

TOWN OF HUDSON  
MEETING TYPE: Regular Council Meeting  
333 SOUTH MAIN STREET  
HUDSON, WY 82515  
January 10, 2023

Mayor Oler called the Regular Council Meeting to order at 6:00p.m. The Pledge of Allegiance was recited, and roll call was announced.

**Governing Body Present:** Mayor-Elect Sherry Oler, Councilmembers, Brady Hamilton, Archie Hanson, Mary Anne Robeson and Zeke Bonella were all present.

**City Staff Present:** Water Treatment Plant Director, Don Rood; Maintenance Worker, Kim Houle; Clerk-Treasurer, Kathy Shoopman; Town Attorney, Rick Sollars.

**Audience:** Dave Houle, Helen Gordon, Mary Fenton, Keith Oler

**Swearing In Ceremony:** Judge Teresa McKee performed the swearing in ceremony of Mayor Sherry Oler.

**Oath of Office:** Clerk/Treasurer, Kathy Shoopman, took the Oath of Office and was formally appointed to the position by Mayor Oler. Councilmembers, Mary Anne Robeson and Zeke Bonella took their Oath of Office for their re-elected seats on the council.

**Appointments:** Mayor Oler appointed Rick Sollars as Town Attorney, and Mike Barton as Municipal Judge for the Town of Hudson. Councilman, Zeke Bonella moved to approve the appointments, seconded by Councilwoman, Mary Anne Robeson. Motion approved unanimously.

**Election of Council President (Mayor Pro-Tem):** Councilman, Zeke Bonella nominated Councilman Brady Hamilton to be the Council President and Mayor Pro-Tem. There being no other nominations, Councilman Hamilton was unanimously voted in as Council President/Mayor Pro-Tem.

Mayor Oler announced it was now time to approve the appointments for the year.

**Depositories:**

Bank of the West/ WYOSTAR)/ WY Investment Fund

**Motion:** Councilman Archie Hanson moved to approve the Bank of the West/WYOSTAR/WY Investment Fund as official depositories for the Town. The motion was seconded by Councilman Zeke Bonella and the motion carried unanimously.

**Signatories for all Town designated depositories:**

Mayor Sherry Oler  
Mayor Pro-tem, Brady Hamilton  
Clerk-Treasurer, Kathy Shoopman

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**Motion:** Councilman Zeke Bonella moved to approve the Signatories as listed as official signatories for the Town. The motion was seconded by Councilman Archie Hanson and the motion carried unanimously.

**Newspapers:**

For Required Official Notifications: Riverton Ranger

**Motion:** Councilman Archie Hanson moved to approve the Riverton Ranger as the official newspaper for the Town. The motion was seconded by Councilman Brady Hamilton and the motion carried unanimously.

**Public Comments:** Elizabeth Schultz was on the Agenda, but did not attend the meeting.

Mayor Oler read a letter received by Sarah Countryman regarding snow plowing to those present and a discussion was held regarding the same. It was noted that the Town simply cannot plow all the streets in town due to budget constraints. Attorney Sollars advised that the town is only responsible for priority routes which would be the school bus route. Councilman Hanson remarked that plowing the snow on gravel roads, damages the roads. It was decided that the mayor will draft a letter of response to Ms. Countryman and will copy all councilmembers.

**Consent Agenda:**

Mayor Oler asked if there were any questions or concerns regarding the December 20, 2022 council minutes, financial report, and payment of bills. There were none.

**Minutes:** correction or approval of the minutes of the December 20, 2022 Council Meeting. Councilmember Mary Anne Robeson moved to approve the minutes of December 20, 2022. Motion was seconded by Councilman Zeke Bonella and passed unanimously.

**Financial Report:** questions regarding the December 31, 2022 financial report. Councilmember Mary Anne Robeson moved to approve the financial report of December 31, 2022. Motion was seconded by Councilman Archie Hanson and passed unanimously.

**Payment of Bills:** questions regarding bills and claims.

Councilman Zeke Bonella moved to approve payment of the bills for January 2023, seconded by Councilwoman Mary Anne Robeson and motion unanimously passed.

**DEPARTMENT REPORTS**

Mayor Oler spoke on the mayor's report and provided the following additional information:

FCAG—The Ambulance services cost more money and FCAG is trying to get a Special Tax District to help fund. Municipalities will vote on supporting the special district or not. Attorney Sollars advised that there needs to be a majority of supporting municipalities before a special district vote can be placed on the ballot for election.

Mayor Oler briefed those present on the flood at Town Hall and the plans for repair.

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Cemetery Fencing – Councilman Brady Hamilton advised that he has been working with Billy Meeks with the location of the cattleguard before fencing can commence. Mayor Oler asked Councilman Hamilton to spearhead the fencing project and placement of the cattleguard.

**Mayors Report – prepared by outgoing mayor Mike Anderson**  
**January 2023**  
**FCAG**

The State legislators are currently looking at passing some legislation and funding something in the 2023 legislative session.

Any further discussions will continue in the new year. This is going to take several years to solve. The air ambulance issue is ongoing. The first thought is to call in the air ambulance and the resident is stuck with a huge bill, which may or may not be covered by insurance.

Local legislators are sponsoring some legislation that will help starting to address the ambulance issue/ this would include element

- An ambulance or health district
- Potential mill levy
- Some state funding to help set up district and complete a study
- Maybe other tax opportunities

**Building flooding**

The building was flooded by a busted water line on.

Christmas Day. We have a \$1000 deductible and we have turned the claim in. The adjuster visited last week, and they are working with Upright Construction. These 2 are starting to work out the individual items/ They were Testing for asbestos on the 10th. We will be following up with Tegler to find out whether any asbestos could result in problems.

**SLIB Loan**

The note has been signed and submitted to the state. We have started the process of preparing for the publication of a bid advertisement for the water meters. We will be working with engineers in the search for publishing the installer contract. Our first payment will be 1 year from the first drawdown. The payment will be a net of approximately \$17000

**Cemetery Fencing.**

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We are moving forward with completing the project in the spring. We will contact the fencing contractor for fall implementations. The fall is here, and it is time to complete.

**FEMA**

We have received a letter from FEMA that we comply again.

**Wyoming Business Council Funding**

The engineering group is finishing the plans. The originals were commented on, and the plans were changed. We should be getting them this week. We have had HDR talk to the Kansas engineering group about bid requirements in the State of Wyoming

**SRFA funding.**

This will require a \$ 19,000 annual payment starting next year. We are waiting for the documents from the AG's office

**Streetlights**

Rocky Mountain has a new rate for LED lights and will place the first one in with the replacement of the light pole by the town hall. The plan is to review and replace the lights on Main.

**Financials**

Of note both the general and the enterprise fund are in negative positions and the deficit is growing month to month.

**CLERK – TREASURER REPORT**

**January 2023**

Clerk/Treasurer Shoopman submitted and reported on the following:

Happy New Year! I have officially had my position for one full year! I am happy to work for the Town of Hudson and am excited for this new adventure with Mayor Oler at the helm.

December was a blur of events and appointments and people coming in and out. We had a lot A LOT of snow! Kim dove right in and plowed and shoveled and plowed and shoveled some more. What a great little town! Wherever, Kim didn't plow, neighbors plowed for neighbors!

The biggest item for December is the water leak at Town Hall on Christmas Day. A pipe burst in the janitor closet and flooded the main room and my office. We are working with the insurance adjuster on repairs and remediation.

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We finally received the power bill from Rocky Mountain Power, and I was able to get everything coded to the correct accounts and get them back on the routine billing I hope.

Our intern has been requested from CWC for the spring semester and it doesn't sound like it will be any problem having her continue on. Taylor has been phenomenal at sorting and organizing old documents, files, etc. She has been a big help to Helen with her work as well. She keeps plugging along on the Ordinance hunt project and is tackling the upstairs storage area as time and weather (it's cold in there!) allow.

The new website is continuing to grow and I have received more and more requests for information and complaints through the website. So word is getting out and people are using it. Once we have the Ordinances and other documents organized, my goal is to get them scanned in and uploaded to the website for informational purposes.

We have a utility rate study being completed and have met with the gentleman doing the study. He is waiting for the new mayor and council to get situated and he will be in touch with his findings. We will be looking into a rate increase in the future for more revenue as well as to pay the loan payments for the new upgrades.

With the colder weather upon us, we have raised the base rate of usage on the water bills for the winter rates. This will enable residents to run a trickle of water to prevent their pipes freezing.

We have had several meetings to go over pending items, items that may come up (like a flood in the spring with all this snow!) and trying to tie up loose ends for Mike and bring Sherry up to speed on the current state of things.

I have had several meetings with the mayor elect and we have discussed many items. We've discussed my job duties, what she expects from me; we went over routine items, upcoming items, questions, answers, plans, etc. I want to be able to help her have as smooth a transition as possible without overwhelming her. We are in frequent contact, and I am excited to be a part of Hudson's future.

The new mayor has asked for a copy of all the current employees' resumes and/or applications and job descriptions for each position. She is reviewing them and plans on asking for an executive session at the first council meeting in January to discuss personnel.

I have had a challenging start to the new year with my stepdad (aged 98 years young) being in the hospital just after Christmas and now home on hospice care. My days are busier than normal, and I have had to adjust my schedule a bit to be able to go back and forth and help my mom with his transition. I appreciate your understanding and pray for a peaceful passing for him soon.

**Water Treatment Plant Report by Don Rood:**

January 10, 2023

HAPPY NEW YEAR

Water Treatment Plant Operator, Don Rood, submitted and reported the following adding kudos to Kim Houle and John Nation for passing their Level 1 testing. Mr. Rood also reported that they will be exchanging the membranes on LPM2 tomorrow.

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The Treatment Plant Produced 1,699,069 Gallons in for the Month of December 2022, averaging 54,808 gallons per day. The master meter at the plant was undetermined due to misreading's, so no comparison could be made this month. Cold weather and taps flowing to prevent freeze problems are continuing to affect production.

The December Bacteriological sample was taken on December 12st and received by the state health lab in the necessary time frame. The testing report was satisfactory with free and total chlorine residuals recorded.

The Clear Well and Storage Tanks on the hill cleaned by Inland Potable Services, Centennial, Colorado finally furnished the detailed inspection report for the tank cleaning on September 29th. Copies of the report were sent out to all council members.

I've completed all the requirements for renewing my Distribution Level 2 License and have received my renewal.

John Nation has retested and has passed his level 1 Water Treatment Plant License which also covers Distribution. He will be testing for level 2 which is required to operate the plant and serve as Operator in sub-charge. Once testing is completed, he must acquire more hours of operating experience to obtain the level 2 license.

Kim Houle has retested and has passed her Lagoon Test and has been doing limited training at the WTP. Her snow removal duties have been taking a considerable amount of time. Congratulations to both John and Kim on the first step in being licensed operators.

I've made a recommendation to Kim to have the red warning light at the lagoon lift station replaced with a red warning strobe light elevated about ten feet higher than the present incandescent installation for easier identification of problems at the lagoon at a greater distance.

The storage container for the used operational spare membrane cassette has arrived. A lid is being fabricated by John Nation. We will be replacing all 6 cassettes in membrane tank #4 instead of just the two failed cassettes this week.

We've had two heating system failures at the plant this season. One flame failure due to westerly winds and a shut down of the blower due to hoar frost on the inlet bar screens being plugged solid. These are inhouse issues without the need for service calls. I appreciate the input from Wade White at Sweetwater Aire on what to look for with the heating unit.

Two electrical heaters in our chemical rooms have failed. I've not addressed them yet. We had no electric heaters last winter and simply kept the doors open.

No change on the status of the High Service Pump replacement. We've had one estimate for a replacement for one of the High Service Pumps at the Treatment Plant come in at \$29,888 from Advanced Pump and Equipment from Belgrade, MT. The estimate from Russell Industries in Casper quoted \$12,629.57. This price does not include installation. We've been in communication on several occasion for an installation price and finally pump delivery without installation and not getting any responses at all.

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**Maintenance Department Report by Kim Houle:**

Council Report for the month of January 2023

Maintenance worker, Kim Houle submitted the following and gave additional information about moving the lighting up to be more visible at the lift station. Kim also reported that the brush pile burn went well and can still be seen smoldering in some spots.

Ms. Houle reported that the overwhelming amount of snow we've received has cost a lot of money that was not in the budget and wear and tear on equipment.

12/12/22 -12/16/22

Parts are in Casper for lift station as of Monday weather permitting and roads, we should be fully functional this week, and not have to check on it every 12 hours max. Lift station is fixed for now.

We got hammered this week with a huge amount of snow and snow removal was the work of the week.

Met with Fire chief about brush fire plans for next week.

Casper for test past Test now will have my license the first of January. While gone John Nation did Lagoon Logs and will be helping to do logs on blower house through week ends

The recommendation from myself is to raise the alert light to a higher elevation so as to see above the trees also to strobe the light leaving it located in the same location only raise it off the electrical panels by a pole will minimize the cost and increase the visibility of the alert for the lift station.

12/19/22-12/23-22

Plowed the lagoon dike to access effluent for e coli test which was in the 7000 range very hi likely du to Ice coverage and suspected overload.

Started Brush pile control burn at 9:30 am monitored and controlled with the help Of Keith Oiler and Dave Houle and myself due to huge flare up monitored until 9pm after cleared by Fire Chief and Council and fireman Archie. Monitored and condensed the following day and throughout week. Brush pile will most likely smolder for the rest of the month, possibly into the new year.

Started the tun up on the tractor this week and dropping the old oil, which the filter housing had a date of 2006 for last oil change and the amount of sludge perhaps that is true. Hope to finish it up by January 1st.

Went to lunch meeting with Don and John to talk with Kim parker in Lander on Wednesday the meeting was informative. Horrible white out and snowstorm afterwards.

Thursday was taking care of the drifting issues at lagoon from storm also temperature dropped to like 30 below started water trickle at library and town hall

12/25/22 Christmas day town hall had a break in the water line in janitors closet took a couple hours to clean up the water. Someone turned off water that I had trickling

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12/26/22 – 12/31/22

Monday morning tried to contact City Plumbing and left a message it was on Tuesday that the water line got fixed and the water back on at town hall followed by on Wednesday having the floor drain in the kitchen cleaned and the ones in the bathrooms.

Had to dig a cremation hole this week and took care of some plowing areas that needed done to accommodate service at cemetery that was supposed to take place this coming Saturday but has been put off till this coming Tuesday the 3rd of January then we will fill the site had to get help thanks once again to Keith Oiler on Tuesday with help on the large propane tank and Dave Houle on Wednesday morning to help with flat bed at sight being I had to have back hoe up there also I tried to contact John Nation both Days to get his help he didn't answer phone. Note the amount of time and resources required to do any grave openings anytime of the year but pacifically in the winter we are not charging enough to cover our expenses especially the amount of time during the winter we need to look at changes in our pricing or rather or not it is something the funeral homes should do and we just take care of the grounds. I had a back hoe up there two day of a total of 5 hours to remove snow and place equipment on sight to thaw ground a trip to lander to fill bottle with the aid of another person to help load and unload bottle set up the heat to thaw then followed the next day to remove equipment and then dig the hole which was another two hours. The point is we are not covering the cost of doing this service. Followed before the services to remove snow again.

e- coli sample taken from effluent, and it is heavy ice coverage checking with other operators on the best way to deal with this huge chunk of ice before it causes structural damage. Had to remove a bunch of snow and a bit of ice to get a sample. This has been cleared with some work.

Snow removal at water plant, lagoon, and a few other areas this week and a bit of sanding in trouble areas.

Met with Up Right Construction and RBS on Wednesday to access the damage from the flood we had Christmas Day. We are working with the insurance with. Up Right Construction is the company that will be doing what needs to be done for us. Please don't hesitate to ask questions if you need more information.

1/1/2023-1/7/2023

Got through the water course within allotted time so now have the hours when I am ready to take level one water now.

Again, with a day and a half on snow removal, with all the snow we most likely need to be preparing for flood mitigation which Mike did go over with the protocol with Sherry, Kathy, and myself.

Water plant issue with heater on Thursday,

Renewal permit for discharge from lagoon's is in the works contacted by Eric from DEQ he needed some labs, so I emailed him the lab reports

Met with Adjuster on Thursday and now we have air scrubbers in place with work to possibly start next week by Thursday.



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Please note we need to still make a decision on the extent of the redo of the aeration system at the lagoons the repair which happened on the main truck is a temporary fix to replace the main truck I highly recommend as quoted in stainless and then we have the rest of the system so for around two hundred thousand dollars our aeration system would be fixed as far has the rest of the system still working with the engineer IE: lift station, etc.. Also please note from the previous council report of the approximately 1000 feet of sewer pipe replacement that we need to be looking at still. Last request is new testing equipment for maintain proper operations of the lagoon system would be the DO and PH meter system that I had a quote on for around 4000 dollars this tool and equipment enables me to make decisions on the proper operations of our system. We also need to get a sludge dreg tube to take reading on the sludge on the floor of our lagoon. The cost of this is around 200.00 and then we can test depth this spring to see if we need to have our pounds cleaned or dredged. Cells two and three are the main concerns.

MOTION: Councilmember Brady Hamilton moved to approve the reports and Councilmember Archie Hanson seconded. The motion passed unanimously.

**Old Business:**

**Business Ready Grant Progress:** This is the project for the waterline to Frank's Butcher Shop and nearby residences. Engineers are still preparing top send the project out for bid. Mayor Oler will get in contact with the engineers and investigate the progress.

**State Revolving Fund Loan:** for the Water Treatment Plant upgrades and new water meters has been approved by the Board and we have executed the loan documents. The loan will require an approximate \$19,000 annual payment beginning next year. The revenue will have to be increased in the form of a hike in utility fees as discussed at the public meeting held in August. There will be room for some forgiveness in the loan and Mayor Oler will push for the maximum forgiveness threshold.

There will be a rate hike effective January 1, 2023 for the semiannual \$0.25 increase for water and for sewer making the total base rate for residential customers \$78.00 per month.

**NEW BUSINESS:**

**INFORMATIONAL:** Water line break at Town Hall and remediation information. The break has been repaired and the Town is working with insurance on repairs and remediation. There may be some closures of the Hall while repairs are being made. Watch Facebook and the town website for updates.

There being no further business to come before the Council, Mayor Oler thanked those in the audience for attending and announced the meeting would adjourn to Executive Session at this time. Meeting was adjourned to executive session at 7:05 p.m.

Regular Council Meeting reconvened at 7:35. There being no other business to come before the Council, Councilman Zeke Bonella moved to adjourn the meeting, seconded by Councilwoman Mary Anne Robeson. Meeting adjourned at 7:35 p.m.

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**Attest:**

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**Clerk/Treasurer, Kathy Shoopman**

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**Councilwoman, Mary Anne Robeson**

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**Councilman, Zeke Bonella**

**Approved:**

\_\_\_\_\_  
**Mayor, Sherry Oler**

\_\_\_\_\_  
**Councilman, Archie Hanson**

\_\_\_\_\_  
**Councilman, Brady Hamilton**