



**CITY OF LANDER
REGULAR CITY COUNCIL MEETING**

**Tuesday, October 10, 2023 at 6:00 PM
City Council Chambers, 240 Lincoln Street**

AGENDA

Join Zoom Meeting

<https://us06web.zoom.us/j/83709822195?pwd=UDllh2lZC1uig05LwSBa5bTysgg7gb.1>

Meeting ID: 837 0982 2195

Passcode: 894879

1. CALL TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. APPROVAL OF AGENDA

3. COMMUNICATION FROM THE FLOOR

Please approach the microphone and state your full name for the record. This meeting and comments are electronically recorded. All comments will be limited to three minutes.

- A. Public Comment

4. MAYOR AND COUNCIL UPDATES

5. STAFF REPORTS

6. CONSENT AGENDA

Items listed on the Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items unless a Councilor requests, in which case the item will be removed from the Consent Agenda and will be considered on the Regular Agenda.

- A. Approve Regular City Council Meeting minutes September 12, 2023
- B. Approve Regular City Council Meeting minutes from September 26, 2023
- C. Approve Work Session Minutes September 26, 2023
- D. Approve Bills and Claims

7. UNFINISHED BUSINESS (ACTION ITEMS)

- A. Third Reading Ordinance 2023-3 Amending Title 12, Section 12-3-3 Park and Recreation to Allow for Regulation of All Parks through Adopted Individual Park Rules

8. NEW BUSINESS (ACTION ITEMS)

- A. Approve Resolution 1311 Amending the Job Description for the Mechanic Series and Creating a Job Description for Police Department Captain.
- B. Approve Resolution 1312 Amending Salary Structure Within The City of Lander.
- C. LEDA recommendations for LIFT funds.
- D. Approve the Table Mountain Subdivision.
- E. Approve the re-dedication of Bishop Randall Drive to conform with the as-built street and extend it into Table Mountain Subdivision.
- F. Authorize the Mayor to sign the MOU between the Fremont County Pioneer Museum and the City of Lander for joint operation of the Welcome Center.

9. ADJOURNMENT

Upcoming Council Meetings:

Regular Meeting:

6:00 PM Tuesday, October 24, 2023, City Council Chambers

6:00 PM Tuesday, November 14, 2023, City Council Chambers

Work Sessions:

Immediately following the Regular Meeting Tuesday, October 24, 2023, City Council Chambers

All meetings are subject to cancellation or change.



CITY OF LANDER
REGULAR CITY COUNCIL MEETING
 Tuesday, September 12, 2023 at 6:00 PM
 City Council Chambers, 240 Lincoln Street
MINUTES

1. **CALL TO ORDER.** Mayor Richardson led the Pledge of Allegiance and called the meeting to order at 6:00 PM. Roll Call. COUNCILMEMBERS PRESENT: John Larsen, Dan Hahn, Julia Stuble, Melinda Cox, Missy White and Mayor Monte Richardson. COUNCILMEMBERS ABSENT: Josh Hahn. Declaration of a quorum. STAFF PRESENT: Assistant Mayor RaJean Strube Fossen, Deputy City Treasurer/Clerk Kevin Kulow, City Attorney Adam Phillips, City Clerk Rachelle Fontaine.

2. **APPROVAL OF AGENDA**

Motion made by Councilmember Larsen, Seconded by Council President Cox. Councilmembers Voting Yea: Larsen, White, D Hahn, Cox, Stuble, and Mayor Richardson. Motion passed unanimously.

3. **PUBLIC HEARING** Community Development Block Grant (CDBG) application to extend Jefferson Street into Popo Agie River Park

- A. Opened Hearing at 6:01 PM.
- B. Introduced and Read by Assistant Mayor RaJean Strube Fossen
- C. Public Comment

Councilmember D Hahn asked what the annual Popo Agie River Park maintenance budget will be. Assistant Mayor Stube Fossen answered that there is no final budget yet as the Master Plan for the park has not been created detailing what facilities will be in that park. A number could be provided for maintaining the streets, curb, and parking lot.

- D. Closed Hearing at 6:04 PM.

4. **PUBLIC HEARING** Ordinance 2023-3 Amending Title 12, Section 12-3-3, Parks and Recreation to Include City Park Rules

- A. Opened Hearing at 6:05 PM.
- B. Introduced and Read by City Clerk Rachelle Fontaine
- C. Public Comment

Councilmember Larsen clarified park rules could be passed via resolution and it makes sense that each park should have different rules, which could be changed by resolution as needed. Councilmember Stuble had questions about current park rules and who created them. She commented on the redundant language concerning the penalty as well as the verbiage city parks versus the city park. She further inquired as to the timing of the resolutions to create the rules. Assistant Mayor Strube Fossen answered that previously the now dissolved Parks and Rec Board created rules and the Council adopted them. The resolutions adopting individual park rules could be adopted at a voting session after the third reading, adoption, and publication of the Ordinance. Councilmember Stuble inquired as to the permanency of a resolution. City Attorney Phillips answered that resolutions are permanent until changed by the Council.

- D. Closed Hearing at 6:12 PM.

5. **PUBLIC HEARING:** City of Lander Budget Amendment FY 22 23

- A. Opened Hearing at 6:13 PM.
- B. Introduced and Read Deputy Treasurer/Clerk Kevin Kulow.
- C. Public Comment

Councilmember Larsen asked for clarification concerning the total excess revenue amounts and expenditures, such as the \$15,000 for the rodeo. Deputy Treasurer/Clerk Kulow clarified that this pertains to last year's budget where some accounts may have overspent and not the 23 24 Budget just approved. Assistant Mayor Strube Fossen explained that on the revenue side taxes and community center income is estimated for the Budget and adjusted at the end when those

numbers are certain. Expenditures for the police department were the grant sums received, the street, golf course and rodeo expenses were for maintenance items that exceed the amount budgeted.

D. Closed Hearing at 6:20 PM.

6. COMMUNICATION FROM THE FLOOR

A. Public Comment: None

7. MAYOR AND COUNCIL UPDATES

Councilmember Larsen provided a Fremont County Solid Waste District fee increase and LOTRA update. The Chamber will meet tomorrow.

Councilmember White provided a Senior Center and Central Wyoming Regional Airport update. She gave a shout out to the crew working on water lines. There was a Planning Commission meeting she was unable to attend. She encouraged people to attend the Public Service Commission public hearing concerning the Rocky Mountain Power proposed rate increases. The Regulatory Task Force is meeting in Lander on the 20th and 21st. She reported on a conversation with Fabian Lobera and the economic tax and the process and benefits.

Council President Cox provided a Gravel Grinder, LEDA and FCSD #1 and a Family Resource Center update. She inquired about pedestrian rights-of-way on First Street by the Chamber. There is not a crosswalk. In Wyoming pedestrians always have the right of way. She would like it to be marked. She gave a shout out to the 9 11 Ceremony and school student attendees.

Councilmember Stuble reminded the Council about the Wyoming Working Together conference next week in Lander. She met with a LEDA Board Member concerning their operational request. The Popo Conservation District meets tomorrow. They have published a draft of their long-range plan for 2024 2028. She also praised the 9 11 Ceremony and announced she is one of several named to the Fremont County EMS Committee for securing funding.

Mayor Richardson notified the Council that the Fremont County Association of Government is moving forward with a plan to recruit the State shooting range to Fremont County. FCAG will be asking for the City to provide half cent funding for the recruitment. The WRTA Supervisor and FCAG Manager resigned, and those positions will be advertised.

8. STAFF REPORTS

Assistant Mayor RaJean Strube Fossen commented that Mike Kusiek sent a chat confirming pedestrians have the right-of-way. The First, Second and Main Streets crossing are currently included in the Popo River Parkway study. They have cameras up counting the number of vehicles and pedestrians in those two intersections so the City should have some good data on those two intersections. The Request for Proposals for the 2024 Master Plan should go out this month, and this would include the park development plan. The Energy and Environmental Task Force will present to the Council in an October work session to discuss the greenhouse gas reduction goal. The Housing Authority will also present in work session seeking to refine the relationship between the land, the building, and the Housing Authority as management of the Table Mountain Living Community.

9. CONSENT AGENDA

- A. Approve Amended July 11, 2023, Regular City Council Meeting Minutes
- B. Approve August 8, 2023, Regular City Council Meeting Minutes
- C. Approve August 22, 2023, City Council Work Session Minutes
- D. Approve Bills and Claims

WATER REFUNDS WATER REFUNDS 200,WATER REFUNDS WATER REFUNDS 164.87,WATER REFUNDS WATER REFUNDS 123.07,ADAM E PHILLIPS ATTORNEY AT LAW GENERAL ATTORNEY 4460,BADGER METER INC METER REPLACEMENT 292.14,BAILEY ENTERPRISES VEHICLE REPAIR 10.4,BALDWIN CREEK RENTAL CENTER MAINTENANCE 400,BEDROCK LLC TURF & GROUNDS MAINTENANCE 7625,BERNARD PLUMBING EQUIPMENT REPAIR/LEASE PAYMENT 1370.73,BERNARD PLUMBING EQUIPMENT REPAIR/LEASE PAYMENT 200,BILL JONES PLUMBING & HEAT OPERATIONS AND MAINTENANCE 1637.6,BRADFORD SUPPLY COMPANY OPERATIONS AND MAINTENANCE 1483.74,BRYAN ST. CLAIR PROGRAM REGISTRATION 780,CENTRAL WYOMING CLIMBERS ALLIANCE ECONOMIC DEVELP

PROJECTS 1519.91,CITY PLUMBING & HEATING OPERATIONS AND MAINTENANCE 31.15,COWBOY SUPPLY HOUSE SUPPLIES 231.5,FERGUSON ENTERPRISES INC OPERATIONS AND MAINTENANCE 4117.24,FERGUSON ENTERPRISES INC OPERATIONS AND MAINTENANCE 2983.24,FERGUSON ENTERPRISES INC OPERATIONS AND MAINTENANCE 798,DRUG TESTING SERVICES LLC EMPLOYEE SCREENING 60,CENTURY LINK TELEPHONE & INTERNET 785.28,DOWL TRANSPORTATION 5414.93,DOWL TRANSPORTATION 2872.02,ELLIS CONCRETE INC SAFE ROUTES TO SCHOOL 1985,FLEX SHARE BENEFITS FLEX SHARE FEES 1000,FREMONT COUNTY TREASURER DISPATCH CONTRACT 18232.83,FREMONT COUNTY TREASURER PRISONER CARE 5390,FREMONT COUNTY TREASURER PRISONER CARE 4345,FREMONT COUNTY TREASURER TRANSPORTATION 2612.5,FREMONT CO SOLID WASTE DISPOS TRASH COLLECTION 17,FREMONT CO SOLID WASTE DISPOS TRASH COLLECTION 42.6,FREMONT CO SOLID WASTE DISPOS TRASH COLLECTION 47.4,FREMONT CO SOLID WASTE DISPOS TRASH COLLECTION 37.8,HDR ENGINEERING INC STORAGE TANK REPLACEMENT 11356.55,"HAMILTON LAND SURVEYING, INC" PROF AND CONSULTING 710,"HAMILTON LAND SURVEYING, INC" PROF AND CONSULTING 425,FREMONT MOTOR COMPANY VEHICLE REPAIR 576.5,FREMONT MOTOR COMPANY VEHICLE REPAIR 515.9,GROATHOUSE CONSTRUCTION RETAINAGE PAYALBE 315265,GROATHOUSE CONSTRUCTION PROJECT COSTS 315265,HDR ENGINEERING INC SAFE ROUTES TO SCHOOL 14800,"HMH DISTRIBUTION, LLC" ECONOMIC DEVELP PROJECTS 772.82,INQUIREHIRE EMPLOYEE SCREENING 32.1,L N CURTIS & SONS SUPPLIES 1197.86,L N CURTIS & SONS SUPPLIES 1191.6,L N CURTIS & SONS FIRE EQUIPMENT MAINTENANCE 620.38,L N CURTIS & SONS SUPPLIES 335.99,HOMETOWN OIL SHOP SUPPLIES 198,HOMETOWN OIL NEW ASSETS 194.39,LANDER CYCLING CLUB ECONOMIC DEVELP PROJECTS 3862.9,KAIROS BROADCASTING LLC COMMUNITY DEVELOPMENT 5000,LANDER CHAMBER OF COMMERCE ADVERTISING 50,LANDER CHAMBER OF COMMERCE COMMUNITY DEVELOPMENT 5000,MAVEN INSURANCE 52896,LOZIER TERESA BUILDING MAINTENANCE 950,MASA EMPLOYEE BENEFIT 228,MES ROCKY MOUNTAINS FIRE EQUIPMENT MAINTENANCE 6258.58,LANDER SENIOR CITIZENS CENTER BUILDING MAINTENANCE 1746.85,MICHELLE L. ESCUDERO PROF AND CONSULTING 2275,MIDLAND IMPLEMENT CO VEHICLE REPAIR 1195.2,MIDLAND IMPLEMENT CO VEHICLE REPAIR 422.52,NORCO INC SHOP SUPPLIES 68.4,NORCO INC FIRE EQUIPMENT MAINTENANCE 2128,NORCO INC SHOP SUPPLIES 84.63,NORCO INC SUPPLIES 289.23,MOTOROLA SOLUTIONS INC FIRE EQUIPMENT MAINTENANCE 744.24,NAPA FIRE EQUIPMENT MAINTENANCE 36.43,NAPA FIRE EQUIPMENT MAINTENANCE 10.89,NAPA VEHICLE REPAIR 159.26,NAPA VEHICLE REPAIR 308.12,NAPA VEHICLE REPAIR 137.96,NAPA VEHICLE REPAIR 131.68,NAPA VEHICLE REPAIR 14.6,NAPA VEHICLE REPAIR 17.16,NAPA VEHICLE REPAIR 130.46,NAPA VEHICLE REPAIR 135.2,NAPA VEHICLE REPAIR 154.06,NAPA VEHICLE REPAIR 143.45,NAPA VEHICLE REPAIR 237.71,NAPA SHOP SUPPLIES 31.95,NAPA VEHICLE REPAIR 462.18,NAPA SHOP SUPPLIES 84.96,NAPA VEHICLE REPAIR 464.77,NAPA VEHICLE REPAIR 40.99,NAPA VEHICLE REPAIR -40.99,NAPA VEHICLE REPAIR 213.43,NAPA VEHICLE REPAIR 410.63,NAPA VEHICLE REPAIR 325.52,NAPA VEHICLE REPAIR 52.89,NAPA VEHICLE REPAIR 159.3,NAPA VEHICLE REPAIR 24.82,NAPA VEHICLE REPAIR 68.36,NAPA VEHICLE REPAIR 9.76,NAPA VEHICLE REPAIR 129.08,NAPA VEHICLE REPAIR 20.88,NAPA VEHICLE REPAIR 153.2,NAPA VEHICLE REPAIR 117.87,NAPA VEHICLE REPAIR 19.23,NAPA VEHICLE REPAIR 118.28,NAPA VEHICLE REPAIR 121.49,NALCO COMPANY CHEMICAL FEED SUPPLIES 4062.96,OTW SAFETY NEW ASSET 10212.38,ONE STOP CARWASH VEHICLE REPAIR 12.75,MOE'S FENCING & REMODELING BUILDING MAINTENANCE 650,PRECISION DIRT OPERATIONS AND MAINTENANCE 26273,PERFECT POWER INC EQUIPMENT REPAIR/LEASE PAYMENT 142.5,"REDPOINTE, LLC" ECONOMIC DEVELP PROJECTS 12105.63,SAFEWAY INC OPERATIONS AND MAINTENANCE 24.46,ROCKY MOUNTAIN PRE-MIX GRAVEL 2546.76,ROCKY MOUNTAIN PRE-MIX GRAVEL 2384.16,ROCKY MOUNTAIN PRE-MIX GRAVEL 1345.52,ROCKY MOUNTAIN PRE-MIX GRAVEL 42.19,ROCKY MOUNTAIN PRE-MIX GRAVEL 1526.55,STOTZ EQUIPMENT VEHICLE REPAIR 283.18,REWORX PROF AND CONSULTING 10042.75,PHAT FOAM INSULATION LLC NEW ASSETS 22888,SUMMIT FIRE & SECURITY EQUIPMENT REPAIR/LEASE PAYMENT 254.7,SUMMIT FIRE & SECURITY COMMUNITY CENTER MAINTENANCE 802.3,SUMMIT FIRE & SECURITY COMMUNITY CENTER MAINTENANCE 55,STRIKE CONSULTING GROUP PROF AND CONSULTING 6488.75,STRIKE CONSULTING GROUP PROF AND CONSULTING 1196.25,STRIKE CONSULTING GROUP PROF AND CONSULTING 12107.5,STRIKE CONSULTING GROUP PROF AND CONSULTING 797.5,STRIKE CONSULTING GROUP PROF AND CONSULTING 5515,STRIKE CONSULTING GROUP PROF AND CONSULTING 1232.5,STRIKE CONSULTING GROUP PROF AND CONSULTING 1888.75,STRIKE CONSULTING GROUP PROF AND CONSULTING 1160,STRIKE CONSULTING GROUP PROF AND CONSULTING 502.5,VAN DIEST SUPPLY CO. SUPPLIES/CHEMICALS 1029,VALLEY LUMBER COMPANY EQUIPMENT REPAIR/LEASE PAYMENT 1995,SWEETWATER AIRE BUILDING MAINTENANCE 401.23,"SUMMIT WEST CPA GROUP, P.C." PROFESSIONALS 1235,THATCHER COMPANY CHEMICAL FEED SUPPLIES 9567.88,WAMCAT DUES 75,WILLIAM H SMITH & ASSOC PROF AND CONSULTING 5699.5,WILLIAM H SMITH & ASSOC PROF AND CONSULTING 3822.5,WILLIAM H SMITH & ASSOC PROF

AND CONSULTING 2185,WILLIAM H SMITH & ASSOC PROF AND CONSULTING 2247.5,TYLER TECHNOLOGIES PROFESSIONALS 6296.7,TYLER TECHNOLOGIES PROF. & TECHNICAL SERVICE 4243,WYOMING RENTS LLC OPERATIONS AND MAINTENANCE 330,WYOGLOSS LLC ECONOMIC DEVELP PROJECTS 44282.87,WIND HOSTING PROF AND CONSULTING 240,VAN DIEST SUPPLY CO. SUPPLIES/CHEMICALS 1237.5,"WALLER, TECIA" COMMUNITY CENTER MAINTENANCE 3500,WAMCAT DUES 75,WESTERN LAW ASSOCIATES PROFESSIONALS 3105.89,WHITING LAW PC PROFESSIONALS 640,WIND RIVER POWER SPORTS VEHICLE REPAIR 86.96,WYDOT - FINANCIAL SERVICES FUEL 6047.56,WYDOT - FINANCIAL SERVICES FUEL 6941.46,WYOMING RETIREMENT SYSTEM VOLUNTEER FIRE PENSION FUND 656.25,BLACK HILLS ENERGY GAS 1161.39,SIMPLIFILE FILING FEES 23.25,MASTERCARD BUILDING MAINTENANCE 2079.4,MASTERCARD HOUSEKEEPING SUPPLIES 1007.09,MASTERCARD SUPPLIES 40,MASTERCARD TELEPHONE 966.41,MASTERCARD SUPPLIES 26.48,MASTERCARD SUPPLIES 7.99,MASTERCARD SUPPLIES 105.55,MASTERCARD SUPPLIES 405,MASTERCARD SUPPLIES 96.89,MASTERCARD SUPPLIES 344.99,MASTERCARD SUPPLIES 2402.24,MASTERCARD PROFESSIONALS 199,MASTERCARD SUPPLIES 80,MASTERCARD SUPPLIES 105.49,MASTERCARD DUES 159,MASTERCARD SUPPLIES 27.38,MASTERCARD TUITION & REGISTRATION 380,MASTERCARD ADVERTISING 147.5,MASTERCARD HOUSEKEEPING SUPPLIES 8.98,MASTERCARD COMMUNITY DEVELOPMENT 29.9,MASTERCARD SUPPLIES/TOOLS & EQUIP 28.85,MASTERCARD BLDG GROUNDS MAINTENANCE 34.98,MASTERCARD SUPPLIES/TOOLS & EQUIP 6.74,MASTERCARD BLDG GROUNDS MAINTENANCE 228.69,MASTERCARD SUPPLIES/TOOLS & EQUIP 32.06,MASTERCARD TREE MAINTENANCE 81.46,MASTERCARD SUPPLIES/TOOLS & EQUIP 49.5,MASTERCARD SUPPLIES/TOOLS & EQUIP 34.97,MASTERCARD SUPPLIES/TOOLS & EQUIP 92.9,MASTERCARD SUPPLIES/TOOLS & EQUIP 75.95,MASTERCARD BLDG GROUNDS MAINTENANCE 124.63,MASTERCARD VEHICLE REPAIR 807.02,MASTERCARD SUPPLIES 299.98,MASTERCARD TUITION & REGISTRATION 600,MASTERCARD PROF AND CONSULTING 20,MASTERCARD OPERATION/ MAINTENANCE STREETS 51.28,MASTERCARD OPERATION/ MAINTENANCE STREETS 594.7,MASTERCARD OPERATION/ MAINTENANCE STREETS 116.11,MASTERCARD WATER SAMPLES TESTING 60,MASTERCARD WW LAB/TESTING 319,MASTERCARD OPERATIONS AND MAINTENANCE 64.08,MASTERCARD OPERATIONS AND MAINTENANCE 57.14,MASTERCARD WW LAB/TESTING 254,MASTERCARD WATER SAMPLES TESTING 173,MASTERCARD OPERATIONS AND MAINTENANCE 99.98,MASTERCARD OPERATIONS AND MAINTENANCE 108.25,MASTERCARD WATER SAMPLES TESTING 75,MASTERCARD OPERATIONS AND MAINTENANCE 72.64,MASTERCARD OPERATIONS AND MAINTENANCE 8.98,MASTERCARD OPERATIONS AND MAINTENANCE 102,MASTERCARD OPERATIONS AND MAINTENANCE 4.99,MASTERCARD OPERATIONS AND MAINTENANCE 64.98,MASTERCARD OPERATIONS AND MAINTENANCE 101.96,MASTERCARD OPERATIONS AND MAINTENANCE 85.6,MASTERCARD WW-OPERATIONS & MAINTENANCE 175.97,MASTERCARD OPERATIONS AND MAINTENANCE 7.73,MASTERCARD OPERATIONS AND MAINTENANCE 679.99,MASTERCARD TUITION & REGISTRATION 100,MASTERCARD OPERATIONS AND MAINTENANCE 336.6,MASTERCARD OPERATIONS AND MAINTENANCE 135.96,MASTERCARD OPERATIONS AND MAINTENANCE 100.64,MASTERCARD COMMUNITY DEVELOPMENT 1686.66,MASTERCARD COMMUNITY DEVELOPMENT 297.33,MASTERCARD POSTAGE 13.4,MASTERCARD OFFICE EQUIP SUPPLIES & MAINT 34.24,MASTERCARD TUITION & REGISTRATION 44,MASTERCARD SUPPLIES 43.88,MASTERCARD SUPPLIES 31.64,MASTERCARD SUPPLIES 102.97,MASTERCARD SUPPLIES 111.42,MASTERCARD SUPPLIES 130.6,MASTERCARD SUPPLIES 35.66,MASTERCARD OPERATIONS AND MAINTENANCE 65.85,MASTERCARD OPERATIONS AND MAINTENANCE 431.33,MASTERCARD OPERATIONS AND MAINTENANCE 16.18,MASTERCARD SUPPLIES 59.36,MASTERCARD SUPPLIES 83.23,MASTERCARD SUPPLIES 35.98,MASTERCARD OPERATIONS AND MAINTENANCE 374,MASTERCARD SUPPLIES 10.42,MASTERCARD OPERATIONS AND MAINTENANCE 257.76,MASTERCARD VEHICLE REPAIR 33.22,MASTERCARD VEHICLE REPAIR 27.32,MASTERCARD VEHICLE REPAIR 164.14,MASTERCARD VEHICLE REPAIR 33.69,MASTERCARD VEHICLE REPAIR 43.24,MASTERCARD VEHICLE REPAIR 15.38,MASTERCARD VEHICLE REPAIR 44.93,MASTERCARD WW LAB/TESTING 270,MASTERCARD WW- OPERATIONS & MAINTENANCE 2255.75,MASTERCARD DUES 185,MASTERCARD DUES 244,MASTERCARD ADVERTISING 1911.2,MASTERCARD SUPPLIES 404.97,MASTERCARD FIRE EQUIPMENT MAINTENANCE 16.91,MASTERCARD SUPPLIES 451.8,MASTERCARD TUITION & REGISTRATION 230,MASTERCARD SUPPLIES 18.5,MASTERCARD SUPPLIES 789.99,MASTERCARD SUPPLIES 198.58,MASTERCARD SUPPLIES 125.75,MASTERCARD SUPPLIES 199.45,MASTERCARD TRAINING 69,MASTERCARD SUPPLIES 28.99,MASTERCARD UNIFORMS 107.71,MASTERCARD SUPPLIES 17.04,MASTERCARD SUPPLIES 25.15,MASTERCARD BUILDING MAINTENANCE 678.91,MASTERCARD FIRE EQUIPMENT MAINTENANCE 37.94,MASTERCARD SUPPLIES 66.64,MASTERCARD SUPPLIES 147.88,MASTERCARD FIRE EQUIPMENT MAINTENANCE 21.58,MASTERCARD COMMUNITY DEVELOPMENT 305,MASTERCARD COMMUNITY DEVELOPMENT 17.9,MASTERCARD ADVERTISING 135.53,MASTERCARD SUPPLIES 29.99,MASTERCARD SUPPLIES 55.99,MASTERCARD

SUPPLIES/CHEMICALS 152.7,MASTERCARD SUPPLIES/CHEMICALS 11.07,MASTERCARD SUPPLIES/CHEMICALS 37.6,MASTERCARD TUITION & REGISTRATION 460,MASTERCARD DUES 145,MASTERCARD TELEPHONE & INTERNET 1850.04,MASTERCARD TUITION & REGISTRATION 495,MASTERCARD ADVERTISING 65,MASTERCARD TELEPHONE & INTERNET 1749.62,MASTERCARD TELEPHONE & INTERNET 521.95,MASTERCARD PROF. & TECHNICAL SERVICE 689.28,MASTERCARD TELEPHONE & INTERNET 1332,MASTERCARD SUPPLIES 31.59,MASTERCARD SUPPLIES 158,MASTERCARD SUPPLIES 246.99,MASTERCARD SUPPLIES 35,MASTERCARD SUPPLIES 14.36,MASTERCARD INVESTIGATIVE FUNDS 80.46,MASTERCARD INVESTIGATIVE FUNDS 198.12,MASTERCARD POSTAGE 11.1,MASTERCARD SUPPLIES 56.4,MASTERCARD SHOP SUPPLIES 180.45,MASTERCARD SHOP SUPPLIES 80.97,MASTERCARD VEHICLE REPAIR 356.12,MASTERCARD SHOP SUPPLIES 1282.47,MASTERCARD SHOP SUPPLIES 299.78,MASTERCARD SUPPLIES 2.4,MASTERCARD TURF & GROUNDS MAINTENANCE 430.66,MASTERCARD BUILDING MAINTENANCE 330,MASTERCARD BUILDING MAINTENANCE 35.58,MASTERCARD BUILDING MAINTENANCE 113.45,MASTERCARD TURF & GROUNDS MAINTENANCE 24.61,MASTERCARD BUILDING MAINTENANCE 145.37, MASTERCARD BUILDING MAINTENANCE 38.44,MASTERCARD TRAINING 152.19, PARTTIME EMPLOYEE GROSS WAGES CEMETERY \$7,622.25 MUNICIPAL COURT \$1,152.00 PARKS \$10,245.63 WEED & PEST \$6,263.55

Motion made by Council President Cox, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

10. NEW BUSINESS (ACTION ITEMS)

- A. Approve Resolution 1305 A Resolution to Amend the 2022-2023 FY Budget
 Motion made by Councilmember White, Seconded by Council President Cox.
 DISCUSSION: Council President Cox commented that a substantial amount of money was expended for the golf course and streets. She would like more detail explaining the expenses. Councilmember D Hahn expressed concerns about snow control. The State is preparing for a harsh winter. He is hoping the City has funds available for snow removal so people can move around town.
 Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

- B. Approve Resolution 1306 Exempting The Fremont County Pioneer Museum Property from the Open Container Provisions of City Ordinance 2-2-12 until November 1, 2024
 Motion made by Councilmember Larsen, Seconded by Councilmember Stuble.
 DISCUSSION: Councilmember White clarified this would take effect immediately. Councilmember Stuble clarified it would end November 1, 2024, not December 31, 2024.
 Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

- C. Approve Resolution 1307 Application to CDBG Community Development Block Grant for Access to Popo Agie River Park
 Motion made by Councilmember White, Seconded by Councilmember Larsen.
 DISCUSSION: Councilmember D Hahn commented he is not a fan of the new park, but on a positive note the 2023 Water Master Plan suggestion to use non-potable water for irrigation is a good thing. Councilmember White thanked the staff for finding a 100% grant.
 Councilmembers Voting Yea: Larsen, Stuble, Cox, White and Mayor Richardson.
 Councilmembers Voting NAY: D Hahn. Motion passed.

- D. Approve Resolution 1308 Exempting the Pioneer Museum Property From the Open Container Provisions of City Ordinance 2-2-212
 Motion made by Councilmember Stuble, Seconded by Council President Cox.
 Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

- E. Approve Resolution 1309 Authorizing Application to the Wyoming Water Development Commission for Funding of the Tanks and Pump Station Project
 Motion made by Councilmember Larsen, Seconded by Council President Cox.
 Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

- F. Approve Resolution 1310 Authorizing an Application to the Wyoming Water Development Commission for Funding of the Level III Well Construction
Motion made by Council President Cox, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

- G. Adopt the 2023 Water Master Plan
Motion made by Council President Cox, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

- H. Adopt the Hillcrest Strategic Plan Joint Study with Fremont County
Motion made by Councilmember Stuble, Seconded by Council President Cox.
DISCUSSION: Assistant Mayor Strube Fossen commented that this was presented at the last work session and is a study. Councilmember D Hahn questioned what percent of the project is the City of Lander's obligation? Assistant Mayor Strube Fossen answered that 30% of the lineal feet contained in the study is in the City Limits.
Councilmembers Voting Yea: Larsen, Stuble, Cox, White and Mayor Richardson.
Councilmembers Voting Nay: D Hahn. Motion passed.

- I. Release and accept the Maven Headquarters project as complete and authorize Mayor to sign Hien Bond's Certificate of Final Completion
Motion made by Council President Cox, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

- J. Approve and authorize the Mayor to sign the Juvenile Justice Services of Fremont County Agreement for FY 2023 2024
Motion made by Councilmember White, Seconded by Council President Cox. Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

- K. Ordinance 2023-3 First Reading Amending Title 12, Section 12-3-3 Park and Recreation to Include City Park Rules
Motion to approve Ordinance 2023-3 on the First Reading made by Council President Cox, Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

11. ADJOURNMENT

Motion made by Councilmember White, Seconded by Council President Cox. Councilmembers Voting Yea: Larsen, D Hahn, Stuble, Cox, White and Mayor Richardson. Motion passed.

Being no further business to come before the Council, the meeting was adjourned at 7:11 PM.

The City of Lander

ATTEST:

By: _____
Monte Richardson,
City of Lander Mayor

Rachelle Fontaine, City Clerk

CITY OF LANDER MISSION STATEMENT

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CITY OF LANDER
REGULAR CITY COUNCIL MEETING

Tuesday, September 26, 2023 at 6:00 PM
City Council Chambers, 240 Lincoln Street

MINUTES

1. CALL TO ORDER Mayor Richardson led the Pledge of Allegiance and called the meeting to order at 6:00 PM. Roll Call. COUNCILMEMBERS PRESENT: John Larsen, Dan Hahn, Josh Hahn, Julia Stuble, Missy White and Mayor Monte Richardson. COUNCILMEMBERS ABSENT: Melinda Cox. Declaration of a quorum. STAFF PRESENT: Chief Scott Peters, Public Works Director Lance Hopkin, Assistant Mayor RaJean Strube Fossen, City Treasurer Charri Lara, City Attorney Adam Phillips, City Clerk Rachele Fontaine.

2. APPROVAL OF AGENDA

Motion made by Councilmember White, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, White, D Hahn, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

3. COMMUNICATION FROM THE FLOOR

A. Public Comment

Janelle Hahn addressed the Council concerning the solicitation of money from local governments for the shooting complex study. She encouraged the Council to follow the Fremont County Commissioners and protocol for application of funds.

4. UNFINISHED BUSINESS (ACTION ITEMS)

- A. Ordinance 2023-3 Second Reading Amending Title 12, Section 12-3-3 Park and Recreation to Allow for Regulation of All Parks through Adopted Individual Park Rules

Motion made by Councilmember White to approve the second reading of Ordinance 2023-3 Amending Title 12, Section 12-3-3 Park and Recreation to Allow for Regulation of All Parks through Adopted Individual Park Rules, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, White, D Hahn, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

5. EXECUTIVE SESSION

A. Potential Litigation

Motion made by Councilmember Larsen to enter Executive Session at 6:08 P.M., Seconded by Councilmember D Hahn. Councilmembers Voting Yea: Larsen, White, D Hahn, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

Motion made by Councilmember J Hahn to exit Executive Session at 6:21 P.M., Seconded by Councilmember White. Councilmembers Voting Yea: Larsen, White, D Hahn, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

6. NEW BUSINESS (ACTION ITEMS)

- A. Approve Representation and Fee Agreement with Adam Phillips for quiet Title Action

Motion made by Councilmember Larsen, Seconded by Councilmember J Hahn. Councilmembers Voting Yea: Larsen, White, D Hahn, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

- B. Approve Memorandum of Understanding Between Fremont County Sheriff's Office, The City of Riverton, The City of Lander, The Town of Dubois, and The Shoshoni Police Department for Law Enforcement Extraterritorial Assistance and Activities.

Motion made by Councilmember White, Seconded by Councilmember D Hahn. Councilmembers Voting Yea: Larsen, White, D Hahn, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

7. ADJOURNMENT

Motion made by Councilmember Larsen, Seconded by Councilmember Stuble. Councilmembers Voting Yea: Larsen, White, D Hahn, Stuble, J Hahn and Mayor Richardson. Motion passed unanimously.

Being no further business to come before the Council, the meeting was adjourned at 6:26 PM.

The City of Lander

ATTEST:

By: _____
Monte Richardson,
City of Lander Mayor

Rachelle Fontaine, City Clerk

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CITY OF LANDER

CITY COUNCIL WORK SESSION MEETING

Tuesday, September 26, 2023, at 6:30 PM

City Council Chambers, 240 Lincoln Street

MINUTES

1. MAYOR AND COUNCIL UPDATES

Councilmember J Hahn presented a letter of concern from Ken and Millie Rhoads and Linda Williamson regarding building code variance procedures at 377 Canyon and a lack of notification by the board of adjustments.

Councilmember Stuble provided an update from the County Emergency Management Service Committee. The members include Commissioners Allen and Jones, as well as County Clerk Freese, County Assessor Berg and County Treasurer Anderson. Julia Stuble, Tracy Rue, Mike Barton, John Brown are committee members from Lander. She explained the committee’s purpose is very narrow. She thanked the staff for the press release concerning activities and the influx of people expected this weekend.

Councilmember D Hahn commented on the ambulance noting that over the past 16-17 years almost every managing entity has presented to the City Council. The ambulance has a long-term account receivable issue. A young businessman in town spoke with Councilman D Hahn recently expressing his belief that the city is responsible for water, sewer, streets, police and fire he is not happy with the extras and is concerned rising costs will force him out of town.

Councilmember White gave a shout out to the crews working on water line and paving repairs. She has seen several postings on City social media for reduced rates and she appreciates that communication. The Senior Center always needs volunteers. She attended the Air Service meeting in Jackson. A lack of pilots continues to be a challenge. The Healthy Rivers Initiative just completed a cleanup on the Popo Agie.

2. STAFF REPORTS

Assistant Mayor RaJean Strube Fossen was asked to address the 377 Canyon concerns. She spoke with Millie Rhodes and RaJean produced all the due process documents and notice concerning the variance proceeding including the public meeting notice published in the newspaper. She does not know about the mailings.

City Treasurer Charri reported that she received a Department of Revenue letter stating that an energy company was charged sales tax for electrical usage in error and Fremont County is required to reimburse the sales tax and the City’s portion is \$64,484.25.

3. UNFINISHED BUSINESS

A. Discussion concerning camping fees in the City Park on Fremont Street

Assistant Mayor RaJean Strube Fossen- explained this item is on the agenda to close the loop. Council had previously discussed this matter, some in favor and some not in favor. City Staff recommend no fees be charged for camping but implement some things to make the process better and enforceable via resolution. Attorney Phillips addressed the question of legally charging for camping, using taxpayer money to compete with private businesses. There are a number of statutes that address this issue. Colorado’s constitution prohibits it. There are specific instances when a government agency can compete in private sector activities, such as hospitals, education, and prisons. W.S. §9-2-3220 states that the government shouldn’t be competing with local businesses. A website was established in 2010 to file complaints against government agencies when that occurs. Councilmember D Hahn mentioned free camping seems to be more competitive. Attorney Adams agrees however, free is not considered competing. Councilmember Larsen asked if there are any issues with donations. Attorney Phillips said there is not an issue with donations. Treasurer Lara mentioned we have almost \$400 in donations to date.

4. NEW BUSINESS

A. Presentation from Chief Peters concerning new data tracking software

Chief Peterson presented a data analytics report generated from new data tracking software the department has implemented and purchased with grant funds. The system was installed in March and the mapping went into play about two weeks ago. The software provides a quick view of incidences, part one and part two crimes, offenses, natures (actual calls), assaults, and traffic accidents to provide quick data and is a tool to illustrate what is occurring in the community.

B. Discussion concerning Mechanic Series and Police Department Captain Job Descriptions

Chief Peters explained the Captain position was approved in the Budget session and now a job description has been created to move forward with the hiring process.

Clerk Fontaine explained the mechanic series job descriptions were updated. Data entry and technology skills were added to reflect a change in the systems now used by the City and the CDL requirement was changed to a preferred attribute but not a requirement.

C. Housing Authority Board update on fundraising efforts and discussion of building assets

The Housing Authority Treasurer, Tracy Rue presented an update on the Table Mountain Living Facility as currently proposed by the Lander Housing Authority. The Authority proposes to own and manage the facility with a long-term lease from the City. This ownership arrangement allows the most latitude for both entities.

D. County MOU for Welcome Center

Assistant Mayor RaJean Strube Fossen explained that the Museum of the American West (MAWS) had a prior arraignment for ground and bathroom maintenance. Now that MAWS has dissolved, this agreement addresses those issues and has been reviewed by the museum board. The City requested the museum remove a fence on the parking area for snow removal purposes and the area will be a year-round welcome center.

5. ADJOURNMENT

The City of Lander

ATTEST:

By: _____
Monte Richardson,
City of Lander Mayor

Rachelle Fontaine, City Clerk

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71 CONSTRUCTION CO	Street Repairs Paving	15 507 03
Total 71 CONSTRUCTION CO (2):		15 507 03
ADAM E PHILLIPS ATTORNEY AT LAW	Professional Fees	2 230 00
ADAM E PHILLIPS ATTORNEY AT LAW	Professional Fees	2 230 00
Total ADAM E PHILLIPS ATTORNEY AT LAW (666):		4 460 00
ALSCO	Credit - Community Center Linens	18 44-
ALSCO	Community Center Linens	23 84
ALSCO	Community Center Linens	46 78
ALSCO	Community Center Linens	34 00
ALSCO	Community Center Linens	1 169 20
ALSCO	Community Center Linens	119 49
ALSCO	Community Center Linens	88 70
ALSCO	Community Center Linens	37 32
ALSCO	Community Center Linens	34 00
Total ALSCO (917):		1 534.89
API SYSTEMS INTEGRATORS	Monitoring - Community Center	282 00
Total API SYSTEMS INTEGRATORS (892):		282 00
ARMSTRONG CONSULTANTS INC	Taxiway A construction	4 966 50
ARMSTRONG CONSULTANTS INC	Pay app 7 for the construction on taxiway a	149 688 49
Total ARMSTRONG CONSULTANTS INC (35):		154 654.99
BADGER METER INC	Beacon Mobile Hosting September 2023	292.32
Total BADGER METER INC (44):		292.32
BAILEY VALVE	New sleeve valve new motor for old sleeve valv	195 610 00
Total BAILEY VALVE (1395):		195 610 00
BLACK HILLS ENERGY	Natural Gas Sept2023	85 82
BLACK HILLS ENERGY	Natural Gas Sept2023	287 57
BLACK HILLS ENERGY	Natural Gas Sept2023	475 41
BLACK HILLS ENERGY	Natural Gas Sept2023	58 98
BLACK HILLS ENERGY	Natural Gas Sept2023	278 09
BLACK HILLS ENERGY	Natural Gas Sept2023	30 72
Total BLACK HILLS ENERGY (465):		1 216 59
BOBCAT OF THE BIG HORN BASIN INC	Hydraulic fluid	149.78
BOBCAT OF THE BIG HORN BASIN INC	Cylinder fluid bearing and spindle	1 325 23
Total BOBCAT OF THE BIG HORN BASIN INC (856):		1 475 01
BOYLE ELECTRIC	Power to AC unit - Cemetery	749 53
Total BOYLE ELECTRIC (1229):		749 53
BRADFORD SUPPLY COMPANY	sewer service fittings water project North 2nd	164 61
Total BRADFORD SUPPLY COMPANY (67):		164.61

CARROLL SEPTIC SERVICE	portable toilet rental for Aug. water projects	390 00
Total CARROLL SEPTIC SERVICE (1337):		390 00
CENTRAL BANK & TRUST	September 2023 Petty Cash Request	269 00
CENTRAL BANK & TRUST	September 2023 Petty Cash Request	25 46
CENTRAL BANK & TRUST	September 2023 Petty Cash Request	45 00
CENTRAL BANK & TRUST	September 2023 Petty Cash Request	182 00
CENTRAL BANK & TRUST	September 2023 Petty Cash Request	54 20
CENTRAL BANK & TRUST	September 2023 Petty Cash Request	54 00
CENTRAL BANK & TRUST	September 2023 Petty Cash Request	60 00
CENTRAL BANK & TRUST	September 2023 Petty Cash Request	80 00
CENTRAL BANK & TRUST	September 2023 Petty Cash Request	22 55
CENTRAL BANK & TRUST	Petty Cash Oct 2023	236 00
CENTRAL BANK & TRUST	Petty Cash Oct 2023	150 00
CENTRAL BANK & TRUST	Petty Cash Oct 2023	7 98
CENTRAL BANK & TRUST	Petty Cash Oct 2023	5 55
Total CENTRAL BANK & TRUST (96):		1 031 74
CITY PLUMBING & HEATING INC	locate sewer service for water project on North	95 00
CITY PLUMBING & HEATING INC	Locate sewer service for North 2nd water projec	303 49
CITY PLUMBING & HEATING INC	City Hall Boiler Drain Replacement	114 79
Total CITY PLUMBING & HEATING INC (105):		513 28
CITY SERVICE VALCON	Jet Fuel - Airport	36 183 43
Total CITY SERVICE VALCON (1146):		36 183 43
COMMUNITY CENTER REFUNDS	DEPOSIT REFUND	600 00
COMMUNITY CENTER REFUNDS	Community Ctr Refunds - WY State Chamber of	465 00
COMMUNITY CENTER REFUNDS	Community Ctr Refund - One Shot	300 00
COMMUNITY CENTER REFUNDS	Community Ctr Refund - One Shot	300 00
COMMUNITY CENTER REFUNDS	Community Ctr Refund - One Shot	300 00
Total COMMUNITY CENTER REFUNDS (1210):		1 365 00
COWBOY SUPPLY HOUSE	Community Center Supplies	537 73
COWBOY SUPPLY HOUSE	Community Center Supplies	36 25
COWBOY SUPPLY HOUSE	Community Center Supplies	160 00
COWBOY SUPPLY HOUSE	Community Center Supplies	111 07
COWBOY SUPPLY HOUSE	Chariot 3 iScrub Machine	19 392 96
COWBOY SUPPLY HOUSE	Community Center Supplies	110 08
Total COWBOY SUPPLY HOUSE (121):		20 348 09
DOWL	Work on TAP grant 23514 to be reimbursed at	24 220 17
Total DOWL (147):		24 220 17
ELLIS CONCRETE INC	Concrete Work N and S 2nd	15 275 63
Total ELLIS CONCRETE INC (988):		15 275 63
ENDRESS & HAUSER	Display for level sensor on chemical tanks	901 66
ENDRESS & HAUSER	Level sensors for clear well and chemical tanks	4 851 03
ENDRESS & HAUSER	Display/Controller for level sensors at clear well	3 565 89

Total ENDRESS & HAUSER (1030):		9 318 58
ERDMAN COMPANY	Bid permit professional fees per contract	20 875 00
Total ERDMAN COMPANY (1282):		20 875 00
FERGUSON ENTERPRISES INC	Hydrant extension and plugs	3 447 83
FERGUSON ENTERPRISES INC	sewer service fittings for water project	1 203 50
FERGUSON ENTERPRISES INC	8" 45° for water replacement Cliff	1 041 75
Total FERGUSON ENTERPRISES INC (553):		5 693.08
FLEX SHARE BENEFITS	August 2023 Benefits	128 28
FLEX SHARE BENEFITS	August 2023 Benefits	128 27
FLEX SHARE BENEFITS	Sep-23	126 05
FLEX SHARE BENEFITS	Sep-23	126 05
Total FLEX SHARE BENEFITS (173):		508 65
FREMONT CO SOLID WASTE DISPOS	trash	27 40
FREMONT CO SOLID WASTE DISPOS	trash	17 00
FREMONT CO SOLID WASTE DISPOS	soccer trash	46 00
Total FREMONT CO SOLID WASTE DISPOS (183):		90 40
FREMONT COUNTY TREASURER	Dispatch - Police & Fire	18 232.83
FREMONT COUNTY TREASURER	Dispatch - Police & Fire	518 58
FREMONT COUNTY TREASURER	Property Taxes Maven Building	704 53
FREMONT COUNTY TREASURER	JAIL BILL	6 710 00
Total FREMONT COUNTY TREASURER (190):		26 165 94
FREMONT MOTOR COMPANY	Alignment	89.99
FREMONT MOTOR COMPANY	Turbo	4 224 41
FREMONT MOTOR COMPANY	Windshield wash hose	19 92
Total FREMONT MOTOR COMPANY (194):		4 334 32
GROATHOUSE CONSTRUCTION	Retainage - Maven	315 265 00
GROATHOUSE CONSTRUCTION	Refund Meter Deposit	500 00-
GROATHOUSE CONSTRUCTION	Retainage - Maven	315 265 00
GROATHOUSE CONSTRUCTION	Release of retainage	315 265 00
Total GROATHOUSE CONSTRUCTION (1294):		315 765 00
HDR ENGINEERING INC	Engineering Construction Invoice for Tank and P	17 416 65
Total HDR ENGINEERING INC (994):		17 416 65
HIGH COUNTRY CONSTRUCTION	Tank and Pump Station Pay Estimate 2	424 468.33
Total HIGH COUNTRY CONSTRUCTION (1062):		424 468 33
HOMETOWN OIL	Motor oil for stock	1 723 84
Total HOMETOWN OIL (230):		1 723 84
HONNEN EQUIPMENT CO	Edge kit	657 65
HONNEN EQUIPMENT CO	freight	41 88

Total HONNEN EQUIPMENT CO (231):		699.53
INQUIREHIRE	employee screening	32.10
Total INQUIREHIRE (1087):		32.10
JIRDON AGRICHEMICALS	winter fertilizer	2,860.00
Total JIRDON AGRICHEMICALS (263):		2,860.00
JOE JOHNSON EQUIPMENT	Accumulator charge kit	888.87
JOE JOHNSON EQUIPMENT	New pump for sewer jet	23,546.87
Total JOE JOHNSON EQUIPMENT (1341):		24,435.74
KIWANIS CLUB OF LANDER	Boots & Brands for 2023	600.00
Total KIWANIS CLUB OF LANDER (1340):		600.00
L N CURTIS & SONS	Wildland boots and structure boots	925.95
L N CURTIS & SONS	Couplings for Airbags	200.54
L N CURTIS & SONS	Airbag control box	658.35
Total L N CURTIS & SONS (276):		1,784.84
LANDER PRESENTS	1/2 Cent Recipient	3,750.00
Total LANDER PRESENTS (1315):		3,750.00
LANDER SENIOR CITIZENS CENTER	Aug-23	2,455.23
Total LANDER SENIOR CITIZENS CENTER (296):		2,455.23
LONG BUILDING TECHNOLOGIES INC	Community Ctr belts & filters	487.07
Total LONG BUILDING TECHNOLOGIES INC (1295):		487.07
LOZIER TERESA	Janitorial services	475.00
LOZIER TERESA	Janitorial services	475.00
Total LOZIER, TERESA (995):		950.00
MASTERCARD	Seat Cover	164.84
MASTERCARD	Fuel line repair line	31.97
MASTERCARD	Supplies	20.00
MASTERCARD	Parking	30.00
MASTERCARD	Ream of orange card stock	34.58
MASTERCARD	Name plates for firefighters	49.92
MASTERCARD	IFC Digital Codes for 3 years	123.00
MASTERCARD	scanner for PD light duty officer	211.37
MASTERCARD	replace flags at City Hall	68.76
MASTERCARD	Replacement for backup camera on IC-1	199.99
MASTERCARD	Cordless vacuum filters for vacuum	139.00
MASTERCARD	fire hose gaskets	33.76
MASTERCARD	HDMI Cable Conference Room Public Works	16.99
MASTERCARD	Online Turf Maintenance Class for Lance Jason	325.00
MASTERCARD	Partial Shipment - Strobe Warning Lights	171.48
MASTERCARD	UPS Shipping for Zamboni Blade	69.79
MASTERCARD	HDMI and Power Cable Public Works	55.78

MASTERCARD	AA batteries to replace airpack batteries	117.98
MASTERCARD	pens for front counter for Danielle s area	27.98
MASTERCARD	blank postcards for mailings	39.95
MASTERCARD	Def and Filter	62.61
MASTERCARD	Refrigerator	699.99
MASTERCARD	Cleaning supplys	82.15
MASTERCARD	Seat cushion	36.40
MASTERCARD	AWS for Stacker	20.00
MASTERCARD	pilot pens and sharpie pens	12.47
MASTERCARD	Hose needed for temporary service during wate	18.99
MASTERCARD	Forms	80.00
MASTERCARD	Supplies	1 480.76
MASTERCARD	Anne Even - Leadership Academy - Lodging in	268.80
MASTERCARD	Parking	50.00
MASTERCARD	Spectrum - Fiber Aug2023	449.50
MASTERCARD	Spectrum - Fiber Aug2023	449.50
MASTERCARD	water and ice for water project	17.97
MASTERCARD	water for water project	29.94
MASTERCARD	ice and drinks for water project	41.94
MASTERCARD	ice and water for water project	42.44
MASTERCARD	drinks and dessert for employee bbq. gift certific	141.85
MASTERCARD	Refunded due to being member	65.00-
MASTERCARD	Advertising - airport	430.00
MASTERCARD	Chiefs Vehicle rear wiper	11.06
MASTERCARD	Storage	40.00
MASTERCARD	APT Annual Conference SLC	349.68
MASTERCARD	APT Annual Conference SLC	349.68
MASTERCARD	Travel - APT	475.78
MASTERCARD	Travel - APT	475.78
MASTERCARD	2024 APT Membership Dues	79.50
MASTERCARD	2024 APT Membership Dues	79.50
MASTERCARD	Bobcat Repair	536.58
MASTERCARD	LPA Training in Casper for Anne and RaJean	190.00
MASTERCARD	Not sure?	15.09
MASTERCARD	Roller frame 4"" wire	16.52
MASTERCARD	Spectrum Control Acct July 2023	11.59
MASTERCARD	Spectrum Control Acct July 2023	113.15
MASTERCARD	Spectrum Control Acct July 2023	129.98
MASTERCARD	Spectrum Control Acct July 2023	129.99
MASTERCARD	Spectrum Control Acct July 2023	129.99
MASTERCARD	Spectrum Control Acct July 2023	129.99
MASTERCARD	Spectrum Control Acct July 2023	129.99
MASTERCARD	Spectrum Control Acct July 2023	129.99
MASTERCARD	Spectrum Control Acct July 2023	259.98
MASTERCARD	Hotel for Caselle Training in Cheyenne	110.74
MASTERCARD	Hotel for Caselle Training in Cheyenne	110.74
MASTERCARD	Concrete tools	179.98
MASTERCARD	Peleton monthly membership	44.00
MASTERCARD	Ball valve	16.87
MASTERCARD	Coffee maker	80.99
MASTERCARD	Shirts emb approved by Monte	75.00
MASTERCARD	markers pens writing pads for restock	184.65
MASTERCARD	employee activity	900.00
MASTERCARD	nifty lift rental to replace bulb at dillon park	200.00
MASTERCARD	Google Workspace Aug 2023	657.00
MASTERCARD	Google Workspace Aug 2023	657.00
MASTERCARD	Blood kit to WCL L23-02863	5.55
MASTERCARD	Dui kit to WCL L23-03095	5.55
MASTERCARD	DVD s to Utah Att L22-03169	8.86
MASTERCARD	Mail DVD s to Att Denver and Los Angeles	12.95

MASTERCARD	3 size ratchets	85.46
MASTERCARD	Wire rope fasteners for bike shed	8.05
MASTERCARD	August Wastewater Testing	319.00
MASTERCARD	August Wastewater Effluent testing	320.00
MASTERCARD	Fox Park TTHM & HAA5 annual testing	398.00
MASTERCARD	August 2023 Wastewater Samples	319.00
MASTERCARD	August Wastewater Samples	319.00
MASTERCARD	Supplies	20.38
MASTERCARD	Supplies	50.89
MASTERCARD	10 boxes police barrier tape/2 narc kits	168.49
MASTERCARD	computer dongle for PD	14.99
MASTERCARD	Hemp detection kits	64.10
MASTERCARD	Red evidence tape 10 rolls	87.50
MASTERCARD	Mail plat for signatures	13.85
MASTERCARD	fittings for pit on water project North 2nd	94.05
MASTERCARD	Backup internet for WTP	108.25
MASTERCARD	office candy	38.95
MASTERCARD	Filters for compressors at water plant	447.74
MASTERCARD	Ice & water for water project	24.46
MASTERCARD	Training and council snacks	23.95
MASTERCARD	Power Failure detector snap ring pliers	101.34
MASTERCARD	Gas receipt for Crossroads Travel Plaza in Fars	20.00
MASTERCARD	Community Center Supplies	289.23
MASTERCARD	reflective safety vest	10.99
MASTERCARD	welding wire	67.99
MASTERCARD	clevis s	49.48
MASTERCARD	refund for clevis s	22.49-
MASTERCARD	Tire	55.90
MASTERCARD	Wire and fasteners for Bike shed	66.31
MASTERCARD	fittings for lagoon sprayer	49.56
MASTERCARD	fittings for lagoon spayer	28.48
MASTERCARD	parts for lagoon sprayer	8.85
MASTERCARD	respirators fuel for water project Treyton s card	127.96
MASTERCARD	shelf brackets for shed	56.35
MASTERCARD	City veh 1665 towed to City shop	245.00
MASTERCARD	foam board for second street	290.25
MASTERCARD	July 2023 e-coli testing	270.00
MASTERCARD	30 Sheets of orange card stock	4.05
MASTERCARD	Purchases by mistake on City credit card	25.50
MASTERCARD	publication costs	737.10
MASTERCARD	labels for municipal court	9.99
MASTERCARD	18 pocket code books	179.82
MASTERCARD	ice for water project	14.97
MASTERCARD	Parking signs	82.71
MASTERCARD	Phones	25.76
MASTERCARD	Phones	113.84
MASTERCARD	Phones	204.05
MASTERCARD	Phones	223.40
MASTERCARD	Phones	540.03
MASTERCARD	WAMCAT Classes	500.00
MASTERCARD	BacT test for temp line on Garfield St	15.00
MASTERCARD	Supplies/reimbursed	320.40
MASTERCARD	AC Machine	6,195.00
MASTERCARD	Multi meter and probe kit	347.75
MASTERCARD	EMPLOYEE BENEFIT	130.37
MASTERCARD	shrm conference registration	249.00
MASTERCARD	BacT Sample for 2nd St Main to Garfield new li	15.00
MASTERCARD	fasteners and bolts for air compressor hose	67.67
MASTERCARD	Hole saw for desk drilling paint brush	36.68
MASTERCARD	Repair Kits for Singer Valves in Ellis Tank Vault	1,388.56

MASTERCARD	Hole saw for counter and exacto knife	26 08
MASTERCARD	Prof fees - LCC	199 00
MASTERCARD	Supplies - LCC	26 19
MASTERCARD	wasp spray	10 50
MASTERCARD	screwdriver for papi lights	40 49
MASTERCARD	Cleaning supplies	47 89
MASTERCARD	Fuel	44 56
MASTERCARD	Rebate for Holiday Inn Express stay - Evanston	10 75-
MASTERCARD	Leadership forum/governors forum	220 00
MASTERCARD	FedEx shipping for SCADA card repair	29 83
MASTERCARD	September 23 1st set of BacT samples	75 00
MASTERCARD	Block cable for intake and gloves to clean out EI	60 98
MASTERCARD	Anne Even - 2023 Wyoming Working Together	200 00
MASTERCARD	Supplies - Muni Court	18 72
MASTERCARD	repairs to drinking fountains city park	11 54
MASTERCARD	2 new faucets at the softball field building	335 44
MASTERCARD	pipe for testing water project Treyton s card	37 64
MASTERCARD	Phone August 2023	874 81
MASTERCARD	Phone August 2023	874 81
MASTERCARD	Key Pin for water valve key	4 94
MASTERCARD	BacT Sample N 2nd from Main to Lincoln	15 00
MASTERCARD	Water pump	252 63
MASTERCARD	Oil for compressors	279 06
MASTERCARD	pump heads for watson marlow pumps	1 516 80
MASTERCARD	Attendance to Governors Forum NOV 13-15	375 00
MASTERCARD	Complete Credit	807 02-
MASTERCARD	Forms	468 00
MASTERCARD	Painting supplies and paint for tripping hazards i	73 56
MASTERCARD	Painting supplies for trip hazards in old plant	23 91
MASTERCARD	Flexible conduit fittings for installation of level se	36 48
MASTERCARD	foam board for North 2nd water project	58 85
MASTERCARD	Sawzall blades	17 92
MASTERCARD	Mosquito trap battery replacement	64 77
MASTERCARD	Draft links and stops	1 020 14
MASTERCARD	New structure helmet and bunker cleaner	549 17
MASTERCARD	hose for temp water Treyton s card	190 71
MASTERCARD	Paint for trip hazards in old plant	35 99
MASTERCARD	pipe joint compound and galv nipple Treyton s c	23 38
MASTERCARD	20 amp light switches for plant fans in shop	19 04
MASTERCARD	Mineral spirits and new brushes for roof repair	24 45
MASTERCARD	window cleaning supplies	74 65
MASTERCARD	Saw blade	144 54
Total MASTERCARD (327):		36 968 81
MAVEN	Insurance claim proceeds	52 896 00-
MAVEN	Insurance Claim Proceeds	52 896 00
MAVEN	Insurance proceeds	5 000 00
Total MAVEN (1259):		5 000 00
MES ROCKY MOUNTAINS	New breathing air compressor and fill station	86 126 00
MES ROCKY MOUNTAINS	Fill Adapter for compressor	123 95
Total MES ROCKY MOUNTAINS (336):		86 249 95
MIDLAND IMPLEMENT CO	Fuel hose	28 14
MIDLAND IMPLEMENT CO	belts and idler pulleys	346 92

Total MIDLAND IMPLEMENT CO (341):		375.06
NAPA AUTO PARTS - LANDER	Oil and filters	266.73
NAPA AUTO PARTS - LANDER	Swivel	198.00
NAPA AUTO PARTS - LANDER	Coolant	60.36
NAPA AUTO PARTS - LANDER	Shock absorber	42.39
NAPA AUTO PARTS - LANDER	Battery core credit	18.00
NAPA AUTO PARTS - LANDER	Fuel hose and connectors	25.13
NAPA AUTO PARTS - LANDER	Cable Ties	10.01
NAPA AUTO PARTS - LANDER	Tailgate air cylinder	256.69
NAPA AUTO PARTS - LANDER	Battery	47.84
NAPA AUTO PARTS - LANDER	Thread sealant	9.69
NAPA AUTO PARTS - LANDER	Oil filter	19.50
NAPA AUTO PARTS - LANDER	oil filter	4.88
NAPA AUTO PARTS - LANDER	Brake pads and rotors	578.17
NAPA AUTO PARTS - LANDER	Hydraulic Pump	614.80
NAPA AUTO PARTS - LANDER	Motor oil	41.88
NAPA AUTO PARTS - LANDER	Front crank shaft seal	32.42
NAPA AUTO PARTS - LANDER	oil filters	21.05
NAPA AUTO PARTS - LANDER	Oil Filter	4.88
NAPA AUTO PARTS - LANDER	Trailer connector	9.85
NAPA AUTO PARTS - LANDER	Battery	119.99
Total NAPA AUTO PARTS - LANDER (353):		2,346.26
NAPA AUTO PARTS - RIVERTON	Struts	287.98
Total NAPA AUTO PARTS - RIVERTON (354):		287.98
NORCO INC	double gas cylinder cart for plant welder	675.00
NORCO INC	Cylinder Rent August 2023	84.63
NORCO INC	Nitrile gloves	15.00
Total NORCO INC (364):		774.63
OTW SAFETY	Crowd Control Barriers	10,212.38
OTW SAFETY	Crowd Control Barriers	10,212.38
Total OTW SAFETY (1392):		00
POLLARDWATER	traffic cones	2,613.16
Total POLLARDWATER (1396):		2,613.16
PRECISION DIRT	North 2nd water main	28,205.00
PRECISION DIRT	200 blk of Cliff water project	37,868.00
Total PRECISION DIRT (401):		66,073.00
REWORX	Building Inspector App and document building	4,290.00
REWORX	Building Inspector App and document building	4,290.00
Total REWORX (1347):		8,580.00
RIVERTON TIRE & OIL CO	Steer tires	1,144.00
RIVERTON TIRE & OIL CO	Tires	569.04
Total RIVERTON TIRE & OIL CO (431):		1,713.04

ROCKY MOUNTAIN AUTOMATIC DOORS LLC	Fix garage door	85.00
Total ROCKY MOUNTAIN AUTOMATIC DOORS LLC (1372):		85.00
ROCKY MOUNTAIN PRE-MIX	drain rock for South 2nd	188.86
ROCKY MOUNTAIN PRE-MIX	drain rock for south 2nd	958.58
ROCKY MOUNTAIN PRE-MIX	slurry mix for s 2nd	42.19
ROCKY MOUNTAIN PRE-MIX	rock and base for South 2nd	439.94
ROCKY MOUNTAIN PRE-MIX	drain rock and road base for South 2nd	1,117.90
ROCKY MOUNTAIN PRE-MIX	road base for South 2nd	3,199.44
ROCKY MOUNTAIN PRE-MIX	road base for south 2nd	544.08
ROCKY MOUNTAIN PRE-MIX	drain rock for north 2nd	956.90
ROCKY MOUNTAIN PRE-MIX	road base for cliff water project	372.84
ROCKY MOUNTAIN PRE-MIX	road base and drain rock cliff street water projec	379.23
ROCKY MOUNTAIN PRE-MIX	super blocks	960.00
ROCKY MOUNTAIN PRE-MIX	rock for cliff water project	255.22
ROCKY MOUNTAIN PRE-MIX	rock for cliff street water project	733.18
ROCKY MOUNTAIN PRE-MIX	rock for cliff street water project	229.74
ROCKY MOUNTAIN PRE-MIX	rock for cliff street water project	761.74
ROCKY MOUNTAIN PRE-MIX	road base for cliff water project	567.72
Total ROCKY MOUNTAIN PRE-MIX (436):		11,707.56
STOTZ EQUIPMENT	parts and labor for mower	6,638.68
STOTZ EQUIPMENT	labor	326.96
Total STOTZ EQUIPMENT (824):		6,965.64
STRIKE CONSULTING GROUP	Work under this invoice includes: Receive direc	5,610.50
STRIKE CONSULTING GROUP	Work under this invoices includes: Survey of uti	16,588.75
STRIKE CONSULTING GROUP	Work under this invoice includes: Review meeti	5,911.25
STRIKE CONSULTING GROUP	Work under this invoice includes finalization of 1	6,095.00
STRIKE CONSULTING GROUP	Work under this invoice includes: GPS Survey	2,857.50
STRIKE CONSULTING GROUP	Work under this invoice includes: Provide a res	1,450.00
Total STRIKE CONSULTING GROUP (1112):		38,513.00
SUMMIT WEST CPA GROUP P C	IT Services - Municipal Court & Water & Sewer	220.00
SUMMIT WEST CPA GROUP P.C.	IT Services - Municipal Court & Water & Sewer	515.00
SUMMIT WEST CPA GROUP P C	Municipal Court IT Work	185.00
SUMMIT WEST CPA GROUP P.C.	Progress Billing for 2023 Audit	4,150.00
SUMMIT WEST CPA GROUP P.C.	Progress Billing for 2023 Audit	4,150.00
Total SUMMIT WEST CPA GROUP P.C (1328):		9,220.00
SWEETWATER AIRE	City Hall East Side Airflow Adj	150.00
SWEETWATER AIRE	Installation of new Furnace for guardian building	4,499.31
SWEETWATER AIRE	Installation of Guardian Building A/C	3,120.69
Total SWEETWATER AIRE (484):		7,770.00
TEAM LABORATORY CHEM LLC	fine road patch bags	1,118.00
TEAM LABORATORY CHEM LLC	mega bugs for ponds	3,817.00
Total TEAM LABORATORY CHEM LLC (493):		4,935.00
TED D MILLER ASSOCIATES INC	service wastewater meters	575.00
Total TED D MILLER ASSOCIATES INC (827):		575.00

TEGELER AND ASSOCIATES	Firefighter Life Insurance	3 639.00
TEGELER AND ASSOCIATES	Vehihcle Insuranceee	239.00
Total TEGELER AND ASSOCIATES (933):		3 878.00
TRIHYDRO CORPORATION	Phase I environmental for Popo Agie River Park	1 067.50
Total TRIHYDRO CORPORATION (1208):		1 067.50
WALLER TECIA	Maintenance LCCC	3 500.00
Total WALLER TECIA (1333):		3 500.00
WAM - WCCA	2nd Installment FY2024	2 500.00
Total WAM - WCCA (546):		2 500.00
WAMCO LAB INC	DMRQA 43 testing	380.00
WAMCO LAB INC	Chronic Toxicity Test	2 100.00
Total WAMCO LAB INC (548):		2 480.00
WATER REFUNDS	REFUND - WATER	170.28
WATER REFUNDS	Water Refund - Melinda Miller	142.05
Total WATER REFUNDS (552):		312.33
WESTERN LAW ASSOCIATES	Sept2023 Services	2 668.70
Total WESTERN LAW ASSOCIATES (559):		2 668.70
WHITING LAW PC	September 2023 Services	950.00
Total WHITING LAW PC (564):		950.00
WILLIAM H SMITH & ASSOC	Lincoln Bidding Docs and Admin	495.00
WILLIAM H SMITH & ASSOC	Baldwin Creek Task 2 Engineering	3 455.00
WILLIAM H SMITH & ASSOC	Baldwin Creek Engineering	8 643.75
WILLIAM H SMITH & ASSOC	Lincoln Street Final Design	5 720.00
Total WILLIAM H SMITH & ASSOC (1058):		18 313.75
WIND RIVER LANDSCAPE COMPANY	Highway ROW Sprinklers	4 900.00
Total WIND RIVER LANDSCAPE COMPANY (1397):		4 900.00
WWC ENGINEERING	Engineering Design Wells	17 939.75
WWC ENGINEERING	Out of Scope Eng Services for Tank and Pump	2 511.00
Total WWC ENGINEERING (1326):		20 450.75
WWQPCA	Registration for Dan and Treyton at WWQPCA i	620.00
Total WWQPCA (591):		620.00
WYDOT - FINANCIAL SERVICES	Fuel - August 2023	4 669.83
WYDOT - FINANCIAL SERVICES	Fuel - August 2023	309.62
WYDOT - FINANCIAL SERVICES	Fuel - August 2023	2 334.92
WYDOT - FINANCIAL SERVICES	Fuel - August 2023	2 334.92
WYDOT - FINANCIAL SERVICES	Fuel September 2023	2 132.77

CITY OF LANDER

Invoice Register - Council - Paper
Input Dates: 9/13/2023 - 10/10/2023

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WYDOT - FINANCIAL SERVICES	Fuel September 2023	183 60
WYDOT - FINANCIAL SERVICES	Fuel September 2023	1 066 39
WYDOT - FINANCIAL SERVICES	Fuel September 2023	1 066 38
Total WYDOT - FINANCIAL SERVICES (606):		14 098 43
WYOMING MACHINERY CO	Cutting edges for motor graders	8 077 18
WYOMING MACHINERY CO	Cutting edges for graders	6 863 18
Total WYOMING MACHINERY CO (610):		14 940 36
WYOMING RETIREMENT SYSTEM	Firefighter Retirement System	656 25
Total WYOMING RETIREMENT SYSTEM (614):		656 25
Grand Totals:		1 090 247

Report GL Period Summary

Vendor number hash:	0
Vendor number hash - split:	0
Total number of invoices:	0
Total number of transactions:	0

CITY OF LANDER

Invoice Register - Council - Paper
Input Dates: 8/10/2023 - 9/12/2023

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Sep 11, 2023 11:58AM

HIGH COUNTRY CONSTRUCTION	Tank and Pump Station Construction	<u>341,622.85</u>
Total HIGH COUNTRY CONSTRUCTION (1062):		<u>341,622.85</u>
Grand Totals:		<u><u>341,622.85</u></u>

Report GL Period Summary

Vendor number hash:	0
Vendor number hash - split:	0
Total number of invoices:	0
Total number of transactions:	0

Part time employee gross wages by department for the pay period 8/19/2023 – 9/18/2023

Cemetery = \$6,172.25

Municipal Court = \$1,889.64

Parks = \$2,258.75

Weed & Pest = \$697.40

ORDINANCE 2023-3

AMENDING TITLE 12, SECTION 12-3-3, PARKS AND RECREATION TO ALLOW FOR REGULATION OF ALL PARKS THROUGH ADOPTED INDIVIDUAL CITY PARK RULES

WHEREAS, a provision for City Park Rules specific to each municipal park should be included in Section 12-3-3.

NOW THEREFORE, be it ordained by the Mayor and Council of the City of Lander, in the State of Wyoming, as follows:

SECTION 1: AMENDMENT “12-3-3 Parks And Recreation” of the City of Lander Municipal Code is hereby *amended* as follows:

BEFORE AMENDMENT

12-3-3 Parks And Recreation

A. City Park Rules

1. Hours of Operation. All parks and recreational facilities within the City owned and maintained by the City for the public shall be closed between the hours of eleven p.m. and five a.m. each day, and it is unlawful for any person to be in any such park or recreational facility during these hours, with the following exceptions:
 - a. Overnight camping shall be allowed in City Park at those spots which are expressly designated and marked for that purpose. Overnight campers are limited to staying no more than three consecutive nights or staying longer than a period of 72 consecutive hours. There shall be no fees charged for camping in a city-designated camping area.
 - b. While city-recognized organized activities are occurring, e.g., softball games, rodeos, etc., the park shall remain open until the organized activity has finished.
 - c. Persons using the City Park access road in order to access private residences located on the City Park access road.
2. Persons found to be violating Section 12-3-3(a) shall be notified by any City Employee, including Parks and Recreation employees, to vacate the premises and in the event, they fail to do so shall be guilty of trespassing within the meaning of the Lander City Code Ordinance 7-5-1.

AFTER AMENDMENT

12-3-3 Parks And Recreation

A. Individual City Park Rules

All parks and recreational facilities within the City maintained by the City for the public shall have park rules for each park location as created by Resolution and approved and adopted by the Governing Body. Each park location shall have posted signage listing park rules pertaining to each location.

SECTION 2: Violation of this Ordinance shall constitute a misdemeanor, unless otherwise stated, and upon conviction shall be punishable by a maximum fine of \$750.00 or imprisonment for not more than six months. Forfeitable bonds will be as set forth in the Lander Municipal Court Bond Schedule as adopted from time to time.

SECTION 3: All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 4: Severability. If any section, subsection, sentence, phrase, or clause of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are declared to be severable.

SECTION 5: This Ordinance shall take effect from and after its passage, approval and publication as required by law and the ordinances of the City of Lander.

PASSED ON FIRST READING September 12, 2023

PASSED ON SECOND READING September 26, 2023

PASSED ON THIRD READING October 10, 2023

PASSED, ADOPTED AND APPROVED by the Mayor and the CITY OF LANDER COUNCIL on the 10th day of October 2023.

	AYE	NAY	ABSENT	ABSTAIN
Missy White	_____	_____	_____	_____
Dan Hahn	_____	_____	_____	_____
John Larsen	_____	_____	_____	_____
Josh Hahn	_____	_____	_____	_____
Julia Stuble	_____	_____	_____	_____
Melinda Cox	_____	_____	_____	_____
Monte Richardson	_____	_____	_____	_____

THE CITY OF LANDER
A Municipal Corporation

By _____
Monte Richardson, Mayor

ATTEST:

Rachelle Fontaine, City Clerk

STATE OF WYOMING)
) ss.
COUNTY OF FREMONT)

CERTIFICATE

I hereby certify that on _____, 2023, following passage, adoption and approval of Ordinance 2023-3, Monte Richardson, the duly elected, qualified and acting Mayor of the City of Lander, issued this proclamation and said ordinance was published at least once in the Lander Journal, a newspaper of general circulation within Lander, Wyoming, the effective date and publication being October 11 2023.

Rachelle Fontaine, City Clerk

RESOLUTION 1311

A RESOLUTION AMENDING JOB DESCRIPTION FOR THE MECHANIC SERIES AND CREATING A JOB DESCRIPTION FOR POLICE DEPARTMENT CAPTAIN

WHEREAS, pursuant to Section 12-2-6 of the Lander City Code the Mayor and City Council have adopted a personnel and policies manual; and

WHEREAS, as part of said manual, there is a compensation plan which contains job descriptions for the various city employees and which job description; and

WHEREAS the Governing Body desires to amend the job description for the Mechanic Series, which includes a Shop Supervisor and a Mechanic job description; and

WHEREAS the Governing Body desires to create the job description for the Police Department Captain position; and

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the City of Lander that the job description for the Mechanic Series, which includes a Shop Supervisor, and a Mechanic job description shall be amended as attached hereto and incorporated herein.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Governing Body of the City of Lander that the job description for the Police Department Captain position, shall be created as attached hereto and incorporated herein.

PASSED, APPROVED AND ADOPTED the _____ day of _____.

The City of Lander
A Municipal Corporation

Attest:

By: _____
Monte Richardson, Mayor

Rachelle Fontaine, City Clerk

CERTIFICATE

I, Rachelle Fontaine, hereby certify that the foregoing Resolution was adopted by the Governing Body of the City of Lander at a regular meeting held on _____, and that the meeting was held according to law; and that the said Resolution has been duly entered into the minute book of the City of Lander.

Rachelle Fontaine, City Clerk



City of Lander

Job Description

Title:	Shop Supervisor	Grade:	9
Department:	Public Works	Effective Date:	4/2021 9/2023
Division:	Fleet Maintenance	Last Revised:	9/2023

In an effort to create organizational clarity, and to empower its employees, the City of Lander has identified ten core competencies that all employees are expected to meet in order to help fulfill the mission of the City. It is expected that employees will meet their responsibilities as detailed below, including observable commitment to the mission of the City and these values.

GENERAL PURPOSE

Performs a variety of first-line supervisory and advanced level skilled duties related to managing daily operations of the city shop and assuring quality fleet maintenance. Performs as a master mechanic.

SUPERVISION RECEIVED

Works under the general supervision of the Public Works Director.

SUPERVISION EXERCISED

Provides close to general supervision to Journey Mechanic(s).

ESSENTIAL FUNCTIONS

Manages the day-to-day operations of the city shop, schedules preventive maintenance projects and controls work flow; monitors fleet maintenance to assure efficient and safe vehicle operation; assigns projects; reviews performance to assure quality work; makes recommendations related to job retention and advancement.

Maintains various maintenance records; monitors use of parts and assures proper availability of inventory; orders parts and materials; prepares recommendations for budget needs, monitors established division budget to assure compliance with spending limitations; operates computer to input expense information related to division operations, projects and inventory.

Receives vehicles and work orders; assigns work; directs and performs complex maintenance and repair work on gasoline engines, carburetors, differentials, air and hydraulic systems (turbo, super charger systems), brakes, drive units, diesel engines, transmissions, clutches, steering, suspensions, electrical, computerized control systems, fuel systems, cooling systems, tires, exhaust, etc.; oversees and performs emergency field repairs and service; oversees and performs auto body repairs and painting.

Digital Management and Record Keeping; Utilize the online application to review, accept, and manage digital work orders, ensuring that all tasks are completed in a timely and efficient manner. Submit purchase orders online for necessary parts, tools, and equipment, ensuring cost-effective procurement practices. Update and manage personal employee profile, including timesheet submissions, leave requests, and other relevant details.

Inventory Management; Track the usage and inventory of parts and supplies, ensuring that commonly used items are readily available. Ensure that tools and equipment are properly maintained, stored, and inventoried.

Collaboration and Communication; Collaborate with other departmental staff and external vendors when necessary. Provide timely updates to the Fleet Maintenance Supervisor about ongoing tasks, challenges, and accomplishments. Offer suggestions for process improvements or potential cost-saving measures.

Inspects malfunctioning vehicles and equipment, determines source of problem and makes necessary repairs and adjustments to trucks, automobiles, and various light and heavy equipment such as tractor, graders, loaders, backhoes, police cars, fire trucks, dump truck, street sweeper, sanders, pumps, rollers, and lawn mowing equipment, etc.

Fabricates tools and equipment parts which are not readily available; performs extensive metal fabrication (gun racks, cages, shields, steps, brackets, push bumpers, etc.), welding and hardfacing using electric and acetylene equipment; modifies parts, reinforces frames, plow blades, sanders, etc.

Provides training and instruction to less experienced personnel in complex maintenance and repair of automotive and heavy-duty equipment; provides general instruction to equipment operators in making minor repairs and performing general maintenance routines.

Monitors all work activities and procedures to assure compliance with established safety standards; enforces safety practices.

Performs related duties as required.

CORE COMPETENCIES

- Adaptability: Adapts to changes in work environment, procedures, and assignments; Manages competing demands; Accepts criticism and feedback; Changes approach/method to best fit the situation/work assignment.
- Communication: Expresses ideas and thoughts both verbally and in written form; Exhibits good listening and comprehension; Keeps others adequately informed; Selects and uses appropriate communication methods.
- Cooperation: Establishes and maintains effective relations; Displays positive outlook and pleasant manner; Exhibits tact and consideration; Offers assistance and support to co-workers; Works cooperatively with supervisor and co-workers.

- Customer Service: Displays courtesy and sensitivity; Manages difficult / emotional customer situations; Responds promptly to customer needs; Meets commitments; Solicits customer feedback to improve service.
- Dependability: Consistently reports to work on time ready to begin work; Responds promptly to requests for service and assistance; Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments.
- Initiative: Volunteers readily; Seeks increased responsibility; Identifies opportunities to improve systems & procedures; Asks for help when needed.
- Job Knowledge: Competent and knowledgeable in key result areas; Exhibits ability to learn and apply new skills; Requires minimal supervision; Displays understanding of how job relates to others.
- Judgment: Displays a willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision making process; Makes timely decisions.
- Planning & Organization: Prioritizes and plans work activities; Uses time efficiently; Plans and uses available resources; Works in an organized manner.
- Quality: Demonstrates accuracy and thoroughness; Displays commitment to excellence; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from high school; plus two (2) years of specialized training provided through professional workshops, trade school, or technical college in automotive and/or heavy equipment mechanics;

AND

B. Eight (8) years of progressively responsible experience in a field directly related to above duties; one (1) year of which must have been in a lead worker capacity;

OR

C. An equivalent combination of education and experience.

2. Knowledge, Skills and Abilities:

Considerable knowledge of the design, adjustment, operation, maintenance, and repair of diversified mechanical and electrical equipment including light, medium, and heavy gasoline and diesel engines; materials and tools used in equipment maintenance; safety practices required by state and other laws; hazards common to heavy equipment operation; installation and repair of automotive air conditioning

systems, servicing and repair of air brakes and air systems, auto electrical systems and equipment; gas and arc welding. Working knowledge of principles and techniques of supervision; computer operations and applications including word processing, spreadsheet and database programs.

Master level skill in the use of mechanical tools, materials, welding, and testing equipment.

Ability to direct the work of others; diagnose complex and non-routine mechanical and electrical defects and determine parts and adjustments necessary to repair equipment; communicate effectively verbally and in writing; plan, organize, and direct the affairs and operations of a crew engaged in a variety of operations and maintenance projects; read and interpret engineering plans and specifications; visualize completed projects in planning stages and estimate the end results; estimate quantity of materials accurately; develop and maintain effective working relationships with supervisors, co-workers, subordinates, and the public.

3. Special Qualifications:

Possession of a valid Class B Commercial Driver's License preferred but not required.

Must be a certified mechanic in all areas of light and heavy equipment.

Must be able to lift a minimum of 50 lbs and meet the physical demands of the job.

May be required to become certified to supervise EPA Hazardous Materials Training Program.

May be required to become certified to perform state safety inspections.

4. Work Environment:

Incumbent of the position normally works in a safe, climate controlled environment. Occasionally, tasks require a variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, and reaching. Talking, hearing and seeing/near vision essential to performing required job functions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking and some creative problem solving. Exposure to contaminants including pollutants, gases, dust and odors and machinery noise frequent Exertion up to 50 pounds of force.

DRIVING REQUIREMENTS:

For driving essential positions, employment with the City of Lander is contingent upon a satisfactory driving record. A driving record that has any of the following may be considered unsatisfactory: 1). Conviction of three or more moving violations from separate incidents, within the past 36 months; 2) A conviction within the previous 36 months of any of the following: Driving Under the Influence of Alcohol or Drugs; Leaving the scene of an accident; Fleeing to avoid arrest; Reckless Driving; Driving without automobile insurance; Driving on a suspended license; or Refusal to take a blood/breathalyzer test for suspected impaired driving.

SUPPLEMENTAL INFORMATION

Women, minorities, and individuals with disabilities are encouraged to apply. The City of Lander is an equal opportunity employer. Qualified applicants are considered for positions for which they have applied without regard to race, religion, sex, age, national origin, disability, sexual orientation, or other characteristics protected by law.

Employment with the City of Lander is contingent upon successful background screen and a pre-employment drug test. Random, reasonable suspicion and post-accident drug and alcohol testing are administered in accordance with Federal requirements and City policy.

Driving records are required for all new employees. If the employee has not held a Wyoming driver's license for the last three (3) years, the employee must provide at their own expense and initiate a driving record from all previous States of residency.

If you have questions regarding the background screen, or pre-employment, random, reasonable suspicion or post-accident drug testing, please contact the Human Resource Director at (307) 332-2870 X-7 prior to accepting the job offer.

GUIDELINES

Employees are required to follow the established guidelines of the City to include, but are not limited to, the employee handbook, safety policies and procedures, and departmental policies and procedures.

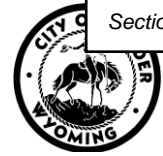
The City of Lander is an at-will employer.

I have read this job description and understand my job duties and responsibilities. I am able to perform the essential functions as outlined with or without accommodations. I understand that my job may change on a temporary or regular basis according to the needs of my location or department without it being specifically included in the job description.

Employee's Name (Printed)

Employee's Signature

Date



City of Lander

Job Description

Title:	Mechanic	Grade:	3
Department:	Public Works	Effective Date:	4/2021
Division:	Fleet Maintenance	Last Revised:	9/2023

In an effort to create organizational clarity, and to empower its employees, the City of Lander has identified ten core competencies that all employees are expected to meet in order to help fulfill the mission of the City. It is expected that employees will meet their responsibilities as detailed below, including observable commitment to the mission of the City and these values.

GENERAL PURPOSE

Performs a variety of Journey level skilled tasks related to the maintenance, service, repair, and rebuilding of light or heavy duty mechanized vehicles, engines and equipment.

SUPERVISION RECEIVED

Works under the general guidance and direction of the shop supervisor.

SUPERVISION EXERCISED

None.

ESSENTIAL FUNCTIONS

Performs automotive and mechanical trouble shooting and analysis of malfunctions using various technical and computerized testing and calibration equipment (diagnostic computers, scanners, scopes, battery checker, pneumatic equipment, drill press, etc.) as needed to assure safe and efficient operation of city motor vehicles.

Inspects malfunctioning vehicles and equipment, determines source of problem and makes necessary repairs and adjustments to trucks, automobiles, and various light and heavy equipment such as tractor, graders, loaders, backhoes, police cars, fire trucks, dump truck, street sweeper, sanders, pumps, rollers, and lawn mowing equipment, etc.

Performs preventive maintenance and makes repairs to vehicles; maintains internal combustion engines (gas and diesel), carburetors, transmissions, differentials, air and hydraulic systems (turbo, super charger systems), electrical, computerized control systems, fuel systems, cooling systems, suspensions, brakes, tires, exhaust, etc.; performs emergency field repairs and service.

Disassembles and repairs motors and manual transmissions; repairs or replaces oil filters, carburetors, fuel pumps, and other parts; relines and adjusts brakes and differentials.

Installs, maintains and repairs electrical systems, components, parts, accessories and equipment; assures proper function of vehicle radios and communication equipment.

Fabricates tools and equipment parts which are not readily available; performs extensive metal fabrication (gun racks, cages, shields, steps, brackets, push bumpers, etc.), welding and hardfacing using electric and acetylene equipment.

Performs general vehicle inspection and certification; checks and maintains service schedules consistent with manufacturer specifications.

Orders replacement parts, fuels and lubricates equipment; changes and repairs tires; completes vehicle maintenance records.

Services and replaces equipment parts such as radiators, generators, distributors, brakes and clutches as required; assists in the minor repair of damaged body frames.

Digital Management and Record Keeping; Utilize the online application to review, accept, and manage digital work orders, ensuring that all tasks are completed in a timely and efficient manner. Submit purchase orders online for necessary parts, tools, and equipment, ensuring cost-effective procurement practices. Update and manage personal employee profile, including timesheet submissions, leave requests, and other relevant details.

Inventory Management; Track the usage and inventory of parts and supplies, ensuring that commonly used items are readily available. Ensure that tools and equipment are properly maintained, stored, and inventoried.

Collaboration and Communication; Collaborate with other departmental staff and external vendors when necessary. Provide timely updates to the Fleet Maintenance Supervisor about ongoing tasks, challenges, and accomplishments. Offer suggestions for process improvements or potential cost-saving measures.

Supervises the operation of the city shop in the absence of the shop supervisor.

Performs related duties as required.

CORE COMPETENCIES

- Adaptability: Adapts to changes in work environment, procedures, and assignments; Manages competing demands; Accepts criticism and feedback; Changes approach/method to best fit the situation/work assignment.
- Communication: Expresses ideas and thoughts both verbally and in written form; Exhibits good listening and comprehension; Keeps others adequately informed; Selects and uses appropriate communication methods.
- Cooperation: Establishes and maintains effective relations; Displays positive outlook and pleasant manner; Exhibits tact and consideration; Offers assistance and support to co-workers; Works cooperatively with supervisor and co-workers.

- Customer Service: Displays courtesy and sensitivity; Manages difficult / emotional customer situations; Responds promptly to customer needs; Meets commitments; Solicits customer feedback to improve service.
- Dependability: Consistently reports to work on time ready to begin work; Responds promptly to requests for service and assistance; Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments.
- Initiative: Volunteers readily; Seeks increased responsibility; Identifies opportunities to improve systems & procedures; Asks for help when needed.
- Job Knowledge: Competent and knowledgeable in key result areas; Exhibits ability to learn and apply new skills; Requires minimal supervision; Displays understanding of how job relates to others.
- Judgment: Displays a willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision making process; Makes timely decisions.
- Planning & Organization: Prioritizes and plans work activities; Uses time efficiently; Plans and uses available resources; Works in an organized manner.
- Quality: Demonstrates accuracy and thoroughness; Displays commitment to excellence; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

MINIMUM QUALIFICATIONS

1. Education and Experience:

A. Graduation from high school; plus one (1) year of specialized technical or vocational training related to above duties;

AND

B. Three (3) years of skilled mechanic experience in maintenance and repair of gasoline and diesel engines;

OR

C. An equivalent combination of education and experience.

2. Knowledge, Skills, and Abilities:

Working knowledge of the design, adjustment, operation, maintenance, and repair of diversified mechanical and electrical equipment including light, medium, and heavy gasoline and diesel engines; materials and tools used in equipment maintenance; the safety practices required by state and other laws; installation and repair of automotive air conditioning systems; welding methods and procedures; servicing and repair of air brakes and air systems; auto electrical systems and equipment; gas and arc welding.

Journey skills in the use of mechanical tools, materials, welding, and testing equipment.

Ability to read and interpret maintenance manuals, parts books, and mechanical drawings; diagnose complex and non-routine mechanical and electrical defects and determine parts and adjustments necessary to repair equipment; communicate effectively, verbally, and in writing; establish and maintain effective working relationships with employees of the department.

3. Special Qualifications:

Possession of a valid Class B Commercial Driver's License preferred but not required.

Must be a certified mechanic in all areas of light and heavy equipment.

Must be able to lift a minimum of 50 lbs and meet the physical demands of the job.

May be required to become certified to supervise EPA Hazardous Materials Training Program.

May be required to become certified to perform state safety inspections.

4. Work Environment:

Tasks require a variety of physical activities, generally involving muscular strain, such as walking, standing, stooping, sitting, reaching. Talking, hearing and seeing/ near vision essential to performing required job functions. Common eye, hand, finger dexterity exist. Mental application utilizes memory for details, verbal instructions, emotional stability and discriminating thinking and some creative problem solving. Exposure to contaminants including pollutants, gases, dust and odors and machinery noise frequent Exertion up to 50 pounds of force.

DRIVING REQUIREMENTS:

For driving essential positions, employment with the City of Lander is contingent upon a satisfactory driving record. A driving record that has any of the following may be considered unsatisfactory: 1). Conviction of three or more moving violations from separate incidents, within the past 36 months; 2) A conviction within the previous 36 months of any of the following: Driving Under the Influence of Alcohol or Drugs; Leaving the scene of an accident; Fleeing to avoid arrest; Reckless Driving; Driving without automobile insurance; Driving on a suspended license; or Refusal to take a blood/breathalyzer test for suspected impaired driving.

SUPPLEMENTAL INFORMATION

Women, minorities, and individuals with disabilities are encouraged to apply. The City of Lander is an equal opportunity employer. Qualified applicants are considered for positions for which they have applied without regard to race, religion, sex, age, national origin, disability, sexual orientation, or other characteristics protected by law.

Employment with the City of Lander is contingent upon successful background screen and a pre-employment drug test. Random, reasonable suspicion and post-accident drug and alcohol testing are administered in accordance with Federal requirements and City policy.

Driving records are required for all new employees. If the employee has not held a Wyoming driver's license for the last three (3) years, the employee must provide at their own expense and initiate a driving record from all previous States of residency.

If you have questions regarding the background screen, or pre-employment, random, reasonable suspicion, or post-accident drug testing, please contact the Human Resource Director at (307) 332-2870 X-7 prior to accepting the job offer.

GUIDELINES

Employees are required to follow the established guidelines of the City to include, but are not limited to, the employee handbook, safety policies and procedures, and departmental policies and procedures.

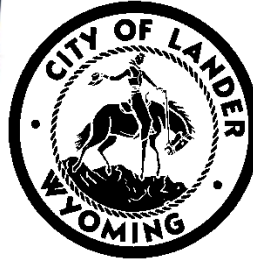
The City of Lander is an at-will employer.

I have read this job description and understand my job duties and responsibilities. I am able to perform the essential functions as outlined with or without accommodations. I understand that my job may change on a temporary or regular basis according to the needs of my location or department without it being specifically included in the job description.

Employee's Name (Printed)

Employee's Signature

Date



City of Lander

Job Description

Title:	Police Department Captain	Grade:	13
Department:	Police	Effective Date:	10/2023
EXEMPT		Revised:	10/2023

In an effort to create organizational clarity, and to empower its employees, the City of Lander has identified ten core competencies that all employees are expected to meet in order to help fulfill the mission of the City. It is expected that employees will meet their responsibilities as detailed below, including observable commitment to the mission of the City and these values.

GENERAL PURPOSE

Provide oversight for all police department patrol operations. Evaluates subordinates and supervisors' performance. Review and approve timecards. Administer and investigate disciplinary actions. Review and suggest appropriate changes to agency procedures and rules and regulations. Make budget recommendations. Perform the duties of uniformed police officer as required. Serve as Chief of Police in the Chief's absence.

SUPERVISION RECEIVED

Works under and reports to the Police Chief.

SUPERVISION EXERCISED

Provides close to general supervision to all department employees.

ESSENTIAL FUNCTIONS

1. Perform essential functions Police Sergeant Job description.
2. Supervise assigned personnel and operations on patrol to ensure goals and objectives of department are met. Provide direction and leadership. Review scheduling assignments; oversee completion of payroll entries; attend roll call; prepare and review performance evaluation ratings; and recommend appropriate disciplinary actions as required. Review, understand, and communicate standard operating procedures and City policies. Identify shift problem areas and provide viable solutions. Monitor police radio, Computer Aided Dispatch system, and shift activity reports. Receive, assign and/or investigate citizen complaints. Take command of critical incidents. Serve as Acting Chief in the Police Chief's absence.
3. Monitor performance and counsel subordinates to ensure compliance with procedures. Provide opportunities to make decisions and discuss consequences of decisions. Identify strengths and weaknesses. Recommend training.
4. Observe and evaluate subordinate supervisors' performance. Act as reviewer for evaluations completed by subordinate supervisors. Counsel subordinates when appropriate. Correct performance deficiencies through counseling or remedial training.

5. Function as a member of the agency's command staff providing input, suggestions and recommendations. Attend appropriate staff meetings. Meet with citizens groups as requested. Serve on designated task forces. Prepare staff studies. Make and forward suggestions.
6. Administer and investigate disciplinary actions, including formal and informal discipline. Ensure on-the-spot corrections of policy/procedure violations. Conduct full investigations of serious breaches of procedure. Recommend penalties. Counsel subordinates to ensure against further violations.
7. Review and suggest appropriate changes to agency procedures, rules, and regulations while enforcing compliance. Critically analyze operating procedures on a frequent basis. Suggest appropriate changes to current policies and procedures based upon observation and evaluation.
8. Manage and coordinate wide-ranging responses to major incidents/investigations in the absence of or until the arrival of Police Chief.
9. Monitor and review crime and traffic accident trends. Deploy subordinates to interdict negative crime/accident trends and to promote positive trends. Responsible for creating and maintaining a shift deployment plan. Respond appropriately to requests for service from citizens.
10. Make budget recommendations and participate in, and enforce, operational economy processes. Conduct appropriate staff studies. Research issues and make recommendations. Make valid budgetary and efficient fiscal change recommendations including monitoring of overtime use, training time, gasoline consumptions, etc. Serve on various task forces.
11. Review citizens' complaint investigations and supply written endorsement. Assign complaint investigations and monitor progress to ensure completion and thoroughness. Discuss cases with investigators.
12. Effectively address citizen inquiries and direct them to available resources.
13. Perform secondary duties, such as training officer, Department Equipment Manager, SWAT Team Leader, or other critical duties.
14. Supervise the work of uniformed police officers on assigned shift. Conduct roll-call briefing. Accompany officers on calls to maintain discipline and ensure rules and regulations are followed. Remain available to provide guidance as required to ensure department goals and objectives are attained. Review officers work output. Correct deficiencies in performance as these occur. Assist subordinates in conducting criminal investigations. Assume command of major incident scenes and summon other resources as required.
15. Assign uniformed police officers to work in various deployments and assignments. Act on and approve/disapprove vacation and sick leave requests. Audit officer's use of sick leave. Assign officers to training classes. Establish work schedules according to vacation and training schedules.
16. Observe and evaluate the work of subordinate uniformed police officers. Maintain records of performance to determine training needs and overall performance for merit raise purposes. Prepare performance evaluations documenting strengths and deficiencies. Identify areas in need of improvement. Review reports prepared by subordinate officers and make suggestions for corrections. Audit safety activities and communicate findings to subordinate officers. Provide advice on legal issues to subordinates. Provide direction to communications officers during assigned shifts.
17. Exercise fiscal responsibility. Review use of resources to ensure waste is kept to a minimum. Monitor overtime expenditures. Inspect equipment for damage or abuse. Audit expenditures. Recommend purchase and replacement of equipment. Recommend budget item appropriation and expenditure, and new programs.
18. Maintain discipline and instill positive attitudes among subordinates. Provide guidance and reinforce behaviors. Administer and document discipline. Audit performance after discipline. Maintain disciplinary records for evaluations.
19. Maintain positive relations with the community.

20. Direct development of department goals, policies, and objectives, and provide leadership on policy planning for City law enforcement activities.
21. Respond to public inquiries and at direction from Mayor and City Council pertaining to any area of public safety.
22. Direct administration of all federal and state mandated policies such as FLSA, ADA, Civil Service, EEOC, and Affirmative Action as it may relate to Police Department. Read and comprehend city, state, and federal regulations.
23. Participate as a member of the City's management team and of national, regional, state, county, and local committees relating to law enforcement issues.
24. Discipline subordinate employees up to and including termination pursuant to civil service law. Fairly apply administrative and standard operating procedures to disciplinary actions.
25. Coordinate public safety functions with personnel from City and from other public safety agencies.
26. Coordinate law enforcement activities with other departments and agencies.
27. Meet with citizen groups, clubs, and citizens to discuss police-related matters as appropriate.
28. Analyze complex problems and recommend possible solutions. Make critical decisions under high stress situations.
29. Keep confidential information confidential.
30. Work the days and hours necessary to perform all assigned responsibilities and tasks. Must be available (especially during regular business hours or shifts) to communicate with subordinates, supervisors, customers, vendors and any other persons or organizations with whom interaction is required to accomplish work and employer goals.
31. Punctual and timely in meeting all requirements of performance, including, but not limited to, attendance standards and work deadlines; beginning and ending assignments on time; and scheduled work breaks, where applicable
32. Perform other work which is consistent with the essential functions of the job.
33. Perform other duties as assigned.

CORE COMPETENCIES

- Adaptability: Adapts to changes in work environment, procedures, and assignments; Manages competing demands; Accepts criticism and feedback; Changes approach/method to best fit the situation/work assignment.
- Communication: Expresses ideas and thoughts both verbally and in written form; Exhibits good listening and comprehension; Keeps others adequately informed; Selects and uses appropriate communication methods.
- Cooperation: Establishes and maintains effective relations; Displays positive outlook and pleasant manner; Exhibits tact and consideration; Offers assistance and support to co-workers; Works cooperatively with supervisor and co-workers.
- Customer Service: Displays courtesy and sensitivity; Manages difficult / emotional customer situations; Responds promptly to customer needs; Meets commitments; Solicits customer feedback to improve service.
- Dependability: Consistently reports to work on time ready to begin work; Responds promptly to requests for service and assistance; Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments.
- Initiative: Volunteers readily; Seeks increased responsibility; Identifies opportunities to improve systems & procedures; Asks for help when needed.
- Job Knowledge: Competent and knowledgeable in key result areas; Exhibits ability to learn and apply new skills; Requires minimal supervision; Displays understanding of how job relates to others.
- Judgment: Displays a willingness to make decisions; Exhibits sound and accurate judgment; Supports and explains reasoning for decisions; Includes appropriate people in decision making process; Makes timely decisions.

- Planning & Organization: Prioritizes and plans work activities; Uses time efficiently and uses available resources; Works in an organized manner.
- Quality: Demonstrates accuracy and thoroughness; Displays commitment to excellence; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

MINIMUM QUALIFICATIONS

- High school diploma or equivalent required.
- Must be 21 years or older on the date of examination.
- Be a legally authorized to work in the United States.
- Have no convictions of any crime(s) punishable by imprisonment in a Federal or State Correctional Facility
- Must possess a valid driver's license and maintain an insurable driving record.
- Possession and maintenance of a Wyoming Peace Officer and Standards State certification or be eligible and obtain certification within six months of start date required.
- College level course work in Criminal Justice, Law, Public or Business Administration, Social Studies, or related field preferred. Bachelor's Degree preferred.
- Experience: Twelve (12) Consecutive years of experience as a Police Officer with six (6) consecutive years as a Police Sergeant OR Equivalent combination of training and experience which provides desirable knowledge, abilities, and skills. (Breaks in service of no more than ninety (90) days shall be considered *de minimums* and shall not be considered in calculating the consecutive years.)

SKILLS (position requirements at entry):

1. Communicate effectively in the English language, both in writing and orally.
2. Perform basic mathematical calculation.
3. Use a computer touchscreen and manual keyboard.
4. Operate 2-way radio, radar equipment, and make and receive phone calls.
5. Use firearms safely and accurately.
6. Perform basic first aid and CPR.
7. Good oral and written communication skills.
8. Organizational skills.
9. Good analytical skills.

ABILITY TO (position requirements at entry):

1. Apply broad and general ideas or principles effectively to a particular problem.
2. Fairly apply administrative and standard operating procedures to disciplinary actions.
3. Recognize and avoid potentially hazardous situations.
4. Understand and apply departmental orders, rules and regulations to police situations.
5. Comprehend laws and abstract concepts and apply them to specific situations.
6. Apply judgment to police situations to effect appropriate resolution.
7. Properly conduct and document searches.
8. Organize facts and provide accurate testimony under stress.
9. Understand and apply legal standards in performance of duties.
10. Understand and apply departmental orders, rules, and regulations.
11. Interpret orders and procedures.
12. Analyze situations and determine proper response.
13. Perform many functions simultaneously.
14. Recognize suspicious behavior or unusual circumstances.
15. Determine the necessity for assistance.
16. Recognize and remove health and safety hazards.
17. Make decisions under stress.

18. Exercise caution and control fear in potentially hazardous situations.
19. Adapt to different people, behaviors, and circumstances.
20. Maintain effective working relationships with partners, superior officers and other police personnel.
21. Work without immediate supervision.
22. Differentiate between criminal and civil law.
23. Organize facts and accurately complete reports, summons, and other forms.
24. Apply knowledge of medical and intervention techniques in domestic or other disturbances.
25. Quickly develop action plan.
26. Recognize potential chemical abuse/neglect.
27. Recognize narcotics.
28. Interrogate suspect and obtain information within lawful guidelines.
29. Determine proper charges.
30. Remain calm under stress and anger.
31. Disseminate intelligence and other information with and between department director and personnel.
32. Understand legal standards.
33. Apply knowledge of mediation and intervention techniques in domestic or other disputes.
34. Control anger and maintain professional demeanor.
35. Analyze and coordinate investigation of information to draw conclusive findings.
36. Evaluate alternative courses of action and select the most acceptable alternative and demonstrate common sense in handling field situations.
37. Follow rules or procedures while performing job duties.
38. Identify the similarities and/or differences in information gathered from different sources.
39. Use judgment prior to initiating actions.
40. Read and comprehend a wide variety of written material.
41. Retain and document various types of information.
42. Analyze a situation, identify the important elements and make logical decisions without undue delay.
43. Comprehend complex legal issues.
44. Analyze complex evidentiary situations.
45. Recognize a person from a mug shot.
46. Relate to other individuals of various ages, backgrounds, and circumstances.
47. Determine the proper use of deadly force.
48. Withstand prolonged periods of physical and mental stress or discomfort.
49. Establish priorities at emergency scene.
50. Interview crime scene principles and witnesses.
51. Recognize, collect, analyze, and interpret evidence.
52. Counsel distraught victims of crime.

PHYSICAL REQUIREMENTS:

1. Hand and eye coordination, physical strength and dexterity to use all police tools associated with the profession such as handguns, shotguns, electronic control device, handcuffs, and baton.
2. Possess a full functional lumbar range of motion.
3. Possess a full functional cervical range of motion.
4. Physical agility to safely operate motor vehicle in normal traffic and in high-speed emergency driving situations.
5. Ability to visually recognize and distinguish colors.
6. Ability to distinguish sounds encompassing a full range of tones and volumes.
7. Ability to detect a full range of odors such as narcotics, alcohol, smoke, and fumes.
8. Possess the visual stamina and acuity to operate a motor vehicle safely in both routine and emergency situations during all levels of illumination.
9. Possess the visual stamina and acuity to observe persons, places and things both close up and at a distance.
10. Ability to produce written reports, memorandums, field notes, and required forms.
11. Ability to sit in vehicle and type/read/decipher information on the computer keyboard and screen.
12. Physical strength to subdue violent suspect.
13. Physical agility to run, jump, crawl, climb, bend, reach, walk or perform other physical movements as required.
14. Ability to operate City vehicles.
15. Mobility to travel to various City locations.

- 16. Ability to sit and be attentive for extended periods of time.
- 17. Ability to speak to an individual or group for extended periods of time.
- 18. Ability to lift 20 pounds and transport 20 feet.

19. Ability to make and receive phone calls. Tasks require a variety of physical activities periodically involving muscular strain related to walking, standing, stooping, sitting and reaching. Essential functions require talking, hearing and seeing. Mental application utilizes memory for details, emotional stability, discriminating thinking and creative problem solving. Frequent travel required in the course of performing portions of job functions. Elements of the job pose various degrees of hazard uncertainty common to law enforcement.

SUPPLEMENTAL INFORMATION

Women, minorities, and individuals with disabilities are encouraged to apply. The City of Lander is an equal opportunity employer. Qualified applicants are considered for positions for which they have applied without regard to race, religion, sex, age, national origin, disability, sexual orientation, or other characteristics protected by law.

GUIDELINES

Employees are required to follow the established guidelines of the City to include, but are not limited to, the employee handbook, safety policies and procedures, and departmental policies and procedures. These guidelines require judgment, selection, and interpretation in application. This position participates in random, reasonable suspicion and post-accident drug testing as provided by law and City policy. This position helps develop division guidelines.

I have read this job description and understand my job duties and responsibilities. I am able to perform the essential functions as outlined. I understand that my job may change on a temporary or regular basis according to the needs of my location or department without it being specifically included in the job description.

Employee's Name (Printed)

Employee's Signature

Date

**ESOLUTION 1312
A RESOLUTION AMENDING
SALARY STRUCTURE WITHIN THE CITY OF LANDER**

WHEREAS, pursuant to Section 12-2-6 of the City of Lander Code Book, the Mayor, subject to the approval of the City Council, may establish regulations and policies concerning all city personnel; and

WHEREAS, pursuant to Section 12-2-6 of the City of Lander Code Book, the Mayor and City Council have adopted personnel regulations; and

WHEREAS, all classified city positions should have a pay grade chart that reflects a fair and equitable pay as determined by the Mayor and City Council; and

WHEREAS, a compensation plan containing a grade chart was previously adopted pursuant to the personnel regulations; and

WHEREAS, the governing body of the City of Lander desires to amend the Salary Structure to include the new job positions of Police Captain and correct an error in the Mechanic position; and

WHEREAS, the governing body for the City of Lander has considered the criteria set forth and described in the Compensation Section of the Managerial Guidelines in amending the compensation plan as hereinafter set forth.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LANDER that the governing body may amend, repeal or revoke the compensation plan at any time by resolution of the governing body pursuant to the City of Lander’s personnel regulations.

BE IT FURTHER RESOLVED BY THE GOVERNING BODY OF THE CITY OF LANDER, by the Governing Body of the City of Lander that the Salary Structure be amended to include the new job description of Police Department Captain to the salary structure for the City of Lander and attached hereto as Exhibit “A” and incorporated herein by reference hereby added to the compensation plan portion of the City of Lander Managerial Guidelines.

BE IT FURTHER RESOLVED BY THE GOVERNING BODY OF THE CITY OF LANDER, by the Governing Body of the City of Lander that the Salary Structure be amended to reflect the updated job description of Mechanic to the salary structure for the City of Lander and attached hereto as Exhibit “A” and incorporated herein by reference hereby added to the compensation plan portion of the City of Lander Managerial Guidelines.

PASSED, APPROVED AND ADOPTED the ____ day of _____, 2023.

The City of Lander
A Municipal Corporation

Attest:

By: _____
Monte Richardson, Mayor

Rachelle Fontaine, City Clerk

CERTIFICATE

I, Rachelle Fontaine, hereby certify that the foregoing Resolution was adopted by the Governing Body of the City of Lander at a regular meeting held on _____, 2023 and that the meeting was held according to law; and that the said Resolution has been duly entered into the minute book of the City of Lander.

Rachelle Fontaine, City Clerk

**City of Lander
Salary Structure & Tables July 2023**

Section 8, Item B.

Pay Grade	Annual Pay Rates			12 Monthly Pay Rates			2080 Hourly Pay Rates			Positions
	Minimum	Mid	Maximum	Minimum	Mid	Maximum	Minimum	Mid	Maximum	
1	41,269	52,783	64,296	3,439	4,399	5,358	19.84	25.38	30.91	Assistant Sexton, Court Clerk, Judge, Maintenance Worker, Parks Clerk, Water Clerk, Weed & Pest Controller, Clerk/Evidence Tech Assistant, Detective Secretary Evidence Clerk, Equipment Operator I, II, Code Enforcement
2	44,691	57,159	69,627	3,724	4,763	5,802	21.49	27.48	33.47	Water Operator I, Water Operator II, Equipment Operator III,
3	48,457	61,976	75,495	4,038	5,165	6,291	23.30	29.80	36.30	Programs Manager, Victim Witness, Water Operator III, Mechanic
4	50,498	64,585	78,673	4,208	5,382	6,556	24.28	31.05	37.82	Police Officer I
5	52,623	67,303	81,984	4,385	5,609	6,832	25.30	32.36	39.42	Police Officer II, Street Foreman, Water System Foreman,
6	54,851	70,154	85,457	4,571	5,846	7,121	26.37	33.73	41.08	Airport and Fire Hall Facilities Manager, Weed & Pest Supervisor, Police Officer III,
7	57,236	73,204	89,172	4,770	6,100	7,431	27.52	35.19	42.87	Detective, Community Development Coordinator, Parks Maintenance Foreman
8	59,639	76,278	92,917	4,970	6,357	7,743	28.67	36.67	44.67	Building Inspector, Sexton,
9	62,231	79,592	96,953	5,186	6,633	8,079	29.92	38.27	46.61	Sergeant, Shop Supervisor
10	64,961	83,084	101,207	5,413	6,924	8,434	31.23	39.94	48.66	Assistant to the Mayor, Parks & Rec Supervisor, Deputy Clerk/Treasurer,
11	67,814	86,732	105,650	5,651	7,228	8,804	32.60	41.70	50.79	Lieutenant, Streets Supervisor, Water/Sewer Supervisor
12	75,275	96,275	117,274	6,273	8,023	9,773	36.19	46.29	56.38	City Clerk, Human Resource Director, Assistant Public Works Director
13	84,721	108,357	131,993	7,060	9,030	10,999	40.73	52.09	63.46	City Treasurer, Police Captain
14	95,354	121,956	148,558	7,946	10,163	12,380	45.84	58.63	71.42	Police Chief, Engineer/Public Works Director

EXHIBIT "A"

LEDA does not recommend funding any of the applications for the current quarter.

Below is a summary each applicant's request for the quarter.

Salt-Taco & Tequila Bar

Renovation of a deteriorated downtown building in order to create a new restaurant concept and further beautify Lander's Main Street, ultimately employing 12-20 people.

Benessere Clinic

New Cutting Edge Equipment- Benessere Clinic is a premier aesthetic medical spa with two locations in Fremont County. Lander, established in 2017, and Riverton in 2019, play a pivotal role in providing aesthetic services to the local community and Central Wyoming. To further expand capabilities and improve treatment outcomes, the clinic aims to acquire four cutting-edge medical devices: the Alma Opus Fractional Laser, the Diamond Glow device by Allergan, a Pro-Nox Delivery System, and the Avi Clear Acne Device by Cutera. These state-of-the-art devices will enable the clinic to offer innovative and effective treatments, leading to employee retention, increased skills, higher wage-earning potential for staff, and the creation of a new part-time esthetician position. This endeavor aligns with Benessere Clinic's mission to help individuals feel good, look good, and get more out of life by enhancing their physical and psychological health.

Grand Marquee Renovation

This project will renovate the Grand Theater Marquee by the sign company taking down the two current cabinets of the marquee and manufacturing two new cabinets with LED illumination, polycarbonate faces with cut vinyl "Theater" graphics with new neon arrows and new marquee letters.

Lander Performing Arts

Increasing Event Success: If successfully granted funding from this grant (\$18,250), would be used to provide crucial support for half of the base cost of the 2023/2024 season lineup's success. This funding will have a significant impact on LPA's financial outlook as it allows us to redirect internal resources that were initially allocated to cover baseline event costs. Instead, our paid employee's efforts will be laser-focused on targeting long-term marketing campaigns, cultivating sustainable community partnerships, and diversifying revenue streams. The Wyoming Business Council estimated that every dollar in additional sales in the creative and cultural sector generates an additional 44 cents in the economy from other businesses. This ripple effect will serve as a catalyst for expanding our offerings in the future and elevating LPA's overall economic impact. Our ultimate goal is to grow from four shows to six by the 2024-2025 season, thereby increasing our reach and engaging a broader audience. By leveraging the grant to bolster event success and establishing sustainable revenue streams, we position LPA for long-term financial benefits.

Capital Improvements 228 Main

Capital improvements at 228 Main Street are needed to protect and revitalize a building that has survived over 100 years of wear and tear. Most urgent is replacement of the roof, including and removal or replacement of the large uninsulated clerestory structure that is disintegrating. The expense of re-roofing has undoubtedly caused previous owners to put off the job, but patching will no longer solve the problem. A related issue is the two large trees growing against the back wall of the building. They overhang the roof and are growing around the powerlines serving 228 and at least one neighboring building. To remove the trees, various utility companies will have to be involved, the fence around the patio will have to come down, and neighbors will have to agree to the disruption.

Hub for Conservation & Nonprofit

The Wyoming Outdoor Council is in the process of building its ‘forever home’ in Lander and is requesting support from the LIFT program in part to support its meeting space that will be available to nonprofits in Lander. As Wyoming’s oldest, independent, Lander-based conservation organization, our success has depended on two things: our capacity to attract and keep the most effective advocacy staff to work toward our conservation mission; and our ability to bring people together to find solutions to the conservation threats facing our state today. This new building will support both goals while also providing free meeting space for our nonprofit colleagues in Lander and Wyoming at large. This increase in capacity for staff and ability to host partner meetings and summits will lead to increased payroll as well as hotel stays, gas tax, and investment in local businesses by meeting and summit guests. Additionally, it will reduce the cost burden many nonprofits face when seeking to rent meeting and/or small event space.

As a nonprofit organization with a long history in Lander, we know firsthand how difficult it is to find an affordable/free meeting space that can accommodate a range of technological, accessibility, size, timing, food prep, and other needs. We hear regularly from other groups and individuals about their frustration at not having a sufficient “right-sized” space to hold meetings. While there are a handful of venues throughout the community that provide some support—the Community Center, for example, can accommodate food prep and many people, but is not affordable for some groups; the library, while affordable, can’t always accommodate after-hours meetings and is not a good option when groups need to serve food and wash dishes—there are very few if any spaces that hit the sweet spot for what the majority of nonprofits and clubs need for meetings. This meeting space works to address that gap in service by providing free, well resourced meeting space for the nonprofit sector in Lander and Wyoming at large.

The Wyoming Outdoor Council’s security system will allow us to provide a unique code for users to access the space after hours. Our ideal reservation system will allow groups to create an account, sign a simple waiver and user agreement, be approved for booking, and then access meeting space availability online. We will also have a staff person to help groups manually reserve the space if needed. We’ll be available to provide an overview for technology in the meeting rooms as well as written documentation for after-hours help. The technology that we are planning on using will be fairly intuitive, and our current plan is for the Outdoor Council to take responsibility for accidental technology damage. If that becomes an issue in the future we may consider requiring a deposit for the use of more expensive components.

We’ll start small and work out any issues by advertising with groups we partner with already. Then we’ll expand availability through an announcement with the Lander Community Foundation as well as the Lander Library. All nonprofits that provide services to the community will be welcome to meet in the space. Our liability insurance will cover meeting attendees as long as groups sign the required waiver.

Onsite Laundry & Showers

Renovation of the outside of the entire building with new siding and awning with the installation of a commercial laundromat and shower stalls at 680 Main street.

Central Wyoming Climbers Alliance

Awarded date: August 2022

Total project cost: \$

Total requested: \$

Amount awarded: \$

Project Summary:

The International Climber’s Festival began originally in Lander in 1994. Since then, the Festival has grown to over 80 sponsors and 1000 participants. The LIFT grant helped to hire a Festival Director for this event to work. This grant directly created one job, but the economic impact to Lander from this event and the local climbing community reaches much farther. A study done in 2021 by Eastern Kentucky University showed that the festival brings in over \$150K in sales and lodging tax revenue over the course of the 4-day festival. Additionally, part of the proceeds from this event go to developing and maintaining sport climbing areas in Lander, furthering the development of world-class climbing as a part of Lander’s tourism assets.

Status: Completed (12 month progress report)

Bossert Collection

Awarded date: August 2022

Total project cost: \$32,000

Total requested: \$7,000

Amount awarded: \$5,000 (33% of total requested)

Project summary:

This project involved funding a public art piece on The Bossert Building in downtown Lander. Public art and placemaking is considered to be a building block of Economic Development as described by the Harvard Kennedy School by enhancing the identity and character of communities.

Over the span of 6 weeks, the artists working on the project created one cohesive image which resembles ledger art, a popular form of Native American art where contemporary images are rendered on top of historic ledger paper. The imagery draws from traditional iconography and contemporary motifs from both tribes including buffalo, geometric symbols, and Fireweed, demonstrating both connection to the land and the plants and animals that inhabit it. Fireweed is found throughout Wyoming and is among the first, and most distinctive plants to regrow after forest fires. This represents growth, rebirth, persistence, and Wyoming’s ability to manage change and the future.

Since the completion of the mural, several downtown business owners including Angie Flint (owner, Lander Bake Shop) have reported that people love the mural. Angie in particular has indicated that the mural has encouraged tourists and people who are new to town to stop, take a picture, and grab coffee.

Project status: Completed. (12 month progress report)

Remodel of 1720 Main Street

Awarded date: August 2022
Total project cost: \$80,000
Total requested: \$40,000
Amount awarded: \$20,000 (50% of total requested)
Project summary:

This project set out to remodel 1720 Main Street, which is located on the west side of town. The original proposal was to do a number of updates to this property in order to get it ready for future tenants. The building was purchased in 2018 and between then and 2022 at the time of application, the current owner had done a number of repairs including a new roof, upgrading furnaces, a new HVAC system and ductwork, electrical updates and more. In addition to a small loan, the owners of the building were looking for funding to create two additional commercial rental spaces, bathrooms, and break room, loading dock canopy, and improving outside signage.

The awardee received a 6 month extension and reports to be on track to wrap up construction by October 2023. They have hired a local contractor so is well underway with completion with finishing the necessary plumbing, electrical and HVAC needs. They anticipate being able to rent out the new 1500 square foot space for commercial businesses before the end of the calendar year. This project has both had a Main Street beautification side and will hopefully help contribute to future sales and property tax for the Lander community moving forward.

Project status: 12 month progress report. Awardee received a six month extension.

HMH Outdoors

Awarded date: August 2022
Total project cost: \$63,795
Total requested: \$38,196
Amount awarded: \$19,098 (50% of request)
Project Summary:

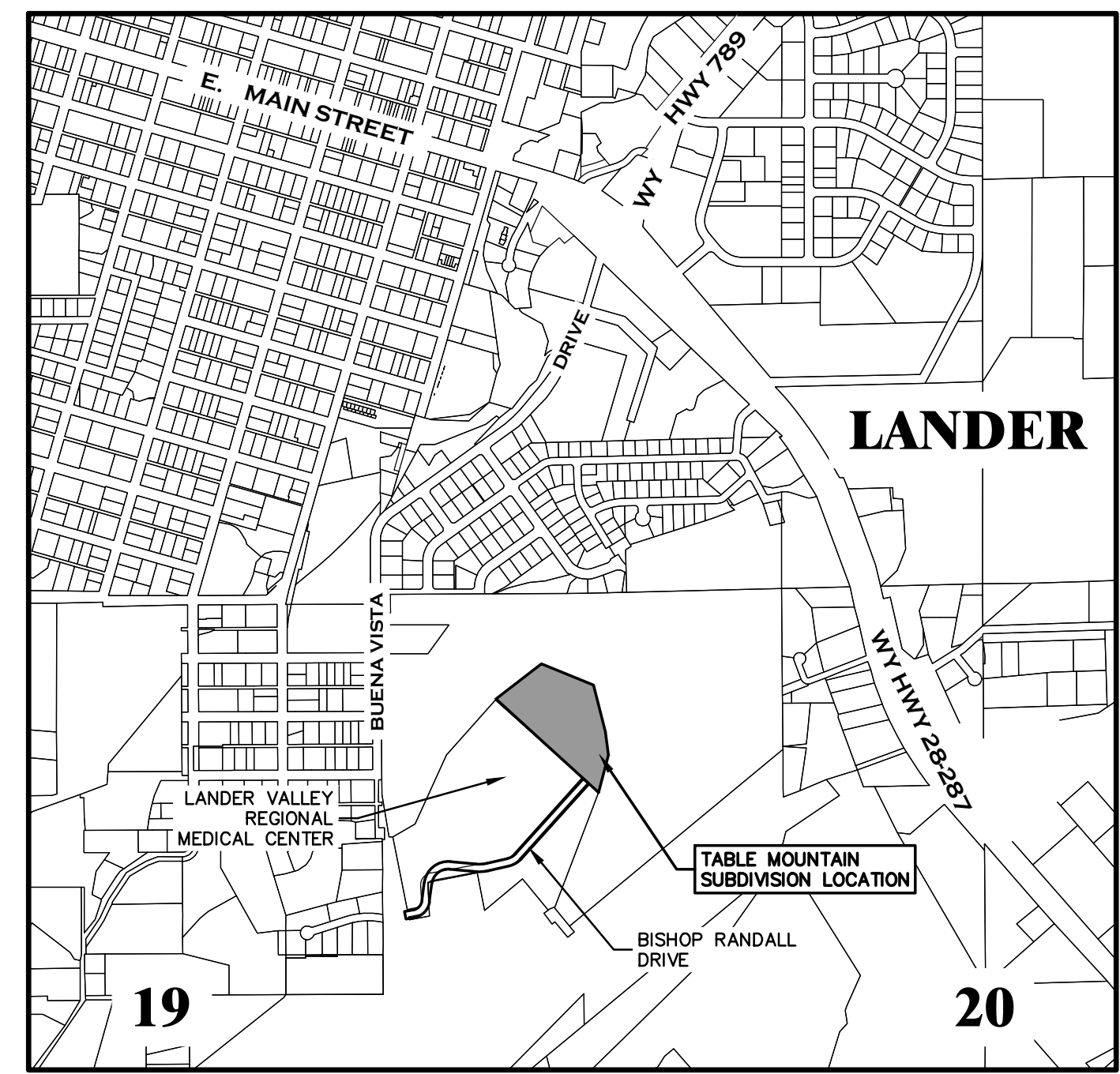
This application requested the funds for warehouse upgrades that included purchasing of pallet racks, a shipping station, and a forklift. After seeing a downturn through 2020, sales have seen a steady increase in the last 12 months and updates to the warehouse will provide the opportunity to work more efficiently to fulfill orders. At the time of application, the business had just hired a Lander employee with plans to hire 2-5 more in the next 305 years.

Funds from this award went to improving the warehouse and shipping process for the business. This has allowed them to increase their efficiency and continue to grow the business. They are on track to meet their projected hiring plan.

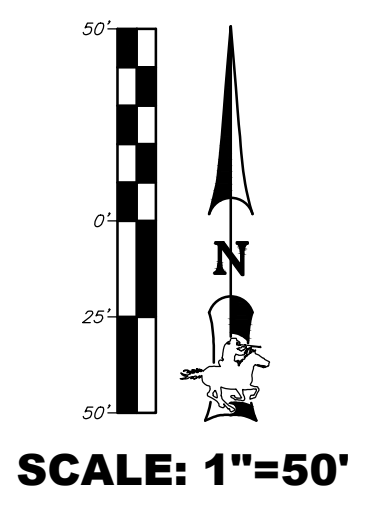
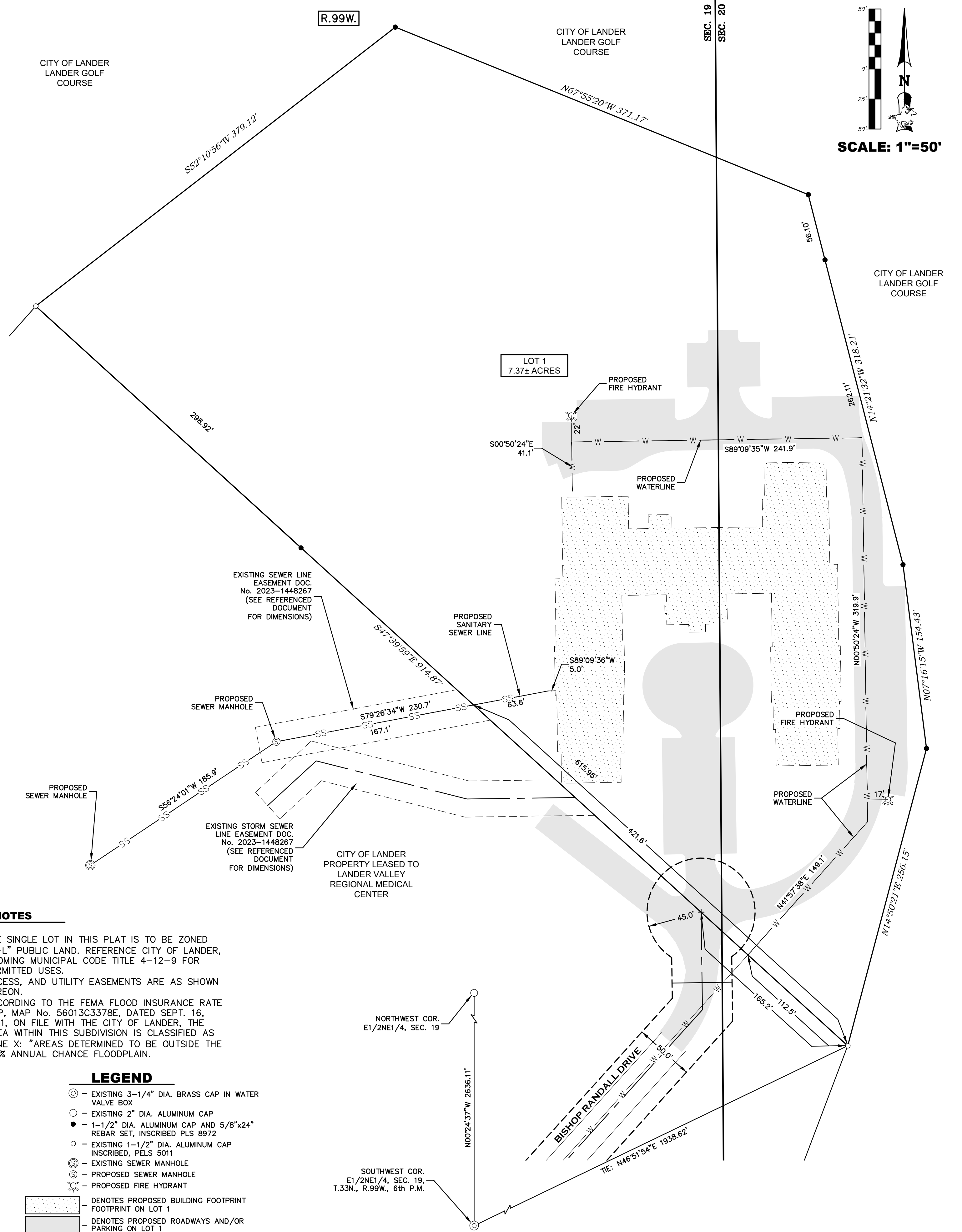
Project status: Completed (12 month progress report)

PLAT OF TABLE MOUNTAIN SUBDIVISION

CERTIFICATE AND DEDICATION OF TITLE



LOCATION MAP SCALE: 1"=1000'



Know all men by these presents that the City of Lander, Fremont County, Wyoming is the owner in fee simple of all that land described as follows:

A parcel of land located in the E1/2NE1/4, Section 19, and the W1/2NW1/4, Section 20, T.33N., R.99W., 6th P.M., Fremont County, Wyoming more particularly described as follows: Commencing at the southwest corner of the E1/2NE1/4, said Section 19, from which the northwest corner of said E1/2NE1/4, bears N00°24'37"W 2636.11 feet; thence N46°51'54"E 1938.62 feet to an existing 1-1/2" dia. aluminum cap on the easterly boundary of the Lander Regional Hospital lease parcel and the point of beginning; thence N14°50'21"E 256.15 feet; thence N07°16'15"W 154.43 feet; thence N14°21'32"W 318.21 feet; thence N67°55'20"W 371.17 feet; thence S52°10'56"W 379.12 feet; thence S47°39'59"E, along the northeast boundary of said hospital lease parcel, 914.87 feet to the point of beginning of this description containing 7.37 acres more or less.

The City of Lander, being the owner of the land shown and described hereon does hereby certify that the foregoing plat designated as Table Mountain Subdivision is accurately described hereon. That this subdivision, as it is described and as it appears on this plat, is made with the free consent and in accordance with the desires of the owner, and that this is a correct plat of the area.

Witness my hand this ____ day of _____, 2023.

Monte Richardson, Mayor, City of Lander, Wyoming

STATE OF WYOMING) COUNTY OF FREMONT) S.S.

This Instrument was acknowledged before me on _____, 2023, by Monte Richardson as Mayor of The City of Lander, Wyoming.

Notary Public

My commission expires

SURVEYOR'S CERTIFICATION

STATE OF WYOMING) COUNTY OF FREMONT) S.S.

I, Thomas A. Johnson, do hereby state that I am a registered Land Surveyor licensed under the laws of the State of Wyoming, that this plat is a true, correct and complete plat of the Table Mountain Subdivision, containing 7.37 acres more or less, in the City of Lander, State of Wyoming, as laid out, platted, dedicated and shown hereon, that such plat was made from an accurate survey made by me, and Terry A. Zenk, Wyoming Professional Engineer No. 4959, and it correctly shows the location and dimensions of the lots, and easements of said subdivision as the same are staked upon the ground in compliance with Fremont County Subdivision regulations governing the subdivision of land.

In witness whereof I have set my hand and seal this ____ day of _____, 2023.

Thomas A. Johnson, PLS No. 8972

PLAT OF TABLE MOUNTAIN SUBDIVISION

LOCATED IN NE1/2NE1/4, SECTION 19, AND NW1/2NW1/4, SECTION 20, T.33N., R.99W., 6th P.M., CITY OF LANDER, FREMONT COUNTY, WYOMING

CITY OF LANDER PUBLIC WORKS DIRECTOR CERTIFICATE

This Plat approved by the City of Lander Director of Public Works this ____ day of _____, 2023.

Lance Hopkin, Public Works Director/City Engineer

CITY OF LANDER PLANNING COMMISSION CERTIFICATE

This Plat approved by the City of Lander Planning Commission this ____ day of _____, 2023.

Chairperson Signature Secretary Signature

LANDER CITY COUNCIL CERTIFICATE

This plat approved by the City Council of Lander, Wyoming this ____ day of _____, 2023.

Monte Richardson, Mayor Rachelle Fontaine, City Clerk

CLERK AND RECORDER'S CERTIFICATE

This plat of "Table Mountain Subdivision" was filed in the office of Clerk and Recorder of Fremont County at ____ o'clock ____ M., on the ____ day of _____, 2023, and is duly recorded in Plat Cabinet ____ page ____ Document No. ____

Julie Freese County Clerk and Recorder

Signature Deputy County Clerk and Recorder

T.33N.

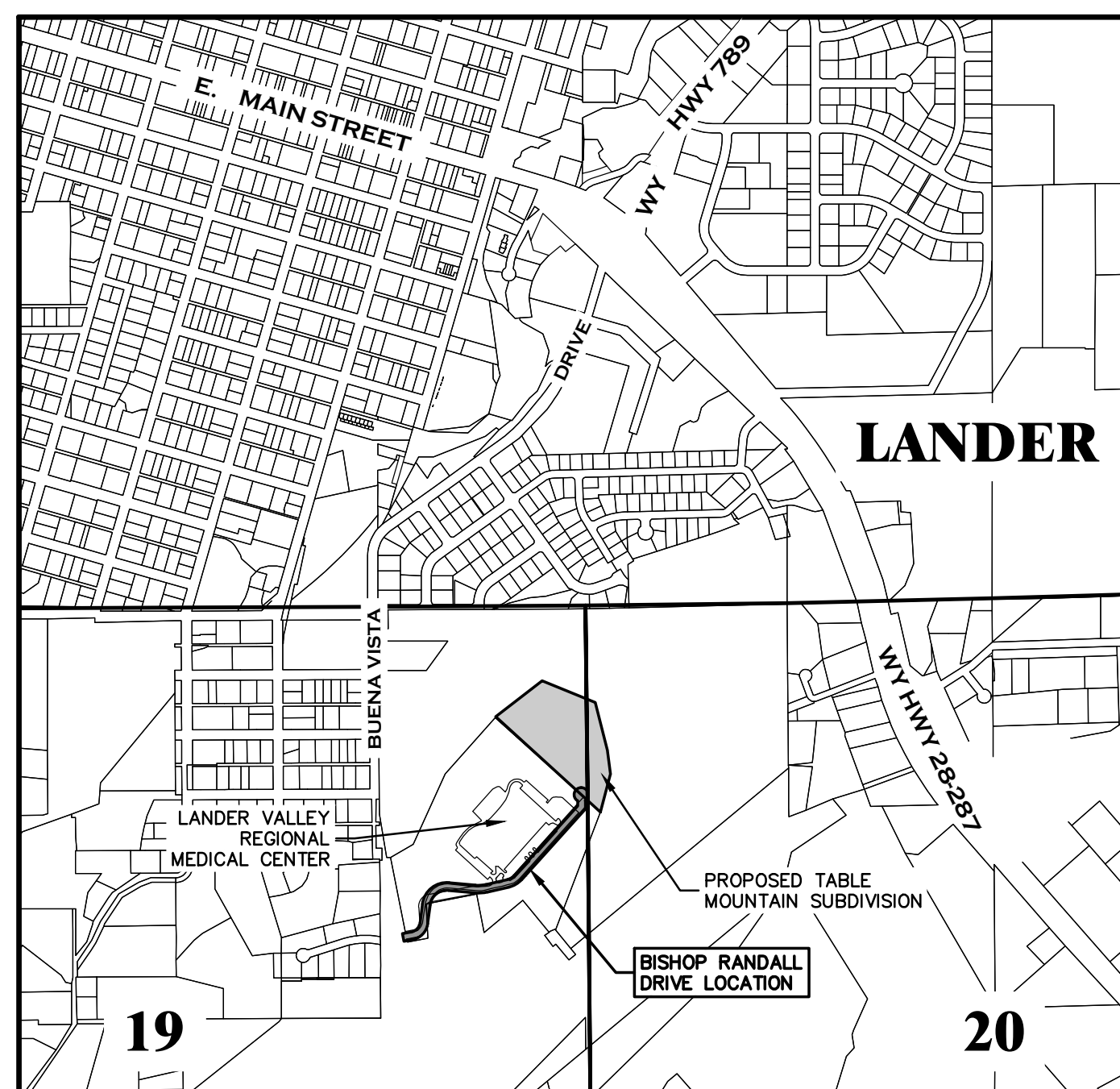
NOTES

- 1) THE SINGLE LOT IN THIS PLAT IS TO BE ZONED "P-L" PUBLIC LAND. REFERENCE CITY OF LANDER, WYOMING MUNICIPAL CODE TITLE 4-12-9 FOR PERMITTED USES.
2) ACCESS, AND UTILITY EASEMENTS ARE AS SHOWN HEREON.
3) ACCORDING TO THE FEMA FLOOD INSURANCE RATE MAP, MAP No. 56013C3378E, DATED SEPT. 16, 2011, ON FILE WITH THE CITY OF LANDER, THE AREA WITHIN THIS SUBDIVISION IS CLASSIFIED AS ZONE X: "AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN."

LEGEND

- EXISTING 3-1/4" DIA. BRASS CAP IN WATER VALVE BOX
- EXISTING 2" DIA. ALUMINUM CAP
- 1-1/2" DIA. ALUMINUM CAP AND 5/8"x24" REBAR SET, INSCRIBED PLS 8972
- EXISTING 1-1/2" DIA. ALUMINUM CAP INSCRIBED, PELS 5011
- EXISTING SEWER MANHOLE
- PROPOSED SEWER MANHOLE
- PROPOSED FIRE HYDRANT
- DENOTES PROPOSED BUILDING FOOTPRINT FOOTPRINT ON LOT 1
- DENOTES PROPOSED ROADWAYS AND/OR PARKING ON LOT 1

PLAT OF
EXTENSION AND RE-DEDICATION OF BISHOP RANDALL DRIVE



LOCATION MAP
SCALE: 1"=1000'

CITY OF LANDER
PUBLIC WORKS DIRECTOR CERTIFICATE

This Plat approved by the City of Lander Director of Public Works this _____ day of _____, 2023.

Lance Hopkin, Public Works Director/City Engineer

CITY OF LANDER
PLANNING COMMISSION CERTIFICATE

This Plat approved by the City of Lander Planning Commission this _____ day of _____, 2023.

Chairperson Signature Secretary Signature

LANDER CITY
COUNCIL CERTIFICATE

This plat approved by the City Council of Lander, Wyoming this _____ day of _____, 2023.

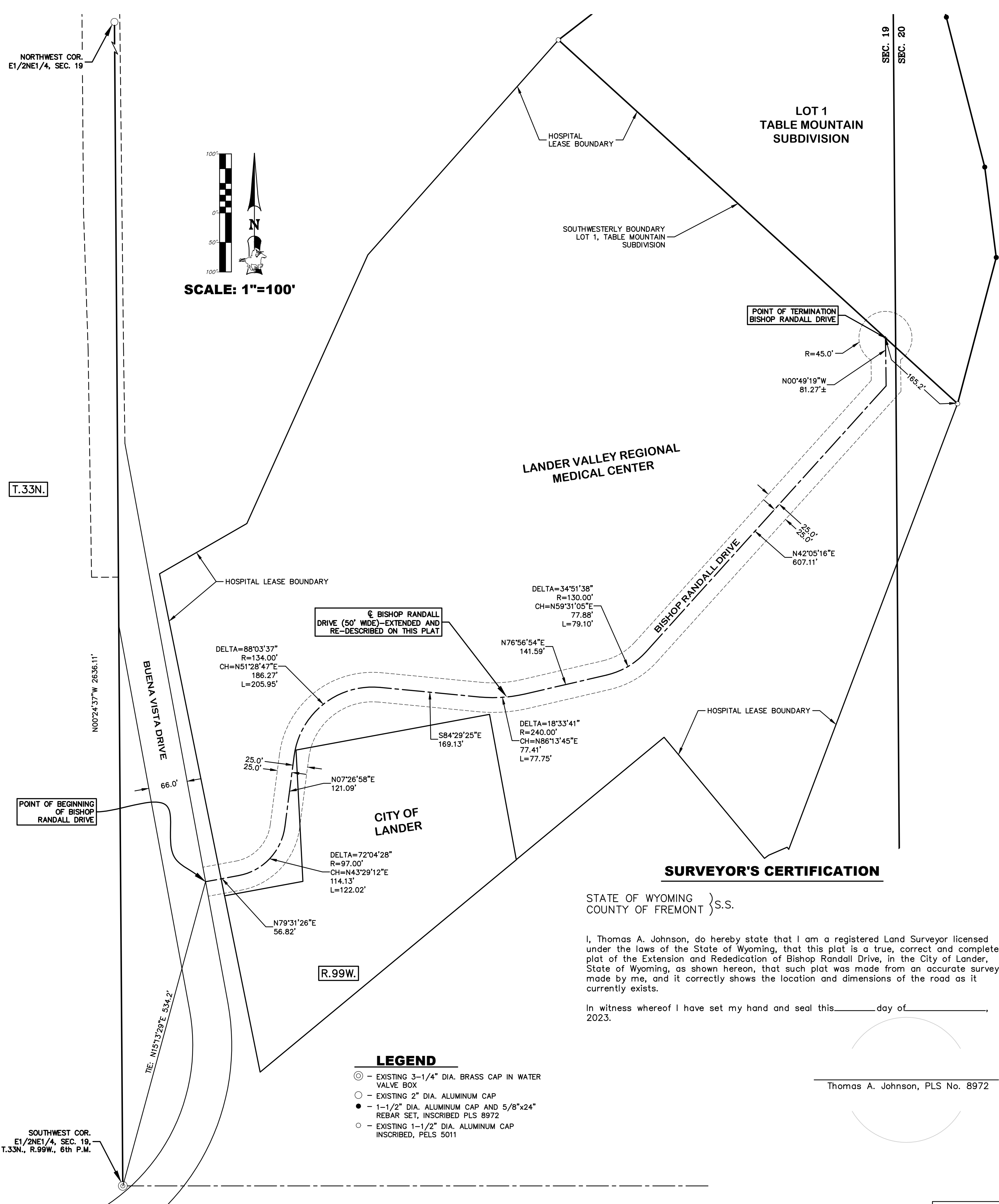
Monte Richardson, Mayor Rachelle Fontaine, City Clerk

CLERK AND RECORDER'S CERTIFICATE

This plat of "Extension and Re-dedication of Bishop Randall Drive" was filed in the office of Clerk and Recorder of Fremont County at _____ o'clock _____ M., on the _____ day of _____, 2023, and is duly recorded in Plat Cabinet _____ page _____ Document No. _____

Julie Freese
County Clerk and Recorder

Signature
Deputy County Clerk and Recorder



SCALE: 1"=100'

BISHOP RANDALL DRIVE (50' WIDE)-EXTENDED AND RE-DESCRIBED ON THIS PLAT

SURVEYOR'S CERTIFICATION

STATE OF WYOMING)
COUNTY OF FREMONT)S.S.

I, Thomas A. Johnson, do hereby state that I am a registered Land Surveyor licensed under the laws of the State of Wyoming, that this plat is a true, correct and complete plat of the Extension and Rededication of Bishop Randall Drive, in the City of Lander, State of Wyoming, as shown hereon, that such plat was made from an accurate survey made by me, and it correctly shows the location and dimensions of the road as it currently exists.

In witness whereof I have set my hand and seal this _____ day of _____, 2023.

Thomas A. Johnson, PLS No. 8972

- LEGEND**
- ⊙ - EXISTING 3-1/4" DIA. BRASS CAP IN WATER VALVE BOX
 - - EXISTING 2" DIA. ALUMINUM CAP
 - - 1-1/2" DIA. ALUMINUM CAP AND 5/8"x24" REBAR SET, INSCRIBED PLS 8972
 - - EXISTING 1-1/2" DIA. ALUMINUM CAP INSCRIBED, PELS 5011

CERTIFICATE AND DEDICATION OF TITLE

Know all men by these presents that the City of Lander, Fremont County, Wyoming is the owner in fee simple of all that land described as follows:
A public roadway known as Bishop Randall Drive, described and dedicated on March 13, 2001, in Document No. 1218807, as recorded in the office of the Clerk and Recorder of Fremont County, Wyoming. Said roadway extended and hereon re-described and re-dedicated to wit:
A road right-of-way located in the E1/2NE1/4, Section 19, and the NW1/4NW1/4, Section 20, T.33N., R.99W., 6th P.M., Fremont County, Wyoming, Said right-of-way being 50.0 feet in width, and located 25.0 feet on each side of the following described centerline:
Commencing at the southwest corner of the E1/2NE1/4, said Section 19, from which the northwest corner of said E1/2NE1/4, bears N00°24'37"W 2636.11 feet; thence N15°13'29"E 534.2 feet to a point on the easterly right-of-way line of Buena Vista Drive, as described and dedicated on April 3, 2001, in Document No. 1218806, as recorded in the office of the Clerk and Recorder of Fremont County, Wyoming, and the point of beginning of this right-of-way centerline description; thence N79°31'26"E 56.82 feet to a point of curvature; thence along a curve to the left, or concave northwesterly, 122.02 feet to a point of tangency, said curve having a radius of 97.00 feet, a central angle of 72°04'28", and a chord which bears N43°29'12"E 114.13 feet; thence N07°26'58"E 121.09 feet to a point of curvature; thence along a curve to the right, or concave southeasterly, 205.95 feet to a point of tangency, said curve having a radius of 134.00 feet, a central angle of 88°03'37", and a chord which bears N51°28'47"E 186.27 feet; thence S84°29'25"E 169.13 feet to a point of curvature; thence along a curve to the left, or concave northerly, 77.75 feet to a point of tangency, said curve having a radius of 240.00 feet, a central angle of 18°33'41", and a chord which bears N86°13'45"E 77.41 feet; thence N76°56'54"E 141.59 feet to a point of curvature; thence along a curve to the left, or concave northerly, 79.10 feet to a point of tangency, said curve having a radius of 130.00 feet, a central angle of 34°51'38", and a chord which bears N59°31'05"E 77.88 feet; thence N42°05'16"E 607.11 feet; thence N00°49'19"W 81.27 feet to the point of termination of this right-of-way centerline description and the center point of a circular right-of-way, or cul-de-sac, being 90.0 feet in diameter and serving to terminate this public right-of-way as provided for under the City of Lander subdivision regulations, right-of-way sidelines to begin and terminate at the legal right-of-way of Buena Vista Drive.
Be it also known that although Bishop Randall Drive was described and dedicated in 2001, the as-constructed alignment of said road is not within that previously described alignment. Therefore, the City of Lander desires to dedicate said drive in the correct location, and extend, and re-describe said drive to provide access to the subject property of the Table Mountain Subdivision.
The City of Lander, being the owner of the land shown and described hereon does hereby certify that the foregoing plat designated as "Extension and Re-dedication of Bishop Randall Drive" is accurately described hereon. That this Re-dedication, as it is described, and as it appears on this plat, is made with the free consent and in accordance with the desires of the owner, and that this is a correct plat of the roadway.
That the City of Lander, being the owner of the land shown and described on this plat does hereby declare that Bishop Randall Drive is part of the street system of the City of Lander, and does dedicate, for perpetual public use, the right-of-way for Bishop Randall Drive as laid out on this plat.

Witness my hand this _____ day of _____, 2023.

Monte Richardson, Mayor, City of Lander, Wyoming

STATE OF WYOMING)
COUNTY OF FREMONT)S.S.

This Instrument was acknowledged before me on _____, 2023, by Monte Richardson as Mayor of The City of Lander, Wyoming.

Notary Public

My commission expires _____

PLAT OF
EXTENSION AND RE-DEDICATION OF
BISHOP RANDALL DRIVE

LOCATED IN
E1/2NE1/4, SECTION 19, AND
W1/2NW1/4, SECTION 20,
T.33N., R.99W., 6th P.M.,
CITY OF LANDER,
FREMONT COUNTY, WYOMING

MEMORANDUM OF UNDERSTANDING BETWEEN
THE FREMONT COUNTY PIONEER MUSEUM
AND
THE CITY OF LANDER

1. **Parties.** The parties to this Memorandum of Understanding (MOU) are the Fremont County Pioneer Museum, 1443 W. Main Street, Lander, Wyoming (hereinafter referred to as "Museum") and the City of Lander, 240 Lincoln Street, Lander, Wyoming (hereinafter referred to as "City").
2. **Purpose of MOU.** The purpose of this MOU is to set forth the terms and conditions by which the parties agree concerning the care and maintenance of the Travelers' Welcome Center (hereinafter referred to as the "facility"), which is owned by the City and located on Museum grounds owned by Fremont County, Wyoming.
3. **Term of MOU.** This MOU is effective when all parties have executed it (Effective Date). The term of this MOU commences on the Effective Date and shall renew each year, until its termination on July 14, 2034, or sooner by either party.
4. **Responsibilities of both parties.** The Museum and the City agree that:
 - A. The Travelers' Welcome Center is in best interest of both parties and both commit to ensuring the facility will operate through July 14, 2034.
 - B. The parties will cooperate to ensure that the public has an accessible, safe, and clean facility for visitors and the traveling public.
5. **Responsibilities of the Museum.** The Museum agrees that:
 - A. The facility will be open and available to visitors and traveling public at no charge through July 14, 2034. The facility will be open from 8 a.m. to 5 p.m. each day, except Sundays, Fremont County holidays and during staffing emergencies.
 - B. Cleaning of the inside of the Facility cleaning will be the responsibility of the Museum.
 - C. The Museum reserves the right to make minor improvements to the facility as needed. Notice of such improvements will be provided to the City before the improvements are undertaken.
 - D. The Museum will move existing buck rail fence on welcome center parking lot to accommodate snow removal.
5. **Responsibilities of the City.** The City agrees to:

- A. Maintain and repair the facility building and keep said building in good working condition.
- B. Regularly maintain the facility parking area, which will include timely removal of snow as well as asphalt maintenance, repair and striping.
- C. Provide and make available to the Museum all necessary cleaning supplies.
- D. Provide and install a 48 inch by 48 inch Clairidge display case for the Museum's exclusive use. This is intended to be a one-time purchase, ordered and installed by the Pioneer Museum staff and and reimbursed by the City of Lander.

6. General Provisions.

- A. **Amendments.** Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by the parties to this MOU shall be incorporated by written instrument, executed by all parties to this MOU.
- B. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hercof," "hereunder," "herein," and words of similar import, are intended to refer to this MOU as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this MOU and the parties. The venue shall be the Ninth Judicial District, Laramie County, Wyoming.
- C. **Assignment Prohibited and MOU Shall Not be Used as Collateral.** No party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this MOU. Neither party shall use this MOU, or any portion thereof, for collateral for any financial obligation.
- D. **Entirety of MOU.** This MOU, consisting of four (4) pages, represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral.
- E. **Force Majeure.** Neither party shall be liable for failure to perform under this MOU if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

- F. Indemnification.** Each party to this MOU shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- G. Notices.** All notices arising out of, or from the provisions of this MOU shall be in writing and given to the parties at the addresses provided under this MOU, either by regular mail or delivery in person.
- H. Severability.** Should any portion of this MOU be judicially determined to be illegal or unenforceable, the remainder of the MOU shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- I. Termination of MOU.** This MOU may be terminated, without cause, by either party upon thirty (30) days written notice. This MOU may be terminated immediately for cause if either party fails to perform in accordance with the terms of this MOU.
- J. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this MOU shall not be construed so as to create such status. The rights, duties and obligations contained in this MOU shall operate only between the parties to this MOU, and shall inure solely to the benefit of the parties to this MOU. The provisions of this MOU are intended only to assist the parties in determining and performing their obligations under this MOU.
- K. Waiver.** The waiver of any breach of any term or condition in this MOU shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- L. Sovereign Immunity.** Fremont County, Wyoming and the City of Lander do not waive their sovereign immunity by entering into this MOU, and each fully retains all immunities and defenses provided by law with respect to any action based on or occurring as a result of this MOU.
- M. Counterparts.** This MOU may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same MOU.

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

7. **Signatures.** By signing this MOU, the parties certify that they have read and understood it, that they agree to be bound by the terms of the MOU, and that they have the authority to sign it.

The Effective Date of this MOU is the date of the signature last affixed to this page.

FREMONT COUNTY PIONEER MUSEUM:

Stephanie Weaver, Board Chair, Fremont County Museum Board

Date

CITY OF LANDER:

Monte Richardson, Mayor, City of Lander

Date