

**Record of Proceedings
Town of Chugwater, Wyoming
Town Council Meeting
January 9, 2017**

Meeting Called to Order at 7:00 PM

Councilperson Stinnette stopped the meeting immediately after it was called to order to state her concern that we are conducting an illegal meeting and that the Oath of Office held on January 2, 2017, was also an illegal meeting. Attorney Eric Jones stated that Oath of Office does not qualify as a meeting. Mayor Redding was advised by Attorney Jones that she could continue with Town Council meeting.

Pledge of Allegiance

Roll Call:

Councilperson Clark absent. Councilperson Marlatt, Mayor Redding, Councilperson Stinnette, Councilperson Burns all present and accounted for.

Approval of Agenda:

Motion made by Councilperson Burns and seconded by Councilperson Marlatt to approve the agenda with John Burns water issue removed from the agenda and tabled.

Approval of Previous Meeting Minutes:

Motion made by Councilperson Burns and seconded by Councilperson Marlatt strike the Open Forum discussion from the December 5, 2016 Town Council Meeting minutes. Councilperson Stinnette opposed. Motion carried. Motion made by Councilperson Burns to approve the December 5, 2016 Town Council meeting minutes with aforementioned changes. No second on the motion.

Approval of Bills:

December bills cannot be approved without knowing what was paid for December. Councilperson Stinnette stated that bills were mailed out so the Town would not incur late fees or penalties. A special meeting will be held to present bills to the Governing Body for approval and payment if they have not yet been paid.

Reports:

1. Director of water and sewer report, Steve Kelley.
2. Treasurer report, Patti Pierson.

Motion made by Councilperson Burns and seconded by Councilperson Marlatt to present reports for public view. Councilperson Stinnette opposed. Motion carried.

Old Business:

None.

New Business:

1. Clerk/Treasurer Position

Motion made by Councilperson Burns and seconded by Councilperson Marlatt to approve that the position of Clerk/Treasurer become one position filled by Linda Webster. Motion opposed by Councilperson Stinnette. Motion carried. Councilperson Marlatt expressed concern regarding checks and balances but also if the Town can save money by combining the positions back into one job. Mayor Redding stated that a self-audit is done every year by an outside source for the protection of the Town. Since two signatures are required on checks

and the Mayor will not be signing checks, nor will she be on any accounts for purchases, it is another safeguard in place.

2. Appointments

Mayor Redding read Ordinance #273, Section 2 which states that appointments are made by the Mayor. Steve Kelley appointed as Director of Public Works/Maintenance

Linda Webster appointed as Clerk/Treasurer

Motion made by Councilperson Burns and seconded by Councilperson Marlatt to appoint Eric Jones as the Town Attorney. Motion opposed by Councilperson Stinnette. Motion carries.

Mayor Redding would like to hire a part-time person to fill in and cover if and when Clerk/Treasurer is not able to be in the office. She will post that position locally per counsel from Attorney Jones.

3. Employee Salaries/Bonuses

Mayor Redding would like the Governing Body to have a discussion on year-end bonuses because it was not addressed in last month's meeting and bonuses have been given out in the past. Mayor Redding stated that the budget would allow for bonuses, therefore she would like to give Patti Pierson, Steve Kelley and Linda Webster \$300.00 each as a bonus. Motion made by Councilperson Burns to give Christmas bonus to Steve Kelley, Linda Webster and Patti Pierson. No second on that motion. Motion did not pass.

4. Resolution for New Signers on Bank Accounts

Motion made by Councilperson Marlatt to remove old signatures on bank accounts and replace them with new ones and seconded by Councilperson Burns. Motion opposed by Councilperson Stinnette. Motion carried.

5. New Bank

Since the Chugwater branch of Oregon Trail Bank is closing in April, Mayor Redding would like to set up a new bank for Town accounts. Her recommendation is Platte Valley Bank since they have branches in Wheatland, Cheyenne and Torrington. Steve Kelley will be bonded so he can take deposits to the bank. The Town's CDs will remain at Oregon Trail Bank until they mature in 2018. Motion made by Councilperson Marlatt and seconded by Councilperson Burns to table this discussion until further research into which bank will provide the Town with better interest rates. All in favor. Motion passed unanimously.

6. Mayor Pro tem

Mayor Redding would like to name Councilperson Burns as Mayor Pro tem. She stated that Councilperson Clark and Councilperson Stinnette have only 2 years left on Council and since Councilperson Marlatt is new to this position felt that Councilperson Burns would be best suited for Mayor Pro tem. Motion made by Councilperson Stinnette and seconded by Councilperson Marlatt to name Councilperson Burns Mayor Pro tem. Councilperson Burns accepts the position. All in favor. Motion passed unanimously.

7. Passwords/Property

Passwords to Town computers were blocked. A formal request to the parties holding them to return them will be handled by Attorney Jones. The computer that handled the water bills and all other financial information was brought to the meeting and returned to the Town.

8. Reorganization of All Town Boards

Mayor Redding would like to reorganize the Chugwater Gun Club Board, the Community Center Board, the Zoning Board and the Tree Board. At this time, no money can be spent from any of those Boards until such time that they can be restructured. Under the counsel of Attorney Jones, all money spent from Boards of the Town should be approved by the Governing Body of the Town.

Upcoming Events:

Special Meeting to pay December, 2016 bills – January 13, 2017

Workshop for Town Projects – January 30, 2017

Town Council Meeting – February 6, 2017

Open Forum:

Discussion on State Statute regarding harassment.

Discussion regarding checks being mailed before Council's approval. Attorney Jones said nothing was done maliciously, and to the contrary, it was done to save the town money in late fees.

Discussion on some USB drives that were purchased. Patti Pierson stated that there are 2 of them that were used to download the books and they will be going to the State.

Discussion on town projects with a workshop scheduled.

Alex Cadar stated that the contractors are beginning work at the Gas Station.

Mayor Redding stated the her mail had been opened and mail addressed to the new Mayor and Council members that was sent to the Town Hall was retrieved from the trash.

Patti Pierson requested petty cash be counted by the Platte County Deputy before the meeting concludes.

Councilperson Burns asked for an update on the Park Restroom project. More information will be provided at the workshop.

Adjournment:

Motion by Councilperson Burns and seconded by Councilperson Marlatt to adjourn meeting at 8:51 PM. All in favor. Motion passed unanimously.

Town Clerk

Mayor