

JANUARY 14TH, 2025: THE REGULAR MEETING OF THE HANNA TOWN COUNCIL WAS HELD AT THE HANNA TOWN HALL OF THE HANNA TOWN OFFICE AT 301 SOUTH ADAMS, HANNA, WY.

CALL TO ORDER: Mayor George 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:
David Felix
Sam Sikes
Ellen Freeman
Paul Cruz
Also present:
Town Treasurer/Clerk: Ann Calvert
Clerk/Treasurer/Clerk of Court: Vivian Gonzales
Public Works Supervisor: Larry Korkow
Water Treatment Plant Operator: David Sutter

APPROVE AGENDA: Cm. Felix moved to approve the agenda with the addition under board reports CCCOG January 2025 Agenda, and under New Business item A. will be postponed until February 11th, 2025 Regular meeting. Cm. Freeman seconded the motion. Motion carried with all present members voting aye.

APPROVE MINUTES: Cm. Felix moved to approve December 10th, 2024 Regular Meeting Minutes and January 7th, 2025 Special Meeting Minutes. Cm. Sikes seconded the motion. The motion carried with all present members voting aye.

BOARD AND DEPARTMENT REPORT

HCJPB	No Report
Public Works Department	January, 2024 Report
WTP	January, 2024 Report
Marshal's Office	January, 2024 Report
Rec Center	No Report
SCWEMS	November, 2024 Minutes
Discover Carbon County	October, November, 2025 Minutes
Hanna Housing Board	December, 2024 Minutes and Reports
Museum Board	December, 2024 Minutes and Reports
2019 SPT JPB	November, 2024 Minutes and Report
Carbon County Library System	November, 2024 Minutes

January 14th, 2025 Regular Meeting

FINANCIAL REPORTS:

BILLS TO BE RATIFIED PAID DECEMBER 31ST, 2024 AS FOLLOWS:

Amazon.com	Office-Back-up Batteries	\$123.50
Amazon.com	Office- Index Cards	\$9.99
Amazon.com	PWD-Plumbing Snake	\$53.98
Amazon.com	Office-Microsoft Office- PWD, Treasurer	\$499.98
Amazon.com	Office-Computer Speakers	\$15.99
Amazon.com	Landfill-Hydraulic filter cartridges	\$54.21
Amazon.com	WTP-Chest Waders	\$56.99
Amazon.com	WTP-submersible water pump	\$55.99
Amazon.com	Office-Microsoft Office-Laptop	\$249.99
Bass Pro Shop	PWD- Seat Covers for new Trucks	\$155.87
Black Hills Energy	Monthly Utilities	\$1,345.02
Crest Insurance Group	Business Auto and Commercial Property Premium	\$11,043.00
Honeywagon Sanitation	Roll off and tipping fees, and portable potty rental, tire disposal fees	\$750.97
John Singleton	IT Services and Annual Website fee	\$962.50
Microsoft Azure	Monthly Server Back-up	\$25.54
Pitney Bowes Global Financial	Postage for all Departments	\$175.98
Rocky Mtn Power	Electric Services	\$6,228.28
U.S. Post Office	WTP-Water Samples	\$34.85
WAM-WCCA	Heating and Energy Conservation Project	\$650.00
Grand Total		\$22,492.63

Bills To Be Paid January 15th, 2025 AS FOLLOWS:

BCN	Long Distance Charges	\$110.36
Biolynceus, LLC.	Sewer-Pro Biotic Scrubber	\$3,510.82
Carbon County Clerk	Primary and General Elections Costs	\$1,914.15
Carbon County Clerk	Carbon County Fire Protection	\$22,103.50
Carbon Power and Light	Monthly Charge	\$73.51
City of Laramie	Tipping Fees	\$1,340.64
Engineering Associates	Engineering for Old Town Phase II and general	\$4,178.02
Honeywagon	Roll off and tipping fees, portable potty rental	\$1,087.03
Montgomery-Stryker Monuments	Rock engraving for Town Hall sign	\$3,000.00
Mountain States, CPA's	Audit Services	\$7,680.00
Norco, Inc.	Cylinder Rental	\$87.42
Nugget Bar	Employee Appreciation Dinner 2024	\$769.50
One-Call of Wyoming	Dig before you call tickets	\$12.75
PVS DX Inc.	Cylinder Rental	\$80.00
Quill Corporation	Janitor Supplies	\$191.81
Rawlins Auto Parts	Oil, electrical tape, oil filters-Dodge Trucks, fuel filter, oil filter, fuel water separator-trash truck	\$283.50
Rocky Mountain Print Solutions	AP Checks, Tax Forms, envelopes	\$157.78
SCWEMS	EMS Services	\$5,805.50
Sundahl, Powers, Kapp & Martin	Legal Services for November	\$407.00
Town of Hanna	Town Property Utilities	\$501.35

Union Telephone Company	Telephone Services for Departments	\$621.28
Union Telephone Company	Cell Phones	\$513.28
Valli Information	Monthly Maintenance on OTC Payments	\$25.00
Watchcard	Fuel for Departments	\$1,323.86
Xerox Financial Services	Lease Payment	\$37.00
Xesi Document Solutions	Base Charge and overages	\$91.79
Grand Total		\$58,734.93

Cm. Felix **moved to approve all Department Reports, Income Statement for December and December Financial Summary, ratify Bills Paid December 31st, 2024, December Payrolls, and Bills to be paid January 14th, 2025.** Cm. Freeman seconded the motion. The motion carried with all present members voting aye.

VISITORS: Officer Hooper from Rawlins Police Department, gave a presentation on how Digi Tickets Systems work to write municipal citations.

UNFINISHED BUSINESS:

APPROVAL TO PURCHASE 3 DIGI TICKET CONSOLES FOR WRITING MUNICIPAL CITATIONS:

Cm. Felix **moved to postpone the approval of purchasing 3 Digi Ticket Consoles until budget workshops can happen for the new fiscal year.** Cm. Freeman seconded the motion. Motion carried with all present members voting aye.

NEW BUSINESS:

APPROVAL TO HAVE MAYOR AND COUNCIL SIGN A “STATEMENT OF INVESTMENT” DISCLOSURE FORM, AFFIRMING THEY HAVE READ AND AGREE WITH THE TOWN OF HANNA’S INVESTMENT POLICY.

Cm. Sikes **moved to approve having Mayor and Council sign a “Statement of Investment” disclosure form, affirming they have read and agree with the Town of Hanna’s Investment Policy.** Cm. Freeman seconded the motion. Motion carried with all present members voting aye.

APPROVAL TO HAVE MAYOR AND COUNCIL SIGN A FINANCIAL DISCLOSURE FOR FINANCIAL DEPOSITORIES.

Cm. Felix **moved to approve having mayor and council sign a financial disclosure for financial depositories.** Cm. Sikes seconded the motion. Motion carried with all present members voting aye.

APPROVAL TO DECLARE RAWLINS NATIONAL STATE BANK A DEPOSITORY FOR THE TOWN OF HANNA FUNDS.

Cm. Sikes **moved to declare Rawlins National State Bank a depository for the Town of Hanna Funds.** Cm. Felix seconded the motion. Motion carried with all present members voting aye.

APPROVAL TO DECLARE BANK OF COMMERCE A DEPOSITORY FOR THE TOWN OF HANNA FUNDS.

Cm. Freeman **moved to declare Bank of Commerce a depository for the Town of Hanna Funds.** Cm. Felix seconded the motion. Motion carried with all present members voting aye.

APPROVAL OF AN INFORMATION SECURITY POLICY FOR CREDIT CARD TRANSACTIONS WITH BDS.

Cm. Sikes **moved to approve an Information Security Policy for Credit Card transactions with BDS.** Cm. Felix seconded the motion. Motion carried with all present members voting aye.

APPROVAL TO DESIGNATE WYOMING COMMUNITY GAS MONIES (\$4,311.54) FOR FY 2024-2025 TO PURCHASING A NEW LOWERING DEVICE FOR THE HANNA CEMETERY FOR BURIALS.

Cm. Felix **moved to approve designating the Wyoming Community Gas Monies (\$4,311.54) for FY 2024-2025 to purchase a new Lowering Device for the Hanna Cemetery for Burials.** Cm. Sikes seconded the motion. Motion carried with all present members voting aye.

APPROVAL OF JANUARY, 2025 SALARY PUBLICATION

Cm. Felix **moved to approve the January, 2025 Salary Publication.** Cm. Sikes **seconded the motion.** Motion carried with all present members voting aye.

CITIZEN PARTICIPATION:

No citizen participation

EXECUTIVE SESSION:

No Executive Session

ADJOURNMENT:

Meeting adjourned at 8:07pm

Vivian Gonzales
Clerk/Treasurer

Charlie George
Mayor