AGENDA
CITY OF SHERIDAN
JULY 6, 2020
REGULAR COUNCIL MEETING START 7:00 P.M.

1. Call to Order

2. Pledge of Allegiance

3. Invocation to be given by Gary Dobney, Volunteers of America.

4. Roll Call of Members

5. Consideration of Agenda

6. Comments from the Public

7. Consent Agenda

   A. Consideration of Award to Simon Contractors, Inc. for the 2020 Rotomill and Overlay Project (Highland Hill)

   B. Appointment of Matt Westkott to the Downtown Development Authority (DDA) Board for a 2-year term expiring June 30, 2022.

   C. Appointment of Megan Crow to the Downtown Development Authority (DDA) Board for a 2-year term expiring June 30, 2022.

   D. Appointment of Paula Whitworth to the Downtown Development Authority (DDA) Board for a 1-year term expiring June 30, 2021.

   E. Appointment of PJ Treide to the Downtown Development Authority (DDA) Board for a 1-year term expiring June 30, 2021.

   F. Reappointment of Tod Windsor to the Planning Commission for a 3-year Term Expiring July 6th, 2023

   G. Minutes of Regular Council Meeting June 15th, 2020

   H. Claims

8. Community Update

A. Recognition of Noele Mena, Woodland Park School Nurse - Gary Harnish, Fire Chief

B. Wyo Theater Recipient of the Wyoming Governor's Art Award - Erin Butler, Executive Director of the Wyo Theater, Inc.

9. Staff Update

A. Recognition of Five Police Graduates from the Staff & Command Program - Chief of Police Richard Adriaens

B. Recognition of Police Officers for Receiving a Life Saving Award - Chief of Police Richard Adriaens

OLD BUSINESS

NEW BUSINESS

10. Consideration of Resolution #26-20, Application to State Lands Investment Board for Coronavirus Relief Grant - Human Resources Director Heather Doke

11. Consideration of Certification of Uncollected Debt of Story Recycling Group - City Treasurer Karen Burtis

12. Council Comments and Requests for Future Agenda Items

13. Adjournment

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Public Works

MEMORANDUM

Project Name:	Consideration of Award to Simon Contractors, Inc. for the 2020 Rotomill and Overlay Project (Highland Hill)
From:	Lane Thompson, Public Works Director
To:	Mayor and Council
CC:	
Date:	07/01/2020

Recommendation:

Staff recommends that Mayor and Council award the 2020 Rotomill and Overlay Project (Highland Hill) to Simon Contractors, Inc, the lowest qualified bidder, for a total cost of $683,163.00

Background:

The 2020 Rotomill and Overlay Project (Highland Hill) consists of the complete removal of approximately 1,450 lineal feet of old concrete pavement within Highland Avenue that is in poor condition. Removed pavement will be replaced with new 6 inch thick asphalt pavement and 8 inch thick concrete pavement.

Sealed bids for this project were received until 11:00 A.M on July 1st with a total of one (1) bid received:

Simon Contractors, Inc. - $683,163.00
Engineer's Estimate - $798,940.00

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Executive

MEMORANDUM

Project Name:	Appointment of Matt Westkott to the Downtown Development Authority (DDA) Board for a 2-year term expiring June 30, 2022.
From:	Bev Leichtnam, Governmental Relations Admin. Specialist
To:	Mayor and Council
CC:	
Date:	

Attachments

Matt Westkot

P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

CITY OF Sheridan
WYOMING

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: June 30, 2020

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of Matt Westkott to the Downtown Development Authority (DDA) Board

Fellow Council Members:

I hereby recommend the appointment of Matt Westkott to the Downtown Development Authority (DDA) Board for a 2-year term expiring June 30, 2022. .

DDA – Board Position Request

JUN 12 RECD

To Mayor Roger Miller & City Council,

I would like to formally request a position of the Downtown Development Authority (DDA).

I have volunteered in some capacity for over 20 years in Downtown Sheridan through the Chamber of Commerce, the Downtown Sheridan Association, professional real estate sales as well as personal time to help people successfully develop the historic downtown. I am very passionate & dedicated to contributing to the entire community of Sheridan and I hope to continue to serve the downtown community.

While I was at the DSA, I helped create economic development campaigns for the downtown businesses which promoted growth through remodeling buildings to increase their use: old vacant buildings turned into stores again, empty 2nd-3rd story buildings turned into residential lofts, building facades restored for better image, visibility & vitality to their tenants and the community. I believe the old historic buildings give Sheridan a competitive edge or market positioning in our region. I've been committed to motivating & educating people to find new ways to prosper while saving these historic landmarks and maintaining a quality community center. I also met with board members & directors from other cities (Fort Collins, Cheyenne, Rapid City, etc.) to learn the advantages and strategies for a downtown development authority and I believe it would be a positive addition to Sheridan. I'm very happy to share all this research regardless if I am given a position on the DDA board.

In the past, I have worked very well with the City & staff to find ways to add to the public spaces in the downtown area. I've always advocated for the City of Sheridan and love the City's crew!

My hope is to continue to help develop Historic Downtown Sheridan while maintaining the unique character and historical importance while also creating economic momentum that will continuing it's rule as a "vital community hub." I hope you consider me for a position for the DDA and I am open to any questions that any of you might have.

Sincerely,

Matt Westkott

(307) 751-1583

matt@westkott.com

Matt Westkott
2 Cessna Road
Sheridan WY 82801
Mobile: 307.751.1853
Email: matt@westkott.com

EXPERIENCE

REALTOR/Associate Broker, Concept Z – Home & Property, specializing in residential, investment & commercial real estate, 251 South Thurmond Street, Sheridan, WY, 2016 to present. Previously at ERA Carroll Realty from 2002 to 2016.

Advertising Director, Sheridan Press Newspaper, managing the display & classified advertising sales team, Grinnell Street, Sheridan, WY, 1998 to 2002.

Sales Associate, Sport Stop Retail Store, Sales/merchandising/special orders/also volunteered on the Retail Committee, Main St, Sheridan WY, April/1998 to Oct./1998.

Owner/Manager, Trainer Specialty Retail Store, created/managed/designed/purchasing and merchandising/sales, Near the Crossroads Mall, Boulder, CO, 1996 to 1998.

Owner/Manager, Body-Tone Private Fitness Center, Employed 10+ people in various health & fitness activities, The Spruce Building, Downtown Boulder CO, 1992 to 1996.

Manager/Auto Dealer, National Car Rental, Leased vehicles (2 locations), supervised crews, licensed as Auto-Dealer, Center Green Office Park, Boulder CO, 1990 to 1992.

EDUCATION

CiViC Leadership Project / 2016 – Hosted by the CVC at Eaton's Ranch
Associate Broker – Willoughby Real Estate, Casper, WY, 2005
Certified Residential Specialist (C.R.S.) and MANY other real estate seminars.
Commercial Real Estate Training – previously worked on C.C.I.M. designation
Front Range Community College – 2+ years/Boulder & Westminster, CO
Fairview High School – Graduated / Class of 1990/Boulder, CO
A.C.E. – Certified Personal Trainer, Denver, CO, 1990
Vo-Tech – Auto Mechanic, Boulder CO
E.M.T. (Emergency Medical Technical/Basic) – Thornton, CO, 1990.

AWARDS & SPECIAL INTERESTS

- Chairman of Economic Development Committee & Board Member for the D.S.A. or Downtown Sheridan Association 2014-2017+/-.

- Beyond Excellence / Sales Designation 2003-2016
- Jim Jackson Award (1st in Service)
- Several National ERA Franchise awards
- Personal Real Estate Investments: purchased, remodeled, rented &/or "flipped" over 50 units/properties in the last 20+ years.

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Executive

MEMORANDUM

Project Name:	Appointment of Megan Crow to the Downtown Development Authority (DDA) Board for a 2-year term expiring June 30, 2022.
From:	Bev Leichtnam, Governmental Relations Admin. Specialist
To:	Mayor and Council
CC:	
Date:	

Attachments

Megan Crow

P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

CITY OF Sheridan
WYOMING

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: June 30, 2020

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of Megan Crow to the Downtown Development Authority (DDA) Board

Fellow Council Members:

I hereby recommend the appointment of Megan Crow to the Downtown Development Authority (DDA) Board for a 2-year term expiring June 30, 2022. .

MC2
I ENGINEERING I CONSTRUCTION I
I REAL ESTATE I
902 North Main Street ■ Sheridan, WY 82801

Zoila Perry
Downtown Sheridan Association
PO Box 13
Sheridan, WY 82801

Dear Ms. Perry:

This letter is regarding the advertised vacancies on the Downtown Development Authority Board.

I would like to be considered for one of the open positions. As an owner in twelve properties and three businesses in the downtown area, I have a vested interest in the revitalization and development of Sheridan's Historic Downtown District and transition zones.

In the early 2000's I served on the Downtown Sheridan Association Board, first as a board member then as Treasurer. During that time, I was an advocate for the development of a DDA in Sheridan, but unfortunately it did not happen during my tenure on the DSA Board.

I feel that the combination of my enthusiasm and visions of the revitalization of Sheridan's Downtown District and my background in engineering, construction and real estate would be a valuable asset to this board.

Thank you for your consideration,

Megan Crow

P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

CITY OF Sheridan
WYOMING

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: June 30, 2020

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of Megan Crow to the Downtown Development Authority (DDA) Board

Fellow Council Members:

I hereby recommend the appointment of Megan Crow to the Downtown Development Authority (DDA) Board for a 2-year term expiring June 30, 2022. .

MC2
I ENGINEERING I CONSTRUCTION I
I REAL ESTATE I
902 North Main Street ■ Sheridan, WY 82801

Zoila Perry
Downtown Sheridan Association
PO Box 13
Sheridan, WY 82801

Dear Ms. Perry:

This letter is regarding the advertised vacancies on the Downtown Development Authority Board.

I would like to be considered for one of the open positions. As an owner in twelve properties and three businesses in the downtown area, I have a vested interest in the revitalization and development of Sheridan's Historic Downtown District and transition zones.

In the early 2000's I served on the Downtown Sheridan Association Board, first as a board member then as Treasurer. During that time, I was an advocate for the development of a DDA in Sheridan, but unfortunately it did not happen during my tenure on the DSA Board.

I feel that the combination of my enthusiasm and visions of the revitalization of Sheridan's Downtown District and my background in engineering, construction and real estate would be a valuable asset to this board.

Thank you for your consideration,

Megan Crow

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Executive

MEMORANDUM

Project Name:	Appointment of Paula Whitworth to the Downtown Development Authority (DDA) Board for a 1-year term expiring June 30, 2021.
From:	Bev Leichtnam, Governmental Relations Admin. Specialist
To:	Mayor and Council
CC:	
Date:	

Attachments

Paula Whitworth

P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

CITY OF Sheridan
WYOMING

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: June 30, 2020

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of Paula Whitworth to the Downtown Development Authority (DDA) Board

Fellow Council Members:

I hereby recommend the appointment of Paula Whitworth to the Downtown Development Authority (DDA) Board for a 1-year term expiring June 30, 2021.

JUN 09 RECD

Paula Whitworth

307-461-2670 Cell

658 Broadway
Sheridan, WY 82801
pwhitworth001@gmail.com

Experience

Feb 2017-Current — **Office Manager/Marketing Director**
Sunlight Federal Credit Union — Sheridan 82801

Process all paperwork pertaining to new loans.

Open new accounts following company guidelines.

Cross-sell products to new and existing members.

Handle day to day scheduling, maintenance, order cash and supplies.

Review all marketing/donations requests and design marketing material for all 4 locations.

May 2014-Feb 2017 — **Business Manager**
Valley Motor Honda — Sheridan 82801

Process all paperwork pertaining to purchase and lease of vehicles and power sports.

Reviews credit applications and submits to appropriate lenders.

Sales of after market products including: GAP, Service Contract, Glasscoat, ZurichShield

Responsible for incoming and outgoing titles including: filing for new titles, filing for duplicate titles, dealer reassignments

Reviews monthly computer reports, makes procedure changes as needed as they pertain to internet/computer safety

Answers and routes calls from 7 lines

March 2008 – May 2014 **Customer Service**
Pippa Wiley Insurance Houston 77059

Handle all service aspects of alphabet split D-F and S-Z including:

- Billing questions
- Reporting claims
- Making policy changes
- Purchasing additional insurance

Front desk back up as needed

Responsible for all aspects of training new staff-including interviewing new prospects

In addition to alpha split, also responsible for all TWIA and surplus lines accounts for entire agency

In charge of all computers including daily/weekly backups and any questions/issues that come up

Fill in for any sick staff members or members on vacation-including all their job duties along with my own

July 2005 – March 2008 **Marketing Director**
Morgan Insurance Agency, LTD. Lufkin TX 75901

Implement marketing strategies for various campaigns

Develop newsletters, welcome letters, testimonial requests, referral request, flyers, postcards, newspaper ads, yellow pages, brochures and any other marketing materials needed for each campaign

Coordinated steps for each campaign with other departments in order to best utilize staff

Skills

- Customer Service
- Typing 60+ wpm
- Ten key by touch
- Marketing material design

Community

- Leadership Sheridan County Class of 2020
- Sheridan County Chamber of Commerce Ambassador
- Downtown Sheridan Association Board of Directors
- BNI (previously served as Vice President)
- City of Sheridan Planning & Zoning Commission

P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

CITY OF Sheridan
WYOMING

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: June 30, 2020

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of Paula Whitworth to the Downtown Development Authority (DDA) Board

Fellow Council Members:

I hereby recommend the appointment of Paula Whitworth to the Downtown Development Authority (DDA) Board for a 1-year term expiring June 30, 2021.

JUN 09 RECD

Paula Whitworth

307-461-2670 Cell

658 Broadway
Sheridan, WY 82801
pwhitworth001@gmail.com

Experience

Feb 2017-Current — **Office Manager/Marketing Director**
Sunlight Federal Credit Union — Sheridan 82801

Process all paperwork pertaining to new loans.

Open new accounts following company guidelines.

Cross-sell products to new and existing members.

Handle day to day scheduling, maintenance, order cash and supplies.

Review all marketing/donations requests and design marketing material for all 4 locations.

May 2014-Feb 2017 — **Business Manager**
Valley Motor Honda — Sheridan 82801

Process all paperwork pertaining to purchase and lease of vehicles and power sports.

Reviews credit applications and submits to appropriate lenders.

Sales of after market products including: GAP, Service Contract, Glasscoat, ZurichShield

Responsible for incoming and outgoing titles including: filing for new titles, filing for duplicate titles, dealer reassignments

Reviews monthly computer reports, makes procedure changes as needed as they pertain to internet/computer safety

Answers and routes calls from 7 lines

March 2008 – May 2014 **Customer Service**
Pippa Wiley Insurance Houston 77059

Handle all service aspects of alphabet split D-F and S-Z including:

- Billing questions
- Reporting claims
- Making policy changes
- Purchasing additional insurance

Front desk back up as needed

Responsible for all aspects of training new staff-including interviewing new prospects

In addition to alpha split, also responsible for all TWIA and surplus lines accounts for entire agency

In charge of all computers including daily/weekly backups and any questions/issues that come up

Fill in for any sick staff members or members on vacation-including all their job duties along with my own

July 2005 – March 2008 **Marketing Director**
Morgan Insurance Agency, LTD. Lufkin TX 75901

Implement marketing strategies for various campaigns

Develop newsletters, welcome letters, testimonial requests, referral request, flyers, postcards, newspaper ads, yellow pages, brochures and any other marketing materials needed for each campaign

Coordinated steps for each campaign with other departments in order to best utilize staff

Skills

- Customer Service
- Typing 60+ wpm
- Ten key by touch
- Marketing material design

Community

- Leadership Sheridan County Class of 2020
- Sheridan County Chamber of Commerce Ambassador
- Downtown Sheridan Association Board of Directors
- BNI (previously served as Vice President)
- City of Sheridan Planning & Zoning Commission

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Executive

MEMORANDUM

Project Name:	Appointment of PJ Treide to the Downtown Development Authority (DDA) Board for a 1-year term expiring June 30, 2021.
From:	Bev Leichtnam, Governmental Relations Admin. Specialist
To:	Mayor and Council
CC:	
Date:	

Attachments

PJ Treide

P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

CITY OF Sheridan
WYOMING

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: June 30, 2020

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of PJ Treide to the Downtown Development Authority (DDA) Board

Fellow Council Members:

I hereby recommend the appointment of PJ Treide to the Downtown Development Authority (DDA) Board for a 1-year term expiring June 30, 2021.

JAN 17 RECD

January 16, 2020

BIGHORN DESIGN STUDIO

RE: Downtown Development Authority Board Openings

Mayor Roger Miller
Sheridan City Council
Sheridan, WY

Mayor Miller,

Please accept this letter as my letter of interest to serve a three year term on the newly re-formed Downtown Development Authority for Sheridan. I am the owner of a downtown business that will have been operating for five years on March 27th, 2020. We have leased five different downtown properties in that time to house our expanding business. In a forward looking deal, on November 1, 2019, we became the owners of the building where we currently reside and which we affectionately refer to as "The Wooly". It is Sheridan's largest downtown building at 50,000 sq/ft and formerly the original home of Woolworths Department Store. We also are the owners of one of the largest privately held parking lots in downtown Sheridan, currently the lot where several of our own 37 downtown teammates park.

I have been in love with Historic Downtown Sheridan since attending college as a student/ athlete at Sheridan College in 1998. It is the heart of our city and I have every reason to continue making it a destination for our local community and for the tourists who are lucky enough to experience it. I have a financial and an emotional obligation to keep it great and an obligation to work with all of the Downtown District's stakeholders and the local community to keep it great, while also keeping an eye toward the future.

We had an opportunity to move our business to a larger building with less character on the edge of town over the last two years, but instead, we committed to stay in our location to continue growing our business, our team, and the traffic and consumer spending that our employees and our customers bring to and from downtown Sheridan each day. It would be a great honor to serve the community on the DDA Board and to work with stakeholders to spring meaningful projects to life in our growing and ever-changing downtown district.

I do believe I can be a valuable asset to the newly re-formed DDA and bring some of my past experience in several fields to help our downtown continue to build toward the future. I am including a bio with this letter. I appreciate the consideration.

Sincerely-

PJ Treide - Bighorn Design Studio

PJ Treide

171 N. Main Street - Sheridan, WY. 82801 - 307.751.1923 - pj@bighorndesign.com

Education

Sheridan College - 1995 to 1996
Student/Athlete taking classes for elective credit with a focus on business.

University of Wyoming - 1997 to 1999
Double major BA in Finance and Economics.

Career Experience

Edward Jones Investments - 1999 to 2009
Investment Advisor specializing in personal investing. Developed intranet software for advisor use. Worked and lived in Fort Collins, CO; Richmond, VA; St. Louis, MO; Tempe, AZ; Toronto, Canada; and Kingman, AZ. One of Edward Jones' youngest partners. Moved to Wyoming after our first daughter was born to raise our kids in Sheridan.

Volunteers of America - 2009 to 2013
Hired to develop their fundraising and arm as the Executive Director of Development. Oversaw the fundraising of six major capital projects including The Life House Men's Treatment Center, Milestones Children's Home, Freedom Hall Veteran's Center and Penrose Place Senior Living Center in Sheridan; and Independence Hall Veteran's Center and Magic City Terrace in Billings, MT. Raised over $20M in project funding over three years for these projects and other supportive services through grant writing for federal and state funding and through private donation solicitation.

Health Link - 2013 to 2015
Hired to manage and develop a $7M Federal Grant to expose and build Wyoming, Montana and Eastern Washington's rural telehealth (video based healthcare) programs. Worked with over 150 healthcare facilities to implement telehealth based services for mental healthcare, connecting patients in rural areas to critical mental healthcare providers based in other states. Board Member of Wyoming Telehealth Association and Northwest Telehealth Association in WA.

Bighorn Design Studio - 2015 to Current
In just under five years, Bighorn Design Studio has built a global business from five employees to over fifty, and from one location to six (Sheridan, WY, Powell, WY, Cody, WY, Casper, WY, Cheyenne, WY and Butte, MT). We are creating a disruptive end-to-end solution for retail, production and manufacturing for our partners to sell their products globally, direct to consumers via various eCommerce channels. Recently named to Inc. Magazine's 5000 fastest growing companies in the US in 2019.

Community Involvement

- Board Chair - Sheridan Travel and Tourism
- Kickstart Wyoming Panel - Wyoming Business Council
- Start Up Challenge - Sheridan Panel - Casper Panel - WTBC
- Advisory Board - First Interstate Bank, Sheridan
- Board Member - Sheridan County Soccer Association
- Youth Basketball Coach

P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

CITY OF Sheridan
WYOMING

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: June 30, 2020

FROM: Mayor Roger Miller

TO: City Council

RE: Appointment of PJ Treide to the Downtown Development Authority (DDA) Board

Fellow Council Members:

I hereby recommend the appointment of PJ Treide to the Downtown Development Authority (DDA) Board for a 1-year term expiring June 30, 2021.

JAN 17 RECD

January 16, 2020

BIGHORN DESIGN STUDIO

RE: Downtown Development Authority Board Openings

Mayor Roger Miller
Sheridan City Council
Sheridan, WY

Mayor Miller,

Please accept this letter as my letter of interest to serve a three year term on the newly re-formed Downtown Development Authority for Sheridan. I am the owner of a downtown business that will have been operating for five years on March 27th, 2020. We have leased five different downtown properties in that time to house our expanding business. In a forward looking deal, on November 1, 2019, we became the owners of the building where we currently reside and which we affectionately refer to as "The Wooly". It is Sheridan's largest downtown building at 50,000 sq/ft and formerly the original home of Woolworths Department Store. We also are the owners of one of the largest privately held parking lots in downtown Sheridan, currently the lot where several of our own 37 downtown teammates park.

I have been in love with Historic Downtown Sheridan since attending college as a student/ athlete at Sheridan College in 1998. It is the heart of our city and I have every reason to continue making it a destination for our local community and for the tourists who are lucky enough to experience it. I have a financial and an emotional obligation to keep it great and an obligation to work with all of the Downtown District's stakeholders and the local community to keep it great, while also keeping an eye toward the future.

We had an opportunity to move our business to a larger building with less character on the edge of town over the last two years, but instead, we committed to stay in our location to continue growing our business, our team, and the traffic and consumer spending that our employees and our customers bring to and from downtown Sheridan each day. It would be a great honor to serve the community on the DDA Board and to work with stakeholders to spring meaningful projects to life in our growing and ever-changing downtown district.

I do believe I can be a valuable asset to the newly re-formed DDA and bring some of my past experience in several fields to help our downtown continue to build toward the future. I am including a bio with this letter. I appreciate the consideration.

Sincerely-

PJ Treide - Bighorn Design Studio

PJ Treide

171 N. Main Street - Sheridan, WY. 82801 - 307.751.1923 - pj@bighorndesign.com

Education

Sheridan College - 1995 to 1996
Student/Athlete taking classes for elective credit with a focus on business.

University of Wyoming - 1997 to 1999
Double major BA in Finance and Economics.

Career Experience

Edward Jones Investments - 1999 to 2009
Investment Advisor specializing in personal investing. Developed intranet software for advisor use. Worked and lived in Fort Collins, CO; Richmond, VA; St. Louis, MO; Tempe, AZ; Toronto, Canada; and Kingman, AZ. One of Edward Jones' youngest partners. Moved to Wyoming after our first daughter was born to raise our kids in Sheridan.

Volunteers of America - 2009 to 2013
Hired to develop their fundraising and arm as the Executive Director of Development. Oversaw the fundraising of six major capital projects including The Life House Men's Treatment Center, Milestones Children's Home, Freedom Hall Veteran's Center and Penrose Place Senior Living Center in Sheridan; and Independence Hall Veteran's Center and Magic City Terrace in Billings, MT. Raised over $20M in project funding over three years for these projects and other supportive services through grant writing for federal and state funding and through private donation solicitation.

Health Link - 2013 to 2015
Hired to manage and develop a $7M Federal Grant to expose and build Wyoming, Montana and Eastern Washington's rural telehealth (video based healthcare) programs. Worked with over 150 healthcare facilities to implement telehealth based services for mental healthcare, connecting patients in rural areas to critical mental healthcare providers based in other states. Board Member of Wyoming Telehealth Association and Northwest Telehealth Association in WA.

Bighorn Design Studio - 2015 to Current
In just under five years, Bighorn Design Studio has built a global business from five employees to over fifty, and from one location to six (Sheridan, WY, Powell, WY, Cody, WY, Casper, WY, Cheyenne, WY and Butte, MT). We are creating a disruptive end-to-end solution for retail, production and manufacturing for our partners to sell their products globally, direct to consumers via various eCommerce channels. Recently named to Inc. Magazine's 5000 fastest growing companies in the US in 2019.

Community Involvement

- Board Chair - Sheridan Travel and Tourism
- Kickstart Wyoming Panel - Wyoming Business Council
- Start Up Challenge - Sheridan Panel - Casper Panel - WTBC
- Advisory Board - First Interstate Bank, Sheridan
- Board Member - Sheridan County Soccer Association
- Youth Basketball Coach

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Executive

MEMORANDUM

Project Name:	Reappointment of Tod Windsor to the Planning Commission for a 3-year Term Expiring July 6th, 2023
From:	Bev Leichtnam, Governmental Relations Admin. Specialist
To:	Mayor and Council
CC:	
Date:	

Attachments

Tod Windsor

P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: June 26, 2020

FROM: Mayor Roger Miller

TO: City Council

RE: Re-Appointment of Tod Windsor to the Planning Commission

Fellow Council Members:

I hereby recommend the re-appointment of Tod Windsor to the City of Sheridan Planning Commission for a 3-year term expiring 6/30/23.

P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

Phone: 307.675.4202
Fax: 307.675.4270
www.Sheridanwy.net

DATE: June 26, 2020

FROM: Mayor Roger Miller

TO: City Council

RE: Re-Appointment of Tod Windsor to the Planning Commission

Fellow Council Members:

I hereby recommend the re-appointment of Tod Windsor to the City of Sheridan Planning Commission for a 3-year term expiring 6/30/23.

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Minutes of Regular Council Meeting June 15th, 2020
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

Minutes 6.15.20
Minutes

CITY OF SHERIDAN, WYOMING

MINUTES OF REGULAR COUNCIL MEETING

COUNCIL CHAMBERS **7:00 P.M.** **June 15th, 2020**

1. Mayor Roger Miller called the meeting to order at 7:00 P.M.

2. The Pledge of Allegiance to the Flag was led by Mayor Roger Miller.

3. The invocation was given by Kevin Jones with Grace Anglican Church.

4. The meeting was called to order with a quorum as follows: Mayor Roger Miller presiding with Council President Rich Bridger, Council Vice President Thayer Shafer, Councilor Jacob Martin, Councilor Aaron Linden, Councilor Clint Beaver, and Councilor Patrick Henderson. Members of staff attending included Interim City Administrator Mike Jackson, City Administrator Stuart McRae, City Treasurer Karen Burtis, Public Works Director Lane Thompson, Utilities Director Dan Roberts, City Clerk Cecilia Good, Human Resources Director Heather Doke, and various other City staff.

5. Councilor Shafer moved, seconded by Councilor Henderson to approve the agenda. Council approved the agenda: voice vote; unanimous.

6. Comments from the Public

A. John Fafoutakis – comments regarding race relations and the death of George Floyd.

B. Gregory Topp – comments regarding gatherings in relation to protests and if a permit is required.

C. Gary Campbell – Hidden Bridge PUD concerns

D. Jerry Buckley – Hidden Bridge PUD concerns

E. Matt Gomke – Hidden Bridge PUD concerns

F. Ken Muller – Hidden Bridge PUD concerns

7. Community Update

A. Pledge Local Challenge, Sheridan County Chamber of Commerce CEO Dixie Johnson

Pledge Local Challenge assists local Sheridan County businesses through Chamber Bucks.

8. Public Hearings

A. Mayor Miller opened a Public Hearing at 7:50 P.M. for Resolution #22-20, Vale Subdivision. Community Development Director Wade Sanner updated the Council on the development. There were no comments from the public. The Public Hearing was closed at 7:58P.M.

i. Councilor Bridger moved, seconded by Councilor Shafer to approve Resolution #22-20, Vale Subdivision. Council approved the motion: roll call vote: unanimous.

B. Public Hearing for Resolution #21-20, FY20 Budget Revision #2. City Treasurer Karen Burtis updated the Council on the budget revision. The public Hearing began at 7:59 pm and closed at 8:07pm. There were no comments from the public.

i. Councilor Bridger moved, seconded by Councilor Beaver to approve Resolution #21-20, FY20 Budget Revision #2. Council approved the motion; voice vote call, unanimous.

C. Public Hearing for Resolution #23-20, Adoption of the FY21 Budget. City Treasurer Karen Burtis and Interim City Administrator Mike Jackson updated the Council. The public hearing opened at 8:08pm. Public comment: Patrick Hayward: Comments regarding Kendrick Golf Course. The public hearing closed at 8:12pm.

Councilman Beaver moved, seconded by Councilor Bridger to approve Resolution #23-20, Adoption of FY21 Budget.
Councilman Beaver moved, seconded by Councilman Shafer, to amend the budget by reducing the appropriation of One Cent funds for Habitat for Humanity to zero and reallocating that money to the One Cent contingency; roll call vote on the amendment with Councilors Henderson, Linden, Martin, Shafer and Bridger voting nay. Amendment failed 5-2.

Councilman Shafer moved to amend the budget message by adding a fiscal policy freezing salaries and wages, with the exception of promotions or qualification based-raises; and that insurance costs continue at the 80% City and 20% employee share until changed by governing body, subject to quarterly review or at any time deemed by Governing body. Amendment Seconded by Councilman Beaver, roll

call vote on the amendment with Councilors Henderson, Bridger and Martin voting nay. Amendment approved, 4-3.

Councilman Linden moved that we look at cost savings from workers comp to offset insurance costs - Treasurer Burtis clarified that those cost savings have already been absorbed in the budget.

Councilman Linden withdrew his motion.

Councilman Martin moved to incorporate Council goals of creating energy efficiencies with street light management and to examine a way to use inmate labor as a cost savings into the budget; Second by Councilor Linden. Council voted on the amendment with Councilors Henderson and Bridger voting nay. Motion passed 5-2

Motion to allocate $7,500 from Forward Sheridan to One Cent contingency in the budget made by Mayor Miller. Seconded by Council Martin. Roll call vote: unanimous.

Roll call vote to approve Resolution 23-20, Adoption of FY21 Budget as amended, with Councilman Bridger voting nay. Resolution 23-20 approved.

9. Mayor Roger Miller then read aloud the consent items:
   A. Minutes of Regular Council Meeting June1st, 2020
   B. Minutes of Special Council Meeting June 8th, 2020
   C. Claims

City of Sheridan		
Claims paid on 06/16/2020		
Sum of Amount		
Vendor Name	Description	Total
A Plus Plumbers & Appliance Repair	steamer thru sewer line/insulating lines for chiller	1,920.90
Ace Hardware-Newkirk	Supplies	153.45
ACT Communications	Crime Stoppers June Monthly Fee	34.23
Advocacy & Resource Ctr	4th quarter One Cent allocation	2,500.00
Agosto, Inc.	G Suite - Subscription Term 6.3.20-7.2.20	2,792.50
AlphaGraphics of Wyoming	paper for Council minutes/Social Media May	1,370.00
Amanda Tilden	Deposit Refund/345 Smith St.	68.04
Amazon Capital Services #A33MIR27FEZN42	Stand Up Desk and Mounts/boots/supplies	391.01
American Maid	Cleaning	5,675.00
American Welding & Gas, Inc.	Parts and supplies	551.58
Andrew Fried	Reimb Fire Inspector I Renewal Inv 100872999	347.90
Andrew W Lindberg	Reimb running shoes for ALindberg	96.56
Asphalt Drum Mixers, Inc.	refractory board - hot plant	199.91
Atlantic Roofing	Southeast booster roof repair	6,200.00
Automation & Electronics, Inc.	Scada Cyber Attack	1,766.95
Axis Forensic Toxicology, Inc	Lab results - 20P003171	308.00
B&B Leasing Company	Copier Leases	310.51
Barbara Hawkins & Jeanne Guinn	Deposit Refund/628 Gladstone St.	76.42
Big Horn Sanitation	portable toilets for park areas	79.60
Black Tooth Brewing Company, LLC	Refund FA-CPR Classes Jesse Woods-Ruth Martin	110.00
Bloedorn Lumber	plywood - salt shed - csc	29.71
Bluemel Plumbing & Heating	service call at KGC for general repairs	867.25
Bob Brotherton	Balance Refund/327 S. Tschirgi St.	9.61
Brian's Boot & Shoe	Boots	320.00
Burns & McDonnell	Cost Analysis Reports for PAYT - Conference Calls	1,406.50
Bustech, Inc	computer cables	11.95

Carquest Auto Parts	Parts and supplies	1,552.94
Central Wyoming College	college classes and book	714.95
Chemtrade Chemicals US LLC	truckload of Alum-Sulfate / SWTP	6,825.32
Child Development Center	4th quarter One Cent allocation	1,875.00
Christi Miller	Balance Refund/222 W. Loucks St.	70.69
City Dwellings	Balance Refund/1463 Woodworth St.	8.50
Coca-Cola Bottling Company High Country	UM pallet of water	347.20
Colter Mouw	Deposit Refund/453 N Custer St.	45.96
Compass - Center for Families	4th quarter One Cent allocation	2,500.00
County Trash	Reduction to Revenue 1320 Victoria St. - J Buttler	295.88
County Trash, LLC	Biweekly Dumpter Pick-up BGWTP	110.00
CPU IIT	Sonic Wall security Bundle and 1 yr subscription	649.00
Craftco Metals Services Inc	repair bent skid steer fork, pump shaft	678.73
Crescent Electric	Mini Lamp,conduit/fuses	378.81
CS Consulting	Confine Space Rescue Equipment for station	917.45
DeBolt Consulting	Monthly Service Agreement, May	300.00
Dennis Lockard	Plan Review Services February to May 2020	1,519.00
Dixie State University	Phone Exam and USB Report - 20P002095	350.00
Dixon Land Management and Consulting Inc	mowing City green spaces	2,300.00
Dog and Cat Shelter	4th quarter One Cent allocation	12,500.00
Doug Carlton	Balance Refund/2313 Pheasant Draw Rd.	11.25
Doug Rideout	Newcastle MIni Conference Per Diem Reimbursmt	127.50
Dowl	Main St-Right Sizing Conceptual Design/E 5th Corridor	1,821.25
Downtown Sheridan Assoc	4th quarter One Cent allocation	6,250.00
DXP Enterprises, Inc.	Annual servicing of Mako Air Compressor at station/annual flow test	2,046.20
EMH Pro Cleaning	Janitorial and Sanitizing - May 2020	1,650.00
Employ, LLC	Temporary Labor	8,581.57
Engineering Associates	5th St Sewer Creek Crossing-Design/BGWTP Utilidor-Design & Bidding	21,088.25
EZ Flex Sports Mats	18` X 29` X 1 5/8` wrestling mat, cleaner and mop	2,732.60
Falcon Environmental Corporation	Retaining rings	33.00
Farmers Co-op Oil Co.	Fuel for May 2020	24,646.50
Fastenal Company	Parts and supplies	1,800.49
First Interstate Bank - Mastercard	Credit Card Charges for May 2020	19,314.57
Fletcher Construction Co	boom truck rental for cemetery pump work	210.00
Foot of the Bighorns	Running shoes for GLegler Inv 72613	110.00
Garrett & Company Inc.	engineered wood surfacing	3,900.00
Vendor Name	Description	Total
Grainger, Inc.	Shirts/soil moisture tester	614.12
Granite Peak Pump Service	work on cemetery pump system	584.76
Green Carpet Sod Co	sod for cemetery	222.00
Greg Loftus	Deposit Refund/428 Kingfisher Ave.	32.60
Gregory A Luhman	Reimb leatherman for GLuhman Inv 6444264	17.99
Habitat for Humanity	4th quarter One Cent allocation	2,500.00
Hach Company	Chlorine Free Reagents (2 Pkg of 100)	45.38
Harold Cox	Open Container Permit Refund	50.00
Hawkins Inc	process chemical	4,762.07
Heather Blakemann	Deposit Refund/522 W Burkitt St.	15.51
High Land Inc.	Replace 3 quarter backflow	319.53
Homer R Scott	Balance Refund/1127 Cross Creek Ct.	193.24
iBEAM Construction Cameras	Hillslides Project-Misc#5317	222.90

J S Machine and Welding	Manufacture stainless steel aerator shafts	1,950.00
J5 Plumbing & Heating Inc	Band shell water meter installation	471.92
Jill Moriarty	Deposit Refund/595 Wyoming Ave.	24.52
John Deere Financial #1111308145	stall mats & supplies	417.04
John H Addlesperger	Balance Refund/1746 Weeping Willow Ln.	5.00
John Masters	Balance Refund/1845 Frackleton St.	55.51
John T Banks	two honorariums for public arts sculptures	2,000.00
Jonathan P Syring	Reimb helmet liner JSyring Inv E1968273	9.45
Kayla Laramore	Deposit Refund/1218 S Sheridan Ave.	8.50
Kilpatrick Creations Inc.	Clothing for Firemen Inv 187167	1,318.75
Klay Condos	Reimb running shoes for Condos	17.00
Knecht Home Center	brown versa lok	155.28
Knife River	greens sand, truck time, fuel charges	3,193.24
Kois Brothers Equipment, Co.	air cylinder unit 3.38 landfill roller/belt assembly /filter	2,528.19
KXK Construction	Scott, Loucks, Brundage, Sugarland Drive - st	3,700.00
Landon's Greenhouse & Nursery, Inc.	Bulk organic compost, flowers, fertilizer, trees	15,111.20
LJS Concrete & Excavating LLC	WTP Hypochlorite Tank Replacement #4553	2,090.00
Marci Buckley	Balance Refund/1130 S. Thurmond St.	26.78
Margaret Fletcher	Balance Refund/117 Johnson St.	50.02
Marlene Schmidt	Deposit Refund/1155 N Main St.	8.55
Master's Touch	painting of wall around new water cooler	125.00
MC2 Engineering	WDT Reconstruction Project- #4725	385.00
Medicine Train. LLC	Balance Refund/1375 Ridgeway Ave.	56.91
Megan Perkins	Deposit Refund/247 W Burkitt St.	30.55
Memorial Hospital of Sheridan County	Pharmacy supplies for ambulances P4557 Inv 4002	111.88
Mia Mikesell	Refund/354 W Heald St.	24.73
Michael Vigil	Deposit Refund/1220 Val Vista St.	65.40
Midland Implement Co Inc	toro nozzle	108.00
Midwest Laboratories, Inc.	Compost Testing	1,201.00
Mike Chavez	Deposit Refund/143 W Colorado St.	42.93
Motorola Solutions, Inc.	Remote Unix to Windows Server Migration	14,060.00
MTH Properties, LLC	Balance Refund/917 Illinois St.	5.61
Mullinax Concrete Service & Irrigation	coupling for cemetery pump, soil and gravel/rock for asphalt	37,373.86
Nalco Company	Polymer- SWTP	388.30
Napa Auto Parts	Parts and supplies	1,200.28
Nathan Petron	Deposit Refund/1264 Rosewood Ct.	57.04
Nicole Opitz	Deposit Refund/327 S. Tschirgi	48.55
Norco, Inc	Uniforms and supplies	1,589.18
North Main Association	4th quarter One Cent allocation	6,250.00
O'Dell Construction	Overpayment Refund/Building Permit	8,971.34
Office Shop Inc	contract and overage for 4/25-5/24/20 engineering	314.91
Office Shop Leasing	Lease Payments	182.11
Only Co., LLC	City Council Video Work - May 2020	1,500.00
Pace Analytical Services, LLC	Bac T, Haloacetic, Alum Crystal testing	1,655.00
Pavement Markings LLC	Restripe parking at Kendrick Park area	2,032.50
Pepsi of Gillette/Sheridan	water - st	267.00
Peterson Pacific Corporation,	Belt Chain and Teeth for Grinder 4-76	1,028.70
Plains Tire & Battery	Tires and repairs	1,815.72
Powder River Heating & Air Conditioning, Inc	Labor for service for Furnace at BGWTP/Heater for SWTP	4,406.00
Powder River Power Co	Parts and supplies	1,822.28
Proforce Law Enforcement	Patriot Factory Constable Rifles	14,536.08

Prothman	Interim CA Salary/CA Recruitment	6,929.69
Public Safety Center, Inc.	disposable exam gloves and rifle boxes for evidenc	369.19
Regan Haswell	Balance Refund/2151 Skyview West Dr.	32.85
Respond First Aid Systems of Wyoming	UM first aid restock	40.66
Vendor Name	Description	Total
Rhonda M Gould	Sewed stripes on shirt for Waugh	12.50
Ridgepoint Consulting, LLC	KROE Lane Project Design & CA/R&O Pro Serv/E Downtown Waterline	11,260.00
Rock-N-Rescue	Replace rescue equipment for station	323.43
Rosenbauer South Dakota, LLC.	Replace rub rail for E2 CBrutlag	119.60
Safe Rescue, LLC	DragNLife Harness-tripod arizona vortex hobble str	981.00
Sarah Mountain	Balance Refund/424 S. 2nd St.	167.86
SCS Engineers	Tipping Fee Study - May 2020	6,124.80
Secretary of State	Notary Fees - Wilson and Nelson	60.00
Secure Shred	Shredding - 5/14/20	137.34
Senior Citizens Council	4th quarter One Cent allocation	20,000.00
Servall Uniform & Linen Supply	Rug cleaning	353.80
Shaunessey Reeves	Cleaning	1,050.00
Sheridan Commercial Co.	Parts and supplies	2,060.56
Sheridan Community Land Trust	4th quarter One Cent allocation	3,750.00
Sheridan County Chamber of Commerce	4th quarter One Cent allocation	6,250.00
Sheridan County Conservation District	4th quarter One Cent allocation	2,690.00
Sheridan County Historical Society and Museum	4th quarter One Cent allocation	3,750.00
Sheridan County Juvenile Justice	4th quarter One Cent allocation	27,500.00
Sheridan County Treasurer	repair and equipment purchases for goose creek	3,467.67
Sheridan Econ-O-Wash	laundry services	130.00
Sheridan Electric LLC	Labor to Disconnect Glass Crusher/Repairs/pathway lighting	4,620.00
Sheridan Health Center	4th quarter One Cent allocation	5,000.00
Sheridan Lock & Key	1 deadbolt and 5 keys for parks building	15.00
Sheridan Motor Inc	filter, battery, oil changes, lube, pads & rotors	2,654.86
Sheridan Newspapers Inc	Ads	4,951.77
Sherwin Williams	paint for park office	104.84
Signature Equipment Corp.	suction elbow wear black unit 4.90 st	1,349.99
Source Office & Technology	Ink, lens cleaner	93.76
Sterling Computer Corporation	Chromebox for training room/PC's and Monitors for Parks	1,942.00
Steven Rassmussen	Balance Refund/559 1/2 Coffeen Ave	60.91
Sugarland Estates	Balance Refunds	3,881.77
Superior Signals Inc.	mini bar amber - split parks and weed and pest	513.42
Swagit Productions, LLC	Video Recording Svcs - May 2020	1,295.00
Tanios Seghali	Deposit Refund/819 Emerson St.	90.00
Thatcher Company	Soda Ash	9,360.00
Thomas J Klepperich	Municipal Court Judge Billing, May 2020	1,300.00
Tim Koble	Refund/2028 Bungalow Village Ln.	209.07
Tire Rama	Tires and repairs	1,996.48
Titan Machinery Inc.	seat belt kit unit 4.48 recycle/May/June Rental Roller	2,497.86
Todd & Becky Olson	Balance Refund/939 W 10th St.	33.96
Tongue River Stone Inc.	48.76 tons chips - st	1,072.72
Top Office Products Inc	Copy charges	258.32
Tri State Truck & Equipment, Inc	rubber spring unit 3.38 landfill	1,505.00
Trihydro Corporation	Hillslides Project-Misc#5317	167.00
TW Enterprises, Inc	Replace control panel on Fire Training Trailer CB	616.84

Visionary Communications	Internet at BGWTP and Intake	399.10
VRM, Inc.	Repairs	5,394.20
Weed Warriors	mow and trim woodland park - flemming - flood	395.00
Will & Danielle Nichols	Balance Refund/375 Adkins Ave.	5.00
Winsupply of Sheridan Wy Co	Parts and supplies	1,616.62
WYCore, LLC	Balance Refund/1943 Edwards Dr. #B	33.94
Wyoming Assoc Rural Water	Newcastle mini- conference	209.00
Wyoming Machinery Co	Alternator for Small Loader/Filters/cartridge for dozer	932.01
Wyoming Rents	saw blades, fuel jug, rental	85.00
Yonkee & Toner, LLP	Firefighter Arbitration Expenses	500.00
Zach McLain	Reimb running shoes for ZMcLain Inv 7465845	105.95
Zach Stewart	Deposit Refund/753 S. Sheridan Ave.	33.18
Zowada Plumbing & Heating Inc	City Hall Boiler Replacement #4760	35,601.25
Zowada Recycling & Steel, LLC	flat iron for hot plant/3/8 plate hot plant	147.16
Grand Total		488,846.03
City of Sheridan		
Regular Payroll paid on 06/05/2020		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 06.05.20	360
Aflac	Regular Payroll 06.05.20	1,355.91
Blue Cross Blue Shield of Wyoming	Regular Payroll 06.05.20	86,824.76
Circuit Court of Sheridan	Regular Payroll 06.05.20	317.52
CITCO FCU	Regular Payroll 06.05.20	2,795.13
Delta Dental of Wyoming	Regular Payroll 06.05.20	13,090.00
First Federal Savings Bank	Regular Payroll 06.05.20	9,712.84
First Northern Bank of Wyoming	Regular Payroll 06.05.20	208.34
HealthEquity, Inc.	Regular Payroll 06.05.20	2,691.80
Idaho Child Support Receipting	Regular Payroll 06.05.20	11.54
IRS 941	Regular Payroll 06.05.20	70,519.93
LegalShield	Regular Payroll 06.05.20	30.9
LOCAL 276, IAFF	Regular Payroll 06.05.20	800
Minnesota Child Support Payment Cent	Regular Payroll 06.05.20	203.5
Nationwide	Regular Payroll 06.05.20	34.28
Office of Child Support Enforcement (S	Regular Payroll 06.05.20	185.54
Optum Bank, Inc.	Regular Payroll 06.05.20	647.93
Orchard Trust	Regular Payroll 06.05.20	3,922.96
Police Protective Assoc.	Regular Payroll 06.05.20	60
Security State Bank	Regular Payroll 06.05.20	572.93
Sunlight Federal Credit Union	Regular Payroll 06.05.20	1,792.52
Vantagepoint Transfer Agents 300698	Regular Payroll 06.05.20	7,715.75
VSP	Regular Payroll 06.05.20	1,142.41
Workers' Safety &	Regular Payroll 06.05.20	5,007.65
Wyo Educator's Benefit Trust	Regular Payroll 06.05.20	1,170.88
Wyoming Retirement System	Regular Payroll 06.05.20	65,874.28
Wyoming State Disbursement Unit	Regular Payroll 06.05.20	857.24
Grand Total		277,906.54
Sum of Amount		
Vendor Name	Description	Total
Nicole Hamilton	ACH return	30
Grand Total		30
Sum of Amount		

Vendor Name	Description	Total
CenturyLink Communications, LLC	SCADA Lines and Extensions	793.24
Montana Dakota Utilities	Numerous Electric Bills	15,576.67
ProPet Distributors, Inc.	Litter pickup bags/redo lost check 13403	3,351.00

Councilor Beaver moved, seconded by Councilor martin for the approval of the consent agenda. Council approved the motion for approval of the consent agenda: voice vote; unanimous.

10. Staff Update

A. The New City Administrator, Stuart McRae, was introduced to Council.

B. City Treasurer Karen Burtis provided a Sales and Use Tax update.

Old Business:

11. City Attorney Brendon Kerns updated Council on the third and final reading of Ordinance #2217, Removing Unused Sections of City Code. Motion to approve Ordinance #2217 on third Reading was made by Councilman Martin, seconded by Councilman Shafer, roll call vote: unanimous.

New Business:

12. City Attorney Brendon Kerns updated the Council on the One Cent Agreement with Sheridan County for the Impact Sheridan Program. Motion to approve the One Cent Agreement with Impact Sheridan and to grant authority to Mayor to execute contract was made by Councilman Bridger. Motion seconded by Councilman Martin, voice vote, 5-1, with Mayor Miller voting Nay. Councilman Beaver recused himself from voting.

13. City Utility Director Dan Roberts updated the Council on Resolution 14-20, Establishing Utility Rates for Sewer Service. Motion to approve Resolution 14-20 was made by Councilman Linden, seconded by Councilman Beaver, voice vote: unanimous.

14. City Utility Director Dan Roberts updated the Council on Resolution 15-20, Establishing Solid Waste Collection and Disposal Rates. Motion to approve Resolution 15-20 was made by Councilman Shafer, seconded by Councilman Martin, voice vote: unanimous.

15. City Utility Director Dan Roberts updated the Council on the Professional Services Contract with Burns and McDonnel for the Final Design and Bidding of the Landfill's T6/T7/T8 Cell Closure. Motion to approve the agreement was made by Councilman Shafer, seconded by Councilman Martin, voice vote: unanimous.

16. City Human Resources Director updated the Council on the agreement with Interim City Administrator Mike Jackson. Motion to approve the agreement was made by Councilman Beaver, seconded by Councilman Martin, voice vote: unanimous.

17. City Attorney Brendon Kerns updated the Council on the agreement with Sheridan County School District #2 for the Creation of the Sheridan Recreation District. This contract adopts prior amendments into one five year contract. Motion to amend contract to reflect that the City representative term on the Board be made from January-December was made by Councilman Shafer, seconded by Council Beaver; voice vote unanimous. Motion to approve the agreement with amendment was made by Councilman Shafer, seconded by Councilman Martin, voice vote: unanimous.

18. City Attorney Brendon Kerns updated the Council on Emergency Ordinance #2222, Alcohol Delivery. Motion to approve the agreement was made by Councilman Linden, seconded by Councilman Shafer, with Councilman Beaver, Martin and Mayor Miller voting nay. Ordinance #2222 passed 4-3.

19. Council Comments and Requests for Future Agenda Items.

A. Council discussed reviewing Chapter Four of City Code (Alcohol Ordinances).
B. Councilor Shafer stated that a Tree board meeting will be held July 2, at the City Arboretum.
C. Mayor Miller contacted Governor Gordon regarding COVID status and accuracy of dashboard at Department of Health website.
D. The Mayor has received emails regarding our response to protests in the community.

20. Councilor Shafer made a motion, seconded by Councilor Martin to enter into executive session.

Returning from Executive Session, Councilor Shafer moved, seconded by Councilor Martin, to rescind the last offer made by the City of Sheridan to IAFF Local #276 and make an offer to IAFF Local #276 including no wage increases and an 80/20 percent split on health insurance. Council approved the motion; voice vote: unanimous.

21. Upon conclusion of the discussion, Councilor Shafer moved, seconded by Councilor Martin to adjourn the meeting. Council approved the motion; voice vote: unanimous. Council adjourned the meeting at 11:15 P.M.

APPROVED:

_____

Roger Miller, Mayor

ATTEST:

_____

City Clerk, Cecilia Good

CITY OF SHERIDAN, WYOMING

MINUTES OF REGULAR COUNCIL MEETING

COUNCIL CHAMBERS **7:00 P.M.** **June 15th, 2020**

1. Mayor Roger Miller called the meeting to order at 7:00 P.M.

2. The Pledge of Allegiance to the Flag was led by Mayor Roger Miller.

3. The invocation was given by Kevin Jones with Grace Anglican Church.

4. The meeting was called to order with a quorum as follows: Mayor Roger Miller presiding with Council President Rich Bridger, Council Vice President Thayer Shafer, Councilor Jacob Martin, Councilor Aaron Linden, Councilor Clint Beaver, and Councilor Patrick Henderson. Members of staff attending included Interim City Administrator Mike Jackson, City Administrator Stuart McRae, City Treasurer Karen Burtis, Public Works Director Lane Thompson, Utilities Director Dan Roberts, City Clerk Cecilia Good, Human Resources Director Heather Doke, and various other City staff.

5. Councilor Shafer moved, seconded by Councilor Henderson to approve the agenda. Council approved the agenda: voice vote; unanimous.

6. Comments from the Public

A. John Fafoutakis – comments regarding race relations and the death of George Floyd.

B. Gregory Topp – comments regarding gatherings in relation to protests and if a permit is required.

C. Gary Campbell – Hidden Bridge PUD concerns

D. Jerry Buckley – Hidden Bridge PUD concerns

E. Matt Gomke – Hidden Bridge PUD concerns

F. Ken Muller – Hidden Bridge PUD concerns

7. Community Update

A. Pledge Local Challenge, Sheridan County Chamber of Commerce CEO Dixie Johnson

Pledge Local Challenge assists local Sheridan County businesses through Chamber Bucks.

8. Public Hearings

A. Mayor Miller opened a Public Hearing at 7:50 P.M. for Resolution #22-20, Vale Subdivision. Community Development Director Wade Sanner updated the Council on the development. There were no comments from the public. The Public Hearing was closed at 7:58P.M.

i. Councilor Bridger moved, seconded by Councilor Shafer to approve Resolution #22-20, Vale Subdivision. Council approved the motion: roll call vote: unanimous.

B. Public Hearing for Resolution #21-20, FY20 Budget Revision #2. City Treasurer Karen Burtis updated the Council on the budget revision. The public Hearing began at 7:59 pm and closed at 8:07pm. There were no comments from the public.

i. Councilor Bridger moved, seconded by Councilor Beaver to approve Resolution #21-20, FY20 Budget Revision #2. Council approved the motion; voice vote call, unanimous.

C. Public Hearing for Resolution #23-20, Adoption of the FY21 Budget. City Treasurer Karen Burtis and Interim City Administrator Mike Jackson updated the Council. The public hearing opened at 8:08pm. Public comment: Patrick Hayward: Comments regarding Kendrick Golf Course. The public hearing closed at 8:12pm.

Councilman Beaver moved, seconded by Councilor Bridger to approve Resolution #23-20, Adoption of FY21 Budget.
Councilman Beaver moved, seconded by Councilman Shafer, to amend the budget by reducing the appropriation of One Cent funds for Habitat for Humanity to zero and reallocating that money to the One Cent contingency; roll call vote on the amendment with Councilors Henderson, Linden, Martin, Shafer and Bridger voting nay. Amendment failed 5-2.

Councilman Shafer moved to amend the budget message by adding a fiscal policy freezing salaries and wages, with the exception of promotions or qualification based-raises; and that insurance costs continue at the 80% City and 20% employee share until changed by governing body, subject to quarterly review or at any time deemed by Governing body. Amendment Seconded by Councilman Beaver, roll

call vote on the amendment with Councilors Henderson, Bridger and Martin voting nay. Amendment approved, 4-3.

Councilman Linden moved that we look at cost savings from workers comp to offset insurance costs - Treasurer Burtis clarified that those cost savings have already been absorbed in the budget.

Councilman Linden withdrew his motion.

Councilman Martin moved to incorporate Council goals of creating energy efficiencies with street light management and to examine a way to use inmate labor as a cost savings into the budget; Second by Councilor Linden. Council voted on the amendment with Councilors Henderson and Bridger voting nay. Motion passed 5-2

Motion to allocate $7,500 from Forward Sheridan to One Cent contingency in the budget made by Mayor Miller. Seconded by Council Martin. Roll call vote: unanimous.

Roll call vote to approve Resolution 23-20, Adoption of FY21 Budget as amended, with Councilman Bridger voting nay. Resolution 23-20 approved.

9. Mayor Roger Miller then read aloud the consent items:
   A. Minutes of Regular Council Meeting June1st, 2020
   B. Minutes of Special Council Meeting June 8th, 2020
   C. Claims

City of Sheridan		
Claims paid on 06/16/2020		
Sum of Amount		
Vendor Name	Description	Total
A Plus Plumbers & Appliance Repair	steamer thru sewer line/insulating lines for chiller	1,920.90
Ace Hardware-Newkirk	Supplies	153.45
ACT Communications	Crime Stoppers June Monthly Fee	34.23
Advocacy & Resource Ctr	4th quarter One Cent allocation	2,500.00
Agosto, Inc.	G Suite - Subscription Term 6.3.20-7.2.20	2,792.50
AlphaGraphics of Wyoming	paper for Council minutes/Social Media May	1,370.00
Amanda Tilden	Deposit Refund/345 Smith St.	68.04
Amazon Capital Services #A33MIR27FEZN42	Stand Up Desk and Mounts/boots/supplies	391.01
American Maid	Cleaning	5,675.00
American Welding & Gas, Inc.	Parts and supplies	551.58
Andrew Fried	Reimb Fire Inspector I Renewal Inv 100872999	347.90
Andrew W Lindberg	Reimb running shoes for ALindberg	96.56
Asphalt Drum Mixers, Inc.	refractory board - hot plant	199.91
Atlantic Roofing	Southeast booster roof repair	6,200.00
Automation & Electronics, Inc.	Scada Cyber Attack	1,766.95
Axis Forensic Toxicology, Inc	Lab results - 20P003171	308.00
B&B Leasing Company	Copier Leases	310.51
Barbara Hawkins & Jeanne Guinn	Deposit Refund/628 Gladstone St.	76.42
Big Horn Sanitation	portable toilets for park areas	79.60
Black Tooth Brewing Company, LLC	Refund FA-CPR Classes Jesse Woods-Ruth Martin	110.00
Bloedorn Lumber	plywood - salt shed - csc	29.71
Bluemel Plumbing & Heating	service call at KGC for general repairs	867.25
Bob Brotherton	Balance Refund/327 S. Tschirgi St.	9.61
Brian's Boot & Shoe	Boots	320.00
Burns & McDonnell	Cost Analysis Reports for PAYT - Conference Calls	1,406.50
Bustech, Inc	computer cables	11.95

Carquest Auto Parts	Parts and supplies	1,552.94
Central Wyoming College	college classes and book	714.95
Chemtrade Chemicals US LLC	truckload of Alum-Sulfate / SWTP	6,825.32
Child Development Center	4th quarter One Cent allocation	1,875.00
Christi Miller	Balance Refund/222 W. Loucks St.	70.69
City Dwellings	Balance Refund/1463 Woodworth St.	8.50
Coca-Cola Bottling Company High Country	UM pallet of water	347.20
Colter Mouw	Deposit Refund/453 N Custer St.	45.96
Compass - Center for Families	4th quarter One Cent allocation	2,500.00
County Trash	Reduction to Revenue 1320 Victoria St. - J Buttler	295.88
County Trash, LLC	Biweekly Dumpter Pick-up BGWTP	110.00
CPU IIT	Sonic Wall security Bundle and 1 yr subscription	649.00
Craftco Metals Services Inc	repair bent skid steer fork, pump shaft	678.73
Crescent Electric	Mini Lamp,conduit/fuses	378.81
CS Consulting	Confine Space Rescue Equipment for station	917.45
DeBolt Consulting	Monthly Service Agreement, May	300.00
Dennis Lockard	Plan Review Services February to May 2020	1,519.00
Dixie State University	Phone Exam and USB Report - 20P002095	350.00
Dixon Land Management and Consulting Inc	mowing City green spaces	2,300.00
Dog and Cat Shelter	4th quarter One Cent allocation	12,500.00
Doug Carlton	Balance Refund/2313 Pheasant Draw Rd.	11.25
Doug Rideout	Newcastle MIni Conference Per Diem Reimbursmt	127.50
Dowl	Main St-Right Sizing Conceptual Design/E 5th Corridor	1,821.25
Downtown Sheridan Assoc	4th quarter One Cent allocation	6,250.00
DXP Enterprises, Inc.	Annual servicing of Mako Air Compressor at station/annual flow test	2,046.20
EMH Pro Cleaning	Janitorial and Sanitizing - May 2020	1,650.00
Employ, LLC	Temporary Labor	8,581.57
Engineering Associates	5th St Sewer Creek Crossing-Design/BGWTP Utilidor-Design & Bidding	21,088.25
EZ Flex Sports Mats	18` X 29` X 1 5/8` wrestling mat, cleaner and mop	2,732.60
Falcon Environmental Corporation	Retaining rings	33.00
Farmers Co-op Oil Co.	Fuel for May 2020	24,646.50
Fastenal Company	Parts and supplies	1,800.49
First Interstate Bank - Mastercard	Credit Card Charges for May 2020	19,314.57
Fletcher Construction Co	boom truck rental for cemetery pump work	210.00
Foot of the Bighorns	Running shoes for GLegler Inv 72613	110.00
Garrett & Company Inc.	engineered wood surfacing	3,900.00
Vendor Name	Description	Total
Grainger, Inc.	Shirts/soil moisture tester	614.12
Granite Peak Pump Service	work on cemetery pump system	584.76
Green Carpet Sod Co	sod for cemetery	222.00
Greg Loftus	Deposit Refund/428 Kingfisher Ave.	32.60
Gregory A Luhman	Reimb leatherman for GLuhman Inv 6444264	17.99
Habitat for Humanity	4th quarter One Cent allocation	2,500.00
Hach Company	Chlorine Free Reagents (2 Pkg of 100)	45.38
Harold Cox	Open Container Permit Refund	50.00
Hawkins Inc	process chemical	4,762.07
Heather Blakemann	Deposit Refund/522 W Burkitt St.	15.51
High Land Inc.	Replace 3 quarter backflow	319.53
Homer R Scott	Balance Refund/1127 Cross Creek Ct.	193.24
iBEAM Construction Cameras	Hillslides Project-Misc#5317	222.90

J S Machine and Welding	Manufacture stainless steel aerator shafts	1,950.00
J5 Plumbing & Heating Inc	Band shell water meter installation	471.92
Jill Moriarty	Deposit Refund/595 Wyoming Ave.	24.52
John Deere Financial #1111308145	stall mats & supplies	417.04
John H Addlesperger	Balance Refund/1746 Weeping Willow Ln.	5.00
John Masters	Balance Refund/1845 Frackleton St.	55.51
John T Banks	two honorariums for public arts sculptures	2,000.00
Jonathan P Syring	Reimb helmet liner JSyring Inv E1968273	9.45
Kayla Laramore	Deposit Refund/1218 S Sheridan Ave.	8.50
Kilpatrick Creations Inc.	Clothing for Firemen Inv 187167	1,318.75
Klay Condos	Reimb running shoes for Condos	17.00
Knecht Home Center	brown versa lok	155.28
Knife River	greens sand, truck time, fuel charges	3,193.24
Kois Brothers Equipment, Co.	air cylinder unit 3.38 landfill roller/belt assembly /filter	2,528.19
KXK Construction	Scott, Loucks, Brundage, Sugarland Drive - st	3,700.00
Landon's Greenhouse & Nursery, Inc.	Bulk organic compost, flowers, fertilizer, trees	15,111.20
LJS Concrete & Excavating LLC	WTP Hypochlorite Tank Replacement #4553	2,090.00
Marci Buckley	Balance Refund/1130 S. Thurmond St.	26.78
Margaret Fletcher	Balance Refund/117 Johnson St.	50.02
Marlene Schmidt	Deposit Refund/1155 N Main St.	8.55
Master's Touch	painting of wall around new water cooler	125.00
MC2 Engineering	WDT Reconstruction Project- #4725	385.00
Medicine Train. LLC	Balance Refund/1375 Ridgeway Ave.	56.91
Megan Perkins	Deposit Refund/247 W Burkitt St.	30.55
Memorial Hospital of Sheridan County	Pharmacy supplies for ambulances P4557 Inv 4002	111.88
Mia Mikesell	Refund/354 W Heald St.	24.73
Michael Vigil	Deposit Refund/1220 Val Vista St.	65.40
Midland Implement Co Inc	toro nozzle	108.00
Midwest Laboratories, Inc.	Compost Testing	1,201.00
Mike Chavez	Deposit Refund/143 W Colorado St.	42.93
Motorola Solutions, Inc.	Remote Unix to Windows Server Migration	14,060.00
MTH Properties, LLC	Balance Refund/917 Illinois St.	5.61
Mullinax Concrete Service & Irrigation	coupling for cemetery pump, soil and gravel/rock for asphalt	37,373.86
Nalco Company	Polymer- SWTP	388.30
Napa Auto Parts	Parts and supplies	1,200.28
Nathan Petron	Deposit Refund/1264 Rosewood Ct.	57.04
Nicole Opitz	Deposit Refund/327 S. Tschirgi	48.55
Norco, Inc	Uniforms and supplies	1,589.18
North Main Association	4th quarter One Cent allocation	6,250.00
O'Dell Construction	Overpayment Refund/Building Permit	8,971.34
Office Shop Inc	contract and overage for 4/25-5/24/20 engineering	314.91
Office Shop Leasing	Lease Payments	182.11
Only Co., LLC	City Council Video Work - May 2020	1,500.00
Pace Analytical Services, LLC	Bac T, Haloacetic, Alum Crystal testing	1,655.00
Pavement Markings LLC	Restripe parking at Kendrick Park area	2,032.50
Pepsi of Gillette/Sheridan	water - st	267.00
Peterson Pacific Corporation,	Belt Chain and Teeth for Grinder 4-76	1,028.70
Plains Tire & Battery	Tires and repairs	1,815.72
Powder River Heating & Air Conditioning, Inc	Labor for service for Furnace at BGWTP/Heater for SWTP	4,406.00
Powder River Power Co	Parts and supplies	1,822.28
Proforce Law Enforcement	Patriot Factory Constable Rifles	14,536.08

Prothman	Interim CA Salary/CA Recruitment	6,929.69
Public Safety Center, Inc.	disposable exam gloves and rifle boxes for evidenc	369.19
Regan Haswell	Balance Refund/2151 Skyview West Dr.	32.85
Respond First Aid Systems of Wyoming	UM first aid restock	40.66
Vendor Name	Description	Total
Rhonda M Gould	Sewed stripes on shirt for Waugh	12.50
Ridgepoint Consulting, LLC	KROE Lane Project Design & CA/R&O Pro Serv/E Downtown Waterline	11,260.00
Rock-N-Rescue	Replace rescue equipment for station	323.43
Rosenbauer South Dakota, LLC.	Replace rub rail for E2 CBrutlag	119.60
Safe Rescue, LLC	DragNLife Harness-tripod arizona vortex hobble str	981.00
Sarah Mountain	Balance Refund/424 S. 2nd St.	167.86
SCS Engineers	Tipping Fee Study - May 2020	6,124.80
Secretary of State	Notary Fees - Wilson and Nelson	60.00
Secure Shred	Shredding - 5/14/20	137.34
Senior Citizens Council	4th quarter One Cent allocation	20,000.00
Servall Uniform & Linen Supply	Rug cleaning	353.80
Shaunessey Reeves	Cleaning	1,050.00
Sheridan Commercial Co.	Parts and supplies	2,060.56
Sheridan Community Land Trust	4th quarter One Cent allocation	3,750.00
Sheridan County Chamber of Commerce	4th quarter One Cent allocation	6,250.00
Sheridan County Conservation District	4th quarter One Cent allocation	2,690.00
Sheridan County Historical Society and Museum	4th quarter One Cent allocation	3,750.00
Sheridan County Juvenile Justice	4th quarter One Cent allocation	27,500.00
Sheridan County Treasurer	repair and equipment purchases for goose creek	3,467.67
Sheridan Econ-O-Wash	laundry services	130.00
Sheridan Electric LLC	Labor to Disconnect Glass Crusher/Repairs/pathway lighting	4,620.00
Sheridan Health Center	4th quarter One Cent allocation	5,000.00
Sheridan Lock & Key	1 deadbolt and 5 keys for parks building	15.00
Sheridan Motor Inc	filter, battery, oil changes, lube, pads & rotors	2,654.86
Sheridan Newspapers Inc	Ads	4,951.77
Sherwin Williams	paint for park office	104.84
Signature Equipment Corp.	suction elbow wear black unit 4.90 st	1,349.99
Source Office & Technology	Ink, lens cleaner	93.76
Sterling Computer Corporation	Chromebox for training room/PC's and Monitors for Parks	1,942.00
Steven Rassmussen	Balance Refund/559 1/2 Coffeen Ave	60.91
Sugarland Estates	Balance Refunds	3,881.77
Superior Signals Inc.	mini bar amber - split parks and weed and pest	513.42
Swagit Productions, LLC	Video Recording Svcs - May 2020	1,295.00
Tanios Seghali	Deposit Refund/819 Emerson St.	90.00
Thatcher Company	Soda Ash	9,360.00
Thomas J Klepperich	Municipal Court Judge Billing, May 2020	1,300.00
Tim Koble	Refund/2028 Bungalow Village Ln.	209.07
Tire Rama	Tires and repairs	1,996.48
Titan Machinery Inc.	seat belt kit unit 4.48 recycle/May/June Rental Roller	2,497.86
Todd & Becky Olson	Balance Refund/939 W 10th St.	33.96
Tongue River Stone Inc.	48.76 tons chips - st	1,072.72
Top Office Products Inc	Copy charges	258.32
Tri State Truck & Equipment, Inc	rubber spring unit 3.38 landfill	1,505.00
Trihydro Corporation	Hillslides Project-Misc#5317	167.00
TW Enterprises, Inc	Replace control panel on Fire Training Trailer CB	616.84

Visionary Communications	Internet at BGWTP and Intake	399.10
VRM, Inc.	Repairs	5,394.20
Weed Warriors	mow and trim woodland park - flemming - flood	395.00
Will & Danielle Nichols	Balance Refund/375 Adkins Ave.	5.00
Winsupply of Sheridan Wy Co	Parts and supplies	1,616.62
WYCore, LLC	Balance Refund/1943 Edwards Dr. #B	33.94
Wyoming Assoc Rural Water	Newcastle mini- conference	209.00
Wyoming Machinery Co	Alternator for Small Loader/Filters/cartridge for dozer	932.01
Wyoming Rents	saw blades, fuel jug, rental	85.00
Yonkee & Toner, LLP	Firefighter Arbitration Expenses	500.00
Zach McLain	Reimb running shoes for ZMcLain Inv 7465845	105.95
Zach Stewart	Deposit Refund/753 S. Sheridan Ave.	33.18
Zowada Plumbing & Heating Inc	City Hall Boiler Replacement #4760	35,601.25
Zowada Recycling & Steel, LLC	flat iron for hot plant/3/8 plate hot plant	147.16
Grand Total		488,846.03
City of Sheridan		
Regular Payroll paid on 06/05/2020		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 06.05.20	360
Aflac	Regular Payroll 06.05.20	1,355.91
Blue Cross Blue Shield of Wyoming	Regular Payroll 06.05.20	86,824.76
Circuit Court of Sheridan	Regular Payroll 06.05.20	317.52
CITCO FCU	Regular Payroll 06.05.20	2,795.13
Delta Dental of Wyoming	Regular Payroll 06.05.20	13,090.00
First Federal Savings Bank	Regular Payroll 06.05.20	9,712.84
First Northern Bank of Wyoming	Regular Payroll 06.05.20	208.34
HealthEquity, Inc.	Regular Payroll 06.05.20	2,691.80
Idaho Child Support Receipting	Regular Payroll 06.05.20	11.54
IRS 941	Regular Payroll 06.05.20	70,519.93
LegalShield	Regular Payroll 06.05.20	30.9
LOCAL 276, IAFF	Regular Payroll 06.05.20	800
Minnesota Child Support Payment Cent	Regular Payroll 06.05.20	203.5
Nationwide	Regular Payroll 06.05.20	34.28
Office of Child Support Enforcement (S	Regular Payroll 06.05.20	185.54
Optum Bank, Inc.	Regular Payroll 06.05.20	647.93
Orchard Trust	Regular Payroll 06.05.20	3,922.96
Police Protective Assoc.	Regular Payroll 06.05.20	60
Security State Bank	Regular Payroll 06.05.20	572.93
Sunlight Federal Credit Union	Regular Payroll 06.05.20	1,792.52
Vantagepoint Transfer Agents 300698	Regular Payroll 06.05.20	7,715.75
VSP	Regular Payroll 06.05.20	1,142.41
Workers' Safety &	Regular Payroll 06.05.20	5,007.65
Wyo Educator's Benefit Trust	Regular Payroll 06.05.20	1,170.88
Wyoming Retirement System	Regular Payroll 06.05.20	65,874.28
Wyoming State Disbursement Unit	Regular Payroll 06.05.20	857.24
Grand Total		277,906.54
Sum of Amount		
Vendor Name	Description	Total
Nicole Hamilton	ACH return	30
Grand Total		30
Sum of Amount		

Vendor Name	Description	Total
CenturyLink Communications, LLC	SCADA Lines and Extensions	793.24
Montana Dakota Utilities	Numerous Electric Bills	15,576.67
ProPet Distributors, Inc.	Litter pickup bags/redo lost check 13403	3,351.00

Councilor Beaver moved, seconded by Councilor martin for the approval of the consent agenda. Council approved the motion for approval of the consent agenda: voice vote; unanimous.

10. Staff Update

A. The New City Administrator, Stuart McRae, was introduced to Council.

B. City Treasurer Karen Burtis provided a Sales and Use Tax update.

Old Business:

11. City Attorney Brendon Kerns updated Council on the third and final reading of Ordinance #2217, Removing Unused Sections of City Code. Motion to approve Ordinance #2217 on third Reading was made by Councilman Martin, seconded by Councilman Shafer, roll call vote: unanimous.

New Business:

12. City Attorney Brendon Kerns updated the Council on the One Cent Agreement with Sheridan County for the Impact Sheridan Program. Motion to approve the One Cent Agreement with Impact Sheridan and to grant authority to Mayor to execute contract was made by Councilman Bridger. Motion seconded by Councilman Martin, voice vote, 5-1, with Mayor Miller voting Nay. Councilman Beaver recused himself from voting.

13. City Utility Director Dan Roberts updated the Council on Resolution 14-20, Establishing Utility Rates for Sewer Service. Motion to approve Resolution 14-20 was made by Councilman Linden, seconded by Councilman Beaver, voice vote: unanimous.

14. City Utility Director Dan Roberts updated the Council on Resolution 15-20, Establishing Solid Waste Collection and Disposal Rates. Motion to approve Resolution 15-20 was made by Councilman Shafer, seconded by Councilman Martin, voice vote: unanimous.

15. City Utility Director Dan Roberts updated the Council on the Professional Services Contract with Burns and McDonnel for the Final Design and Bidding of the Landfill's T6/T7/T8 Cell Closure. Motion to approve the agreement was made by Councilman Shafer, seconded by Councilman Martin, voice vote: unanimous.

16. City Human Resources Director updated the Council on the agreement with Interim City Administrator Mike Jackson. Motion to approve the agreement was made by Councilman Beaver, seconded by Councilman Martin, voice vote: unanimous.

17. City Attorney Brendon Kerns updated the Council on the agreement with Sheridan County School District #2 for the Creation of the Sheridan Recreation District. This contract adopts prior amendments into one five year contract. Motion to amend contract to reflect that the City representative term on the Board be made from January-December was made by Councilman Shafer, seconded by Council Beaver; voice vote unanimous. Motion to approve the agreement with amendment was made by Councilman Shafer, seconded by Councilman Martin, voice vote: unanimous.

18. City Attorney Brendon Kerns updated the Council on Emergency Ordinance #2222, Alcohol Delivery. Motion to approve the agreement was made by Councilman Linden, seconded by Councilman Shafer, with Councilman Beaver, Martin and Mayor Miller voting nay. Ordinance #2222 passed 4-3.

19. Council Comments and Requests for Future Agenda Items.

A. Council discussed reviewing Chapter Four of City Code (Alcohol Ordinances).
B. Councilor Shafer stated that a Tree board meeting will be held July 2, at the City Arboretum.
C. Mayor Miller contacted Governor Gordon regarding COVID status and accuracy of dashboard at Department of Health website.
D. The Mayor has received emails regarding our response to protests in the community.

20. Councilor Shafer made a motion, seconded by Councilor Martin to enter into executive session.

Returning from Executive Session, Councilor Shafer moved, seconded by Councilor Martin, to rescind the last offer made by the City of Sheridan to IAFF Local #276 and make an offer to IAFF Local #276 including no wage increases and an 80/20 percent split on health insurance. Council approved the motion; voice vote: unanimous.

21. Upon conclusion of the discussion, Councilor Shafer moved, seconded by Councilor Martin to adjourn the meeting. Council approved the motion; voice vote: unanimous. Council adjourned the meeting at 11:15 P.M.

APPROVED:

_____

Roger Miller, Mayor

ATTEST:

_____

City Clerk, Cecilia Good

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Claims
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

Claims
Payroll
Prepaids

City of Sheridan
Claims paid on 07/07/2020

Sum of Amount		
Vendor Name	Description	Total
Aaron Sanders	Deposit Refund/4700 Coffeen Ave.	82.22
Ace Hardware-Newkirk	pliers, adaptors, couplings	130.75
Advance Fence	Dog runs at Animal Shelter	3,699.00
AgTerra Technologies Inc.	Account and license renewal	700.00
AlphaGraphics of Wyoming	Social Media Management for June/installation of protec barriers	4,255.89
AM Signal, Inc.	lens message boards - unit 5.21 st	919.33
Amazon Capital Services #A33MIR27FEZN42	Supplies	7,076.49
American Shooters Las Vegas, Inc.	Rifle and handgun ammunition	10,881.00
American Welding & Gas, Inc.	Sand Blasting Beads , acetate Lens, electrode	253.67
Asphalt Drum Mixers, Inc.	circulation pump - hot plant	2,778.19
Axis Forensic Toxicology, Inc	Lab Results - 20P003801	1,050.00
Bear's Paw Embroidery	Uniform Embroidery for Peter M - SWR	70.00
Bedliners & Beyond, LLC	Deposit Refund/2423 Coffeen Ave.	33.80
BHJ Property Management, LLC	Fence Repair for Paw Claw - Damage From SWR Truck	150.00
Big Horn Sanitation	portable toilet for emerson, north, maverakis, dog	396.00
Bighorn Design Studio, LLC	reflective tape on shirts - st	40.00
Bighorn Security LLC	purchase and installation of security cameras	2,929.95
Bloedorn Lumber	concrete mix and pallet - signs	211.26
Buckingham Lumber Co Inc	rough cut lumber 8x8 6x6 4x4	474.92
Buggy Bath Car Wash	SWR Truck Washing - May 2020	85.58
Burns & Mc Donnell	PAYT and Landfill Remediation Program Slides	15,290.25
C & K Equipment	tire wheel unit 4.3 cemetery repair ac unit 4.32 r	817.28
Captain Clean Services, Inc.	Carpet Cleaning 6/13/20	1,154.60
Carolyn A. Byrd	PC and BOA minutes	300.00
Carquest Auto Parts	Parts and supplies	2,350.63
CDG Engineers, Inc.	Hillslides Project-Engineering Review-#5317	8,263.75
Cedars Health LLC	May Occupational Health Testing	336.81
Cera Wagner	Deposit Refund/543 E Loucks St.	90.00
CMI-Teco	filter element unit 7.13 wc	310.39
County Trash, LLC	Biweekly Dumpter Pick-up	110.00
Craftco Metals Services Inc	fabrication of a new shelf	243.75
Crescent Electric	Security Cable-wire, fuses, welding plug	1,143.47
Current Electric LLC	Install data/power in Mayor`s Office & copier loca	1,250.00
Dan and Brigitte Funk	Reimb half Curb & Gutter Cost W.Heald	750.00
Dana Kepner Company	clamps,saddles	1,850.60
DeBolt Consulting	Monthly Service Agreement Fee, March 2020	300.00
DeRam Photography	honorarium for artist	1,000.00
Display Sales	Christmas decorations for DTA	19,644.00
Dixon Land Management and Consulting Inc	Mowing	2,500.00
Don Olson	Balance Refund/1320 Victoria St.	56.43
Downtown Sheridan Assoc	Sheridan in Bloom (flowers) & Travel Stories	2,000.00
DPC Industries, Inc.	Chlorine, Chlorine tank rental	1,108.25
DXP Enterprises, Inc.	Cylinder Repair and handling	175.07
Ed Hammer Inc	pin kit shop supplies/retainer bezel	218.24
Eloise Hansen	Deposit Refund/660 S Canby St.	20.76
Employ, LLC	Temporary Labor	11,898.09
Energy Laboratories, Inc	June Toc`s Report	158.00
Engineering Associates	5th St Sewer Creek Crossing-Design #4756	1,365.00
Enviro-Clean Intermountain, LLC	wide sweep broom unit 3.43 st	1,731.35
FarmTek	Freestanding Oil Tent	6,694.80
Fastenal Company	Parts and supplies	400.56
Ferguson Waterworks #1701	straps and ball corps	1,148.48
Fire Apparatus Service Specialists, LLC	Pump Service Tests for E1-E2-Tender 1 Inv 2431 JS	1,325.00
Fletcher Construction Co	cemetery pump install	210.00
Floyd's Truck Center WY	air bag unit 3.14 wc	558.12
Fremont Motor Sheridan	sensor unit 2.2 fire	144.06
Galls, LLC	Uniform pants and shirts - Ayers	384.43
Gavin Shafer	Deposit Refund/1218 N Gould St.	54.16
Grainger, Inc.	asphalt rake handles/elecrolite packets/earplugs/shirts	537.81
Granite Peak Pump Service	corrosion inhibitor, ball valve, fuze, oil	1,558.67
Hach Company	2- turbimeter,controllers, digital sensor/algea probe	17,663.50
Hawkins Inc	process chemical	5,539.77

Vendor Name	Description	Total
Heartland Kubota, LLC	plow bolt	25.00
Home Depot Credit Services	Supplies	1,542.98
InfoSend, Inc.	BillStmts-Apr, Postage, Scam Inserts, Mo. Svc Fee	7,216.00
International Association of Arson Investigators	Annual Membership Renewal for ALindberg Inv 34626	120.00
In-Yarak Construction Inc	BGWTP Exterior Improvements CA #4509	54,521.88
James Burnett	Deposit Refund/814 N Custer St. #102	50.42
Jill W Chase	SPAC Coordinator June 2020	750.00
John Anderson	Balance Refund/1764 Yonkee Ave.	24.89
John Deere Financial #1111308145	trailer cable, battery wire	55.45
Johnathon Stallions	Uniform boot reimbursement	139.99
Justin James	Deposit Refund/814 N Custer St. #103	90.00
Kayla Pender	Deposit Refund/636 Aspen Trail	39.10
KCR Enterprises LLC	serpentine belt tool - shop tools	80.00
Kerns & Bunting, LLC	Attorney Fees	16,650.75
Kilpatrick Creations Inc.	uniform shirts	111.75
Knecht Home Center	plywood, bolts, hinge gate	148.63
Knife River	Blacktooth Park-Misc #5709	8,914.83
KnowBe4 Inc.	Phishing email software for IT Dept.	4,104.00
Landon's Greenhouse & Nursery, Inc.	grasses, plants, lupine mix, coral carpet sedum	842.38
LJS Concrete & Excavating LLC	WTP Hypochlorite Tank Replacement #4553	4,955.00
Long Building Technologies , Inc.	Actuator install on cooling tower	1,145.30
MC2 Engineering	Blacktooth Park Project-Design #5709	28,593.40
McDonalds Restaurant	Balance Refund/2146 Coffeen Ave.	22.88
McMaster-Carr Supply Co	shim kit, hot rolled stock, retaining ring	329.24
Memorial Hospital of Sheridan County	Occupational Health Testing	221.00
Midland Implement Co Inc	toro surge board	162.22
Mike Jackson	Trip to Sheridan for Budget	1,043.97
Morrison-Maierle, Inc.	NSI -Utilites & Enhancements CA #4729	13,635.25
Mossholders Design Center, LLC	Executive Office Furniture	3,370.00
Motor Power Equipment Co	freight credit light unit 3.62 recycle	429.19
Mountain States Lighting	decorative light repairs - signs	8,613.00
Mueller Systems	2inch meters	3,282.20
Mullinax Concrete Service & Irrigation	5.27 tn type c chips - chip seal	158.10
Napa Auto Parts	Parts and supplies	1,203.31
Norco, Inc	Supplies	1,327.24
North Central Labs	sludge judge and ultrapure HN cartridge	298.08
Northern Lights Electric Company	decorative light repair - signs Atlas - Hospital P	1,706.00
Office Shop Inc	Copy/printer charges	545.08
Office Shop Leasing	Leases	238.62
One-Call of Wyoming	Tickets for May CDC Code CSH	354.75
Pace Analytical Services, LLC	Sampling	660.00
Pascal Public Relations	Direct Distribution design	2,500.00
Paul M. Bates	SW Industrial Paint, Rollers, Brushes caulk	2,500.00
Pavement Markings LLC	crack seal, coat, and stripe shelter parking lot	3,450.00
Peak Consulting	Harassment, Discrimination & Inclusion Training	2,100.00
Peak Pest Solutions LLC	Pest Control- June	210.00
Pfitzer Pest Control, LLC	mouse control - csc	138.00
Plains Tire & Battery	tire reapir unit 1.34 pd	1,171.72
Powder River Heating & Air Conditioning, Inc	check cumbustion on boiler - hot plant	495.00
Powder River Power Co	Parts and supplies	758.00
Prothman	Interim CA Salary	5,460.00
Public Safety Center, Inc.	NIK Test kits, gun boxes, exam gloves	661.69
Raftelis Financial Consultants, Inc.	Prof Svcs for Water PIF Analysis	993.75
Randy Bateman	Deposit Refund/215 Bryant St.	26.62
rescueDIRECT, Inc.	Confine space rescue equipment for station	1,247.12
Rhonda M Gould	Hem uniform pants - Ayers	22.50
Ricoh USA, Inc.	Copier charges June 2020	488.66
Rob and Lori Kindle	Reimb half Curb & Gutter Cost W.Heald	1,000.00
Russell Industries Inc.	Big Goose Booster reprogram	865.00
Sculpture Services of Colorado	Clean and wax sculptures	4,400.00
Servall Uniform & Linen Supply	Rugs	792.30
Shaunessey Reeves	cleaning of parks offices June 1 thru June 12,2020	850.00
Sheridan Commercial Co.	Supplies	687.42
Sheridan Econ-O-Wash	uniform laundry Bates - Pierce - shop	180.00
Sheridan Motor Inc	molding unit 2.79 BG change oil unit 1.36 pd	341.51
Sheridan Newspapers Inc	Water Quality publication 6/19 and 6/25	220.00
Sheridan Seed Co., Inc.	grass seed	105.00
Sheridan Transportation Taxi	Safe Rides - May 2020	1,026.00

Vendor Name	Description	Total
Simplot Partners	Blacktooth Park-Misc #5709	3,614.00
Snow Crest Chemicals LLC	Chemicals for cooling tower	1,028.00
Source Office & Technology	Office supplies	431.94
Sport Court of the Rockies, LLC	Pickelball Court CA- #5712	14,939.00
Sterling Computer Corporation	Dell 27 Monitor for City Administrator	252.25
SwiftComply US Opco, Inc	XC2 Support-Main Svcs 7.1.20-6.30.21	1,487.00
Ted's Towing, LLC	Vehicle Tow - 20P004219	125.00
Thatcher Company	Soda Ash 50 lb sacks (336)	4,300.00
The Powder Horn	Blacktooth Park-Misc #5709	154.71
Thomas McCarthy	Overpayment Refund/Muni Ct. Fine	10.00
Tire Rama	Tires and repairs	13,536.92
Titan Machinery Inc.	acuator linear unit 4.42 st	694.86
TKO, LLC	Balance Refund/1144 N Gould St.	20.84
Tongue River Twisters Gymnastics	Deposit Refund/1814 Kroe Ln.	90.00
Top Office Products Inc	Office supplies	530.08
Transaction Warehouse, Inc	Web Payment Transaction Fee, May 2020	3,092.40
Travis Koltiska	Uniform boot reimbursement	81.48
Tree Mechanics LLC	storm damage tree pruning	550.00
Trevan Weimer	25 tobacco compliance decoy checks	250.00
Tri State Truck & Equipment, Inc	sleeve unit 3.15 wc seal sleeve mtg pad unit 3.15	276.87
Trihydro Corporation	Monitoring Well Sampling and Reporting - May 2020	160.50
Tyler Technologies, Inc	J. Brester, C. Bare Online Court Software Training	420.00
Uline Shipping Supplies	Universal spill kit and projecting sign	581.18
Vernon Manor	Fuel to WLEA for Basic Training	53.95
VRM, Inc.	Replaced Cutting Edges on Front Blade 4-34A	220.00
Wagner Ranch Services, LLC	Blacktooth Park Phase 1-CA #5709	72,014.46
Wamco Lab Inc.	Effluent testing	380.00
Wastequip Manufacturing, LLC	Quote WQ-10155359 - 807 Avoca - Riverwalk Apts	1,685.00
Water Products, Inc	water	24.00
Weed Warriors	weed control 5th st, carlin corner, n main st	5,800.00
Weidner Fire	Exhaust System-#2502	80,632.32
William & Pamela Rapp	Balance Refund/427 1/2 N. Custer St.	96.01
Winsupply of Sheridan Wy Co	Parts and supplies	583.06
WWC Engineering, A Division of	ACOE Storm Water Outfall Project-#1020	1,696.00
WY Dept of Transportation	N Sheridan Interchange Public Involvement #4729	1,049.34
Wyoming Audiology & Hearing	Annual Industrial Audiograms	288.00
Wyoming Department of Transportation	80 pads of citations	118.10
Wyoming Electric, Inc.	LED Lights at Landfill	5,054.00
Wyoming Machinery Co	temp gauge sensor/blade floats/cutting edges	865.74
Wyoming Rents	Trailer rental	120.00
Zowada Recycling & Steel, LLC	sheet metal and straps	275.89
Grand Total		566,869.20

City of Sheridan
Regular Payroll paid on 06/19/2020

Sum of Amount		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 06.19.20	360.00
Aflac	Regular Payroll 06.19.20	1,355.91
Blue Cross Blue Shield of Wyoming	Regular Payroll 06.19.20	86,045.51
Circuit Court of Sheridan	Regular Payroll 06.19.20	317.52
CITCO FCU	Regular Payroll 06.19.20	2,795.13
First Federal Savings Bank	Regular Payroll 06.19.20	9,817.00
First Northern Bank of Wyoming	Regular Payroll 06.19.20	104.17
HealthEquity, Inc.	Regular Payroll 06.19.20	2,691.80
Idaho Child Support Receipting	Regular Payroll 06.19.20	11.54
IRS 941	Regular Payroll 06.19.20	69,529.76
LOCAL 276, IAFF	Regular Payroll 06.19.20	800.00
Minnesota Child Support Payment Cent	Regular Payroll 06.19.20	203.50
Nationwide	Regular Payroll 06.19.20	34.28
Office of Child Support Enforcement (SI	Regular Payroll 06.19.20	185.54
Optum Bank, Inc.	Regular Payroll 06.19.20	824.43
Orchard Trust	Regular Payroll 06.19.20	3,922.96
Security State Bank	Regular Payroll 06.19.20	572.93
Sunlight Federal Credit Union	Regular Payroll 06.19.20	1,792.52
Vantagepoint Transfer Agents 300698	Regular Payroll 06.19.20	7,646.18
VSP	Regular Payroll 06.19.20	1,129.05
Workers' Safety &	Regular Payroll 06.19.20	4,974.44
Wyoming Retirement System	Regular Payroll 06.19.20	64,565.18
Wyoming State Disbursement Unit	Regular Payroll 06.19.20	857.24
Grand Total		260,536.59

City of Sheridan
Regular Payroll paid on 07.03.20

Sum of Amount		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 07.03.20	368.00
Aflac	Regular Payroll 07.03.20	1,355.91
Blue Cross Blue Shield of Wyoming	Regular Payroll 07.03.20	84,869.19
CITCO FCU	Regular Payroll 07.03.20	2,795.13
Delta Dental of Wyoming	Regular Payroll 07.03.20	13,115.00
First Federal Savings Bank	Regular Payroll 07.03.20	9,764.92
First Northern Bank of Wyoming	Regular Payroll 07.03.20	104.17
HealthEquity, Inc.	Regular Payroll 07.03.20	2,639.71
Idaho Child Support Receipting	Regular Payroll 07.03.20	11.54
IRS 941	Regular Payroll 07.03.20	70,904.06
LegalShield	Regular Payroll 07.03.20	30.90
LOCAL 276, IAFF	Regular Payroll 07.03.20	800.00
Minnesota Child Support Payment Cent	Regular Payroll 07.03.20	203.50
Nationwide	Regular Payroll 07.03.20	34.28
Office of Child Support Enforcement (SI	Regular Payroll 07.03.20	185.54
Optum Bank, Inc.	Regular Payroll 07.03.20	824.43
Orchard Trust	Regular Payroll 07.03.20	3,942.96
Police Protective Assoc.	Regular Payroll 07.03.20	70.00
Security State Bank	Regular Payroll 07.03.20	572.93
Sunlight Federal Credit Union	Regular Payroll 07.03.20	1,792.52
Vantagepoint Transfer Agents 300698	Regular Payroll 07.03.20	7,658.52
VSP	Regular Payroll 07.03.20	1,135.58
Workers' Safety &	Regular Payroll 07.03.20	4,209.94
Wyo Educator's Benefit Trust	Regular Payroll 07.03.20	1,177.76
Wyoming Retirement System	Regular Payroll 07.03.20	65,934.13
Wyoming State Disbursement Unit	Regular Payroll 07.03.20	857.24
Grand Total		275,357.86

City of Sheridan
Prepaids paid on 06/12/20

Sum of Amount		
Vendor Name	**Description**	Total
CenturyLink Communications, LLC	SCADA Lines and Extensions	**1,291.48**
Enviro-Clean Intermountain, LLC	wear kit easy mount-lost check	**2,255.22**
Equipompe Inc.	Replacement parts for digestive pumps-lost check	**4,520.00**
Montana Dakota Utilities	Pump stations/Numerous electric bills	**15,836.06**
Grand Total		**23,902.76**

City of Sheridan
Prepaids paid on 06/18/2020

Sum of Amount		
Vendor Name	**Description**	Total
Amazon Capital Services #A33MIR27FEZN42	Guide to Understanding NEC Book Volume 1	**67.40**
Justin Bishop	Turf Management Services - June 2020	**5,583.37**
Ken Mayernik Bronzes	honorarium for artist	**1,000.00**
Montana Dakota Utilities	Numerous Electric Bills	**17,906.57**
NEWGA-Northeast Wyoming Growth Alliance	NE WY Growth Alliance Funding FY2020	**40,000.00**
Northern Wyoming Community College	4th quarter One Cent allocation	**25,000.00**
Sheridan Artists' Guild Et al	4th quarter One Cent allocation	**2,000.00**
Grand Total		**91,557.34**

City of Sheridan
Prepaids paid on 07/01/2020

Sum of Amount		
Vendor Name	**Description**	Total
American Public Works Assoc	Annual Membership Renewal 8.1.20 to 7.31.21	**740.00**
Azteca Systems, Inc.	Cityworks Server AMS Essentials, API, AMS Licenses	**29,000.00**
Brian James Golf Professional LLC	3rd Quarter General Management Agreement Payment	**88,093.16**
Comtronix	City Hall Fire Monitoring July-Sept 2020	**105.00**
Local Govt Liability Pool	Liability Insurance Premium 20-21	**88,326.00**
Montana Dakota Utilities	Pump stations, UM shop/Numerous electric bills	**14,368.71**
PayneWest Insurance, Inc.	Crime & Cyber Liability Insurance 20-21	**12,313.00**
Postmaster	Post office box fee-848	**364.00**
Rocky Mountain Ambulance Service LLC	RMA Contract July 2020	**10,000.00**
State of Wyoming	Loan DWSRF-037 Payment #16	**39,093.87**
Tanios Feghali	Deposit Refund 819 Emerson-rewrite check	**90.00**
Terrific Trucks & Equipment Sales LLC	Inv #1212-Refurbished Auto Front Load Trash Truck	**115,340.00**
WAMCAT	WAMCAT membership renewal - Todd Watkins/Cecilia/Candace	**195.00**
Wells Fargo Equipment Finance, Inc.	Tana E380 Compactor Payment #2	**111,014.91**
Wilcox Abstract &Title	Property Purchase 420 W 8 St	**73,617.85**
Wyoming Water Association	Membership Renewal 2020 Calendar Year	**500.00**
Grand Total		**583,161.50**

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name: Recognition of Noele Mena, Woodland Park School Nurse - Gary Harnish, Fire Chief
From:
To: Mayor and Council
CC:
Date:

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Executive

MEMORANDUM

Project Name:	Wyo Theater Recipient of the Wyoming Governor's Art Award - Erin Butler, Executive Director of the Wyo Theater, Inc.
From:	Bev Leichtnam, Governmental Relations Admin. Specialist
To:	Mayor and Council
CC:	
Date:	

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Recognition of Five Police Graduates from the Staff & Command Program - Chief of Police Richard Adriaens
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

memo

MEMORANDUM

TO: MAYOR & COUNCIL

FROM: CHIEF ADRIAENS

SUBJECT: RECOGNITION OF OFFICERS ATTENDING POLICE STAFF & COMMAND

DATE: JULY 6, 2020

Northwest University School of Police Staff and Command (SPSC)

SPSC is an intensive ten-week program that prepares law enforcement managers for senior positions by uniquely combining academic principles with practical applications. Since SPSC launched in 1983, public safety executives and program alumni have enthusiastically endorsed the program. Lt. Thomas Ringley, Sgt. Daniel Keller, Sgt. James Hill, and Sgt. Jerald Rasmussen attended this online training over the last 6 months.

Students who successfully complete SPSC are better prepared to:

- Think globally and strategically, rather than remain task-oriented
- Deliver services effectively and efficiently
- Get things done with their staff and in their community
- Analyze the environment
- Mitigate legal exposure
- Develop systems of accountability

The SPSC course curriculum incorporates adult- and problem-based learning models and covers such critical topics as:

Budgeting
Contemporary Policing
Decision Making and Problem Solving
Employee Relations
Evaluating Products and Services
Executive Image
Grant Writing
Human Resources
Leadership and Management
Media Relations
Organizational Behavior
Planning and Policies
Project Management
Resource Allocation
Statistics
Traffic

The development of staff is critical to the long term success of the police department and succession planning. The display of teamwork department wide was exemplary to allow for this training to occur. These five members of the SPD provided extra effort to accomplish this while attending to their supervisory duties. Other SPD staff stepped up to allow time for the five members to accomplish this event.

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Recognition of Police Officers for Receiving a Life Saving Award - Chief of Police Richard Adriaens
From:	
To:	Mayor and Council
CC:	
Date:	

Attachments

memo

MEMORANDUM

TO: Mayor & Council

FROM: Chief of Police Richard Adriaens

CC: Stuart McRae, City Administrator

SUBJECT: Recognition of Officers Receiving Life Saving Award

DATE: July 6, 2020

Sheridan Police Department Life Saving Award -

Cpl. Jacob Board, Officer Derek Jensen and Officer Chase Phillip are receiving the Sheridan Police Department Life Saving Award for their performance on the evening of January 26, 2020, when they provided life-saving first aid to a stabbing victim.

At approximately 0400 hrs on January 26, 2020, the Sheridan Police Department received a report of a man receiving several stab wounds during the course of a domestic violence incident.

Officers responded to Woodland Park mobile home park as sheriff's deputies were unavailable. Upon arrival, officers located the female suspect who was uncooperative regarding the location of a weapon or follow directions to lay on the floor so officers could assess the victim and render first aid. Officer Philipp placed the woman in handcuffs and controlled the movement of several other people at the scene.

Officers found the male victim sitting on a bedroom floor with a wound indicative of hitting an artery on the victim's upper right arm. The victim lay down as he appeared to start losing consciousness.

The wound required Cpl. Board to apply 2 tourniquets and direct pressure to stop the bleeding. Officer Jensen conducted an assessment of the victim and discovered a second stab wound to the front of the victim's left shoulder which was attended to.

The performance that led to the saving of the victim's life was a team effort. Cpl. Board and Officer Jensen provided direct aid to the victim. Officer Jensen coordinated the life-saving efforts and also coordinated the control of the crime scene. Officer Phillip provided first aid supplies to Cpl. Board and kept the scene safe so life-saving measures could be taken.

The police department received praise for the officer's actions from both Rocky Mountain Ambulance and Sheridan Memorial Hospital.

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name:	Consideration of Resolution #26-20, Application to State Lands Investment Board for Coronavirus Relief Grant - Human Resources Director Heather Doke
From:	Candace Ainslie, Assistant Clerk
To:	Mayor and Council
CC:	City Administrator Stuart McRae, HR Director Heather Doke
Date:	07/01/2020

Recommendation:

Staff recommends that Mayor and Council approve Resolution #26-20 to apply for a SLIB Grant to recoup expenses from COVID-19 response.

Discussion:

When the COVID-19 health emergency arose, the City of Sheridan responded by determining how we could best serve the public and ensures the safety of our staff and the public who depend on our services. We developed protocols and purchased equipment to ensure the safety of the public as well as our staff while continuing to serve the public.

Those include:
* Installing barriers between all points of contact between the public and staff members, i.e., customer service areas such as the building department, utility payment areas, and municipal court clerk.
* Adding additional daily cleaning service to all areas of City buildings
* Adding high impact signage throughout City buildings for one-way in; one-way out traffic as well as reminding the public to social distance
* Purchasing laptop computers, webcams, and other technology to allow staff to work at home and to provide the City a mechanism for holding virtual City Council meetings . This includes extending bandwidth capabilities, purchasing specific technology or accessing a higher volume of conference call capabilities.
* Emergency paid sick leave and expanded FMLA payments to staff required to remain at home because of the closing of schools and childcare facilities

These measures allowed the City to provide a safer environment for the public and employees, and meet the needs of our staff, however, the costs associated were not anticipated or included in the FY20 budget. The funding we request would provide budgetary relief for these unexpected costs. The State of Wyoming received $1.25 billion in CARES Act funding from the Federal government to address the necessary shortages related to the Coronavirus pandemic. The Wyoming state legislature earmarked 70 million of this funding for local governments and special districts during their special session in June. The SLIB Board will consider grant applications at their upcoming meetings on a first-come, first-served basis. The City will submit this first application by July 23 for considering at the August 6 SLIB meeting. The City will continue to track Coronavius related costs and submit subsequent grant applications as necessary.

Staff recommends applying for $71,219 for the State Land Investment Board Coronavirus Relief Fund.

Attachments

Resolution 26-20
Resolution 26-20 Attachments

CITY OF SHERIDAN
RESOLUTION #26-20

A RESOLUTION AUTHORIZING SUBMISSION OF A CORONAVIRUS RELIEF GRANT APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD ON BEHALF OF THE GOVERNING BODY FOR THE

City of Sheridan, Wyoming

FOR THE PURPOSE OF:
Receiving relief funding for the City of Sheridan as a result of extra-budgetary expenses incurred during the COVID-19 emergency.

W I T N E S S E T H

WHEREAS, the Governing Body for the City of Sheridan, Wyoming desires to participate in the CORONAVIRUS RELIEF GRANT program to assist in financing this request; and

WHEREAS, the Governing Body of the City of Sheridan, Wyoming recognizes the need for the request; and

WHEREAS, the Coronavirus Relief Grant program requires that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, if any of the disbursed grant funds are later deemed to not comply with the SLIB criteria or the criteria of the CARES Act, the grant applicant agrees to repay the ineligible grant funds within 15 days of such finding to the Office of State Lands and Investments.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE City of Sheridan, Wyoming:

That a grant application in the amount of $71,219.00 be submitted to the State Loan and Investment Board for consideration at the next Board meeting after application processing to assist in funding the City of Sheridan Coronovirus Emergency Relief Fund.

BE IT FURTHER RESOLVED, that Heather Doke, Director of Human Resources and Candace Ainslie, Assistant City Clerk are hereby designated as the authorized representatives of the City of Sheridan, Wyoming to act on behalf of the Governing Body on all matters relating to this grant application.

PASSED, APPROVED AND ADOPTED THIS 6th day of July, 2020.

_____
Roger Miller, Mayor

ATTEST:

_____
Cecilia Good, City Clerk

TOTAL Coronavirus expenses		
Paid sick leave/expanded FMLA	$	16,821.00
Improvement of telework capabilities	$	14,858.83
Purchasing of PPE & cleaning	$	14,539.45
Support for home delivered meals	$	25,000.00
TOTAL	**$**	**71,219.28**

Expenses of providing paid sick and paid family medical leave					
NAME	Hours Taken 4/1/20-6/13/20	Pay Rate	Total	Benefits	Total
Sign Technician	31.26	$11.92	$372.62	$73.18	$445.80
Utility Maintenance Operator	8	$16.83	$134.64	$26.44	$161.08
Sanitation/Recycling Operator	104	$11.22	$1,166.88	$229.18	$1,396.06
Sanitation/Recycling Operator	31.58	$11.35	$358.43	$70.40	$428.83
Customer Service Specialist	87.58	$12.53	$1,097.38	$215.52	$1,312.90
Customer Service Specialist	7.83	$12.53	$98.11	$19.27	$117.38
Police Officer	19.71	$26.91	$530.40	$76.64	$607.04
Sanitation/Recycling Operator	42.16	$12.38	$521.94	$102.51	$624.45
Administrative Coordinator	8	$13.83	$110.64	$21.73	$132.37
Police Officer	86.5	$15.85	$1,371.03	$198.11	$1,569.14
Permit Technician	6.33	$12.85	$81.34	$15.98	$97.32
Police Officer	32	$24.43	$781.76	$112.96	$894.72
Landvill Equipment Operator	19.41	$24.43	$474.19	$93.13	$567.32
Parks Maintenance Worker	13.42	$11.35	$152.32	$29.92	$182.23
Firefighter	24	$22.31	$535.44	$84.71	$620.15
Parks Maintenance Worker	72.6	$11.93	$866.12	$170.11	$1,036.22
Mechanic	39.83	$20.75	$826.47	$162.32	$988.79
Streets Equipment Operator	40	$17.03	$681.20	$133.79	$814.99
Building Inspector	7.77	$16.24	$126.18	$24.78	$150.97
Sanitation/Recycling Operator	195.67	$12.53	$2,451.75	$481.52	$2,933.27
Streets Equipment Operator	31.67	$13.00	$411.71	$80.86	$492.57
Parks Maintenance Worker	7.67	$12.53	$96.11	$18.88	$114.98
Customer Service Specialist	73.66	$12.85	$946.53	$185.90	$1,132.43
TOTAL	**990.65**	**$357.58**	**14193.17**	**$2,627.83**	**$16,821.00**

Expenses to improve telework capabilities				
Item	**Department**	**Cost**	**Number Ordered**	**Total Cost**
Webcams	Utilities	$64.95	10	$649.50
Webcams & Protection Plan	Public Works	$71.98	8	$575.84
Jabra Wireless Speaker	Clerk	$229.00	1	$229.00
Laptop	Clerk	$605.34	1	$605.34
Laptop	Administration	$599.00	1	$599.00
Automatied AI based endpoint protection system	IT	$11,018.58	1	$11,018.58
Extra Telephone charges for virtual meetings 3/16/20-4/15/20	City Hall	$256.85	1	$256.85
Landfill Phone forwarded to Cell phone to work from Home 3/16-20-4/15/20	Landfill	$139.13	1	$139.13
Extra Telephone charges for virtual meetings 4/16/20-5/15/20	City Hall	$374.95	1	$374.95
Landfill Phone forwarded to Cell phone to work from Home 4/16-20-5/15/20	Landfill	$103.08	1	$103.08
Extra Telephone charges for virtual meetings 5/16/20-6/15/20	City Hall	$217.60	1	$217.60
Webcam	Water Treatment	$69.99	1	$69.99
Microphone	Water Treatment	$19.97	1	$19.97
Total				**$14,858.83**

Expenses for disinfection of public areas and other facilities		
Item	**Department**	**Cost**
Disinfectant Wipes	Police	$19.95
Facemasks	Police	$139.98
Clorox Bleach	Police	$11.61
Spary Bottles for Sanitizer	Police	$53.94
Cloth Facemasks	Police	$740.81
Non-contact Infared Thermometer	Police	$163.03
Clorox Wipes	Police	$35.88
Bleach	Police	$6.56
Janitorial Sanitizing Services	Police	$550.00
Facemasks	Police	$11.88
Disposable Gloves	Police	$263.00
Sanitizing Wipes	Solid Waste/Recycling & Landfill	$381.15
Sanitizer and Bottles	Solid Waste/Recycling & Landfill	$179.92
Lysol, Respirators, Wipes	Solid Waste/Recycling & Landfill	$146.09
Gloves & Paper Towels	Solid Waste/Recycling & Landfill	$423.34
Face Guards	Solid Waste/Recycling & Landfill	$130.09
Paper Towels	Solid Waste/Recycling & Landfill	$58.08
Facemasks	Solid Waste/Recycling & Landfill	$87.42
Face Guards	Solid Waste/Recycling	$84.74
COVID Banner for Lanfill gate	Landfill	$36.00
Facemasks	Solid Waste/Recycling & Landfill	$110.64
Spray Bottles	Solid Waste/Recycling & Landfill	$11.04
Sanitizing Wipes	Solid Waste/Recycling	$97.80
Spray Bottles	Solid Waste/Recycling & Landfill	$38.88
Disinfectant Spray	Solid Waste/Recycling & Landfill	$165.63
Facemasks	Solid Waste/Recycling & Landfill	$186.42
Tyvek Suits & Facemasks	Solid Waste/Recycling & Landfill	$1,929.79
Tyvek Suits	Landfill	$1,224.87
Facemasks	Solid Waste/Recycling	$84.96
Ear Thermometer Probe Covers	Fire	$13.73
Safety Glasses & Lens Cleaning Towelettes	Fire	$57.51
Hand Sanitizer	Fire	$90.00
N95 Masks	Fire	$29.00
Ear Thermometer Probe Covers	Fire	$22.25
Bacteria Viral Filters	Fire	$21.19
NC Infared Thermometer	Fire	$163.95
Disinfectant Spray	Fire	$31.02
Steriphene II Disinfectant	Fire	$26.21
Nitrile Gloves	Fire	$116.25
N95 Masks	Fire	$100.82
Cleaning Supplies	City Hall	$362.74
Gloves & Disinfecting Wipes	City Hall	$15.38
Gloves, Hand Sanitizer, disinfectant Cleaner	City Hall	$116.54
Hand Sanitizer, disinfecting Wipes	City Hall	$178.07
1 additional hour/day cleaning	City Hall	$4,100.00

March 2020 - Recycle Center Extra Sanitizing	Recycle Center	$250.00
March 2020 - Scale House Extra Sanitizing	Landfill	$62.50
March 2020 - Landfill building Extra Sanitizing	Landfill	$250.00
April 2020 - Landfill Extra Sanitizing	Landfill	$450.00
April 2020 - Scale House Extra Sanitizing	Landfill	$112.50
April 2020 - Recycling Center Extra Sanitizing	Recycle Center	$450.00
Hand Sanitizer	Water Treatment	$104.28
Antiseptic Hand Soap	Water Treatment	$12.57
Clorox	Water Treatment	$11.47
Shop Towels	Water Treatment	$17.97
Total		**$14,539.45**

Expenses for food delivery to residents, including senior Citizens	
Item	**Cost**
Money given to the HUB to offer meals and delivery to Seniors in Sheridan	$25,000.00
Total	**$25,000.00**

Coronavirus Relief Fund
Guidance for State, Territorial, Local, and Tribal Governments
Updated June 30, 2020[1]

The purpose of this document is to provide guidance to recipients of the funding available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act"). The CARES Act established the Coronavirus Relief Fund (the "Fund") and appropriated $150 billion to the Fund. Under the CARES Act, the Fund is to be used to make payments for specified uses to States and certain local governments; the District of Columbia and U.S. Territories (consisting of the Commonwealth of Puerto Rico, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands); and Tribal governments.

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID–19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.[2]

The guidance that follows sets forth the Department of the Treasury's interpretation of these limitations on the permissible use of Fund payments.

Necessary expenditures incurred due to the public health emergency

The requirement that expenditures be incurred "due to" the public health emergency means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred to allow the State, territorial, local, or Tribal government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

The statute also specifies that expenditures using Fund payments must be "necessary." The Department of the Treasury understands this term broadly to mean that the expenditure is reasonably necessary for its intended use in the reasonable judgment of the government officials responsible for spending Fund payments.

Costs not accounted for in the budget most recently approved as of March 27, 2020

The CARES Act also requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the

[1] This version updates the guidance provided under "Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020".
[2] *See* Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

cost cannot lawfully be funded using a line item, allotment, or allocation within that budget *or* (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.

The "most recently approved" budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

Finally, the CARES Act provides that payments from the Fund may only be used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 (the "covered period"). Putting this requirement together with the other provisions discussed above, section 601(d) may be summarized as providing that a State, local, or tribal government may use payments from the Fund only to cover previously unbudgeted costs of necessary expenditures incurred due to the COVID–19 public health emergency during the covered period.

Initial guidance released on April 22, 2020, provided that the cost of an expenditure is incurred when the recipient has expended funds to cover the cost. Upon further consideration and informed by an understanding of State, local, and tribal government practices, Treasury is clarifying that for a cost to be considered to have been incurred, performance or delivery must occur during the covered period but payment of funds need not be made during that time (though it is generally expected that this will take place within 90 days of a cost being incurred). For instance, in the case of a lease of equipment or other property, irrespective of when payment occurs, the cost of a lease payment shall be considered to have been incurred for the period of the lease that is within the covered period, but not otherwise. Furthermore, in all cases it must be necessary that performance or delivery take place during the covered period. Thus the cost of a good or service received during the covered period will not be considered eligible under section 601(d) if there is no need for receipt until after the covered period has expired.

Goods delivered in the covered period need not be used during the covered period in all cases. For example, the cost of a good that must be delivered in December in order to be available for use in January could be covered using payments from the Fund. Additionally, the cost of goods purchased in bulk and delivered during the covered period may be covered using payments from the Fund if a portion of the goods is ordered for use in the covered period, the bulk purchase is consistent with the recipient's usual procurement policies and practices, and it is impractical to track and record when the items were used. A recipient may use payments from the Fund to purchase a durable good that is to be used during the current period and in subsequent periods if the acquisition in the covered period was necessary due to the public health emergency.

Given that it is not always possible to estimate with precision when a good or service will be needed, the touchstone in assessing the determination of need for a good or service during the covered period will be reasonableness at the time delivery or performance was sought, *e.g.*, the time of entry into a procurement contract specifying a time for delivery. Similarly, in recognition of the likelihood of supply chain disruptions and increased demand for certain goods and services during the COVID-19 public health emergency, if a recipient enters into a contract requiring the delivery of goods or performance of services by December 30, 2020, the failure of a vendor to complete delivery or services by December 30, 2020, will not affect the ability of the recipient to use payments from the Fund to cover the cost of such goods or services if the delay is due to circumstances beyond the recipient's control.

This guidance applies in a like manner to costs of subrecipients. Thus, a grant or loan, for example, provided by a recipient using payments from the Fund must be used by the subrecipient only to purchase (or reimburse a purchase of) goods or services for which receipt both is needed within the covered period and occurs within the covered period. The direct recipient of payments from the Fund is ultimately responsible for compliance with this limitation on use of payments from the Fund.

Nonexclusive examples of eligible expenditures

Eligible expenditures include, but are not limited to, payment for:

1. Medical expenses such as:
    - COVID-19-related expenses of public hospitals, clinics, and similar facilities.
    - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
    - Costs of providing COVID-19 testing, including serological testing.
    - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
    - Expenses for establishing and operating public telemedicine capabilities for COVID-19-related treatment.
2. Public health expenses such as:
    - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
    - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
    - Expenses for disinfection of public areas and other facilities, *e.g.*, nursing homes, in response to the COVID-19 public health emergency.
    - Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
    - Expenses for public safety measures undertaken in response to COVID-19.
    - Expenses for quarantining individuals.
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:
    - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
    - Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
    - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.

- Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
- COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
- Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.

5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
   - Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
   - Expenditures related to a State, territorial, local, or Tribal government payroll support program.
   - Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria.

Nonexclusive examples of ineligible expenditures[3]

The following is a list of examples of costs that would *not* be eligible expenditures of payments from the Fund.

1. Expenses for the State share of Medicaid.[4]
2. Damages covered by insurance.
3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.
5. Reimbursement to donors for donated items or services.
6. Workforce bonuses other than hazard pay or overtime.
7. Severance pay.
8. Legal settlements.

[3] In addition, pursuant to section 5001(b) of the CARES Act, payments from the Fund may not be expended for an elective abortion or on research in which a human embryo is destroyed, discarded, or knowingly subjected to risk of injury or death. The prohibition on payment for abortions does not apply to an abortion if the pregnancy is the result of an act of rape or incest; or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed. Furthermore, no government which receives payments from the Fund may discriminate against a health care entity on the basis that the entity does not provide, pay for, provide coverage of, or refer for abortions.

[4] *See* 42 C.F.R. § 433.51 and 45 C.F.R. § 75.306.

CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Treasurer

MEMORANDUM

Project Name:	Consideration of Certification of Uncollected Debt of Story Recycling Group - City Treasurer Karen Burtis
From:	Karen Burtis, City Treasurer
To:	Mayor and Council
CC:	
Date:	06/22/2020

Recommendation:

Staff recommends that the debt be discharged and extinguished as an account receivable.

Background:

The City entered into an MOU with Story Recycling Group on July 7, 2015. Recycling services that month. Monthly invoices were sent and payments were made in a timely manner. In August of 2017, the account became past due. Services continued through August 13, 2018 with invoices and statements being sent monthly. In August of 2018, services were terminated. At that time, a final invoice was sent along with a statement showing the past due balance. Another statement was sent on August 25, 2019. That statement resulted in the Story Recycling Group sending a letter and check, in the amount of $89.01, to the City's attorney, Kerns & Bunting. The letter explained that the Story Recycling Group is now defunct and that $89.01 is all that they had left in their bank account. By the time the check was forwarded to the Treasurer's office, the bank account was closed and the check was not able to be deposited.

Funding:

The amount of debt to be written off is $6,469.23.

Attachments

Letter from SRG
SRG Statement
Letter to SRG
Resolution #36-16
Certification

Brett Caiola <bcaiola@sheridanwy.net>

Re: Story Recycling

1 message

Dan Roberts <droberts@sheridanwy.net> Fri, Jun 12, 2020 at 11:05 AM
To: Brett Caiola <bcaiola@sheridanwy.net>
Cc: Karen Burtis <kburtis@sheridanwy.net>, Todd Watkins <twatkins@sheridanwy.net>, Jennifer Rizer <jrizer@sheridanwy.net>, LaQuita Santos <lsantos@sheridanwy.net>

Thanks for trying Brett. Let's wash our hands of, and forget about the Story Recycling Group once and for all.

I would agree that we should write off the receivable of $6,469.23 in the Solid Waste Fund from the Story Recycling Group. They no longer exist and have no intention or ability to pay us. We would be wasting time and energy (more than we already have) trying to recover any of those costs with no ability to collect.

The request for payments as a measure of "goodwill" have failed. Let's cut our losses and close the books on this/them.

Kind Regards,

Dan Roberts, P.E.
Utilities Director

City of Sheridan
55 Grinnell Plaza
P.O. Box 848
Sheridan, WY 82801

(office) 307-675-4233
(cell) 307-751-1403

"Citizens Serving Fellow Citizens"

On Fri, Jun 12, 2020 at 9:43 AM Brett Caiola <bcaiola@sheridanwy.net> wrote:

> All,
>
> The Finance Dept received the attached, soon to be "stale dated" counter check from Story Recycling Group yesterday. I contacted First Interstate Bank for a funds availability check and as I suspected the check will not clear. Therefore, we won't bother trying to deposit it.
>
> Further, the City is currently still carrying a receivable of $6,469.23 in the Solid Waste Fund for Story Recycling Group. I recommend this receivable be written off as a bad debt expense prior to June 30, 2020.
>
> Regards,
>
> Brett Caiola
> Staff Accountant
> City of Sheridan
> 55 E.Grinnell Plaza
> Sheridan, WY 82801
> **bcaiola@sheridanwy.net**
> (307) 674-6483 Ext. 210

KERNS & BUNTING, LLC
200 W. Loucks St.
P.O. Box 6669
Sheridan, WY 82801
Telephone: 307.655.8600
Facsimile: 307.674.5000

BRENDON E. KERNS
bkerns@kernsbunting.com
Licensed in WY & MT

SHERYL S. BUNTING
sbunting@kernsbunting.com
Licensed in WY

June 4, 2020

received
06,11,2020
BC

Lane Thompson, P.E.
City of Sheridan Public Works
55 Grinnell Plaza
Sheridan, WY 82801

RE: Story Recycling Group

Dear Lane:

Enclosed please find the original correspondence dated January 15, 2020, received by our offices from Smoky Shroeder regarding Story Recycling Group, together with a check in the amount of $89.01.

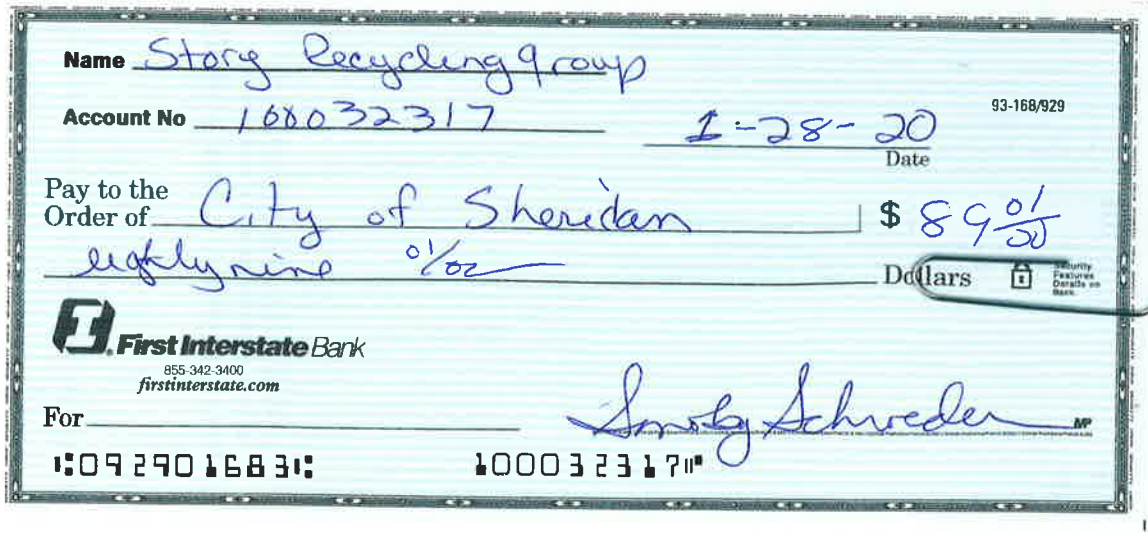
If you have any questions, please contact me. Thank you.

Sincerely,
KERNS & BUNTING, LLC

Cortni Castellow, Paralegal

CC/cc
Enclosures

Mailed 06/04/2020 CC


Name Story Recycling Group
Account No 1680323 17
1-28-20
Date
93-168/929
Pay to the Order of City of Sheridan
$ 89 01/100
eighty nine 01/100 Dollars
First Interstate Bank
855-342-3400
firstinterstate.com
For
Smoky Schroeder
⑆092901683⑆ 1000323171⑈

RE Outstanding Bill Story Recycling Group
$7389.26

Brendon Kearns, Sheryl Bunting:

1-15-20

City of Sheridan,

I have received your letter and I regret to inform you that the Story Recycling Group no longer exists. We did very much appreciate the chance we were given and were very sorry to see that we could not obtain the funds needed to run the much needed recycling program. We tried everything we could but in the end could not raise the funds needed. The town of Story was sad to see the program taken away many of the people just stopped recycling because of the inconvenience of hauling it to Sheridan. Our hope is that someday in the future the County will find the funds to bring it back.

That being said I am enclosing a check for what the Group had left in the bank and the account is now closed. I'm not sure how this can be resolved and paid for but I know I cannot pay it out of my pocket. I'm sorry to leave it like this you were so good to us but it was just to expensive.

Sincerely Schroeder
former secretary Treasurer of Story Recycling

Schroeder
Box 381
Story, WY
82842

CASPER WY 826
10 FEB 2020 PM 2 T



Kerns & Banting L.L.C.
Box 6669
Sheridan, WY
82801

82801$7103

STATEMENT

City of Sheridan
P.O. Box 848
Sheridan, WY 82801

Phone: (307) 674-6483
Fax: (307) 672-5241
Email: jrizer@sheridanwy.net

Date: 08/15/19

Bill To: Story Recycling Group
c/o Bernie Spielman
51 Coffeen Ave.
Sheridan, WY 82801

INVOICE DATE	COLLECTION & SORT FEE	AMOUNT DUE	DATE PAID	PAYMENT	BALANCE
07/05/2017	June FY19	1,173.40	07/13/17	1,173.40	**0.00**
08/01/2017	Jul-17	955.49	02/08/18	955.49	**0.00**
09/05/2017	Aug-17	957.47	04/26/18	957.47	**0.00**
10/02/2017	Sep-17	1166.97	5/25/18, 7/16/18	1,147.20	**19.77**
10/31/2017	Oct-17	916.55		$0.00	**916.55**
11/29/2017	Nov-17	912.27		$0.00	**912.27**
12/29/2017	Dec-17	1140.87		$0.00	**1,140.87**
01/31/2018	Jan-18	917.4		$0.00	**917.40**
03/01/2018	Feb-18	486.73		$0.00	**486.73**
03/26/2018	Mar-18	506.41		$0.00	**506.41**
04/25/2018	Apr-18	521.39		$0.00	**521.39**
06/01/2018	May-18	493.57		$0.00	**493.57**
07/02/2018	Jun-18	754.27		$0.00	**754.27**
08/02/2018	Jul-18	480.73		$0.00	**480.73**
08/14/2018	Aug-18	239.3		$0.00	**239.30**
				TOTAL	**$7,389.26**

Terms: Balance due in 30 days.

March 16, 2018

Story Recycling Group
Attn: Berva Brock
P.O. Box 381
Story, WY 82842

RE: Story Recycling Program Operations Provide by the City of Sheridan

Dear Berva,

On the 21st of November 2016, the Sheridan City Council passed a Resolution (attached) agreeing to provide the Story Recycling Group (SRG) with operational support. City Council's agreement was to provide the support under a certain set of conditions. Since that time, the Story recycling program has continued to prove itself successful with the operational support from the City of Sheridan (City).

As agreed, payment to the City for its labor, equipment, and processing costs is one of the necessary conditions that must be met in order for the City to continue to provide service to SRG's recycling program. Since the August 1, 2017 invoice, the City has received only one monthly payment. As such, the SRG is seven (7) months behind on their payments. In February, the City reduced the collections to every other week. This action was taken to lessen the amount of resources the City is dedicating toward the SRG's recycling program with the hope that the SRG will get back on track and obtain the necessary financial resources to get their past due bills paid and ensure the program can be sustained in the future.

It's my understanding that the SRG is making efforts to get the needed financial support to continue the current recycling program. Because of this, I would like to give you a little more time to thoroughly vet this process.

If I do not hear from you within 30-days from this date with the SRG's intentions to continue the Story recycling program with the City's support, and meet the necessary commitments per the provided Resolution, the City will terminate its support of the Story recycling operations without further notice.

I hope you can understand and appreciate the City's position in the matter. I sincerely hope that the City's support of the Story recycling program can continue as it has been a very successful recycling program.

Sincerely Yours,

Daniel T. Roberts, P.E.
Utilities Director

cc: Charles Martineau, Solid Waste Superintendent
Smokey Schroeder, Story Recycling Group
File

City of Sheridan
P.O. Box 848
55 Grinnell Plaza
Sheridan, WY 82801

Phone: 307.674-6483
Fax: 307.675.5241
sheridanwy.net

RESOLUTION 36-16

A RESOLUTION authorizing the City of Sheridan to continue supporting the story recycling program upon completing a successful, one-year pilot program.

W I T N E S S E T H

WHEREAS, on July 7, 2015 the Story Recycling Group (SRG), a 501 C (3) non-profit organization located in Story, Wyoming entered into a Memorandum of Understanding with the City of Sheridan for operational support to run a commingled recycling drop-off center to include use of a City roll-off container; and

WHEREAS, continued support of the story recycling program by both the City and the SRG was to be considered after a review of a one-year pilot program and continued only if authorized by Resolution; and

WHEREAS, the one-year residential recycling drop-off center has proven to be successful by recycling over 26 tons of material from their community and by raising the necessary funds to pay for the City's operational costs ; and

WHEREAS, the SRG desires to continue the program utilizing the support of the City of Sheridan operations for collection and sorting of the recyclables; and

WHEREAS, the City of Sheridan has sufficient resources to continue providing the collection and sorting services for Story's recycling program; and

WHEREAS, the SRG has built a sustainable funding program to pay for the services provided by the City based upon the established City of Sheridan Sanitation/Recycling fee schedule and hourly rate for labor and equipment; and

WHEREAS, the City has established a goal of 50% recycling; and

WHEREAS, the City staff recognizes that nearly 50% of the total County's waste stream is generated by Sheridan County residences; and

WHEREAS, the established recycling goal cannot be reached without County participation.

NOW THEREFORE, the City of Sheridan agrees to continue supporting the Story recycling program with operational support under the following conditions:

1. The City of Sheridan will work cooperatively with the SRG to maintain a sustainable recycling program for the Story Community that meets the requirements and intent of this Resolution.
2. The City of Sheridan will continue to provide one 20 cubic yard roll-off container at the Story recycling site and trade out this container as needed, but no more than once per week beginning with the date of this Resolution and continue indefinitely. The following commingled materials will be accepted in this container: plastic, metal, aluminum, paper, magazines, and cardboard. Glass will be excluded.
3. The SRG and the citizens of Story will be responsible for keeping the drop-site clean and informing City of Sheridan recycling officials when the container is full.
4. The City of Sheridan will continue to provide the required signage at the Story recycling site necessary to inform the citizens on what commodities are accepted in the recycling container.
5. The SRG will pay the City of Sheridan the labor and equipment costs of providing a 20-cubic yard container and exchanging it out as needed. Additionally, the SRG will pay a

sorting fee to cover the cost of sorting the commingled material collected from the container. The invoices sent to the SRG for collection and sorting services provided by the City will be based on the City's most current, adopted fee schedule. The annual

Item	Annual Quantity	Units	Fee	Total
Collection	52	Hrs	$135.00	$7,020.00
Sorting	26	Tons	$ 42.79	$1,112.54
Total				$8,132.54

costs to the SRG based on the City's current fee schedule is estimated below:

6. The City of Sheridan will invoice the SRG for services provided on a monthly basis and shall provide the tonnages of material collected and other available data as requested.
7. The City of Sheridan will notify the SRG of contamination issues that exceed acceptable contamination limits established by the Solid Waste Division. SRG understands that it is the responsibility of the SRG to provide clean recyclable materials. Any loads deemed unsuitable for sorting due to contamination issues shall be landfilled and the normal landfill fee (currently $102/ton) shall be charged.
8. The SRG will work throughout the year to promote recycling by all Story citizens to decrease the amount of trash going into the Sheridan Landfill.
9. The Story recycling program operations may be terminated by either party upon 30 days written notice.
10. The conditions of the City's services providing support to the SRG for the Story recycling program, as described in this Resolution, may be amended upon mutual, written agreement.

PASSED, APPROVED AND ADOPTED THIS 21st day of November, 2016.

City of Sheridan, Wyoming

John Heath, Mayor

CITY OF SHERIDAN MUNICIPAL SEAL SHERIDAN COUNTY, WYOMING

ATTEST:

Jim Harmon
Finance & Administrative Services Director

Sheridan
WYOMING
NATURALLY

Summary and Certification of Uncollectible Debt

Date: July 6, 2020

Name and last known address:
Story Recycling Group
Box 381
Story, WY 82842

Goods or Services for which debt was incurred:
Collection and sorting of recyclables

Amount of debt and date when debt became due and payable:
$6,469.23 – August 13,2018

Explanation of actions taken to collect the debt and why it remains unpaid:
The City entered into an MOU with Story Recycling Group on July 7, 2015. Recycling services that month. Monthly invoices were sent and payments were made in a timely manner. In August of 2017, the account became past due. Services continued through August 13, 2018 with invoices and statements being sent monthly. In August of 2018, services were terminated. At that time, a final invoice was sent along with a statement showing the past due balance. Another statement was sent on August 25, 2019. That statement resulted in the Story Recycling Group sending a letter and check, in the amount of $89.01, to the City's attorney, Kerns & Bunting. The letter explained that the Story Recycling Group is now defunct and that $89.01 is all that they had left in their bank account. By the time the check was forwarded to the Treasurer's office, the bank account was closed and the check was not able to be deposited.

Certification:
I, Stuart McRae, certify that the Story Recycling Group debt of $6,469.23 has been determined to be uncollectible and request that the Sheridan City Council discharge and extinguish the accounts receivable of said Group.

Stuart J. McRae
City Administrator
City of Sheridan, Wyoming