

City Council Proceedings
January 5, 2015

The governing body of the City of Powell met in regular session at 6:00 p.m. on January 5, 2015 in the Council Chambers of City Hall. Mayor Hillman opened the meeting and led those in attendance in reciting the Pledge of Allegiance. Mayor Hillman called the meeting to order and the following were present: Mayor Don Hillman, Council Members Jim Hillberry, Floyd Young, Josh Shorb, Eric Paul, John Wetzel and newly elected Councilman Tim Sapp. Absent Myron Heny City Officials: City Administrator Zane Logan, City Clerk Tiffany Brando, City Attorney Sandra Kitchen, Deputy City Attorney Scott Kath, Finance Director Annette Thorington, Police Chief Roy Eckerdt and Parks Supt. Del Barton.

Unfinished Business for Current Seated Council:

Approval of Minutes: Mayor Hillman called for any additions or corrections to the December 15, 2014 regular meeting minutes which were distributed to council and posted at City Hall prior to the meeting. Councilman Wetzel moved to approve the minutes as posted, motion seconded by Councilman Hillberry, unanimous approval, MOTION CARRIED.

Bills and Claims: Councilman Hillberry made a motion the bills be allowed and authorize the Treasurer to draw warrants for payment of the same, motion was seconded by Councilman Young, unanimous approval, MOTION CARRIED.

Oath of Office: Mayor Hillman gave the Oath of Office to re-elected and newly elected Council Members; John Wetzel, Eric Paul and Tim Sapp. Council members were then seated to continue the meeting.

Approval of Agenda: Mayor Hillman called for the review and approval of the agenda. Councilman Shorb would like to add a request for a malt beverage permit under matters from the public (B) for Aldalberto Acevedo. Councilman Young moved to approve the agenda as amended, motion seconded by Councilman Wetzel, unanimous approval, MOTION CARRIED.

Matters from the public:

Request for catering permit was made from Heart Mtn Pub on Jan 24, 2015 at the Commons. Councilman Wetzel moved to approve, motion seconded by Councilman Paul, unanimous approval, MOTION CARRIED.

Request for a malt beverage permit was made by Aldalberto Acevedo for Palace LLC at the Fairgrounds on Jan 17, 2015. Councilman Wetzel moved to approve, motion seconded by Councilman Paul, unanimous approval, MOTION CARRIED.

Mayor/Council:

Election of Council President: Mayor Hillman called to accept nominations for Council President. Councilman Hillberry would like to nominate John Wetzel as Council President, Councilman Young seconded the nomination. No other nominations were given, unanimous approval, MOTION CARRIED.

Mayoral Appointments: Mayor Hillman said he would like to re-appoint as City Attorney Sandra S. Kitchen, as Deputy City Attorney R. Scott Kath, Municipal Judge Jim Allison and City Administrator Zane Q. Logan. Councilman Hillberry moved to approve all appointments as presented, motion seconded by Councilman Young, unanimous approval, MOTION CARRIED.

Board and Committee Appointments: Mayor Hillman listed the following appointments: Planning & Zoning John Campbell and Myron Heny, Board of Adjustment John Campbell and Jeff Sheridan, Tree Advisory Board Nancy Ryan and Airport Advisory Board Dave Blevins, Jim Carlson and John Hull. Council Appointments by Mayor Hillman were: Tim Sapp to the Board of Adjustment and Board of Appeals, Floyd Young Powell Valley Recycling Board, Josh Shorb Big Horn Basin Transportation Authority and Park County Transportation Study Steering Committee. Councilman Wetzel moved to approve appointments as presented by Mayor Hillman, motion seconded by Councilman Shorb, unanimous approval, MOTION CARRIED.

Legal:

RESOLUTION NO. 1, 2015: A Resolution Adopting a Revised Drug and Alcohol Use Policy. Attorney Sandra Kitchen explained the changes to the Drug and Alcohol Policy and Administrator Logan explained all employees will be going through training with our Local Government Liability Pool (LGLP). Councilman Shored asked how they would determine reasonable suspicion. Attorney Kitchen explained the Supervisor, Administrator and a Police Officer would be involved. Councilman Wetzel moved to approve Resolution No. 1, 2015, motion seconded by Councilman Hillberry, unanimous approval, MOTION CARRIED.

Administrative:

Policy Updates: Administrator Logan gave a brief overview of the policy changes on policies: 4.1, 5.13, 5.13 (A) and 7.7. Councilman Wetzel moved to approve the updates and authorize necessary signatures, motion seconded by Councilman Hillberry, unanimous approval, MOTION CARRIED.

Arboretum Grant proposal was given by Parks Supt. Del Barton and the requirements for the grant are a minimum of one acre, 30 trees with 15 species. The sites selected are the east half of Veteran's Park and Whitlock Park. Powell's Arboretum will be 1 of 6 throughout the State of Wyoming and the requirement for records and maintenance is a minimum of 10 years. The City has until June 30, 2016 to use all the funds. The grant will be for \$20,000 to defray costs of establishing the Arboretum. Councilman Young asked if the trees would be marked, Park Supt. Barton said yes education and identification is one of the requirements. Councilman Hillberry moved to approve and authorize necessary signatures, motion seconded by Councilman Young, unanimous approval, MOTION CARRIED.

Administrative Services Agreement Renewal Documents: Finance Director Annette Thorington was available to answer questions regarding the agreement. Councilman Shorb asked if they had significant changes, Finance Director Thorington stated no they are minimal and in line with regular inflation. Councilman Wetzel moved to approve agreement and authorize necessary signatures, motion seconded by Councilman Shorb, unanimous approval, MOTION CARRIED.

Audit Proposal Contract: Administrator Logan explained the audit contract is with James B. Seckman with a term of 3 years and staff feels Mr. Seckman has done an excellent job for the City and is local. Councilman Shorb asked how many years he has done the audit, and typically the auditor changes every 3 to 4 years at the County. Finance Director Thorington said she could get that information and that he is now the only local municipal auditor. They could have to go to Casper or Cheyenne or even out of state to get another auditor. Councilman Wetzel said the City went through this process a few years ago and found this to be a very fair price and has done a very good job for the City. Councilman Hillberry said that throughout other industries he has been very highly recommended. Councilman Hillberry moved to approve the audit contract and authorize necessary signatures, motion seconded by Councilman Shorb, unanimous approval, MOTION CARRIED.

General Announcements: Administrator Logan announced City Mechanic Calvin McAdam is retiring on 1-6-15 and Officer Chad Glick is leaving as well. Lead Mechanic applications are due at the end of the month; the Police Dept. is hiring two police officers position. Administrator Logan said they should have the budget schedule on their desk and that May 5th and 6th are the work sessions for budget. Also there have been some water breaks in town, and the Water Dept. has been working to keep up on those. Councilman Paul asked about a pre-budget meeting in January as previously discussed. Administrator Logan said it may be pushed to the beginning of February with the Mayor being gone at the end of January. Mayor Hillman said he will be gone Jan. 19th and hopes to just be gone a week, but will let us know if it is longer.

There being no further business to be considered at this meeting, Councilman Young moved to adjourn, seconded by Councilman Wetzel, unanimous approval, MOTION CARRIED. Mayor Hillman adjourned the regular meeting at 6:34 p.m.

APPROVED:

Mayor

ATTEST:

City Clerk