



TOWN OF **PINEDALE** WYOMING

**Monday September 25, 2017 Regular Town Meeting at 5:00PM at the
Sublette County Library Lovatt Room**

A. CALL TO ORDER

A-1 Pledge of Allegiance

B. ROUTINE MATTERS

B-1 Minutes for 09/11/2017

B-2 Accept/Amend Agenda

C. VISITING DELEGATIONS

C-1 Kari DeWitt – Pinedale Fine Arts Council Summer Sound Check Report

C-2 Sarah Hunt – SAFV Task Force Domestic Violence Awareness Proclamation

C-3 Ranae Pape – County DUI Campaign & Underage Drinking

D. CITIZENS / COUNCIL CONCERNS

E. OTHER TOWN BUSINESS

E-1 99 W. Mill St. Height Variance

E-2 Request for Proposal for investment of 5 million dollars.

E-3 Three potential water and sewer projects cost estimates.

E-4 Need for RFP for Water Sewer Appraisals for Depreciation

E-5 ISOC National Snow Cross Race Update

E-6 Rocky Mountain Power – (LED Lights)

E-7 Extension Agreement

F. ORDINANCES & RESOLUTIONS

F-1 Ordinance 633 (1st reading) Towers

F-2 Resolution 2017- 15 Authorization for short term investment

F-3 Resolution 2017- 16 Adopting the town investment policy

G. DEPARTMENT REPORTS

G-1 Municipal Court (waiting for Ruth)

G-2 Animal Control

G-3 Public Works (waiting for Josh)

G-4 Airport (waiting for Jim)

G-5 PTTC

G-6 Engineering & Zoning

G-7 IT Department

G-8 Sublette Co. Sheriff's Department

ROUTINE BUSINESS

G-9 Presentation of the Bills 09/25/17 \$56,743.76

G-10 Approve Payroll & Benefits for 09/30/2017



TOWN OF
PINEDALE
WYOMING

B-1

Item: Minutes for 09/11/2017

Action: Approve/Disapprove/Amend

Presenter: Mayor Jones

Information: Minutes of Meeting 09/11/2017 to be reviewed and approved.

Issue:

Supporting Information:

Recommendation:

STATE OF WYOMING)
COUNTY OF SUBLETTE)ss
TOWN OF PINEDALE)

The Town Council of the Town of Pinedale met in regular session on Monday, September 11, 2017 in the Lovatt Room of the Sublette County Library.

The meeting was called to order by Mayor Bob Jones at 6:00 p.m. Council members present: Tyler Swafford, Matt Murdock, Jim Brost and Nylla Kunard. Those in attendance included Hayley Ryckman; Josh Wilson and Ruth Neely, town employees; Brian Gray, representing Jorgensen Engineering; Mark Eater and Aaron Seehafer representing Rio Verde Engineering; Carla Callahan; Susan Kramer representing Happy Endings; Lora Hittle; John A. Sulenta representing Redstone Properties; David M. Smith; Maryann Menster; Tesa Manning; Lance Nixon, representing the Pinedale Roundup; and Town Attorney Ed Wood.

Mayor Jones led those present in the Pledge of Allegiance.

Motion by Councilman Murdock to approve the minutes of the August 28, 2017 meeting as written. Seconded by Councilman Swafford. Motion passed 5-0.

Motion by Councilman Murdock to amend the agenda adding to E-9 Fund Transfer to include discussion on an Investment Policy; and adding E-13 Airport Reversion Lease. Seconded by Councilman Swafford. Motion passed 5-0.

Motion by Councilman Murdock to instruct Town Attorney Ed Wood to send a certified letter to the owner of two trailers directing the owner to remove the trailers and to approve the Town to remove the trailers at a cost not to exceed \$1,000.00 per trailer if the owner fails to remove them in the allotted time. Seconded by Councilwoman Kunard. Motion passed 5-0.

Motion by Councilman Swafford to authorize the mayor to sign the Contract for Service with SAFV in the amount of \$9,504.00. Seconded by Councilman Brost. Motion passed 4-0.

Motion by Councilman Swafford to authorize the mayor to sign the Contract for Service with Rendezvous Pointe in the amount of \$20,000.00. Seconded by Councilman Brost. Motion passed 4-0.

Motion by Councilman Swafford to authorize the mayor to sign the Contract for Service with Pinedale Preschool in the amount of \$4,000.00. Seconded by Councilman Brost. Motion passed 4-0.

Motion by Councilman Swafford to authorize the mayor to sign the Contract for Service with Mesa in the amount of \$10,000.00. Seconded by Councilman Brost. Motion passed 4-0.

Motion by Councilman Swafford to authorize the mayor to sign the Contract for Service with The Children's Learning Center in the amount of \$12,000.00. Seconded by Councilman Brost. Motion passed 4-0.

Motion by Councilman Swafford to authorize the mayor to sign the Contract for Service with Children's Discovery Center in the amount of \$20,000.00. Seconded by Councilman Brost. Motion passed 4-1. Mayor Jones voting nay.

Motion by Councilman Murdock to follow the DEQ and EPA standards for the conversion to soda ash for the Town's water system and authorize the mayor to sign the appropriate documentation. Seconded by Councilman Brost. Motion passed 5-0.

Motion by Councilman Murdock to award the crack seal bid to R & D Sweeping & Asphalt Maintenance in an amount not to exceed \$50,000.00, and authorize the mayor to sign the contract. Seconded by Councilman Swafford. Motion passed 5-0.

Motion by Councilman Swafford to approve the final plat of the McCoy Minor Subdivision as presented. Seconded by Councilman Swafford. Motion passed 5-0.

Motion by Councilman Brost to approve the vacation of easement for the Redstone Parcel Y and authorize the mayor to execute the document. Seconded by Councilman Murdock. Motion passed 5-0.

Motion by Councilman Murdock to authorize the Redstone Parcel Y rezone from R-4 to C-1 and authorize the mayor to sign the necessary documentation. Seconded by Councilman Brost. Motion passed 5-0.

Motion by Councilman Brost to approve the purchase of tires for the John Deere tractor from Commercial Tire in the amount of \$7,689.40. Seconded by Councilman Murdock. Motion passed 5-0.

Motion by Councilwoman Kunard to put out an RFP for the placement of \$5,000,000.00 and for the Town to draft an investment policy. Seconded by Councilman Murdock. Motion passed 5-0.

Motion by Councilman Murdock to authorize Bob Jones, Nylla Kunard, Matt Murdock, Maureen Rudnick, and Parris Crooks to execute checks on the Town checking account; and to authorize the Town attorney to draft Resolution 2017-14, a resolution authorizing certain individuals to execute checks on the Town checking account. Seconded by Councilman Brost. Motion passed 5-0.

Motion by Councilman Murdock to appoint Maureen Rudnick the new Town Clerk//Treasurer effective September 12, 2017, following the resignation of Pat Schwab effective September 15, 2017. Seconded by Councilman Brost. Motion passed 5-0.

Motion by Councilman Murdock to appoint Crystal Flinner as the new water and sewer billing person with an increase in pay, which pay shall not to exceed \$40,000.00/year; and which increase shall be at the Town Clerk's discretion. Seconded by Councilwoman Kunard. Motion passed 5-0.

Motion by Councilman Murdock to increase Maureen Rudnick's salary to \$60,000.00/year. Seconded by Councilman Swafford. Motion passed 5-0.

Motion by Councilman Swafford to approve Resolution 2017-13, a resolution approving the realignment and amendment of the budget of the Town of Pinedale for fiscal year 2016-2017. Seconded by Councilman Murdock. Motion passed 5-0.

The following bills were presented for payment; A to Z Hardware 55.69; Caselle, Inc 1,030.00; Codale Electric Company 403.29; D & L Supply 566.00; D.A. Screening 100.00; DC Frost

Associates, Inc. 2,218.82; Desert Mountain 3,668.32; Energy Laboratories 1,190.50; Freedom Mailing Services 387.44; Get Western Electric 1,126.61; Grainger 259.97; HD Supply Waterworks 126.51; Jorgensen Associates 11,850.38; KPIN 584.00; Office Outlet 169.30; Pinedale Auto Supply 190.70; Pinedale Lumber 135.82; Pinedale Natural Gas 196.17; Quill Corporation 440.82; Ralph E. Wood 6,912.25; Rebel Auto Parts 473.20; Rio Verde Engineering 280.45; Rocky Mountain Power 8,872.12; Sublette County Public Health 35.00; Tegeler & Associates 87,227.00; U-line 642.59; Upper Case Printing, Inc. 174.60; Visa 471.48; Wyoming.com 759.75; Xylem Water Solution USA 3,828.48; and Zedi U.S. 3,085.00.

Motion by Councilman Murdock to approve the bills in the amount of \$137,462.26 with check numbers 23424 through 23458. Seconded by Councilman Brost. Motion passed 5-0.

Payroll and benefits for 8/31/2017 were reviewed.

Motion by Councilman Swafford to adjourn. Seconded by Councilwoman Kunard. Motion passed 5-0.

Meeting adjourned at 8:40 p.m.

Robert M Jones, Mayor

ATTEST:

Maureen Rudnick Clerk/Treasurer



TOWN OF
PINEDALE
WYOMING

B-2

Item: Accept/ Amend Agenda

Action: Approve/Disapprove/Amend

Presenter: Mayor Jones

Information:

Issue:

Supporting Information:

Recommendation:



TOWN OF PINEDALE WYOMING

C-1

Item: Pinedale Fine Arts Council

Action: Approve/Disapprove/**Discussion**

Presenter: Kari DeWitt

Information: Summer Sound Check Report

Issue: Report on use of town funds

Supporting Information: Attached.

Recommendation:

PFAC 2017 SUMMER SERIES | CONTRACT OF SERVICES



ATTENDANCE BY YEAR

2014: 1,130 2016: 4,400
 2015: 2,600 2017: 4,834



(L-R) Rachel Baiman, The Deer, The Bird Dogs.



SURVEY INFO ON BACK

2015 ATTENDANCE PER SHOW

Blue Canyon Boys / GR Steamboat 750+
 Rosie & the Ramblers 700+
 Palomino Shakedown 650+
 The Crane Wives/ Boom & Bust 550+

2016 ATTENDANCE PER SHOW

Jalan Crossland / Lowest Pair 1000
 Barefoot Movement / Screen Door Porch 700
 Laney Jones & Spirits/ Jason Burton 1800
 Appleseed Collective/ Boom & Bust 800

2017 ATTENDANCE PER SHOW

Laney Lou and the Bird Dogs / Jason Burton Band (July 4th) 878
 The Railsplitters / The Boom and The Bust 757
 Samantha Rise / Jason Tyler Burton (Wind River Mountain Festival) 767
 Jamie McLean Band / Palomino Shakedown (Wind River Mountain Festival) 832
 Garrett LeBeau Band / Rachel Baiman Band 550
 The Deer / the Lonesome Heroes / Whippoorwill (Eclipse Festival) 1050

SURVEY INFO



2016 SURVEY INFO

50% of 3,300 attendees surveyed (3 shows avg.)
 # of Out-of-County Attendees 936
 # of attendees who ate dinner Locally 1560
 # of attendees who booked a hotel 664
 # of attendees who Shopped Locally 689

2017 SURVEY INFO

50% of 4,834 attendees surveyed (5 shows avg.)
 # of Out-of-County Attendees 2198
 # of attendees who ate dinner Locally 3068
 # of attendees who booked a hotel 1998
 # of attendees who Shopped Locally 3439

ESTIMATE

2017 RETURN ON INVESTMENT ESTIMATE Estimate 5000 attendees
 2,550 attendees eat locally at \$25/per person \$63,750
 800 attendees stay at local hotel at \$75/room (400 rooms) \$30,000
 2,200 attendees shop locally at \$10/per person \$22,000
TOTAL 2017 RETURN ON INVESTMENT (ESTIMATE) **\$115,750**

ACTUAL

2017 RETURN ON INVESTMENT ACTUAL 4,834 attendees
 3,068 attendees eat locally at \$25/per person \$76,700
 1,998 attendees stay at local hotel at \$75/room (999 rooms) \$74,925
 3,439 attendees shop locally at \$10/per person \$34,390
TOTAL 2017 RETURN ON INVESTMENT (ACTUAL) **\$186,015**

2017 REQUEST FOR TOWN CONTRACT OF SERVICES: \$22,366



TOWN OF PINEDALE WYOMING

C-2

Item: SAFV Task Force Domestic Violence Awareness Proclamation

Action: Approve/Disapprove/Discussion

Presenter: Sarah Hunt

Information: Proclamation in support of prevention of Domestic Violence is requested.

Issue:

Supporting Information: Proclamation attached.

Recommendation:

Domestic Violence Awareness Month Proclamation 2017

WHEREAS, domestic violence is a serious crime that affects people of all ages, ability, sex, sexual orientation, circumstance, or race, and face the pain and fear of domestic violence; and

WHEREAS, domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism, and non-productivity; and

WHEREAS, we must shine a light on this violation of the basic human right to be free from violence and abuse, pledge to ensure every victim of domestic violence knows they are not alone, and foster supportive communities that help survivors seek justice and enjoy full and healthy lives; and

WHEREAS, we must ensure that survivors and their families have access to the resources, care, and support they need to do so; and

WHEREAS, we must continue to recognize survivors who experience disproportionate rates of domestic violence, and who have been placed at the margins for generations, including women of color, Native Americans, individuals with disabilities, members of the LGBT community, immigrants, and older adults; and

WHEREAS, our Town's character is tested whenever this injustice is tolerated; and observing Domestic Violence Awareness Month during October – and throughout the year - reaffirms Pinedale's support for victims of domestic violence and its commitment to end domestic violence.

NOW, THEREFORE, in recognition of the important work done by domestic violence programs and their partners, We do hereby proclaim the month of October to be Domestic Violence Awareness Month and urge all citizens to actively participate in social media activities, and to work toward improving victim safety and holding perpetrators of domestic abuse accountable for their actions against individual victims and our society as a whole.

For these significant reasons, We, The Town Council of the Town of Pinedale do hereby proclaim the month of October 2017 as

“DOMESTIC VIOLENCE AWARENESS MONTH”

We urge all citizens of Pinedale, Wyoming to recognize domestic violence as a critical issue because domestic violence is everyone's business. To find out more about ending domestic violence and how you can help contact The Sublette County Sexual Assault/Family Violence Task Force at (307) 367-6305 or (307) 276-3975



TOWN OF PINEDALE WYOMING

C-3

Item: County DUI Campaign & Underage Drinking Prevention

Action: Approve/Disapprove/Discussion

Presenter: Ranae Pape

Information:

Issue:

Supporting Information:

Recommendation:



TOWN OF
PINEDALE
WYOMING

E-1

Item: 99 Mill Street Height Variance

Action: Approve/Disapprove/Discussion

Presenter: Hayley Ryckman

Information: LR Communications seek to place a tower for high speed internet in the town.

Issue: A Variance is requested.

Supporting Information: Attached.

Recommendation:



Dear Town Council,

22 September 2017

The Planning and Zoning Commission conducted a public hearing on Tuesday, September 5 and had a follow up meeting on Wednesday, September 20 regarding the height variance request for LR Communications located at 99 West Mill Street. The variance request is to allow the construction of an eighty (80) foot tall tower in the C-1 zoning district of the Town of Pinedale where the height limitation is thirty-five (35) feet.

The Planning and Zoning Commission unanimously recommends the approval of a temporary height variance of 80 feet for up to one year after the town tower facilities are completed and operational.

Thank you,

A handwritten signature in blue ink, appearing to read "Darrell Walker".

Darrell Walker
Planning and Zoning Chairman



TOWN OF
PINEDALE
WYOMING

Variance Application

61 PINEDALE SOUTH ROAD, P.O. BOX 709 PINEDALE,
WYOMING 82941-210
PHONE: (307) 367-4136 FAX: (307) 367-2578
havletryckman@townofpinedale.us

| | | | |
|-----------------------------|---|--------------------------------------|---------------------------------|
| OWNER | PROPERTY OWNER NAME: BERNARD, LYNN E. & MELISSA P. | | |
| | MAILING ADDRESS: PO Box 1492 | CITY: Pinedale | STATE: WY ZIP CODE: 82941 |
| | PHONE: 3072311908 | EMAIL: lynn@wyoming.com | |
| LEESE | BUSINESS / RENTER (IF DIFFERENT THAN PROPERTY OWNER): LR Communications, Inc | | |
| | MAILING ADDRESS: PO Box 1998 | CITY: Pinedale | STATE: WY ZIP CODE: 82941 |
| | PHONE: 3073674766 | EMAIL: office@LRComputerServices.com | |
| AGENT | BUSINESS / RENTER (IF DIFFERENT THAN PROPERTY OWNER): LR Communications, Inc | | |
| | MAILING ADDRESS: PO BOX 1998 | CITY: Pinedale | STATE: WY ZIP CODE: 82941 |
| | PHONE: 3073674766 | EMAIL: office@LRComputerServices.com | |
| LEGAL | LOT: 1 & 2 | BLOCK: 9 | ADDITION: PATTERSON FIRST ADDN. |
| | LOT SIZE / AREA: .1148 Acres | | STREET ADDRESS: 99 W Mill St |
| | ZONE: C-1 | | PIDN: 33090410100100 |
| | ARE THERE COVENANTS OR DEED RESRICTIONS PERTAINING TO THIS PROPERTY? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES | | |
| | IS APPROVAL REQUIRED BY A HOMEOWNERS ASSOCIATION OR ARCHITECTURAL COMMITTEE? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES | | |
| VARIANCE DESCRIPTION | WHAT ORDINANCE IS BEING VARIED? 475-115 Hight Limit | | |
| | HOW WILL THE ORDINANCE BE VARIED? Construction of an 80ft Self Supporting Tower | | |
| | SUPLIMENTAL APPLICTION? <input checked="" type="checkbox"/> Building Permit <input checked="" type="checkbox"/> Fence Permit <input type="checkbox"/> Sign Permit <input type="checkbox"/> Water/Sewer <input type="checkbox"/> Other: | | |

A written description of the variance and how it meets the following criteria:

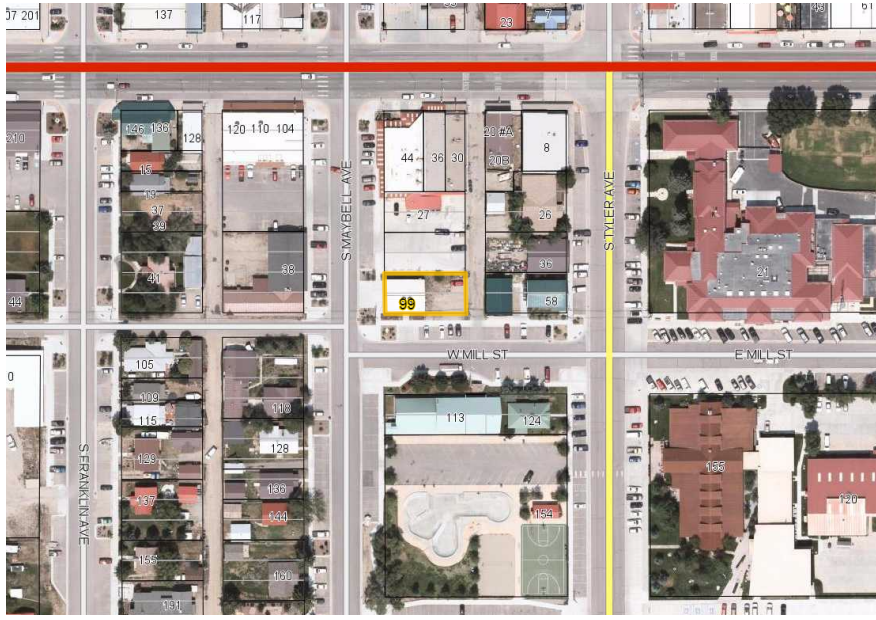
- That the variance will not authorize a permitted use other than those specifically enumerated in the zoning district in which the variance is sought;
- That owing to extraordinary circumstances, literal enforcement of the provisions of this title will result in unnecessary hardship;
- That the extraordinary circumstances were not created by the owner of the property and do not represent a general condition of the district in which the property is located;
- That the variance, if granted, will not substantially or permanently injure any adjacent, conforming property;
- That the variance will not alter the character of the district in which it is located;
- That the variance, if granted, is the minimum variance and the least modification that will afford the relief sought;
- That the variance will be in harmony with the spirit of this title and will not adversely affect the public health, safety or welfare.

I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all town ordinances and state laws regulating building construction. By signing below, the applicant certifies that they are authorized by the owner to act as their agent.

Signature

Date 08-14-2017

Fee Paid: \$25 cash check



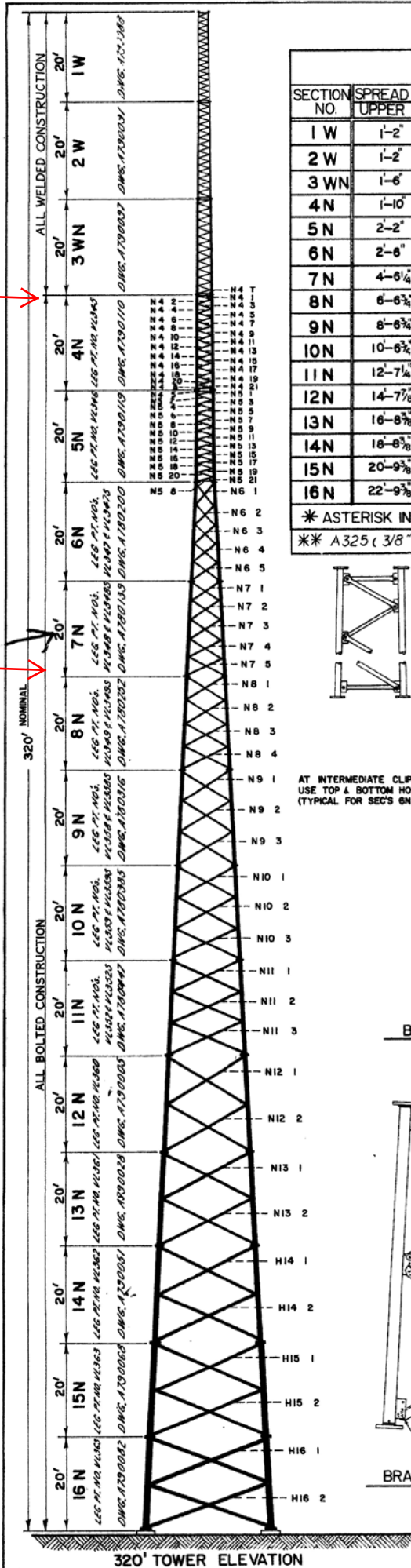
N45W
Total: 48 feet



99

Tower Base

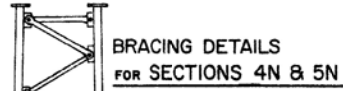
The Sections between the red arrows consist of 80' and the above ground structure.



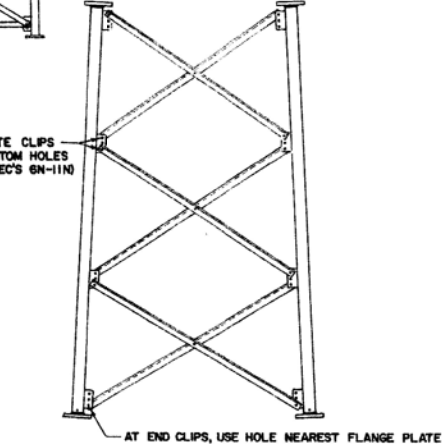
TOWER SCHEDULE

| SECTION NO. | SPREAD DIMENSION | | TOWER LEGS 50 KSI YIELD STR. | TOWER BRACES MIN. 33 KSI YIELD STR. | FLANGE PLATES | | FLANGE BOLTS | BRACE BOLTS |
|-------------|------------------|------------|---------------------------------|--|-------------------------------------|-------------------------------------|----------------|----------------|
| | UPPER | LOWER | | | TOP | BOTTOM | | |
| 1W | 1'-2" | 1'-2" | 3/8" Ø SOLID | 3/8" Ø SOLID | 3 X 3 X 3/8 2 21/32 B.C. | 3 X 3 X 3/8 2 21/32 B.C. | 12-3/8 X 1 1/2 | NONE |
| 2W | 1'-2" | 1'-6" | 3/4" Ø SOLID | 3/8" Ø SOLID | 3 X 3 X 3/8 2 21/32 B.C. | 3 X 3 X 3/8 2 21/32 B.C. | 12-3/8 X 1 1/2 | NONE |
| 3WN | 1'-6" | 1'-10" | 15/16" Ø SOLID | 7/8" Ø SOLID | 3 X 3 X 3/8 2 21/32 B.C. | 4 X 4 X 1/2 3 1/2 B.C. | 12-1/2 X 2" | NONE |
| 4N | 1'-10" | 2'-2" | 1 1/4" Ø SOLID | 5/8" Ø SOLID | 4 X 4 X 1/2 3 1/2 B.C. | 4 X 4 X 1/2 3 1/2 B.C. | 12-5/8 X 2 1/4 | 72-3/8 X 1 1/2 |
| 5N | 2'-2" | 2'-6" | 1 3/8" Ø SOLID | 5/8" Ø SOLID | 4 1/2 X 4 1/2 4 1/8 B.C. | 4 1/2 X 4 1/2 4 1/8 B.C. | 12-5/8 X 2 1/4 | 72-3/8 X 1 1/2 |
| 6N | 2'-6" | 4'-0" | 2" Ø PIPE | ∟ 1 1/2 x 1 1/2 x 1/8 | 4 1/2 X 4 1/2 X 5/8 4 1/8 B.C. | 5 X 5 X 3/4 4 5/16 B.C. | 12-5/8 X 2 1/4 | 75-1/2 X 1 1/4 |
| 7N | 4'-0 1/4" | 6'-0 3/4" | 2" Ø PIPE | ∟ 1 1/2 x 1 1/2 x 1/8 | 5 X 5 X 3/4 4 9/16 B.C. | 5 X 5 X 3/4 4 5/16 B.C. | 12-5/8 X 2 1/4 | 75-1/2 X 1 1/4 |
| 8N | 6'-0 3/4" | 8'-0 3/4" | 2 1/2" Ø PIPE | ∟ 1 1/2 x 1 1/2 x 1/8 | 5 X 5 X 3/4 4 9/16 B.C. | 5 X 5 X 3/4 4 5/16 B.C. | 12-5/8 X 2 1/4 | 80-1/2 X 1 1/4 |
| 9N | 8'-0 3/4" | 10'-6 3/4" | 2 1/2" Ø PIPE | ∟ 1 3/4 x 1 3/4 x 1/8 | 5 X 5 X 3/4 4 9/16 B.C. | 5 X 5 X 3/4 4 5/16 B.C. | 12-5/8 X 2 1/4 | 45-1/2 X 1 1/4 |
| 10N | 10'-6 3/4" | 12'-7 1/4" | 2 1/2" Ø PIPE | ∟ 2 x 2 x 1/8 | 5 X 5 X 3/4 4 9/16 B.C. | 6 X 6 X 3/4 5 3/32 B.C. | 12-3/4 X 2 1/4 | 45-1/2 X 1 1/4 |
| 11N | 12'-7 1/4" | 14'-7 7/8" | 3" Ø PIPE | ∟ 2 1/2 x 2 1/2 x 3/16 | 6 X 6 X 3/4 5 3/32 B.C. | 7 X 7 X 1/2 7 1/16 B.C. | 12-7/8 X 3 1/2 | 45-1/2 X 1 1/4 |
| 12N | 14'-7 7/8" | 16'-8 3/8" | 3 1/2" Ø PIPE | ∟ 3 x 3 x 3/16 | 7 X 7 X 1/2 7 1/16 B.C. | 7 X 7 X 1/2 7 1/16 B.C. | 12-7/8 X 3 1/2 | 30-3/8 X 1 1/2 |
| 13N | 16'-8 3/8" | 18'-8 3/8" | 4" Ø PIPE | ∟ 3 x 3 x 3/16 | 7 X 7 X 1/2 7 1/16 B.C. | 7 X 7 X 1/2 7 1/16 B.C. | 12-7/8 X 3 1/2 | 30-3/8 X 1 1/2 |
| 14N | 18'-8 3/8" | 20'-9 3/8" | 4" Ø PIPE | ∟ 3 1/2 x 3 1/2 x 1/4 | 7 X 7 X 1/2 7 1/16 B.C. | 9 1/2 X 9 1/2 X 1 1/4 9 1/2 B.C. | 12-1" X 4 1/4 | 30-3/8 X 1 1/2 |
| 15N | 20'-9 3/8" | 22'-9 3/8" | 5" Ø PIPE | ∟ 4 x 4 x 1/4 | 9 1/2 X 9 1/2 X 1 1/4 9 1/2 B.C. | 9 1/2 X 9 1/2 X 1 1/4 9 1/2 B.C. | 12-1" X 4 1/4 | 30-3/8 X 1 1/2 |
| 16N | 22'-9 3/8" | 24'-9 3/8" | 5" Ø PIPE | ∟ 4 x 4 x 1/4 | 9 1/2 X 9 1/2 X 1 1/4 9 1/2 B.C. | 9 1/2 X 9 1/2 X 1 1/4 9 1/2 B.C. | 12-1" X 4 1/4 | 30-3/8 X 1 1/2 |

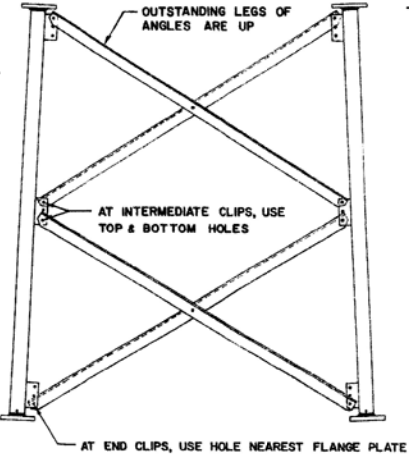
* ASTERISK INDICATES THAT THE BOTTOM FLANGE R. OF THAT SECTION IS OFFSET.
** A325 (3/8" DIA. BOLTS S.A.E. GRADE 5)



AT INTERMEDIATE CLIPS USE TOP & BOTTOM HOLES (TYPICAL FOR SECS 6N-11N)



BRACING DETAIL FOR SECTIONS 6N-11N



BRACING DETAIL FOR SECTIONS 12N-16N

WEIGHTS

| SEC. NO. | LEGS | BRACES | TOTAL |
|----------|-------|--------|-------|
| 1W | | | 116 |
| 2W | | | 160 |
| 3WN | | | 230 |
| 4N | 260 | 175 | 435 |
| 5N | 345 | 195 | 540 |
| 6N | 290 | 190 | 480 |
| 7N | 300 | 245 | 545 |
| 8N | 426 | 274 | 700 |
| 9N | 420 | 300 | 720 |
| 10N | 430 | 400 | 830 |
| 11N | 570 | 840 | 1,410 |
| 12N | 690 | 825 | 1,515 |
| 13N | 790 | 910 | 1,700 |
| 14N | 845 | 1,625 | 2,470 |
| 15N | 1,155 | 2,000 | 3,155 |
| 16N | 1,155 | 2,150 | 3,305 |

GENERAL NOTES:

- LEG PART NO. IS STAMPED AT THE BOTTOM OF EACH LEG AND/OR BOLTED SECTION. SECTION NO. IS STAMPED AT BOTTOM OF ONE LEG OF EACH WELDED SECTION.
- ALL PART NO'S METAL STAMPED BEFORE GALVANIZING.
- PAL NUTS PROVIDED FOR ALL TOWER BOLTS, SEE DWG. A790135.
- STEP BOLTS PROVIDED ON ONE LEG FOR SECTIONS 6N THRU 11N, AND STEP BOLTS ON 3 LEGS FOR SECTIONS 12N THRU 16N.
- ALL TOWER MEMBERS ARE HOT-DIPPED GALVANIZED AFTER FABRICATION.
- SEE DWG. D 870-480 FOR FOUNDATION DETAILS.

| REV. | DESCRIPTION | DATE | BY |
|------|--|----------|-----|
| 210 | FLANGE BRACES IN SEC. 12N TO 16N | 12-11-78 | GLJ |
| R0 | ADDED A325 & REV. NOTES | 3-22-88 | GLJ |
| R8 | REV. 2-PIECE BRACING TO 1-PIECE | 8-27-88 | GLJ |
| RT | REVISED 14N BRACING & BOLT QTY'S | 2-6-85 | GLJ |
| R1 | ADD SECTION ASS'X DWG. NOS. | 3/16/81 | GLS |
| R2 | REVISE GEN. NOTE NO. 1. ADD LEG PLATE NOS. | 6/21/79 | GLS |
| R4 | CHANGED 14N, 15N, 16N BRACE MATL. & WTS. | 12-10-78 | JER |
| R3 | FLANGE BOLTS IN SEC. 4N WERE 1 1/2" LG. | 2/19/78 | GLS |
| R2 | SECT. 3WN WAS 3W | 7/16/71 | GW |
| R1 | SECTIONS 4W & 5W REPL BY 4N & 5N | 5/5/71 | GW |

Unarco-Rohn
Division of IMC Industrial Inc.

MODEL SSV TOWER STANDARD SERIES

THIS DRAWING IS THE PROPERTY OF ROHN. IT IS NOT TO BE REPRODUCED, COPIED, OR TRACED IN WHOLE OR IN PART WITHOUT OUR WRITTEN CONSENT.

DATE: 8-1-89
BY: [Signature]
CHECKED: [Signature]
SCALE: AS SHOWN
PROJECT: 6 E 690800



TOWN OF PINEDALE WYOMING

E-2

Item: Request for Proposal for investment services.

Action: Approve/Disapprove/Discussion

Presenter: Mayor Jones

Information: The Town currently has \$4,490,000.00 in CD's held with WGIF that will mature September 29, 2017.

Issue: Several entities are vying for the investment business. An RFP is proposed to ensure we receive the best return and service.

Supporting Information: Proposed RFP Attached.

Recommendation:



TOWN OF PINEDALE REQUEST FOR PROPOSALS FOR BANKING SERVICES

ISSUE DATE: October XX, 2017

CONTRACT AWARD DATE: October XX, 2017

Town of Pinedale

69 Pinedale South Road, Pinedale, WY 82941

Phone: 307-367-4136

I. INTRODUCTION AND INSTRUCTIONS TO PROPOSERS

A. INTRODUCTION

The Town of Pinedale ("Town") is seeking proposals from qualified financial institutions to provide a proposal for deposit services.

The Town currently uses two institutions for large deposits. Although the Town has had a long-term relationship with these organizations, it has now determined that it is time to solicit proposals from interested financial institutions to ensure that the Town receives the best available services and rates to meet its needs.

B. OTHER INFORMATION

Proposals will be accepted only from parties that are free from all obligations and interests that might conflict with the best interest of the Town and are able to provide services on a timely basis in accordance with the timetable listed herein.

Materials submitted by respondents are subject to public inspection under the Wyoming Public Records Act (§16-4-201 through §16-4-205.)

The Town reserves the right to make such changes in the Request for Proposal as it may deem appropriate. Any changes in the Request for Proposal shall be made by a written addendum, which shall be issued by the Town to all prospective institutions who have been issued a copy of the Request for Proposal or who have notified the Town that a copy of the Request for Proposal has been obtained.

If the evaluation of any proposal indicates minor non-compliance or variance with the Request for Proposal, the Town may, but need not, make a written request to the institution for a supplement to the submitted proposal.

Contact with personnel or elected officials of the Town other than the above regarding this request for proposal may be grounds for elimination from the selection process.

The Town reserves the right to reject any proposal with or without cause.

C. TIME SCHEDULE

October XX, 2017 Initial distribution of RFP package

October XX, 2017 Deadline for submission of questions at 5:00 p.m. MT

October XX, 2017 Estimated Town response to questions

October XX, 2017 Proposal closing date and time of 5:00 p.m. MT

October XX, 2017 Anticipated date for approval/award by Town Council

D. INSTRUCTIONS TO PROPOSERS AND PROCEDURES FOR SUBMITTAL

1. It is the intent of the Town to contract for the services presented herein for a term of two (2) years. At the option of the Town, this contract may be extended for two (2) additional two-year terms by written amendment. The proposal package shall present all-inclusive fees for each year of the contract term including the two optional two-year terms.
2. To be considered, one (1) sealed copy of the proposal must be received no later than 5:00 p.m., **October XX, 2017**, at the address listed below:

**Town of Pinedale
Attn. Maureen Rudnick
69 Pinedale South Road
Pinedale, WY 82941**

All inquiries, technical or otherwise, regarding this proposal process should be directed to Maureen Rudnick.

3. After the Closing Date and Time for Receipt of Proposals, evaluation and proposal clarification will commence. No Proposals received after the closing date and time will be considered.
4. The Town reserves the right to:
 - a. Negotiate the final Agreement with any Proposer(s) as necessary to serve the best interest of the Town;
 - b. Withdraw this RFP at any time without prior notice and, furthermore, makes no representations that any contract will be awarded to any Proposer responding to this RFP; and
 - c. Award its total requirement to one Proposer or to apportion those requirements among two or more Proposers as the Town may deem to be in its best interest.

II. PROPOSAL RESPONSE REQUIREMENTS

A. RESPONSE ITEMS

Proposals should be prepared simply and economically, providing a straightforward, concise description of capabilities to satisfy the requirements of the RFP.

1. Cover Letter

All Proposals **must** be accompanied by a cover letter, signed by an individual authorized to bind the proposing entity. **An unsigned Proposal submission is grounds for rejection.**

2. Company Data

Each Proposer shall submit the following information:

- a. State the company's official name and address and the names and titles of its principal officers; indicate what type of entity, such as corporation, partnership, joint venture, sole proprietorship, etc.; and indicate if the firm is incorporated;
- b. Provide the company's Federal Employer I. D. Number;
- f. Submit qualifications of the Proposer to be considered for selection:
 - i. The Proposer must be a qualified public depository, as defined by Wyoming State Statutes, and must perform its obligation under this proposal in compliance with all applicable federal and state laws and regulations, as well as statutes and policies. The Proposer must be able to offer the full range of banking services required by the Proposal throughout the duration of the contract with the Town.
 - ii. The Proposer must be Federal or State of Wyoming chartered.
 - iii. The Proposer must collateralize the Town's deposits pursuant to all applicable sections of the Wyoming Government Code; and indicate the current level of public funds deposits and related collateral market value, as well as types of securities used as collateral.

III. SCOPE OF WORK

A. NATURE OF SERVICES REQUIRED

The Town of Pinedale is soliciting proposals from experienced deposit institutions. The primary objective of this proposal is to obtain the most efficient, fiscally responsible and highest yield investments of Town savings.

The Town reserves the right to add or reduce the number of institutions and or accounts required to meet its banking objectives.

B. SCOPE OF SERVICES REQUIRED

- 1. Comply for the entirety of the deposit term with § 9-4-817, the Wyoming statute for the investment of public funds.

2. Immediately after receipt of \$5,000,000 of Town funds, deposit said funds in a Certificate of Deposit Account Registry (CDAR) staying under the Federal Deposit Insurance Corporation limits at any given bank.

IV. PROPOSAL EVALUATION CRITERIA

Proposals that meet the requirements specified in this RFP will be evaluated based on the following criteria:

- A.** Completeness of response to all required items
- B.** Net return on investment (Although returns are important, they are not the sole factor in the evaluation of proposals.)
- C.** Reliability and quality of customer service.
- D.** Experience and governmental knowledge of bank team
- E.** Financial Strength
- G.** References

END OF REQUEST FOR PROPOSAL



TOWN OF PINEDALE WYOMING

E-3

Item: Three different potential water/sewer projects.

Action: Approve/Disapprove/**Discussion**

Presenter: Hayley Ryckman

Information: The town has three projects that are not currently budgeted that should be considered.

Issue: For discussion and consideration.

Supporting Information: Attached

Recommendation:

Town of Pinedale Three Potential Sewer and Water Projects Cost Estimate

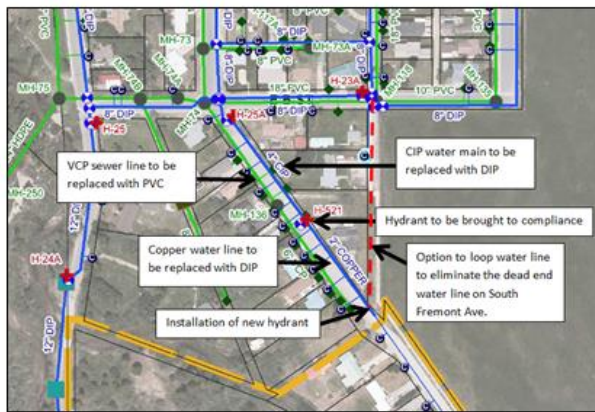
Rio Verde Engineering provided options and cost estimates for three different water and sewer projects. Below is a summary from their report to show the options and cost estimate. The cost estimate includes engineering design, construction and construction management, and contingency cost. The option and value in bold text is the recommended option by RVE.

1. South Pine Street Sewer Project



| | |
|---|---------------------|
| Option 1: Full rehabilitation of sewer line | \$ 178,721.40 |
| Option 2: Cured In-Place Piping | \$ 63,500.00 |

2. South Fremont Avenue Project



South Fremont Project General Overview

| | |
|--|---------------------|
| Option 1: Full rehab of sewer, water, & streets (water line to be looped) | 1,054,768.00 |
| Option 2: same water and sewer, but will only include trenching and no drainage improvements, will include new asphalt across the road | \$755,969.50 |

3. Sewer Lagoon Bypass Project



LEGEND

OPTION #1 - 24" BYPASS

OPTION #2 - 24" BYPASS

OPTION #3 - 24" BYPASS

4" PRESSURE LINE POSSIBLE ALIGNMENT(S) DEPENDING ON OPTION

| | |
|---|-----------------------------|
| <p>Option 1. New line from NE corner of aeration cell to UV treatment. Would have some underground utility conflicts. Include a 4" pressure line from NE corner of aerobic cell 3 to anaerobic cell.</p> | <p>\$ 440,297.00</p> |
| <p>Option 2. New line from the SE corner of the aeration cell 3 to the UV treatment. No underground utility conflicts, but need more piping. Include a 4" pressure line from aerobic cell 3 (SE Corner) to anaerobic cell.</p> | <p>\$ 522,522.00</p> |
| <p>Option 3. 1. New line from NE corner of aeration cell to UV. Include a 4" pressure line from NE corner of aerobic cell 3 to anaerobic cell. Would extend the dike into the polishing pond and would not need to drain aeration pond during construction.</p> | <p>\$ 561,132.00</p> |



TOWN OF PINEDALE WYOMING

E-4

Item: Need for RFP for water/sewer appraisals for depreciation.

Action: Approve/Disapprove/**Discussion**

Presenter: Josh Wilson

Information: We do not have up-to-date measurements and valuations of our infrastructure or equipment to do accurate depreciation schedules.

Issue: For discussion. This is not currently budgeted.

Supporting Information:

Recommendation:



TOWN OF PINEDALE WYOMING

E-5

Item: ISOC Snowmobile Race

Action: Approve/Disapprove/Discussion

Presenter: Matt Murdock

Information: The City of Jackson removed support for a national event. They are however, meeting tonight and will review the previous decision. Pinedale has sought funding from the Wyoming Office of Tourism to no avail.

Issue: We wish to inform the community of opportunity to market to attendees.

Supporting Information: Attached

Recommendation:

ISOC Snow Cross Race

- The Jackson Hole Town Council is seeking to reconvene on Sept 25th to discuss a possible re-vote.
- The Jackson Hole Travel and Tourism Board earmarked an \$85,000 contribution. Jackson Hole Central Reservations offered a \$35,000 pledge. The total cost Jackson was going to offer was \$120,000.
- The event is/was planned for Dec. 8-9 at Snow King Mountain.
- The event will be nationally televised on CBS Sports.
- The event is expected to garner an audience of 5,000 people in its first year. Snow King Mountain estimated that the event would generate over \$2 million in business for the town and \$100,000 in sales tax collections.



TOWN OF PINEDALE WYOMING

E-6

Item: Rocky Mountain Power LED lights

Action: Approve/Disapprove/**Discussion**

Presenter: Kelly Leth, WILLDAN & RMP

Information: Rocky Mountain Power has a cost share program to replace old, inefficient lights with new, energy efficient LED lights. The total cost to the Town is \$6,328.34,

Issue: Replacement of old lights with new energy efficient LED

Supporting Information: Attached

Recommendation: Fund project even though it was not formally budgeted as it will reduce future expenses. Expenses could be allocated to Public Works, Repairs & Maintenance, GL Code 10-501-5010.



TOWN OF PINEDALE WYOMING

F-1

Item: Ordinance 597 (1st Reading) Towers

Action: Approve/Disapprove/Amend/Discussion

Presenter: Hayley Ryckman

Information: Multiple requests for Towers are expected.

Issue: Current Ordinances do not address all requests.

Supporting Information: Attached

Recommendation:

ORDINANCE NO. 633

AN ORDINANCE OF THE TOWN OF PINEDALE, WYOMING CREATING ARTICLE XL OF CHAPTER 475 CONCERNING WIRELESS TOWERS/ANTENNAS.

NOW, THEREFORE BE IT HEREBY ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF PINEDALE, WYOMING, THAT ARTICLE XL OF CHAPTER 475 OF THE PINEDALE MUNICIPAL CODE IS HEREBY CREATED TO READ AS FOLLOWS:

ARTICLE XL

WIRELESS TOWERS/ANTENNAS

§ 475-330. Purpose.

This Article regulates all wireless towers/antennas (including internet), microwave towers, common carrier towers, cellular, television and radio towers, telecommunications towers and towers/antennas in general, both monopole and lattice type, to: (1) protect residential areas and land uses from potential adverse economic impacts of towers/antennas; (2) encourage the location of towers/antennas in nonresidential areas; (3) encourage the joint use of new and existing tower sites as a primary option rather than construction of additional single-use towers; (4) encourage users of towers/antennas to locate them in areas where the adverse effects on the community are minimal. This section is enacted to promote and protect the health, safety, and general welfare of the citizens of the Town of Pinedale.

§ 475-331. General Requirements.

- A. Allowed Use. Wireless towers/antennas and associated facilities shall be considered either principal or accessory use in any zoning district. A different existing use of an existing structure on the same lot shall not alone preclude the installation of a wireless tower/antenna on the lot.

- B. Lot Size. The dimensions of the entire lot (if platted) or parcel (if unplatted) shall control for purposes of measurements under this section, even though the antennas or towers may be located on leased parcels within a lot. "Lot" as used in this section shall include both platted lots and unplatted parcels.

- C. Inventory of Existing Sites. Each applicant for a building permit for a tower/antenna shall provide to the Town Engineer an inventory of its existing towers and sites within the city limits and within one mile outside of the city limits, including specific information about the location, height, and design of each tower.

- D. **Materials.** Towers/antennas shall, to the extent possible, use materials, colors, textures, screening and landscaping that will blend them in to the natural setting and surrounding buildings.
- E. **Lighting.** Towers shall not be artificially lighted unless required by the FAA or other authority having jurisdiction.
- F. **State and Federal Requirements.** All towers/antennas shall meet the standards and requirements of the Federal Aviation Administration, Federal Communications Commission, and any other agency of local, state or federal government with jurisdiction to regulate towers or antennas.
- G. **Building Codes—Safety Standards.** To ensure the structural integrity of towers, the owner of a tower/antenna shall be responsible to construct and maintain it in compliance with applicable state and local building code standards and the applicable standards for towers published by the Electronic Industries Association, as amended.
- H. **Measurement.** Tower/antenna setbacks and separation distances shall be calculated and applied to facilities located in the city limits and within one-half-mile of the city limits, irrespective of municipal and county jurisdictional boundaries.
- I. **Not Essential Services.** Towers/antennas shall be regulated and permitted pursuant to this title, and not regulated or permitted as public utilities, or private utilities.
- J. **Franchises.** Owners and operators of towers/antennas shall certify to the Town Engineer's satisfaction that all franchises required for the construction or operation of such towers/antennas have been filed or recorded, as applicable.
- K. **Public Notice.** Any request for a variance regarding a building permit for a tower/antenna shall require notice to all property owners who would be entitled to notice for a zoning variance concerning the lot where the tower or antenna is to be constructed, and any other notice required by law.

§ 475-332. Use by Right.

- A. Wireless telecommunication towers and free standing antennas shall be permissible subject to the provisions of this Article.
- B. The following uses shall be specifically permitted as accessory uses by right and shall not require a building permit:
 - (1) Television and amateur radio antennas in residential zoning districts, for the exclusive use of the residence on the lot where the antenna is located;

- (2) Television and radio antennas in nonresidential zoning districts for the exclusive use of owners or tenants of the property where located, and that do not extend more than fifteen feet above the highest point of the existing structure;
- (3) Antennas or similar hardware installed in all zones, for the purposes of receiving satellite television, radio transmissions, internet service or any other similar service for the exclusive use of occupants of the building to which it is attached to, provided that the antenna, or similar hardware is attached to an existing structure, and provided the antenna does not extend above the highest point of the existing structure;
- (4) Antennas attached to utility poles and light poles upon private property in all zoning districts, provided the antenna does not extend more than three feet above the highest point of the pole structure. Antennas attached to utility poles and light poles within the public right-of-way shall not extend more than three feet above the highest point of the pole structure and may be installed: (1) when permitted by the pole owner's franchise; or (2) by amendment to the pole owner's franchise ordinance or right-of-way use easement and agreement with the consent of the city council and upon payment of reasonable compensation for use of the right-of-way.

C. All other wireless telecommunication towers and free standing antennas shall require a building permit.

§ 475-333. Structural Requirements—Availability of Existing Towers, Other Structures, Stealth Towers.

- (A) All new towers shall be designed with the structural capacity to accommodate at least two co-located antennas.
- (B) All new towers shall be located upon sites that are large enough to contain the support equipment for at least two co-located antennas.
- (C) No application for a building permit for a new tower shall be processed until the applicant has met with the Town Engineer before submitting the application, to review the feasibility of using an existing tower, structure, or a stealth tower. The applicant shall demonstrate that there is no existing facility that can reasonably accommodate the applicant's proposed antenna before the building permit application is processed. The Town Engineer may require the applicant to make reasonable efforts to co-locate upon an existing tower. The Town Engineer may require the applicant to make reasonable efforts to use a stealth tower. Collocation of facilities and/or stealth technology may be considered a mitigating factor to a conditional use request and may justify the request.

- (D) If an applicant claims that it cannot co-locate upon an existing tower, the applicant shall provide a written report from a Wyoming licensed engineer, qualified radio frequency expert, or other expert professional in support of its position. The Town Engineer shall consider the written report in making its decision.
- (E) Any applicant who is aggrieved by the decision of the Town Engineer concerning a building permit application for a tower/antenna may appeal the decision to the Town Council.

§ 475-334. Setbacks and Separation.

(A) Setbacks.

- (1) Freestanding Tower. Freestanding towers shall be set back a distance equal to at least seventy-five percent of the height of the tower from adjoining lot lines and all residential structures.
- (2) Building-Mounted Towers/Antennas. Building mounted towers/antennas within twenty feet from the nearest roof's edge shall be camouflaged to minimize contrast from ground-level view and shall include, but not be limited to, architecturally screened roof-mounted antennas, building-mounted antennas painted to match the existing structure or skyline behind the antenna, antennas integrated into architectural elements such as church spires or window walls, and antenna structures designed to resemble light poles or flag poles.
- (3) Accessory Buildings, Guys and Other Equipment. Setbacks shall correspond to applicable zone district.

(B) Separation Distances Between Towers.

- (1) Separation distances between towers shall be applicable for and measured between the proposed towers/antennas and existing towers/antennas. The separation distances shall be measured by a straight horizontal line between the center of the base of the existing tower/antennas and the center of the base of the proposed tower/antenna.
- (2) The minimum separation distances shall be:
 - (a) For towers thirty-five (35) feet or less in height, five hundred feet separation;
 - (b) For towers more than thirty-five (35) feet in height, if allowed by variance, one thousand feet separation.

§ 475-335. Buildings and Other Equipment.

- (A) For antennas mounted on structures or rooftops, any equipment cabinet or structure used in association with antennas shall not be more than fifteen feet in height and shall comply with all applicable building codes and zoning requirements.
- (B) For antennas mounted on utility poles or light poles, any associated equipment cabinet or structure shall be located outside of the public right-of-way and in accordance with the following:
 - (1) In residential zoning districts, the equipment cabinet or structure may be located in a side or rear yard. The equipment cabinet or structure shall be no more than fifteen feet in height, with a floor area of three hundred fifty square feet or less, and shall be located at least twenty-five feet from all lot lines.
 - (2) In non-residential districts, the equipment cabinet or structure shall be no greater than twenty feet in height, and shall be screened from view by landscaping, fencing, or both, of all adjacent residential properties.
- (C) For antennas located on towers, any related unmanned equipment cabinet or structure shall be no more than twenty feet in height, and shall be located in accordance with the minimum setback requirements for the zoning district in which located.

§ 475-336. Removal of Abandoned Antennas and Towers.

Any antenna or tower not operated for twelve consecutive months shall be considered abandoned. The owner of the antenna or tower shall remove the same within ninety days of abandonment. If not so removed by the owner, the Town, after notice, may remove such antenna or tower and recover the cost thereof from the owner thereof.

§ 475-337. Pre-Existing Towers.

New construction other than routine maintenance on a pre-existing tower shall comply with the requirements of this chapter.

§ 475-338. Co-locations. For towers on which antennas are co-located.

- (A) Separation distances under subsection § 475-334 of this chapter are reduced by twenty-five percent.
- (B) An existing tower may be modified or rebuilt to a taller height, not to exceed forty feet over the tower's existing height per each co-located additional user, to accommodate the

co-location of an additional antenna. The additional height allowed by this provision shall not require additional setback or distance separation.

- (C) A tower that is being rebuilt to accommodate co-location of an additional antenna may be relocated onsite within fifty feet of its existing location. After rebuilding, one tower only shall remain on the site. A relocated onsite tower shall be measured from its original location for measurement of separation distances.

§ 475-339. Height.

New towers, freestanding or building-mounted, shall not exceed thirty-five (35) feet in heights above grade. Building-mounted towers shall be measured from the base elevation of the building at grade to the tallest elevation point of the tower.

§ 475-340. Signs.

No commercial messages nor any other signs beyond safety warnings and an identification sign of not greater than six (6) square feet shall be placed on any tower or facility.

§ 475-341. Conflicts.

If the terms of this chapter conflict with any other applicable provision of local, state, or federal law, the most restrictive shall apply.

§ 475-342. Use of Right-of-Way.

This chapter concerns wireless communication towers or antennas on private only. Use of public right-of-way for any system or components of a system for the collection or distribution of signals to be broadcast or which are received by antennas may require a license or franchise as is appropriate.

PASSED ON FIRST READING ON _____, 2017.

PASSED ON SECOND READING ON _____, 2017.

PASSED, APPROVED AND ADOPTED ON THIRD READING ON _____, 2017.

ATTEST:

TOWN OF PINEDALE,
WYOMING:

BY: _____
ROBERT M. JONES, MAYOR

TOWN CLERK

ATTESTATION BY TOWN CLERK

STATE OF WYOMING)
COUNTY OF SUBLETTE) ss.
TOWN OF PINEDALE)

I hereby certify that the foregoing Ordinance No. _____ was duly published in the _____, a newspaper of general circulation published in the Town of Pinedale, Wyoming, on the _____ day of _____, 2017.

I further certify that the foregoing Ordinance was duly recorded on Page _____ of Book _____ of Ordinances of the Town of Pinedale, Wyoming.

Town Clerk



TOWN OF
PINEDALE
WYOMING

F-2

Item: Resolution 2017-15 Authorization for short term investment

Action: Approve/Disapprove/Amend/Discussion

Presenter: Bob Jones

Information:

Issue:

Supporting Information: Attached

Recommendation:

RESOLUTION 2017 - _____

A RESOLUTION AUTHORIZING THE INVESTMENT OF FUNDS WITH WYO-STAR PROGRAM.

WHEREAS, the Town of Pinedale has funds in reserve which are currently invested with the Wyoming Government Investment Fund in one year certificates of deposit which are scheduled to mature on 9/29/17; and,

WHEREAS, the Town of Pinedale is considering how to reinvest these funds for the long term but such decision has not yet been made; and,

WHEREAS, the Town of Pinedale needs to invest these funds for a short period of time until a decision can be made on a long term investment of these funds; and,

WHEREAS, the WYO-STAR Program operated by the Wyoming State Treasurer offers an investment program that is fully liquid; and,

WHEREAS, the Town of Pinedale presently has other funds invested with the WYO-STAR Program; and,

WHEREAS, such investment would meet all statutory requirements as to the guarantee of repayment of invested municipal funds; and,

WHEREAS, the Town Council deems it advisable to make such investment until a decision can be made on a longer term investment;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF PINEDALE, that the Town of Pinedale funds which are currently invested with the Wyoming Government Investment Fund in one year certificates of deposit which are scheduled to mature on 9/29/17 shall be reinvested with the WYO-STAR Program operated by the Wyoming State Treasurer until further investment decisions are made by the Town of Pinedale.

PASSED, APPROVED AND ADOPTED THIS _____ DAY OF _____, 2017.

ATTEST:

ROBERT M. JONES, Mayor

Maureen Rudnick, Town Clerk

WYOSTAR History of Rates



- HOME
- ABOUT ▾
- INVESTMENTS
- FINANCES
- UNCLAIMED PROPERTY
- QUICKLINKS ▾

Below are the WYO-STAR historical rates. If you are interested in rates before 2017 please click on the archived rates link.

FY 2018

| | |
|---------------------|--------|
| 07/01/17 - 07/31/17 | 0.951% |
| 08/01/17 - 08/31/17 | 0.993% |

FY 2017

RESOLUTION 2017 - 15

A RESOLUTION AUTHORIZING THE INVESTMENT OF FUNDS WITH THE WYOMING GOVERNMENT INVESTMENT FUND FOR NINETY DAYS.

WHEREAS, the Town of Pinedale has funds in reserve which are currently invested with the Wyoming Government Investment Fund in one year certificates of deposit which are scheduled to mature on 9/29/17; and,

WHEREAS, the Town of Pinedale is considering how to reinvest these funds for the long term but such decision has not yet been made; and,

WHEREAS, the Town of Pinedale needs to invest these funds for a short period of time until a decision can be made on a long term investment of these funds; and,

WHEREAS, the Wyoming Government Investment Fund offers ninety day certificates of deposit which are FDIC insured; and,

WHEREAS, such investment would meet all statutory requirements as to the guarantee of repayment of invested municipal funds; and,

WHEREAS, the Town Council deems it advisable to make such investment until a decision can be made on a longer term investment;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF PINEDALE, that the Town of Pinedale funds which are currently invested with the Wyoming Government Investment Fund in one year certificates of deposit which are scheduled to mature on 9/29/17 shall be reinvested with the Wyoming Government Investment Fund in ninety day certificates of deposit.

PASSED, APPROVED AND ADOPTED THIS _____ DAY OF _____, 2017.

ATTEST:

ROBERT M. JONES, Mayor

Maureen Rudnick, Town Clerk



| <u>Bank Name(City,State,FDIC#)</u> | <u>Principal Amount</u> | <u># of Days</u> | <u>Gross Rate</u> | <u>Net Rate</u> | <u>Settlement</u> | <u>Maturity</u> | <u>Advisory Fee(\$)</u> | <u>Advisory Fee(Bps)</u> | <u>Gross Int.@mat.</u> | <u>Gross Maturity Value</u> | <u>Status</u> |
|---|-------------------------|------------------|-------------------|-----------------|-------------------|-----------------|-------------------------|--------------------------|------------------------|-----------------------------|---------------|
| Grand Bank, Tulsa,OK- (22065) | \$248,000.00 | 90 | 1.370 % | 1.170 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$837.76 | \$248,837.76 | |
| Security Bank, Tulsa,OK- (4178) | \$248,000.00 | 90 | 1.350 % | 1.150 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$825.53 | \$248,825.53 | |
| Chambers State Bank, Chambers,NE- (13251) | \$248,000.00 | 90 | 1.350 % | 1.150 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$825.53 | \$248,825.53 | |
| Usameribank, Largo,FL- (58427) | \$248,000.00 | 90 | 1.310 % | 1.110 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$801.07 | \$248,801.07 | |
| Luther Burbank Savings, Santa Rosa,CA- (32178) | \$248,000.00 | 90 | 1.200 % | 1.000 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$733.81 | \$248,733.81 | |
| First Internet Bank Of Indiana, Indianapolis,IN- (34607) | \$248,000.00 | 90 | 1.200 % | 1.000 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$733.81 | \$248,733.81 | |
| Community West Bank N.A., Goleta,CA- (27572) | \$248,000.00 | 90 | 1.180 % | 0.980 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$721.58 | \$248,721.58 | |
| Affiliated Bank, Arlington,TX- (34885) | \$248,000.00 | 90 | 1.160 % | 0.960 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$709.35 | \$248,709.35 | |
| Foresight Bank (Fka First National Bank Of Plainview), Plainview,MN- (5229) | \$248,000.00 | 90 | 1.110 % | 0.910 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$678.77 | \$248,678.77 | |
| Orrstown Bank, Shippensburg,PA- (713) | \$248,000.00 | 90 | 1.100 % | 0.900 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$672.66 | \$248,672.66 | |
| Jonesboro State Bank, Jonesboro,LA- (9325) | \$248,000.00 | 90 | 1.100 % | 0.900 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$672.66 | \$248,672.66 | |
| Luana Savings Bank, Luana,IA- (253) | \$248,000.00 | 90 | 1.050 % | 0.850 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$642.08 | \$248,642.08 | |
| New Omni Bank N.A., Alhambra,CA- (23086) | \$248,000.00 | 90 | 1.050 % | 0.850 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$642.08 | \$248,642.08 | |
| Farmers Bank & Trust, N.A., Great Bend,KS- (17614) | \$248,000.00 | 90 | 1.000 % | 0.800 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$611.51 | \$248,611.51 | |
| Merchants Bank Of Indiana, Lynn,IN- (8056) | \$248,000.00 | 90 | 1.000 % | 0.800 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$611.51 | \$248,611.51 | |
| State Bank Of New Richland, New Richland,MN- (9735) | \$248,000.00 | 90 | 1.000 % | 0.800 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$611.51 | \$248,611.51 | |
| Edgar County Bank & Trust Co. (The), Paris,IL- (3722) | \$248,000.00 | 90 | 0.900 % | 0.700 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$550.36 | \$248,550.36 | |
| Patriot Bank, Broken Arrow,OK- (34098) | \$248,000.00 | 90 | 0.900 % | 0.700 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$550.36 | \$248,550.36 | |
| Stearns Bank Holdingford N.A., Holdingford,MN- (10160) | \$248,000.00 | 90 | 0.850 % | 0.650 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$519.78 | \$248,519.78 | |
| Stearns Bank Upsala National Association, Upsala,MN- (9336) | \$248,000.00 | 90 | 0.850 % | 0.650 % | 09/21/2017 | 12/20/2017 | \$122.30 | 0.20% | \$519.78 | \$248,519.78 | |
| TOTALS: | \$4,960,000.00 | | | | | | \$2,446.00 | | \$13,471.50 | \$4,973,471.50 | |
| Gross Weighted Avg.Rate(90 Days) | | | 1.10% | | | | | | | | |
| Net Weighted Avg.Rate(90 Days) | | | 0.90% | | | | | | | | |

ATTN: PINEDALE, TOWN OF
GENERAL FUNDS
WGIF



PFM CD / TERM Application

| | | | | |
|----------------------|-----------------------|-------------------|--------------------|-----------------------|
| GRAND TOTAL : | \$4,960,000.00 | \$2,446.00 | \$13,471.50 | \$4,973,471.50 |
|----------------------|-----------------------|-------------------|--------------------|-----------------------|



TOWN OF
PINEDALE
WYOMING

F-3

Item: Resolution 2017-16 Approve Town Investment Policy

Action: Approve/Disapprove/Amend/Discussion

Presenter: Bob Jones

Information:

Issue:

Supporting Information: Attached

Recommendation:



Town of Pinedale Statement of Investment Policy September 2017

I. Governing Authority

This Investment Policy is adopted pursuant to W.S. §9-4-831(h). The investment program governed by this Policy shall be operated in conformance with all federal, state, and local legal and policy requirements, including the requirements set forth in W.S. §9-4-816 through W.S. §9-4-831.

II. Scope

This Policy applies to the activities of the Town of Pinedale with regard to investing its financial assets of all funds, except funds held in checking accounts and funds under the control of the Town of Pinedale Airport Board.

Except for funds in certain restricted and special funds or accounts, income from which will be allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

III. General Objectives

The investment objectives of this Policy and their priority are: (i) safety; (ii) liquidity; (iii) yield; and, (iv) local community investment.

Safety: The safety and preservation of principal is the primary and foremost objective of the investment program.

Liquidity: The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Yield: The investment portfolio shall be managed to maximize the return on investments consistent with the safety and liquidity objectives described above.

IV. Delegation of Authority and Responsibilities

Governing Body: The Governing Body of the Town of Pinedale retains ultimate fiduciary responsibility for the Town's financial assets, investment program and this Policy. Upon its request, the Governing

Body shall be given reports about the Town's investments. A copy of this Policy shall be reviewed and approved by the Governing Body on, at least, a quarterly basis.

Investment Officer: Authority to manage the Town's investment program shall be granted by appointment of the Mayor, herein referred to as the Town's investment officer.

Investment Committee: An Investment Committee shall be established to direct the investment officer in managing the investment program and to facilitate direct communication to the Governing Body. The Investment Committee shall be composed of the following persons:

1. The Mayor (committee chair).
2. One member of the Town Council appointed by the Mayor, for a 2-year term.
3. The Town Clerk/Treasurer.
4. The Town Attorney or designee.
5. One financial advisor, appointed by the Mayor for a 2-year terms.

All Committee members are voting members. The Investment Committee shall meet on an annual basis at a time designated by the Chair of the Investment Committee. As part of its duties, the Investment Committee shall:

- undertake a review of the Town's investment activities, and recommend changes as needed; and
- on a periodic basis, review, comment upon, and make changes to The Investment Policy.

Investment Advisors: The Town may engage the services of one or more external investment advisors/managers to assist in the management of the Town's investment portfolio.

V. Standards of Care

All participants in the investment process shall be held to the highest standards of professional and ethical conduct.

Conflicts of Interest: All participants in the investment process have a duty to avoid financial, business or other relationships which might cause a conflict with the performance of their duties and could reasonably be expected to interfere with their duties or their ability to make unbiased and objective recommendations and decisions. Each participant shall conduct himself or herself so as to avoid even the appearance of such conflicts of interest. In the event a conflict presents itself the council shall be informed so it can make any decision the circumstances may require.

VI. Authorized Financial Institutions, Depositories, and Brokers/Dealers

Types of financial institutions and depositories eligible to transact investment business with the Town are those qualified according to W.S. § 9-4-817.

All financial institutions who desire to become qualified for Town investment transactions must supply the Town Treasurer with the following information, as requested:

- proof of Financial Industry Regulatory Authority certification;
- trading resolution;
- proof of state registration;
- certification of having read the Town's Investment Policy; and
- depository contracts.

An annual review of the financial condition and registration of qualified financial institutions and broker/dealers on the list will be conducted by the Town Treasurer.

VII. Delivery, Payment and Safekeeping

Delivery vs. Payment: All trades of marketable securities entered into by the Town shall be conducted on a delivery-versus-payment (DVP) basis to ensure that securities are deposited in an eligible financial institution prior to the release of funds.

Safekeeping: Securities shall be held by an independent third-party custodian institution selected by the Town. All securities will be evidenced by safekeeping receipts in the Town's name. The Town must receive a safekeeping receipt on the same day as the deposit is made.

VIII. Authorized Investments and Investment Guidelines

WyoStar: The Town will use the State of Wyoming Local Investment Pool (WyoStar) as the primary means of short term investment management. The Town may also use, at its discretion, other qualified short-term investment vehicles or programs.

Other Investment Types: The Town shall invest only in those securities and investments authorized by W.S. §9-4-831 and any other state law authorizing such investments.

Authorized Collateral: In order to provide an adequate level of security for all deposited funds, the collateralization level will be 105% or higher, as required by law, of the higher of the par or market value of the deposits. The market value of the deposits will include accrued interest.

IX. Investment Parameters

Diversification: The Town shall mitigate credit risk defined as the probability of a security or a portfolio losing some or all of its value due to a real or perceived change in the ability of another issuer to repay its debt – by diversifying its investments.

Liquidity: The Town shall mitigate market risk –defined as the probability of the portfolio value-fluctuating due to changes in the general level of interest rates – by providing adequate liquidity for short-term cash needs, and by making longer-term investments only with funds that are not needed for current cash flow purposes.

XI. Statement of Investment Officer or Advisor

Pursuant to W.S. §9-4-831(h), the following Statement must be signed by any person who:

- 1. effects any investment transaction on behalf of a political subdivision; or
- 2. offers any investment to the Governing Body of a political subdivision.

"Pursuant to W.S. §9-4-831(h) and this Statement of Investment Policy of the Town of Pinedale, I hereby swear and affirm that I have read the Statement of Investment Policy of the Town of Pinedale, and that I agree to abide by applicable state law with respect to advice I give and the transactions I undertake on behalf of the Town of Pinedale."

The Client
Town of Pinedale, Wyoming

The Advisor

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

RESOLUTION: 2017- _____

"A RESOLUTION OF THE GOVERNING BODY OF THE TOWN OF PINEDALE \mp ADOPTING THE STATEMENT OF INVESTMENT POLICY, SEPTEMBER 2017"

WHEREAS, Wyoming §9-4-831(h) requires the adoption of a statement describing the Town of Pinedale's (Town's) investment policy; and

WHEREAS, the Town of Pinedale finds it necessary to have an Investment Policy;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF PINEDALE THAT THE Statement of Investment Policy, attached hereto, is hereby adopted and made effective upon passage of this Resolution.

PASSED, APPROVED AND ADOPTED THIS _____ DAY OF SEPTEMBER, 2017.

ROBERT M. JONES, Mayor

ATTEST:

Maureen Rudnick, Clerk



TOWN OF
PINEDALE
WYOMING

G-1

Item: Municipal Court

Action: Approve/Disapprove/Discussion

Presenter:

Information:

Issue:

Supporting Information:

Recommendation:

August 31, 2017

**Pinedale
Municipal Court**

210 West Pine
P.O. Box 1386
Pinedale, WY 82941

Ruth L. Neely,
Municipal Judge

Telephone
307-367-4136
Fax
307-367-2578

e-mail
judge
@townofpinedale.us

TO: Mayor Bob Jones, and
Council Members Jim Brost,
Nylla Kunard, Matt Murdock,
and Tyler Swafford

RE: Monthly Report for August 2017

Once again, as was the case in February, there were no citations filed in municipal court during the month.

Three cases reached final disposition, resulting in one bond forfeiture and two pleas of guilty. One receipt for payment was issued, applied to a fine payment ordered in July. Please call or email with any questions/comments. Contact information is above left. Thank you.



Ruth Neely

AUGUST 2017 CITATIONS FILED

| Name | Case No. | Offense | Disposition | Month | Source | |
|------------------|----------|---------------------------------|----------------------------|-------|--------|--|
| | | | | | | |
| | | NONE FILED | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | AUGUST 2017 DISPOSITIONS | | | | |
| | | | | | | |
| Name | Case No. | Offense | Disposition | Month | Source | |
| Sour, William R. | 1707-002 | ftyrow/ped | ff | 08 | SO | |
| Smith, Ashley | 1707-003 | AC/at large | G/fine | 08 | P1 | |
| Dyess, Waylon | 1707-005 | PI | G/fine/jail | 08 | SO | |
| | | | | | | |
| | | | G/fine = guilty, paid fine | | | |
| | | | ff = bond forfeiture | | | |
| | | | | | | |
| | | | | | | |

PINEDALE MUNICIPAL COURT

Report to the Mayor and Council for the month ending August 31, 2017

Key to Abbreviations

| | |
|---------------------------------------|--------------------------------------|
| AC = Animal Control violation | MIP = Underage possession of alcohol |
| BP = Breach of Peace | MM = Malicious mischief |
| CD = Careless driving | MT = Miscellaneous traffic offense |
| DL = Driver's license violation | NU = Nuisance |
| DP = Destruction of property | PI = Public intoxication |
| DS = Driving with suspended license | PK = Illegal parking |
| EQ = Equipment violation | ROA = Partial payment |
| EX = Exhibition of speed; drag racing | SP = Speeding |
| FTA = Failure to appear | ST = Stop sign violation |
| FY = Failure to yield | TH = Theft; shoplifting |
| MC = Miscellaneous criminal offense | UF = Unlawful fighting |

| Offense | Rec. # | Date | For | Amount | Payor | Fines | Costs | Forfeits | Total |
|---------|--------|-------|-----|--------|------------------------------|----------|---------|----------|----------|
| PI | 8482 | 08/07 | | | Waylon Dyess | \$150.00 | \$10.00 | | \$160.00 |
| | | | | | <u>Reconciliation</u> | | | | |
| | | | | | Receipts | \$160.00 | ck.# | 1056 | |

I certify that the above is a true and correct record of the funds received from each case listed; and that those funds have been paid into the Town treasury in accordance with statute and duly adopted procedures governing the same.



 Municipal Judge



TOWN OF
PINEDALE
WYOMING

G-2

Item: Animal Control

Action: Approve/Disapprove/Discussion

Presenter: Mayor Jones

Information:

Issue:

Supporting Information:

Recommendation:

Animal Control/Municipal Code

Town of Pinedale

69 S. County Road 23-123

P.O. Box 709

Pinedale, WY 82941

Parris Crooks

September Monthly Report

J. Bautista Goicoechea

2017

Justin Hamilton

Animals Impounded:

- Cats: 13
- Dogs: 10
- Other: 6

Parking Violations:

- ❖ Within 15ft of hydrant(31-5-504iiA): 2
- ❖ Parking in Driving Lane(395-4): 1
- ❖ Parking in alley(440-14H): 1
- ❖ More than 48 hrs(440-17B): 3
- ❖ No current license(440-18): 2

Citation: 1

Other Business:

- ❖ Water conservation(460-15): 2
- ❖ Animal at large(122-19): 2
- ❖ Dog license(122-3): 2

Trapping for nuisance wildlife and feral animals

Total Mileage: 427



TOWN OF
PINEDALE
WYOMING

G-3

Item: Public Works

Action: Approve/Disapprove/**Discussion**

Presenter: Mayor Jones

Information:

Issue:

Supporting Information:

Recommendation:



Maintenance Department Monthly Report September 2017

PERSONNEL

- Completed (22) one call locates.
- Completed (17) work orders.
- Cleaned up old files from Town hall, Thank you to lance and all of the office safe for all the hard work!
- Justin has passed his level one waste-water operator certification test.

WATER

- One Bulk water fill this month
- Completed raw water samples twice weekly
- Completed distribution samples two monthly.
- Completed daily, weekly & monthly maintenance procedures at the water treatment facility.
- Calibrated the UV Transmittance meter and the Turbidity meter for EPA compliance
- Cleaned chlorine reactor
- Flushed Hydrants
- Repaired fire hydrant 76 with new main valve
- Conducted Annual Sanitary Survey with representatives from EPA Region 8
- Completed Lead and Copper Sampling for the July - December monitoring period
- Cleaned and sanitized the soda ash tanks at East and McCoy Chemical Feed buildings in preparation for delivery of soda ash
- Prepared materials to inform public about corrosion control treatment transition

WASTEWATER

- Repaired the W.W.T.P UV unit that would not turn off for repair
- Septage receiving gate's repair's
- Replaced channel 1 UV bulbs
- Completed daily, weekly, and monthly maintenance procedures at the wastewater treatment facility
- Completed wastewater treatment facility maintenance.
- Completed monthly wastewater samples.
- Cleaned and inspected UV lamps in both channels

STREETS & MAINTENANCE

- Work on equipment, general maintenance and repair, getting winter equipment ready for the season
- Salt-sand stockpiled for winter
- Sweep streets
- Repaired damaged street signs

PARKS

- Winterizing of parks sprinklers systems
- 4" sprinkler main repair at ball-fields
- Repair, replace, and adjust sprinklers in all of the parks
- Weed control sidewalks, waterways, parking lots and strips
- Path-way repairs in Boyd skinner park

Respectfully
Josh A Wilson



TOWN OF
PINEDALE
WYOMING

G-4

Item: Airport

Action: Approve/Disapprove/**Discussion**

Presenter: Mayor Jones

Information:

Issue: The treasurers report is provided to review and potentially accept.

Supporting Information: Attached.

Recommendation:

Pinedale Airport Board

9/22/2017 3:11 PM

Register: Airport Special #0350041

GRANT FUNDS ACCOUNT

From 08/01/2017 through 08/31/2017

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|-------------|--------|-----------------------|--------------------------|---------------------|---------|------------|------------|------------|
| 08/03/20... | | WYDOT-C | NavAids Inc:#APNA3... | RFR #4, Final... | X | | 1,993.81 | -97,046.03 |
| 08/03/20... | | WYDOT-C | Capital Projects Inco... | RFR #6, Instal... | X | | 3,804.53 | -93,241.50 |
| 08/07/20... | | WYDOT-C | Capital Projects Inco... | RFR #4, Sealc... | X | | 126,627.52 | 33,386.02 |
| 08/14/20... | | WYDOT-C | Capital Projects Inco... | RFR #1, Land ... | X | | 97,651.00 | 131,037.02 |
| 08/14/20... | | WYDOT-C | Capital Projects Inco... | RFR #1, Land ... | X | | 6,510.08 | 137,547.10 |
| 08/14/20... | | Sublette County | Capital Projects Inco... | RFR #1, Land ... | X | | 4,340.06 | 141,887.16 |
| 08/14/20... | | Sublette County | Capital Projects Inco... | RFR #4, Sealc... | X | | 14,069.72 | 155,956.88 |
| 08/14/20... | | Sublette County | Capital Projects Inco... | RFR #6, Instal... | X | | 422.73 | 156,379.61 |
| 08/16/20... | 859 | Graham, Dietz & As... | Capital Projects Expe... | Inv #7, Install ... | | 25,691.10 | | 130,688.51 |
| 08/16/20... | 860 | Graham, Dietz & As... | Capital Projects Expe... | Inv #5, Sealco... | | 1,951.00 | X | 128,737.51 |
| 08/16/20... | 861 | Mountain West Elec... | Capital Projects Expe... | Pay Estimate #... | | 152,039.70 | X | -23,302.19 |
| 08/28/20... | | Sublette County | Capital Projects Inco... | RFR #5, Sealc... | X | | 195.10 | -23,107.09 |
| 08/28/20... | | Sublette County | Capital Projects Inco... | RFR #7, Instal... | X | | 17,773.08 | -5,334.01 |
| 08/30/20... | | WYDOT-C | Capital Projects Inco... | RFR #7, Instal... | X | | 159,957.72 | 154,623.71 |
| 08/31/20... | | WYDOT-C | Capital Projects Inco... | RFR #5, Sealc... | X | | 1,755.90 | 156,379.61 |

AUG. 2017 TREASURER'S REPORT

OPERATING ACCT.

\$ 147,395.66

TOTAL CHECKING

\$ 303,775.27

RESERVE FUNDS ACCT.

\$ 124,274.70

CDARS CO'S

\$ 800,000.00

Pinedale Airport Board

9/22/2017 3:10 PM

OPERATING ACCOUNT

Register: Airport Operating #0350033

From 08/01/2017 through 08/31/2017

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|-------------|--------|-------------------------|--------------------------|-------------------|----------|---|----------|------------|
| 08/01/20... | | Jim Parker-C | Land Use Revenue:Re... | August 2017 R... | X | | 1,000.00 | 150,030.39 |
| 08/01/20... | | Multi Service Corp-C | -split- | EFT Deposit | X | | 646.27 | 150,676.66 |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Undeposited Funds | | | | 90.00 | |
| | | | Undeposited Funds | | | | 50.00 | |
| | | | Undeposited Funds | | | | 50.00 | |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Undeposited Funds | | | | 50.00 | |
| | | | Undeposited Funds | | | | 50.00 | |
| | | | Credit Card Processin... | Credit Card Pr... | | | -18.73 | |
| 08/01/20... | | Bank of Sublette Co... | Administration Reven... | 4-week CDAR... | X | | 0.98 | 150,677.64 |
| 08/01/20... | | Bank of Sublette Co... | Administration Reven... | 26-week CDA... | X | | 5.95 | 150,683.59 |
| 08/01/20... | | Bank of Sublette Co... | Administration Reven... | 26-week CDA... | X | | 11.89 | 150,695.48 |
| 08/08/20... | | Multi Service Corp-C | -split- | EFT Deposit | X | | 247.60 | 150,943.08 |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Undeposited Funds | | | | 50.00 | |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Credit Card Processin... | Credit Card Pr... | | | -7.40 | |
| | | | P.O.S. Equipment | Credit Card M... | | | -20.00 | |
| 08/14/20... | | Vehicle Storage Lot ... | Accounts Receivable | 2018 Vehicle ... | X | | 808.50 | 151,751.58 |
| 08/15/20... | | Multi Service Corp-C | -split- | EFT Deposit | X | | 417.72 | 152,169.30 |
| | | | Undeposited Funds | | | | 50.00 | |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Undeposited Funds | | | | 75.00 | |
| | | | Undeposited Funds | | | | 130.00 | |
| | | | Undeposited Funds | | | | 50.00 | |
| | | | Undeposited Funds | | | | 50.00 | |
| | | | Credit Card Processin... | Credit Card Pr... | | | -12.28 | |
| 08/16/20... | memo | Town Of Pinedale | Governmental Subsi... | August 2017 P... | X | | 9,027.50 | 161,196.80 |
| 08/16/20... | memo | Jim Parker via Town | Airport Manager:payr... | August 2017 P... | 9,027.50 | X | | 152,169.30 |

Pinedale Airport Board

9/22/2017 3:11 PM

Register: Airport Operating #0350033

From 08/01/2017 through 08/31/2017

Sorted by: Date, Type, Number/Ref

| <u>Date</u> | <u>Number</u> | <u>Payee</u> | <u>Account</u> | <u>Memo</u> | <u>Payment</u> | <u>C</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|---------------|-------------------------|--------------------------|-------------------|----------------|----------|----------------|----------------|
| 08/16/20... | 6359 | Belveal's Signs-V | M-Maintenance - Airfi... | Inv. # 1743 (S... | 553.40 | X | | 151,615.90 |
| 08/16/20... | 6360 | CenturyLink-V | Utilities:Telephone | Acct. #408164... | 106.98 | X | | 151,508.92 |
| 08/16/20... | 6361 | Emblem Aviation, L... | Airport Manager:offic... | Inv. #17-066073 | 100.00 | | | 151,408.92 |
| 08/16/20... | 6362 | Frontier Electric-V | M-Maintenance - Airfi... | Inv. #12029 | 321.95 | X | | 151,086.97 |
| 08/16/20... | 6363 | Jim Parker-V | Utilities:Internet | Reimbursemen... | 37.69 | X | | 151,049.28 |
| 08/16/20... | 6364 | Mountain West Elec... | M-Maintenance - Airfi... | Pay Estimate #... | 5,800.00 | X | | 145,249.28 |
| 08/16/20... | 6365 | Office Outlet-V | Misc Off:Supplies | Inv. #858780 (... | 26.86 | X | | 145,222.42 |
| 08/16/20... | 6366 | Performance Overhe... | Land Use Expenses:R... | Inv. #15078 (... | 140.00 | X | | 145,082.42 |
| 08/16/20... | 6367 | Pinedale Natural Ga... | -split- | Acct. #205400... | 56.27 | X | | 145,026.15 |
| | | | Gas | July 2017 Mai... | -15.00 | | | |
| | | | Gas | July 2017 SRE... | -15.55 | | | |
| | | | Gas | July 2017 Eme... | -25.72 | | | |
| 08/16/20... | 6368 | Rocky Mountain Po... | Utilities:Electricity | Acct. #697429... | 255.78 | X | | 144,770.37 |
| 08/16/20... | 6369 | Sublette Examiner-V | Advertising | Inv. #958678 (... | 40.00 | X | | 144,730.37 |
| 08/16/20... | 6370 | Verizon Wireless-V | Utilities:Telephone-cell | Inv. #1618935... | 45.77 | X | | 144,684.60 |
| 08/16/20... | 6371 | WAOA-V | Conferences:registration | 2017 WAOA ... | 75.00 | | | 144,609.60 |
| 08/17/20... | | Emblem Aviation L... | Airfield Revenue:FBO... | July 2017 Fuel... | | X | 706.90 | 145,316.50 |
| 08/22/20... | | Multi Service Corp-C | -split- | EFT Deposit | | X | 640.20 | 145,956.70 |
| | | | Undeposited Funds | | | | 155.00 | |
| | | | Undeposited Funds | | | | 310.00 | |
| | | | Undeposited Funds | | | | 195.00 | |
| | | | Credit Card Processin... | Credit Card Pr... | | | -19.80 | |
| 08/22/20... | | Landing Fee (Jetcent... | Accounts Receivable | Jul. & Aug. 20... | | X | 315.00 | 146,271.70 |
| 08/24/20... | | Bank of Sublette Co... | Administration Reven... | 4-week CDAR... | | X | 0.33 | 146,272.03 |
| 08/25/20... | | Bank of Sublette Co... | Administration Reven... | 4-week CDAR... | | X | 0.44 | 146,272.47 |

Pinedale Airport Board

9/22/2017 3:11 PM

Register: Airport Operating #0350033

From 08/01/2017 through 08/31/2017

Sorted by: Date, Type, Number/Ref

| <u>Date</u> | <u>Number</u> | <u>Payee</u> | <u>Account</u> | <u>Memo</u> | <u>Payment C</u> | <u>Deposit</u> | <u>Balance</u> |
|-------------|---------------|------------------------|--------------------------|-------------------|------------------|----------------|----------------|
| 08/28/20... | | Landing Fee (Classi... | Accounts Receivable | July 2017 Lan... | X | 50.00 | 146,322.47 |
| 08/29/20... | | Multi Service Corp-C | -split- | EFT Deposit | X | 1,046.42 | 147,368.89 |
| | | | Undeposited Funds | | | 75.00 | |
| | | | Undeposited Funds | | | 75.00 | |
| | | | Undeposited Funds | | | 155.00 | |
| | | | Undeposited Funds | | | 20.00 | |
| | | | Undeposited Funds | | | 155.00 | |
| | | | Undeposited Funds | | | 115.00 | |
| | | | Undeposited Funds | | | 75.00 | |
| | | | Undeposited Funds | | | 50.00 | |
| | | | Undeposited Funds | | | 50.00 | |
| | | | Undeposited Funds | | | 75.00 | |
| | | | Undeposited Funds | | | 155.00 | |
| | | | Undeposited Funds | | | 75.00 | |
| | | | Credit Card Processin... | Credit Card Pr... | | -28.58 | |
| 08/31/20... | | Bank of Sublette Co... | Administration Reven... | 13-week CDA... | X | 2.55 | 147,371.44 |
| 08/31/20... | | Bank of Sublette Co... | Administration Reven... | 26-week CDA... | X | 5.95 | 147,377.39 |
| 08/31/20... | | Bank of Sublette Co... | Administration Reven... | 26-week CDA... | X | 11.89 | 147,389.28 |
| 08/31/20... | | Bank of Sublette Co... | Administration Reven... | August 2017 I... | X | 6.38 | 147,395.66 |

**PINEDALE AIRPORT BOARD
MINUTES OF THE SEPTEMBER 13, 2017 MEETING**

The regular meeting of the Pinedale Airport Board (PAB) was called to order by Chairman Jim McLellan, at 3:39 p.m. on Wednesday, September 13, 2017 at the second floor conference room in the Fixed Base Operator (FBO) Hangar at Ralph Wenz Field, Pinedale, Wyoming.

PAB members present:

Jim McLellan, Chairman
Kevin Kunard, Vice-Chairman
Jamie Burgess, Secretary

PAB members absent:

Bill Mecham, Treasurer
Barbara Boyce, Member

Others present:

Jim Parker, Airport Manager
Bob Jones, Mayor, Town of Pinedale
John Douglas, Emblem Aviation

APPROVAL OF MINUTES

Jamie Burgess moved to approve the Minutes of the August 16, 2017 regular meeting. Kevin Kunard seconded the motion; the motion carried.

TREASURER'S REPORT

Jim Parker gave the Treasurer's report. Kevin Kunard moved to accept the Treasurer's report. Jamie Burgess seconded the motion; the motion carried.

MOTION TO AUTHORIZE PAYMENT OF EXPENSES

Jim Parker distributed copies of the registers for the Regular Operations Account and the Grant Funds Account and circulated expense vouchers for initialed approval of members. Kevin Kunard moved to authorize the payment of the expenses for the period August 16, 2017 through September 13, 2017. Specifically, Regular Operations Account check numbers 6372 through 6382 and Grant Funds Account check No. 862. Jamie Burgess seconded the motion; the motion carried.

PUBLIC COMMENTS

There were no public comments

NEW BUSINESS

DISCUSSION CONCERNING AND MOTION TO AUTHORIZE THE EXECUTION AND DELIVERY OF THE PASTURE LEASE AGREEMENT BETWEEN THE PINEDALE AIRPORT BOARD AND ROBERT R. HOCKER

Jim Parker told the PAB the Pasture Lease Agreement is for approximately 12.68 acres located on the south side of the airport and adjacent to Mr. Hocker's property. Mr. Parker said the Agreement is for a one year term beginning September 1, 2017 and expiring August 31, 2018. The Agreement contains a first right of renewal clause for additional one-year terms. The airport manager told the PAB the Agreement can be cancelled upon a 30-day notice if the land is needed for future airport development. The rental rate for the first year is \$50 per year, which is the amount the appraiser that appraised the property for the Land Acquisition Project, determined was fair. Jamie Burgess moved to authorize the execution and delivery of the Pasture Lease Agreement. Kevin Kunard seconded the motion; the motion carried.

OLD BUSINESS

There was no Old Business.

CHAIRMAN'S COMMENTS

The Chairman had no comments

AIRPORT BOARD MEMBER COMMENTS

There were no comments from the PAB.

AIRPORT MANAGER'S REPORT

Jim Parker reported the contractor for the Sealcoat and Pavement Marking Project completed the final application of paint on September 9th and 10th and that the runway was closed on the 10th.

Jim Parker reported the flight check for the Approach Lighting Project, which was originally scheduled for August 23rd but was postponed because the contractor was not ready, took place last night and passed. He also said the contractor was installing the shields around the approach lights today and that the lights still do not function on 10% power.

NEXT MEETING DATE

The next PAB meeting will be on October 18, 2017 at 4:30 p.m. in the Airport Conference Room.

ADJOURN MEETING

Kevin Kunard moved to adjourn the meeting. The meeting adjourned at 5:04 p.m.

By: _____
Jamie Burgess, Secretary
Pinedale Airport Board

PAB
September 13, 2017



TOWN OF PINEDALE WYOMING

G-5

Item: PTTC

Action: Approve/Disapprove/Discussion

Presenter: Councilman Murdock

Information: Bills are provided for review and approval.

Issue:

Supporting Information: Attached.

Recommendation:

| Who | What | Amount | Code |
|-------------------------|--------------------|---------|------|
| Maureen Rudnick | Industry Relations | 38.2 | |
| Sublette County Treasur | Misc Expense | 7832.38 | |
| | | 7870.58 | |



TOWN OF PINEDALE WYOMING

G-6

Item: Engineering & Zoning

Action: Approve/Disapprove/Discussion

Presenter: Mayor Jones

Information:

Issue:

Supporting Information: Attached.

Recommendation:



Permits/Ordinances

- **Permits Issued:** 4 permits issued between August 25 – September 20 (1 sign permit, 3 right of way permit).
- Have discussed zoning requirements and permitting with several citizens.
- **Subdivision process:** ordinance 615 and 631 are both completed, finalizing flow chart.

Planning and Zoning

P&Z meeting held September 5 with agenda including Redstone rezone and a height variance application for 99 W Mill Street. P&Z meeting held September 20 to discuss height variance application for 99 W Mill Street.

Other

- **Website Updates:** Website is live, working to provide security and more speed.
- **Corrosion Control Treatment:** Working with DPQ on soda ash transition
- **WYDOT TAP Bike Path:** Environmental review with WYDOT is ongoing. Due to delayed reviews the project will not be able to go out to bid until spring.
- **Pine Street HAWK light Grant:** Should hear back from WYDOT next couple months about funding
- **FLAP Grant:** County Commissioners agreed to fund the \$10,000 for the project scope work. At the Commissioners meeting on Sept. 5, they discussed using consensus block grant money for the matching 9.51% if available.
- **Income survey:** All letters and surveys were hand delivered to approximately 70 out of Town water and sewer customers. MAP indicated that 11 surveys have been submitted.
- **Yard Hydrants:** Coordinating with DPW and customers to remove hydrants.
- **Crack Seal:** Project awarded to R&D sweeping, work to be completed by October 31, 2017.
- Evaluating options of GIS mapping for water and sewer
- Assisting with gathering information for audit
- Helped to organize miscellaneous files for archives in Town shop
- Attended Fremont Lake Water User Meeting

Overall, spent about 33% of time on website, 33% water and sewer, and 33% on planning and zoning, ordinance review/drafting, permits, etc. Please contact me if you would like more details or have any suggestions about anything listed above.

Hayley Ryckman, PE
Director of Engineering and Zoning



TOWN OF
PINEDALE
WYOMING

G-7

Item: IT Department

Action: Approve/Disapprove/**Discussion**

Presenter: Mayor Jones

Information:

Issue:

Supporting Information:

Recommendation:

Assisted Town Clerk with files transfers.

Set up Water/Sewer Billing Computer.

Resolved problem with front desk computer error.

Fixed scanning after computers moved.

Enabled NAS backup for Town Clerk.



Item: Sublette County Sheriff's Department

G-8

Action: Approve/Disapprove/**Discussion**

Presenter: Mayor Jones

Information:

Issue:

Supporting Information:

Recommendation:

TOWN OF PINEDALE LAW ENFORCEMENT REPORT

**August
2017**

| | July 2017 | Aug 2017 |
|-----------------|-----------|----------|
| Total Incidents | 525 | 494 |
| Arrests | 20 | 29 |
| Citations | 55 | 13 |
| Warnings | 54 | 19 |

**Respectfully Submitted to:
Mayor Jones and Town Council**

From Sheriff KC Lehr

09/14/17
09:18

Sublette County Sheriff's Office
Law Total Incident Report, by Nature of Incident

Page: 289
1

| Nature of Incident | Total Incidents |
|--------------------------------|-----------------|
| Abandoned Vehicle | 2 |
| Traffic Accident w/ Damage | 4 |
| Agency Assistance | 6 |
| Alarm | 4 |
| Alcohol Offense | 2 |
| Allergies / Envenomations | 1 |
| Animal Problem | 6 |
| Blood Draw | 3 |
| Breathing Problems | 3 |
| Possible Heart Attack | 1 |
| Citizen Assist | 42 |
| Contempt of Court | 1 |
| Convulsions or Seizures | 1 |
| Remanded into Custody | 2 |
| Diabetic Shock or Coma | 1 |
| Disturbance | 4 |
| Domestic | 1 |
| Controlled Substance Problem | 4 |
| DUI Alcohol or Drugs | 2 |
| Falls | 1 |
| Fight in Progress | 1 |
| Fingerprints | 40 |
| Found Property | 2 |
| Fraud | 5 |
| Fuel Spill/Fuel Odor | 1 |
| Game And Fish | 2 |
| Harrassment | 3 |
| Hemorrhage/Lacerations | 2 |
| Hit And Run Accident | 1 |
| Information Report | 13 |
| Traumatic Injuries | 1 |
| Juvenile Problem | 3 |
| K9 Drug Dog Used | 1 |
| Litter/Pollution/Public Health | 2 |
| Livestock Problem | 2 |
| Lockout | 1 |
| Lost Property | 7 |
| Medical Emergency | 8 |
| Motorist Assist | 2 |
| Parking Problem | 1 |
| Portable Breathalyzer Test | 4 |
| Prisoner Transport | 6 |
| Property Damage, Non Vandalism | 3 |
| Property Watch | 3 |
| Reddi Report | 2 |
| Prescription Drop Box | 1 |
| Search Warrant | 9 |
| Sex Offense | 1 |
| Sick Person/Illness | 2 |
| Special Assignment | 2 |
| SUICIDAL SUBJECT | 1 |
| Suspicious Person/Circumstance | 15 |
| Theft | 4 |
| Theft Auto | 1 |
| Threatening | 1 |

09/14/17
09:18

Sublette County Sheriff's Office
Law Total Incident Report, by Nature of Incident

Page: 289
2

| Nature of Incident | Total Incidents |
|--------------------------|-----------------|
| Traffic Complaint | 10 |
| Transportation Accidents | 2 |
| Traffic Offense | 2 |
| Training | 2 |
| Unsecure Premise | 1 |
| Urine Analysis | 155 |
| Vandalism | 1 |
| VIN Number Inspection | 69 |
| Warrant Service | 7 |
| Welfare Check | 1 |

Total Incidents for This Report: 494

Report includes:

All dates between `00:00:00 08/01/17` and `00:00:01 09/01/17`
All agencies matching `SCSO`
All natures
All locations matching `40`
All responsible officers
All dispositions
All clearance codes
All observed offenses
All reported offenses
All offense codes
All circumstance codes

*** End of Report /tmp/rptFqLMaa-rplwtir.r2_1 ***



TOWN OF PINEDALE WYOMING

H-1

Item: Presentation of the Bills in the amount of \$56,746.73

Action: Approve/Disapprove/Discussion

Presenter: Mayor Jones

Information:

Issue:

Supporting Information: Check register attached.

Recommendation:



TOWN OF PINEDALE WYOMING

H-2

Item: Approve Payroll & Benefits for 09/30/2017

Action: Approve/Disapprove/Discussion

Presenter: Mayor Jones

Information:

Issue:

Supporting Information:

Recommendation:
