

RECORD OF PROCEEDINGS

JANUARY 12, 2021

THE REGULAR MEETING OF THE HANNA TOWN COUNCIL WAS HELD IN THE COUNCIL CHAMBERS OF THE HANNA TOWN OFFICE AT 301 SOUTH ADAMS, HANNA, WY.

CALL TO ORDER:

Mayor Buchanan called the regular meeting of the Hanna Town Council to order at 6:30P.M. Roll call was taken, Council Members present constituting a quorum were:

Mayor:
Lois Buchanan

Council Members:
Sam Sikes
Jayson Nordquist
Linda Schisel via Telephone
Tracy Fowler

Constituting all the members of the Hanna Town Council.

Also present:

Town Treasurer/Clerk	Ann Calvert
Town Clerk/Treasurer:	Lesley Birge
PWD Director	Larry Korkow
Hanna Marshal	Jeff Neimark

APPROVE AGENDA:

Cm. Sikes moved to approve the agenda with additions to **January 2021 Board and Department Reports; Hanna Fire Department** Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

APPROVE MINUTES:

Cm. Sikes moved to approve the **December 8, 2020 Regular Meeting Minutes and December 21, 2020 Special Meeting Minutes**. Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

BOARD AND DEPARTMENT REPORTS:

HCJPB	December, 2020 Minutes,
Public Works Department	January, 2021 Report
WTP	January, 2021 Report
Marshal's Office	December, 2020 Report
Rec Center	January, 2021 Report
CCVC	Oct., Nov. & Dec., 2020 Minutes
Hanna Housing Board	Dec. 2020 Minutes, Reports
Museum Board	December, 2020 Minutes
Hanna Fire Department	2020 Report

Cm. Sikes moved to approve the **January 2021 Board and Department Reports**. Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

**FINANCIAL REPORTS:
BILLS TO BE RATIFIED PAID December 31, 2020 AS FOLLOWS:**

Amazon.com	Cabinet, Murphy oil soap Rec/Printer, Scanner Office	\$516.39
Amazon.com	Cleaning Supply Office/Note Books HMO	\$86.62
Amazon.com	UV Lamp WTP	\$114.00
Amazon.com	External Blu-Ray/Cable Power Adapter Cord HMO	\$150.00
Amazon.com	Crimping Tool, Zip Ties Rec Center	\$45.75
Amazon.com	Door Sweeps Rec Center	\$159.95
Amazon.com	Dell Laptop HMO	\$965.00
Amazon.com	Commercial Pool Vac Rec Center	\$1,899.98
Amazon.com	Window Foam, Pan,Brush, Mouse Trap Rec/ Masks PWD	\$96.42
Amazon.com	Storage Containers, Hygloss Project Sheets Rec	\$146.03
Energy Laboratories Inc	Water Samples, Mgmt/Shipping Fees	\$57.00
Engineering Associates	Rec Center Hot Tub Replacement Project	\$4,267.74
Honeywagon	Roll Off, Tipping Fees	\$1,919.52
John Singelton	IT Support, Install Rec Cameras, Town Web Site	\$825.27
Microsoft Azure	Backup Service For Server	\$26.13
OWPSASTATE	WTP Vol Ed. 7 Bryson Kennedy	\$108.00
Quill Corporation	Office Supply/ Janitor Supply	\$225.99
Rocky Mountain Power	Electricity	\$7464.44
UPS	Shipping HMO	\$29.86
Valli Information Sys.	Monthly Maint. On OTC Payments	\$25.00
Wal-Mart Community	Vacuum, Coffee Pot, Filters Rec/Bingo Supply	\$210.78
Grand Total		\$19,339.87

BILLS TO BE PAID January 13, 2021 AS FOLLOWS:

Allan Insurance	Surety Bond Wyoming Notary Bond L Birge	\$50.00
BCN Telecom INC	Long Distance Telephone Services	\$118.87
Biolynceus LLC	Probiotic Scrubber	\$2942.96
Black Hills Energy	Natural Gas Services For Town Properties	\$4930.92
Blakeman Propane	Propane/Del. Chg./Leak Check Hanna Waste Station	\$601.59
Carbon Co Council of Gov	CCCOG Dues	\$50.00
Carbon Co Clerk	2020 Election Expenses Primary/General	\$723.88
Carbon Power & Light	Monthly Facility /Energy Chg.	\$36.48
Carrot-Top Industries	2 US Flags/2 Wyoming Flags/Snap hooks	\$188.26
Chelsy Smith	Lifeguard Shirt/Shorts Rec Center	\$30.00
City of Laramie	Trash Tipping Fees	\$1,796.76
Corthell & King Law	Legal Fees December 2020	\$1,941.95
Econo Signs & Barricade	Hanna Municipal Waste Station Sign	\$208.40
Engineering & Associates	Rec Center Engineering fees for Hot Tub Project	\$571.34
Ferguson Waterworks	Repair VXU Meter Reading Equip/New meters & MXUs	\$8163.88
Gary Carlson	Vent Free Propane Wall Heater/Municipal Waste Station	\$245.00
Hanna Headlight	Monthly Website Fee	\$45.00
Home Town Market	Christmas Cards-Office/Bingo Supply-Rec Center	\$52.07
Honeywagon	Monthly Portable Toilet Rental	\$120.00
KTGA/KBDY	Holiday Ad Hanna Rec Center	\$50.00
Long Building	Firmware Upgrades/Dampers Gym Heat Labor on HVAC	\$896.80
Norco INC	December Cylinder Rental	\$62.31
One-Call of Wyoming	Oct, Nov, Dec One-Call Tickets	\$75.25
Perkins Oil Co	Fuel For Town Vehicles	\$1,283.35
Perue Printing	Business Cards for Dept. Heads	\$53.95
Quill	Office/Janitor Supply /Notary/Sig. Stamps	\$395.61
Rawlins Auto Parts	H2 H4 Filters HMO/DEF, Antifreeze PWD/ Sleeves Rec Center	\$367.58
Town of Hanna	Water/Sewer/Landfill Town Utilities	\$643.58
True Value Rawlins	Hose Connect Gas Hookup Hanna Waste Station	\$26.99
Union Telephone	Cell Phone Services	\$778.69
Valli Information Systems	January Monthly Maint on OTC Payments	\$25.00
WAM-WCCA	Energy Lease Program	\$1,049.58
Wee Folks Place	Monthly Allotment	\$333.33
WY Office of State Land	Water Treatment Plant Facility Rental	\$2,841.36
Xerox Financial Services	Lease Payment	\$37.00
Xesi Document Solutions	Contract Base Charge/Overage	\$102.74
Grand Total		\$31,840.48

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Cm. Nordquist moved to approve December Income Statement, Financial Summary for December, Ratify Bills Paid December 31, 2020, December Payrolls, and Bills to be paid January 13, 2020. Cm. Sikes seconded the motion. The motion carried with all present members voting aye.

UNFINISHED BUSINESS:

APPROVE ORDINANCE 389 (3RD AND FINAL READING) AMENDING SECTION 8.04 OF THE TOWN OF HANNA MUNICIPAL CODE, TO ESTABLISH TOWN OF HANNA RESPONSIBLE FOR MUNICIPAL WASTE, TO INCREASE THE FEES FOR BUSINESS GARBAGE RATES AND ACCESSIBILITY OF DUMPSTERS. ESTABLISH FEES FOR LARGE ITEMS AND TIRES AT THE HANNA MUNICIPAL WASTE STATION:

Cm. Nordquist moved to approve Ordinance 389 (3rd reading) Amending Section 8.04.100(A) of the Town of Hanna Municipal code, to establish Town of Hanna responsible for municipal waste, increase the fees for business garbage rates and accessibility of dumpsters. Establish fees for large items and tires at the Hanna Municipal Waste Station. Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

UNTABLE APPROVAL/DISCUSSION NATURAL GAS LINE FOR MUSEUM COTTAGE AND VICTOR ANDERSON BUILDING.

Cm. Sikes moved to untable discussion of natural gas line for Museum Cottage and Victor Anderson Building. Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.

APPROVE/DISCUSS NATURAL GAS LINE FOR MUSEUM COTTAGE AND VICTOR ANDERSON BUILDING.

Cm. Nordquist moved to approve natural gas line for Museum Cottage and Victor Anderson Building. Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

NEW BUSINESS:

APPROVE/DISCUSS GRANT WRITING AND MAYOR BUCHANAN TAKING A GRANT WRITING CLASS:

Cm. Dys moved to approve Mayor Buchanan taking a grant writing class.

Cm. Nordquist seconded the motion. The motion carried with all present voting aye.

DISCUSS SURVEY FOR HANNA MUNICIPAL WASTE STATION:

Public Works Director Korkow Informed the Mayor and Council that the cost for Engineering Associates to do the survey would be between \$8,000.00 and \$10,000.00.

APPROVE MAYOR BUCHANAN SIGNING THE MUTUAL AID AGREEMENT FOR REFUSE OPERATIONS BETWEEN THE TOWNS OF HANNA, MEDICINE BOW AND ELK MOUNTAIN:

Cm. Sikes moved to approve Mayor Buchanan signing the Mutual Aid Agreement for Refuse Operations between the towns of Hanna, Medicine Bow and Elk Mountain. Cm. Fowler seconded the motion. The motion carried with all present members voting aye.

DISCUSS DELINQUENT WATER ACCOUNTS:

The Hanna Town Council Discussed having Marshal Neimark deliver notices to delinquent accounts and giving a shut off date of April 1, 2021.

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Cm. Nordquist **moved to approve Marshal Neimark delivering notices to delinquent accounts and giving a shut off date of April 1, 2021.** Cm. Sikes seconded the motion. The motion carried with all present members voting aye.

DISCUSS REC CENTER STAFFING:

The Hanna Town Council discussed adding a position at the Hanna Recreation Center. It was decided to have a workshop to discuss a job description for the position.


CITIZEN PARTICIPATION:

Melisa Sikes asked about lifting COVID 19 restrictions at the Rec Center, Mayor Buchanan Stated that all restrictions would stay in place for at least two more weeks

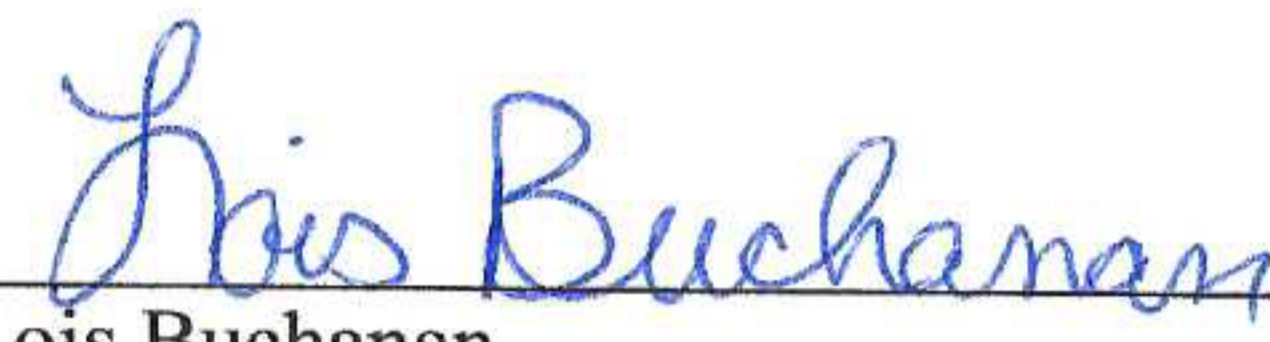
Donna Pipher announced that COVID 19 vaccinations would be available to anyone seventy or older at the Hanna Senior Center on January 26, 2021 from 11:00 am to 12:30 pm.

ADJOURNMENT:

Cm. Sikes **moved to adjourn the meeting at 8:27 pm.** Cm. Nordquist seconded the motion. The motion carried with all present members voting aye.



Lesley Birge
Town Clerk



Lois Buchanan
Mayor

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