

**Record of Proceedings  
Town of Chugwater, Wyoming  
Town Council Meeting  
April 9, 2018**

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**Meeting Called to Order at 7:01 PM**

**Pledge of Allegiance**

**Roll Call:**

Councilperson Ash, Councilperson Marlatt, Mayor Redding were present. Councilperson Stinnette and Councilperson Burns were absent. All accounted for.

**Approval of Agenda:**

Motion made to accept the agenda by Councilperson Marlatt and seconded by Councilperson Ash. All in favor. Motion passed unanimously.

**Approval of Previous Meeting Minutes:**

Motion made by Councilperson Marlatt to accept March 12, 2018 meeting minutes and seconded by Councilperson Ash. All in favor. Motion passed unanimously.

**Correspondence:**

Mayor Redding read a letter received from Arbor Day Foundation.

**Reports:**

**1. Director of Water and Sewer Report, Steve Kelley**

Ron Eicher has resigned from his position as **Backup Water Operator** – Job will be posted with a closing date of April 23, 2018.

**2. Treasurer's Report, Linda Webster**

Motion to accept made by Councilperson Marlatt and seconded by Councilperson Ash. All in favor. Motion passed unanimously.

The Treasurer's report was accepted and is available for public view.

**3. Chug-Chug Gas and Go Committee Report**

We have received hiring documents from Alex Cadar, but we are still waiting on his progress report.

**4. Community Center Report, Stacy Kelley**

There are two vacancies on the Community Center board that need to be filled. The Board would like to recommend Angela St. John and RaeCe Wilkerson to fill those vacancies. Councilperson Ash motioned that we accept Angela St. John and RaeCe Wilkerson to fill the vacancies as per the request of the Community Center Board. Councilperson Marlatt seconded the motion. All in favor. Motion passed unanimously.

## **Old Business:**

### **1. Vossler lot:**

Councilperson Ash reported that she has made calls to the mortgage company regarding the property. We might want to consider obtaining an O & G report, Owners and Encumbrance).

## **New Business:**

### **1. Wyoming Child and Family Development:**

Marian Moats from WC&FD gave a talk about their business as one of the original Head Start Services and early Head Start Services. They also provide Early Intervention and Special Education Services. They receive State Funding which requires a local match. Since there are no funds allocated in the budget, the Governing Body cannot help the organization with public funds at this time

### **2. Platte County Youth Baseball**

They are requesting the Town of Chugwater become a sponsor. They run on their own and solely through donations. The kids do raffles, etc. to help sustain their teams. They will put up and store the banner as long as we paint it. It is very visible and looks very nice.

Motion was made by Councilperson Ash to donate \$150.00 for the Youth Baseball and Councilperson Marlatt seconded. All in favor. Motion passed unanimously.

### **3. Backup Water Operator**

As discussed earlier, the position will be posted and will have a closing date of April 23, 2018.

### **4. Quick Books 2018 Upgrade**

We will be required to update to Quick Books 2018 by May 31, 2018. The old Quick Books payroll will not be supported. We will go ahead and get it ordered and loaded on the computers

### **5. Backup Options for our Data:**

It has been suggested that we also backup our software. To date we have only been backing up our data. Research will be done to provide further information and pricing at next month's Town Council meeting.

### **6. Clerk Books and UB Max Utility Billing Software:**

Research has been done looking for software that is geared towards Municipality accounting.

The UB Max demo was reviewed but is not as compatible with Quick Books.

The Clerk Books demo revealed that Clerk Books is structured to work more seamlessly with Quick Books making it much more user friendly for our Municipality. It is better equipped to help with municipality reporting, budgets, audits, utility billing, etc.

### **7. Pam Nesius – Billboard Issue**

Pam would like a change in Ordinance # 222 so that she can sell the billboard to a privately owned company. The Council has no interest in changing Ordinance # 222 at this time.

## **8. Election Information**

A notice has been posted notifying the Public that we have two council seats that are coming up for election this year. Applications and Filing Fees can be accepted beginning May 17, 2018. Platte County Election Department will need to receive all applications and filing fees by June 1, 2018.

### **Approval of Bills/Expenses:**

Motion was made by Councilperson Marlatt and seconded by Councilperson Ash to accept the bills. All in favor. Motion passed unanimously.

### **Upcoming Events:**

Town Council Meeting – May 7, 2018 at 7:00 PM

### **Open Forum:**

- Lee Marfell congratulated Councilperson Ash for her efforts on the Council.
- Discussion regarding QuickBooks ensued to be sure to get the disk for QB 2018 in the event of a mishap. It is easy to reload a program from a disk.

### **Adjournment:**

Motion made by Councilperson Marlatt and seconded by Councilperson Ash to adjourn the meeting at 7:57 PM. All in favor. Motion passed unanimously.

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Assistant Town Clerk/Treasurer

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Mayor