Clearmont Town Council

**Regular Council Meeting**

**February 17, 2025**

**6:00 PM**

**CALL MEETING TO ORDER**

The Clearmont Town Council met for a regular meeting at the Clearmont Town Hall, February 17, 2025. Mayor Chris Schock called the meeting to order at 6:00 PM.

**ATTENDANCE OF COUNCIL**

Council members present were as follows: Mayor Schock, Councilwoman Switzer, Councilman Rowe, and Councilman Rohrer. Councilman Haring was absent. Also present were Pete Bassett, Maintenance and Water Treatment Operator, and Kirstie Auzqui, Town Clerk/Treasurer.

**PLEDGE OF ALLEGIANCE**

**VISITORS**

The Town Council Meeting had the following visitors: Cynthia Vannoy from Sheridan Media, Amy Rowe from Clearmont Days Planning Committee, Greg and Brenda Michelena, Dave Engels from Engineering Associates and Sheriff Levi Dominguez. Jerry Hunt from Weston Engineering joined us via cell phone during unfinished business.

**APPROVAL OF CURRENT AGENDA**

Councilwoman Switzer made a motion to approve the Agenda as presented. Motion seconded by Councilman Rohrer. Motion carried 3-0.

**APPROVAL OF MINUTES**

Councilwoman Switzer made a motion to approve the January 20, 2025, Regular Meeting minutes. Motion seconded by Councilman Rohrer. Motion carried 3-0.

Councilman Rohrer made a motion to approve the February 10, 2025, Special Council Meeting minutes. Motion seconded by Councilman Rowe. Motion carried 3-0.

**REPORT OF TREASURER AND APPROVAL OF BILLS**

Reports shared and reviewed: Utility payment report of Past Due and Shut-off Notifications (15 total, including 1 shut-off) Summary of Receipts and Deposits, Current Balance Sheet and Profit and Loss Budget vs. Actual for FY 24-25.

Councilman Rohrer made a motion to approve the January 2025 Claims Paid & Summary of Receipts. Motion seconded by Councilwoman Switzer. Motion carried 3-0.

Councilwoman Switzer made a motion to approve the Claims to be Approved for February 17, 2025. Motion seconded by Councilman Rohrer. Motion carried 3-0.

**REPORTS OF MAYOR, COUNCIL, CLERK, and MAINTENANCE**

**Items discussed during the Mayor’s Report:**

* Mayor Schock shared his experience at the WAM Winter Conference in Cheyenne, including the Homeland Security session, which he commented was eye-opening.
* Mayor Schock shared his concern about the effects of the Property Tax Legislation that does not include a back-fill for towns, counties and special districts including the school.
* Mayor Schock attended the new Semi-quincentennial Committee for Sheridan County which is now being led by the City of Sheridan. Great ideas and suggestions were made. The committee will continue to meet every other month until 2026.

**Items discussed during the Council and/or Clear Creek Recreation District Report:**

* None was shared.

**Items discussed during the Clerk’s Report:**

* Community News and Announcements included the Greenhouse Ribbon Cutting at the school, which was cancelled due to no heat in the building at this time; Historical Center will be honoring Addie Cook with the Quilt Display this next month, please share your quilts for the display; SCDS#3 will be hosting a community listening session on Saturday, February 22nd following the High School basketball games.
* The Town of Clearmont’s first spotlight in the Clear Creek Recreation District newsletter will appear next month in March.
* Go-Getter program with the Sheridan Press filled their sponsorships before we could submit our approval and interest.
* ARPA Waterline Replacement Final Payment to LJS Concrete & Excavating will be paid in this meeting claims. The final cost was $737,870.56 and the Town of Clearmont portion owed was $64,645.56 thanks to the ARPA Grant program.
* WAM Winter Conference and Public Officer Training was excellent. More information was collected at the Public Officer Training after having been in the position for a full calendar year. The Keynote Speaker, Andrew McCrea was outstanding and shed light on what a small community like Clearmont needs to do to invest in our future and viability.
* A summary of the IUP (Intended Use Plan), which is a needs survey was submitted to the State Land and Investment board for our future priorities including:
  + Completing the remaining 8,597 linear feet (62%) replacement of our water lines in the township. Highest Priority is Meade Ave and the waterline that runs under the highway and railroad.
  + Municipal Water Service Line Replacement (aka Lead Copper Inventory) project estimated to begin work prior to November 2027.
  + Water Source resilience project as secondary need, thus allowing us to rehab Well #1 and Well #3 in the future.
  + Replacing our aging sewer lines as a secondary need, thus allowing us to create a master plan for replacement.
* WAMCAT Spring Virtual Series (classes) will be held on Thursday March 13, 20 and 27th. The office will remain closed during the course as exams are required to be completed.

**Items discussed during the Maintenance Report:**

* None was reported by Pete. Clerk Auzqui thanked Pete for his extra time and work clearing the snow on our streets and sidewalks.

**UNFINISHED BUSINESS**

* Discussion was re-opened for questions and comments regarding how to proceed with Well #3 construction and the minimum requirements to satisfy the DWSRF 226 Loan. Additional questions were asked to clarify the cost of a new pump depending on the water quantity and quality of the from the well. Clerk Auzqui reminded the council and members of the meeting that the Town of Clearmont will be held responsible for $561,255 of costs incurred for the construction of this well project that has been ongoing since 2016. If we do not select an option that meets the minimum requirements of completion and satisfactory, the Town of Clearmont will have to repay both the grant from WWDC and the SRF Loan.

Mayor Schock asked for a motion to move forward with Option #1 presented by Dave Engels. Councilman Rohrer moved the motion forward, with Councilman Rowe seconding the motion. The motion carried 4-0. After the equipment is removed from the well, a performance test/pump test will be completed to determine the size of pump needed. The cost of purchasing a new pump will be covered in the remaining funding available. Change order #10 is to be completed along with the required testing and permits to put the well online for service.

**NEW BUSINESS**

* Clearmont Days Planning Committee member Amy Rowe shared news about the current plans for the Clearmont Days scheduled for Saturday, June 28th. Volunteers are needed to help with planning and working at the event. The next planning committee meeting will be Monday March 10th at 7 pm. The planning committee is preparing to bring the Jump House and inflatables back with an estimated cost of $800; thus, requesting financial assistance from the town council in the amount of $500 to help pay for the cost of the inflatables. Motion was made to approve the request of $500 from Councilman Rohrer, seconded by Councilman Rowe. Motion carried 3-0.
* Land Purchase agreement between the Town of Clearmont and Greg & Brenda Michelena for 13.35 acres including and surrounding the current sewer lagoons for $114,000 was read. Councilman Rohrer made a motion to accept the purchase agreement and cost for purchase and closing totaling $114,173. Councilman Rowe seconded the motion. Motion carried 4-0.
* Mayor Schock moved the conversation into where the funding will come from to pay for the land purchase. A recommendation was made to take $57,000 from the WGIF general fund and $57,000 from the WGIF sewer fund. Closing costs of $173 will come from the general operating fund. Motion was moved forward by Councilwoman Switzer and seconded by Councilman Rohrer. Motion was approved 4-0.
* WYDOT provided a new Cooperative Agreement for HWY 14-16 resurfacing project slated for the summer of 2026. WYDOT has estimated the costs the Town of Clearmont will incur to update our sidewalks to ADA accessible and moving the current junction boxes for our streetlights. The estimated cost is $20,846. Councilman Rohrer made a motion to accept the cooperative agreement, seconded by Councilman Rowe. Motion carried 3-0. The agreement was signed by Mayor Schock and Notarized by Councilman Rohrer.
* Two (2) estimates were provided on the cost of our annual landfill monitoring. Engineering Associates provided a Cost Estimate of $3,430.88, excluding the costs of Pace Analytical Services for testing. Nelson Engineering sent a proposal of $4,950. The landfill monitoring cost $7,896.19 last year (2024) from Engineering Associates. Dave Engels was asked why the cost was so high last year compared to this year’s estimate. Dave shared with the council that last year a second engineer was in training (EIT 1) which added to the cost of the work completed last year. Dave ensured the council that the cost of work completed by Engineering Associates will not exceed $3,430.88. The estimated cost from Pace Analytical for all testing services in 2025 will increase by 7.5% based on notification provided by Pace Analytical in December 2024. Councilman Rohrer made a motion to accept the cost estimate from Engineering Associates. Councilman Rowe seconded the motion, motion carried 3-0.
* Public Utilities Ordinance #124-2025 was introduced for first reading. After little discussion, Councilman Rohrer made a motion to accept the ordinance as presented. Councilwoman Switzer seconded the motion; motion carried 4-0.
* Clerk Auzqui presented the council with a customer refund request for their utility deposit. After discussion about the type of resident the customer is and noting that the current public utilities code does not recognize how deposits are to be returned for customers who want to have a pause in their service while they travel. Councilman Rowe made a motion to decline the request for a full refund. Councilman Rohrer seconded the motion; motion carried 4-0.
* Animal Regulations and Control ordinance #125-2025 was presented and updated to include language provided at a regular town council meeting in May of 2024. After discussion about the dates that 4-H and FFA projects are allowed, Clerk Auzqui noted that she can reach out to the local 4-H extension office to clarify the dates to include and update the council at the second reading. Councilman Rohrer made a motion to approve the ordinance as presented in the first reading. Councilman Rowe seconded the motion; motion carried 4-0.

**EXECUTIVE**

None was held.

**NEXT MEETING AND TOWN HALL CLOSURES**

* Regular Council Meeting, March 17th, 2025, at 6 PM.
* Town Hall will be closed Friday, February 28th for personal leave.

**ADJOURNMENT**

Councilwoman Switzer made a motion to adjourn at 7:18 PM. Motion seconded by Councilman Rowe. Motion carried 3-0. Meeting adjourned.

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Mayor, Chris Schock Town Clerk, Kirstie Auzqui

**Posted at Town Hall, U.S. Post Office, and Clearmont Library:** February 19, 2025.