance for a 120 ft lattice tower in the current Union Tower location on Front St., next to the Union building.** Cm. Dys seconded the motion. Motion carried with all present members voting aye.

**NEW BUSINESS:**

APPROVAL OF PAY APP # 4 FROM GRIZZLY EXCAVATION AND CONSTRUCTION FOR PAHASE II OF THE OLD TOWN WATER REHABILITATION PROJECT.

Cm. Sikes **moved to approve Pay App #4 as presented by Grizzly Excavation and Construction, LLC. for phase II of the Old Town Rehabilitation Waterline Project.** Cm. Dys seconded the motion. Motion carried with all present members voting aye.

APPROVAL OF IN HOUSE POLICY 2023-001-SECURITY CAMERA USE.

Cm. Nordquist **moved to approve In-House Policy 2023-001 Security Camera use.** Cm. Sikes seconded the motion. Motion carried with all present members voting aye.

**CITIZEN PARTICIPATION:**

A citizen requested the Town assistance in contacting AML over a sewer issue he has been having. Ms. Calvert and Town Attorney Patric Brady will assist with this issue. Another citizen asked if 24/7 keypad access could be utilized at the Rec Center, insurance and liability issues need to be looked into, as well as the cost to make something like this happen. Public spending and projects were asked about, citizen was advised they are welcome to come into town hall and see any invoices and projects they have interest in. It was asked when the last time the 20-mil reservoir was last cleaned out, earlier in the Spring, it is watched and maintained. Another citizen asked if an agenda email list could be created and Town Clerk Gonzales explained the 8 locations the agenda and minutes are posted prior to each month, and stated the agendas will be ready and posted the Wednesday before the 2<sup>nd</sup> Tuesday of each month. Council meetings are held the 2<sup>nd</sup> Tuesday of every month at 6:30 pm in the Town Council Chambers, agendas can be seen at town hall, bank, rec center, senior center, post office, local grocery store, the Hanna Update and on the town's website. Reason Hanna Headlight website was taken down is that it did not belong to the town of Hanna, the new website

townofhanna.com does, and is continually being worked on and updated. No new updates on purchasing more land for the Hanna Cemetery.

**EXECUTIVE SESSION:**

Cm. Nordquist **moved to go into Executive Session at 7:406 pm for personnel and legal matters.** Cm. Sikes seconded the motion. Motion carried with all present members voting aye. Cm. Nordquist **moved to come out of executive session at 7:26 pm.** Cm. Dys seconded the motion. Motion carried with all present members voting aye. Cm. Sikes **moved to approve the minutes of the executive session meeting minutes.** Cm. Nordquist seconded the motion. Motion carried with all members present voting aye. Mayor Ostling read aloud the following statement “The minutes of the executive session shall be placed in an envelope marked with the date of the executive session, sealed and filed in the clerk’s office. By law the minutes are confidential and not subject to public inspection and shall be produced only in response to a valid court order.”

**ADJOURNMENT:**

Meeting adjourned at 8:10 pm

---

Vivian Gonzales  
Clerk/Treasurer

---

Jon Ostling  
Mayor