



Regular Town Council Meeting Minutes
January 03, 2023 at 6:30 PM
Ranchester Town Hall

Call to Order

Pledge of Allegiance

Roll Call

PRESENT

Mayor Peter Clark
Council Member Jeffrey Barron
Council Member Randy Sundquist
Council Member Jessica Weaver
Council Member Tracey Deromedi

STAFF

Clerk-Treasurer Barbara Brackeen-Kepley
Assistant Clerk Marlene Madden
Engineer Will Newbold
Marshal Spencer Kukuchka

GUEST

Marilyn Tritschler, Donnie Dobrenz

Approval of Current Agenda

1. Approval of Current Agenda

Motion made by Council Member Barron, Seconded by Council Member Deromedi.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist, Council Member Weaver, Council Member Deromedi

Approval of Prior Meeting Minutes

2. Approval of Minutes December 20, 2022

Motion made by Council Member Barron to approve, Seconded by Council Member Sundquist.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist, Council Member Weaver, Council Member Deromedi

Public Comment/Guest:

Old Business



New Business

3. Public Hearing for Liquor License Renewals/Approval

Silver Spur

Opened Floor at 6:33PM No Comments Closed Floor at 6:34PM

Silver Spur - Motion made by Council Member Barron, seconded by Council Member Weaver to approve the application. All in favor. Motion Passed

Buckhorn Travel Plaza

Opened Floor at 6:34PM No Comments Closed Floor at 6:35PM

Buckhorn Travel Plaza - Motion made by Council Member Weaver, seconded by Council Member Barron to approve the application. Council Member Deromedi Abstained, all others in favor. Motion Passed

Buckshot Bar & Grill

Opened Floor at 6:35PM No Comments Closed Floor at 6:36PM

Motion made by Council Member Sundquist, seconded by Council Member Weaver to approve the application. Council Member Deromedi Abstained, all others in favor. Motion Passed

4. Declare Depository of Public Funds, First Federal Bank & Trust and Cowboy State Bank

Motion made by Council Member Weaver to approve, Seconded by Council Member Deromedi.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist, Council Member Weaver, Council Member Deromedi

Mayors Report

Report on Projects (Engineer - Will Newbold)

see attached

Marshal's Report (Marshal - Spencer Kukuchka)

see attached

Special Committee Reports

Next TRVJPB meeting January 19, 2023, at the Ranchester Town Hall 7PM, location has been changed.



Approval of Treasurer's Report (Treasurer - Barbara Brackeen-Kepley)

5. Approval of Treasurer's Report

Motion made by Council Member Barron to approve, Seconded by Council Member Deromedi.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist, Council Member Weaver, Council Member Deromedi

Approval of Bills & Payroll

6. Approval of Bills in the amount of \$12,846.97

Motion made by Council Member Barron to approve the bills, Seconded by Council Member Sundquist.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist, Council Member Weaver, Council Member Deromedi

7. Approval of Payroll in the amount of \$15,145.38

Motion made by Council Member Sundquist to approve payroll, Seconded by Council Member Deromedi.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist, Council Member Weaver, Council Member Deromedi

Future Agenda

Adjournment 6:52PM

Motion made by Council Member Sundquist, Seconded by Council Member Deromedi.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist, Council Member Weaver, Council Member Deromedi

Future Town Council Meetings: January 17 and February 7 & 21, 2023

Planning Commission Meeting: January 23, 2023 (date moved due to holiday)

Future Town Events:



Council Members

Jeffrey Barron

Tracey Deromedi

Jessica Weaver

Randy Sundquist

The meeting was then adjourned on motion regularly made and seconded and carried.

Peter Clark / Mayor

Barbara Brackeen-Kepley/ Town Clerk



Regular Town Council Meeting Minutes
December 20, 2022 at 6:30 PM
Ranchester Town Hall

Call to Order

Pledge of Allegiance

Roll Call

PRESENT

Mayor Peter Clark

Council Member Jeffrey Barron

Council Member Randy Sundquist

ABSENT

Council Member Tracey Deromedi

Council Member Jessica Weaver

STAFF

Clerk-Treasurer Barbara Brackeen-Kepley

Assistant Clerk Marlene Madden

Engineer Will Newbold

Marshal Spencer Kukuchka

GUEST

Donnie Dobrenz, Rep Cyrus Western

Approval of Current Agenda

Motion made by Council Member Barron, Seconded by Council Member Sundquist.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist

Approval of Prior Meeting Minutes

1. Approval of Minutes December 6, 2022

Motion made by Council Member Sundquist, Seconded by Council Member Barron.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist

Public Comment/Guest:

Old Business

New Business

2. 2023 Holiday Schedule

Motion made by Council Member Barron to approve the proposed 2023 Holiday Schedule, Seconded by Council Member Sundquist.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist

Mayors Report

Mayor Clark participated in the Mock Interviews for both School District 1 & 2 in Sheridan. He was honored to be asked and really enjoyed talking with the students.

TRMS Choir came and sang carols at the Town Hall and Library today, it was great to have them.

Report on Projects (Engineer - Will Newbold)

Report Project -See Attached

Marshal's Report (Marshal - Spencer Kukuchka)

Marshal's Report - See Attached

Special Committee Reports

Next TRVJPB will be on January 19, 2023, at the Dayton Town Hall at 7PM. (Subject to change)

The Fire Department is still waiting on a few parts for its structure truck, but they do have a backup in case of emergency.

Approval of Treasurer's Report (Treasurer - Barbara Brackeen-Kepley)

5. Approval of Treasurer's Report

Motion made by Council Member Barron to approve the Treasurer's Report a read, Seconded by Council Member Sundquist.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist



Approval of Bills & Payroll

6. Approval of Bills in the amount of \$352,429.23

Motion made by Council Member Barron to approve bills, Seconded by Council Member Sundquist.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist

7. Approval of Payroll in the amount of \$18,509.73

Motion made by Council Member Sundquist to approve payroll, Seconded by Council Member Barron.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist

Future Agenda

Fire Department MOU

Connor Battle Field MOU

Adjournment 6:49PM

Motion made by Council Member Sundquist, Seconded by Council Member Barron.

Voting Yea: Mayor Clark, Council Member Barron, Council Member Sundquist

Future Town Council Meetings: January 3 & 17, 2023

Planning Commission Meeting: 3rd Monday of each month at 4:30PM

Future Town Events:

Council Members

Jeffrey Barron

Tracey Deromedi

Jessica Weaver

Randy Sundquist

The meeting was then adjourned on motion regularly made and seconded and carried.

Peter Clark / Mayor

Barbara Brackeen-Kepley/ Town Clerk



PO Box 695, Ranchester, WY 82839

**NOTICE OF APPLICATION FOR RENEWAL OF
LIQUOR LICENSES WITHIN THE TOWN OF RANCHESTER**

Notice is hereby given that on the 7th day of December, 2022 the applicants whose names are set forth below have filed for the renewal of liquor licenses with the Town Clerk of the Town of Ranchester, Wyoming. All renewals will be from March 7, 2023 through March 6, 2024 for the following places and premises:

RETAIL LICENSES

- 1) Paul Deutsch 408 Historic US Hwy 14
d/b/a Silver Spur Bar and Lounge Ranchester, WY 82839

A one-story building on 30 ft. of Lot 1, Lot 2 and Lot 3 of Block 5 of the Town of Ranchester.

- 2) 3 Bell LLC 723 Historic US Hwy 14
d/b/a Buckhorn Travel Plaza Ranchester, WY 82839
Warren and Marilyn Tritschler

A one-story building on Lot 1 of the Buckhorn Subdivision of the Town of Ranchester.

- 3) TFG, LLC 719 W. Historic US Hwy 14
d/b/a Wyoming Buckshot Saloon Ranchester, WY 82839
Warren and Marilyn Tritschler & Kaz Kawasaki

On the main floor of a two-story building on Lot 2 of the Buckhorn Subdivision within the Town of Ranchester.

Any protests, if there be any against the issuance of such license renewals, will be heard at the hour of 6:30 PM on January 3, 2023 at the Ranchester Town Hall, Ranchester, Wyoming.

Dated this 7th of December, 2022
Barbara Brackeen-Kepley
Clerk-Treasurer
Town of Ranchester

Please publish this notice in the Sheridan Press on the following dates and bill the Town of Ranchester. Thank you.

December 14, 2022
December 23, 2022



PO Box 695, Ranchester, WY 82839

Engineer's Report January 3, 2023

Projects

- Main Street - 12" Water Main
 - Punch List items to be completed
- Wolf Creek Road Reconstruction Project (Sheridan County)
 - Wagner Ranch Services apparent low bidder
- Transportation Master Plan
 - Draft Report has been reviewed and red lines sent to Stantec
- TR Pathway – 100% Design
 - Design of project for construction drawings/manual is ongoing
 - Project on track to be completed March of 2023
- Level 1 Water Study
 - DOWL selected; waiting for go ahead on this project

Subdivisions

- Stoneridge Meadows Phase III Subdivision – **Project on hold due to weather**
 - Contractor started work last week; stripping topsoil
 - Underground utilities – December 2022 to March 2023
 - Storm drainage – December 2022 to April 2023
 - Road work – April 2023 to June 2023

WYDOT

- Work on this project is planned to start back up on January 9, 2023



PO Box 695, Ranchester, WY 82839

01/03/23 Marshal Report

Calls for Service

- Barking Dog
- Dogs at Large

Completed

- Owner of barking dog was contacted by a neighbor and corrected the problem
- Owner of dogs at large was able to catch his dogs
- Updates made to Water Treatment Plant computer network
- Firearms Training

Working On

- K9 Training
 - Personally owned dog started with the goal of WY K9 certification in tracking and article recovery
 - Useful for lost child, disoriented subjects, or persons in need of medical attention
 - Can track suspect's path and recover articles along a track
- Cyber Security Upgrades
 - Some hardware is still on backorder
- Marshal's truck update
 - Complete upfit of the truck should be mid to late January
 - Radio equipment is on backorder
 - Looking at other products that may be available sooner
- Updating Policies and Procedure Manual
- MOU (Memorandum of Understanding) with Sheriff's Office should be ready in January

Marshal's Message

"Be sure to lock your vehicles and secure your valuables." "If you believe you're the victim of a vehicle burglary report the incident to the Sheriff's Office IMMEDIATELY."

Dayton has had at least three recent vehicle burglaries.



PO Box 695, Ranchester, WY 82839

Treasurers Report January 3, 2023

		12/19/2022	1/3/2023	NOTES
First Federal Bank & Trust				
General Fund Checking		\$ 394,710.67	\$ 472,993.49	
Savings Acct Plant Investment Fees & Deprecation Funds		\$ 517,660.68	\$ 518,915.83	
CAP Tax Savings		\$ 1,097,945.33	\$ 772,038.37	Transfer \$363,557.46 to GF Oct-Dec 2022
	TOTAL	\$ 2,010,316.68	\$ 1,763,947.69	
Xpress Bill Pay Acct	TOTAL	\$ 42,740.43	\$ 34,492.66	
Cowboy State Bank				
Rental Income/Economic Development		\$ 154,276.04	\$ 154,286.16	
Court Fines & Fees		\$ 2,115.76	\$ 2,116.03	
	TOTAL	\$ 156,391.80	\$ 156,402.19	
Utility Deposits/DEPOSIT ACCOUNT		\$ 26,282.45	\$ 26,434.19	
Investment Accounts				
WY Class Water/Sewer Plant Depreciation Acct		\$ 104,263.80	\$ 104,263.80	
Peaks-Income with Capital Preservation		\$ 250,559.36	\$ 250,559.36	
	TOTAL	\$ 354,823.16	\$ 354,823.16	
	TOTAL	\$ 2,564,272.07	\$ 2,309,665.70	

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Barbara Brackeen-Kepley
Clerk-Treasurer

TOWN OF RANCHESTER

Payment Approval Report - Council Approval
Report dates: 12/21/2022-1/3/2023Page: 1
Jan 03, 2023 12:32PM

Report Criteria:


Detail report
Invoices with totals above \$0 included
Paid and unpaid invoices included

Vendor	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
AlSCO Inc								
11	DECEMBER	Admin Rug Services	12/29/2022	291.44	.00			10-41-220 CONTRACTED SERVICES/FEES
11	DECEMBER	Library Rug Services	12/29/2022	33.52	.00			10-41-550 LIBRARY EXPENSES
11	DECEMBER	Connor Park	12/29/2022	.00	.00			10-64-310 OPERATING SUPPLIES/EXPENS
Total AlSCO Inc:				324.96	.00			
Betty Moreland								
367	118407	Town Hall-Cleaning	01/02/2023	87.50	.00			10-41-220 CONTRACTED SERVICES/FEES
367	118407	Library-Cleaning	01/02/2023	37.50	.00			10-41-550 LIBRARY EXPENSES
367	118407	Mercantile-Cleaning	01/02/2023	.00	.00			10-70-100 MERCANTILE EXPENSES
Total Betty Moreland:				125.00	.00			
Farmers CO-OP Oil Company Inc								
79	123122	Maintenance 49%	12/31/2022	733.72	.00			10-52-450 FUEL
79	123122	Streets 3%	12/31/2022	44.92	.00			10-63-450 FUEL
79	123122	Water Plant 12%	12/31/2022	179.69	.00			51-71-600 FUEL
79	123122	Sewer 2%	12/31/2022	29.95	.00			52-70-500 FUEL
79	123122	Sanitation 34%	12/31/2022	509.10	.00			53-70-500 FUEL
Total Farmers CO-OP Oil Company Inc:				1,497.38	.00			
MDU Resources Group Inc								
129	122022	Admin	12/20/2022	641.47	.00			10-41-210 UTILITIES
129	122022	Maintenance	12/20/2022	1,595.99	.00			10-52-210 UTILITIES
129	122022	Water Plant	12/20/2022	1,487.00	.00			51-71-210 UTILITIES
129	122022	Sewer	12/20/2022	938.49	.00			52-70-210 UTILITIES
129	122022	Mercantile	12/20/2022	434.71	.00			10-70-100 MERCANTILE EXPENSES
129	122022	Connor Park	12/20/2022	42.36	.00			10-64-310 OPERATING SUPPLIES/EXPENS
129	122022	Business Center	12/20/2022	728.16	.00			10-70-200 BUSINESS CENTER EXPENSES
129	122022	Caboose	12/20/2022	25.35	.00			10-70-300 OTHER ECONOMIC PROJECTS
Total MDU Resources Group Inc:				5,893.53	.00			
Pace Analytical Services LLC								
421	4679,4795,458	Water Dept Samples & Testing	12/23/2022	373.58	.00			51-71-220 CONTRACTUAL SERVICES
Total Pace Analytical Services LLC:				373.58	.00			
Sheridan County Treasurer								
171	GPET-RAN	GPET Public Eductaion Expenses	12/28/2022	611.44	.00			31-41-460 OTHER
Total Sheridan County Treasurer:				611.44	.00			
WWC Engineering								
401	222830005	TR Pathway Reimb #5, Project #	12/16/2022	4,021.08	.00			41-40-320 CAPITAL IMPROVEMENT PROJE
Total WWC Engineering:				4,021.08	.00			
Grand Totals:				12,846.97	.00			

TOWN OF RANCHESTER

Payment Approval Report - Council Approval
Report dates: 12/21/2022-1/3/2023Page: 2
Jan 03, 2023 12:32PM

Vendor	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
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Barbara A. Brackeen-Kepley
Clerk/Treasurer

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Town of Ranchester

Check Register - Council Report

Page: 1

Pay Period Dates: 12/12/2022 - 12/25/2022

Jan 03, 2023 12:55PM

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Department	Check Number	Payee ID	Description	GL Account	Amount
12/25/2022	PC	12/30/2022	Admin/1041	1230220	5		01-10120	1,436.73-
12/25/2022	PC	12/30/2022	Admin/1041	1230220	36		10-41-120	1,324.97-
12/25/2022	PC	12/30/2022	ELECTED OFFICIALS	1230220	107		10-22200	78.50-
12/25/2022	PC	12/30/2022	ELECTED OFFICIALS	1230220	106		10-40-110	78.50-
12/25/2022	PC	12/30/2022	ELECTED OFFICIALS	1230220	17		10-22100	810.16-
12/25/2022	PC	12/30/2022	ENGINEER	1230220	35		10-45-110	1,844.92-
12/25/2022	PC	12/30/2022	HEA, REC,PARKS/1052	1230220	31		53-70-110	1,528.98-
12/25/2022	PC	12/30/2022	HEA, REC,PARKS/1052	1230220	10		53-70-110	1,332.16-
12/25/2022	PC	12/30/2022	HEA, REC,PARKS/1052	1230220	8		53-70-110	1,382.08-
12/25/2022	PC	12/30/2022	TOWN MARSHAL	1230220	37		01-10120	1,575.57-
12/25/2022	PC	12/30/2022	WATER/SEWER	1230220	34		52-70-110	1,759.85-
12/25/2022	PC	12/30/2022	WATER/SEWER	1230220	30		10-52-110	1,992.96-
Grand Totals:								15,145.38-
					12			

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks