



Regular Town Council Meeting Agenda

April 04, 2023 at 6:30 PM

Ranchester Town Hall

An informational packet containing all agenda material is available on our website at
www.ranchesterwy.gov

Call to Order

Pledge of Allegiance

Roll Call

Approval of Current Agenda

Approval of Prior Meeting Minutes

- [1.](#) Approve Prior Meeting Minutes for March 21, 2023

Public Comment/Guest

Old Business

New Business

2. Change Town Council Regular Meeting Days from June 6 and July 4, 2023 to June 7 and July 5, 2023

Mayor's Report

Report on Projects (Engineer - Will Newbold)

Marshal's Report (Marshal - Spencer Kukuchka)

Special Committee Reports

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

- [3.](#) Approval of Treasurer's Report

Approval of Bills & Payroll

- [4.](#) Approval of Bills

- [5.](#) Approval of Payroll

Future Agenda

Adjournment

Future Town Council Meetings: April 18, May 2 & 16, 2023

Planning Commission Meeting: April 11, 2023 at 4:30PM



Regular Town Council Meeting Minutes
March 21, 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

Rick Brown, Donnie Dobrenz, Sheriff Levi Dominguez, Joseph Beaudet

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

1. Approval of Minutes from March 7, 2023

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

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

Public Comment/Guest

Sheriff Levi Dominguez gave a brief update including the yearend review calls for service in Ranchester, which were down from the previous year; he said it was probably due to having Marshal Kukuchka handling issues that in the past were called into the Sheriff's Office.

Rick Brown expressed his concerns about some areas in town that he felt needed taking care of over the TR Pathway Project.

Old Business

New Business

2. Event Hall Floor

Motion made by Council Member Barron to approve redoing the floor in the Event Hall cost estimate at \$19,760 from H&R coating, Seconded by Council Member Weaver.

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

3. Garbage Truck

Motion made by Council Member Barron to approve the ordering of a new garbage truck that will be paid for under FY 2023-2024 budget, Seconded by Council Member Deromedi.

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

Mayors Report

The county delivered sand and sandbags behind the town hall. This is to be used for runoff and snow melt. Please use for the purposes it is intended not for cat litter boxes or kids' sand boxes.

We have the 4th of July fireworks request and are planning to do the same as last year. We are also looking at getting Sponsors for the event.

Report on Projects (Engineer - Will Newbold)

See attached

Marshal's Report (Marshal - Spencer Kukuchka)

See attached

Special Committee Reports

TRVJPB next meeting will be April 20, 2023 at 6PM at the Ranchester Town Hall.

The Planning Commission met last night and asked that the council consider having a splash pad designed during the budget. They plan to walk around town during the next meeting to determine priorities of sidewalks. Another priority would be having a town wide cleanup day.

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



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

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

Approval of Bills & Payroll

5. Approval of Bills in the amount of \$157,090.08
Motion made by Council Member Barron, Seconded by Council Member Weaver.

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

6. Approval of Payroll in the amount of \$15,437.21
Motion made by Council Member Sundquist, Seconded by Council Member Weaver.

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

Future Agenda

Adjournment 7:16PM

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

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

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

Engineer's Report April 4, 2023

Projects

- Wolf Creek Road Reconstruction Project (Sheridan County)
 - Awarded to Wagner Ranch Services
- TR Pathway – 100% Design
 - Design of project for construction drawings/manual is ongoing
 - Project on track to be completed shortly
- TR Pathway – Construction
 - Statement of Intent submitted for FY2024 funding
- Level 1 Water Study
 - DOWL selected; waiting on contract
- Sanitary Sewer Master Plan
 - Met with DOWL last week to discuss Scope of Services

Grants/Loans

- ARPA Funding
 - Granted \$2.5M for the **Replacement of Ranchester DIP Water Transmission Main Project**

Subdivisions

- Stoneridge Meadows Phase III Subdivision
 - Underground utilities – Ongoing; met with contractor on tracking mud on town streets
 - Storm drainage – Plan to be installed after water/sewer completed
 - Road work – April 2023 to June 2023

WYDOT

- Work on this project stopped until April 10th due to weather



PO Box 695, Ranchester, WY 82839

04/04/23 Marshal Report

Calls for Service

- **Barking Dogs**
 - Been working with owners keep them informed of neighbor complaints
- **Traffic Violations Stopped**
 - Obstructed windshield
 - Speeding
- **Parking Violations**
 - 2-hr. Parking
 - Parking on Corners
 - Expired Registration Vehicles on Streets
- **Flooding concerns**
 - Sand and sandbags are available behind Town Hall

Completed

- **School Safety Meetings with SCSD1**
 - Active threat response
 - Traffic safety issues
- **Morning coffee at Buckshot to hear community concerns**

Working On

- **K9 Training**
- **School safety flier for traffic related issues**
- **H St. clean up - preparing for detoured traffic during Wolf Creek Road construction.**

Marshal's Message

We provide local VIN inspections! No need to make an appointment with the Sheriff's Office or take your vehicle to Sheridan for an inspection.



PO Box 695, Ranchester, WY 82839

Treasurers Report
April 4, 2023

General Fund Checking		\$ 601,049.99		\$ 464,254.88
Savings Acct Plant Investment Fees & Deprecation Funds		\$ 532,014.16		\$ 533,966.14
CAP Tax Savings		\$ 875,045.73		\$ 878,187.28
	TOTAL	\$ 2,008,109.88		\$ 1,876,408.30
Xpress Bill Pay Acct	TOTAL	\$ 48,991.33		\$ 55,830.64
Cowboy State Bank				
Rental Income/Economic Development		\$ 160,006.70		\$ 160,617.53
Court Fines & Fees		\$ 2,116.90		\$ 2,117.35
	TOTAL	\$ 162,123.60		\$ 162,734.88
Utility Deposits/DEPOSIT ACCOUNT		\$ 26,176.59		\$ 26,178.37
Investment Accounts				
WY Class Water/Sewer Plant Depreciation Acct		\$ 105,386.31		\$ 105,807.34
Peaks-Income with Capital Preservation		\$ 127,320.45		\$ 127,320.45
	TOTAL	\$ 232,706.76		\$ 233,127.79
	TOTAL	\$ 2,451,931.57		\$ 2,328,101.61

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Barbara Brackeen-Kepley
Clerk-Treasurer

TOWN OF RANCHESTER

Payment Approval Report - Council Approval

Page: 1

Report dates: 3/22/2023-4/4/2023

Apr 04, 2023 10:36AM

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	MARCH23	Admin Rug Services	03/31/2023	375.50	.00			10-41-220 CONTRACTED SERVICES/FEE
11	MARCH23	Library Rug Services	03/31/2023	41.90	.00			10-41-550 LIBRARY EXPENSES
11	MARCH23	Connor Park	03/31/2023	.00	.00			10-64-310 OPERATING SUPPLIES/EXPEN
Total Alsco Inc:				417.40	.00			
Betty Moreland								
367	118417	Town Hall-Cleaning	04/03/2023	160.00	.00			10-41-220 CONTRACTED SERVICES/FEE
367	118417	Library-Cleaning	04/03/2023	37.50	.00			10-41-550 LIBRARY EXPENSES
367	118417	Mercantile-Cleaning	04/03/2023	.00	.00			10-70-100 MERCANTILE EXPENSES
Total Betty Moreland:				197.50	.00			
MDU Resources Group Inc								
129	33123	Admin	03/22/2023	596.12	.00			10-41-210 UTILITIES
129	33123	Maintenance	03/22/2023	1,692.41	.00			10-52-210 UTILITIES
129	33123	Water Plant	03/22/2023	1,534.03	.00			51-71-210 UTILITIES
129	33123	Sewer	03/22/2023	962.96	.00			52-70-210 UTILITIES
129	33123	Mercantile	03/22/2023	411.23	.00			10-70-100 MERCANTILE EXPENSES
129	33123	Connor Park	03/22/2023	43.38	.00			10-64-310 OPERATING SUPPLIES/EXPEN
129	33123	Business Center	03/22/2023	375.22	.00			10-70-200 BUSINESS CENTER EXPENSES
129	33123	Caboose	03/22/2023	26.14	.00			10-70-300 OTHER ECONOMIC PROJECTS
Total MDU Resources Group Inc:				5,641.49	.00			
Tongue River Childs Place								
202	040423	FY Budget Allocation 22-23	04/04/2023	2,000.00	.00			31-40-640 TONGUE RIVER CHILD'S PLAC
Total Tongue River Childs Place:				2,000.00	.00			
TR Gas								
485	MARCH	Town Hall	03/31/2023	982.18	.00			10-41-210 UTILITIES
485	MARCH	Business Center	03/31/2023	315.42	.00			10-70-200 BUSINESS CENTER EXPENSES
485	MARCH	Water Treatment Plant	03/31/2023	1,009.46	.00			51-71-210 UTILITIES
485	MARCH	Town Shop	03/31/2023	834.92	.00			10-52-210 UTILITIES
485	MARCH	TR Fire District	03/31/2023	543.13	.00			31-41-490 FIRE DEPARTMENT
Total TR Gas:				3,685.11	.00			
TS Mechanical, Inc								
350	4012	NG Conversion Upsizing for Town	03/21/2023	14,265.00	.00			41-40-320 CAPITAL IMPROVEMENT PROJ
Total TS Mechanical, Inc:				14,265.00	.00			
Van Diest Supply Co-(S)								
216	21968,21969	Weed & Pest Control	03/17/2023	4,958.25	.00			31-41-510 MOSQUITO CONTROL
Total Van Diest Supply Co-(S):				4,958.25	.00			
WWC Engineering								
401	214180016	12" Water Main Replacement	03/15/2023	300.00	300.00	03/22/2023		41-40-320 CAPITAL IMPROVEMENT PROJ


TOWN OF RANCHESTER

Payment Approval Report - Council Approval
Report dates: 3/22/2023-4/4/2023

Page: 2

Apr 04, 2023 10:36AM

Vendor	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	GL Account and Title
Total WWC Engineering:				300.00	300.00			
Grand Totals:				31,464.75	300.00			


Barbara A. Brackeen-Kepley
Clerk/Treasurer

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

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
04/02/2023	PC	04/07/2023	Admin/1041	4072023	36		54-70-110	1,376.53-
04/02/2023	PC	04/07/2023	Admin/1041	4072023	5		01-10120	1,632.80-
04/02/2023	PC	04/07/2023	ELECTED OFFICIALS	4072023	138		01-10120	78.50-
04/02/2023	PC	04/07/2023	ELECTED OFFICIALS	4072023	107		01-10120	78.50-
04/02/2023	PC	04/07/2023	ELECTED OFFICIALS	4072023	137		10-22200	78.50-
04/02/2023	PC	04/07/2023	ELECTED OFFICIALS	4072023	106		01-10120	78.50-
04/02/2023	PC	04/07/2023	ELECTED OFFICIALS	4072023	17		01-10120	817.08-
04/02/2023	PC	04/07/2023	ENGINEER	4072023	35		10-22450	2,097.10-
04/02/2023	PC	04/07/2023	HEA, REC,PARKS/1052	4072023	31		10-52-110	1,535.76-
04/02/2023	PC	04/07/2023	HEA, REC,PARKS/1052	4072023	10		10-63-110	1,232.17-
04/02/2023	PC	04/07/2023	HEA, REC,PARKS/1052	4072023	8		10-65-110	1,364.62-
04/02/2023	PC	04/07/2023	TOWN MARSHAL	4072023	37		10-22200	1,595.88-
04/02/2023	PC	04/07/2023	WATER/SEWER	4072023	34		54-70-110	1,563.70-
04/02/2023	PC	04/07/2023	WATER/SEWER	4072023	30		52-70-110	1,901.70-
Grand Totals:								15,431.34-
				14				

Report Criteria:

Includes the following check types:

Manual, Payroll, Supplemental, Termination, Void

Includes unprinted checks