

TOWN OF HUDSON
MEETING TYPE: Regular Council Meeting
380 West 8th Street
HUDSON, WY 82515
June 20, 2023

REGULAR MEETING OF THE TOWN COUNCIL

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 Sherry Oler, Councilmembers, Archie Hanson, Zeke Bonella, and Brady Hamilton were present. Councilwoman, Mary Anne Robeson was excused.

City Staff Present: Clerk-Treasurer, Kathy Shoopman and Attorney, Rick Sollars were present.

Audience: Marsha Anderson, Curtis and Louise Barker

Mayor Oler reported that she has received a resignation from Councilwoman Mary Anne Robison. The resignation was regrettably accepted after motion from Councilman, Archie Hanson and seconded by Councilman, Brady Hamilton. The motion was passed. Mayor Oler asked for a motion to declare a vacancy on the Town Council. Motion to declare a vacancy on the council was made by Councilman Zeke Bonella, seconded by Councilman Hamilton, and unanimously passed. Clerk, Kathy Shoopman, will post Notice of Vacant Seat around town and online asking for interested residents to apply.

Public Comments:

Louise Barker addressed the council and asked what can be done about a horse trailer parked across the road blocking access. Also, what can be done about the renter across the street who does not clean up after her dogs and the smell is overwhelming.

The Council members advised Mrs. Barker to report the trailer to the Sheriff Department as it is against fire code to block a designated street. Regarding the dog smell, the mayor will send a letter to the property owner informing them that it is a health hazard and requesting it be cleaned up.

Mrs. Barker thanked the council for hearing her and helping.

Consent Agenda:

Minutes: correction or approval of the minutes of the May 9, 2023, Council Meeting.

Financial Report: Correction or approval of the May 31, 2023, financial report.

Payment of Bills: Corrections or approval of the payment of bills for June 2023.

Mayor Oler asked if there were any questions or concerns regarding the May 9, 2023, council minutes, financial report, or payment of bills. There were none.

Councilman Zeke Bonella moved to approve the consent agenda, minutes, financial report, and payment of bills, seconded by Councilman Archie Hanson. The motion unanimously passed.

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DEPARTMENT REPORTS

Mayor's Report
June 2023

Note to the Hudson Volunteer Fire Department: My hope is this will be the last town council meeting held in your space! Walls are done, cabinets are ready for installation and flooring should be ready to go as well. Your willingness to open your doors has helped the Town of Hudson and all of us through an impossible situation. I can't thank you enough for your generosity and patience.

Wyoming Water Development Commission: I received preliminary approval on our application for the town's Level 1 Master Plan study. During the week of July 17th, there will be site visits for any engineering firm interested in bidding for the master plan project. George Moser with the Wyoming Water Development Commission will in Hudson as well to coordinate the visits.

Grant Writing and Federal Funding Summit: I attended a four-day Grant Writing and Federal Funding Summit held in Sheridan last week. This class was sponsored by Governor Gordon and Senators Barrasso and Lummis and was the first ever class of this kind in Wyoming. The grant writing was very intensive and the federal funding partners explaining what federal grant funds are available for projects was very informative. I walked away with my head spinning but I have a new understanding of the federal grant writing process and I now have a specific plan for next steps to move Hudson in a positive direction. I will be requesting a needs assessment from the Wyoming Business Council, a FEMA grant for engineering funds for a permanent flood mitigation solution for Hudson, Rural Development has funds for equipment replacement and finally, the EPA has funds for financing Sewer Lagoon projects, and to address Hudson's sewer lagoon issues. These all have different deadlines for funding opportunities and will require time for approval. Most all the federal grant funds have a significant fund forgiveness package, if completely funded without Town expense.

EPA Sanitary Survey: The EPA was here to conduct a sanitary survey on the water treatment plant. We will not have a final report for almost a year, but Seth Tourney, EPA Engineer, promised he would share his notes when complete. I am anxious to see them but overall, I felt they were pleased with the changes and operation of the plant. Thank you, Don Rood, for your expertise and dedication to the plant. The local DEQ director was present on day 2 and Don and I will be meeting with him soon to discuss any suggestions he has to share.

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10th Annual Hudson Daze: Held on June 10, offering games, vendors, snacks and a car show and the event was a success! Numbers for this event were down from last year, but the event competed with Lander's Brewfest and Shoshoni's Tractor Show. Next year, the event will be rescheduled to the traditional weekend date.

Midwest Assistance Program: The Midwest Assistance Program people with Bill Carson spent two-days mapping our town with the assistance of Kim Houle, John Nation, and Harry Miller. Mr. Carson believes the map will be ready for our use for the water meter and installation bidding process for early fall. This mapping will provide valuable digital storage and upgrade capability for use by Town staff.

Weed and Pest Grant: Hudson's Weed and Pest grant was approved to cover cost of chemicals and Kim Houle has started spraying for weeds.

Mosquito Spraying: Lander graciously offered to provide mosquito spraying for us again this year and I was happy to accept. They are scheduled to start spraying Hudson next week.

Additional Fleet Truck: Hudson submitted a request for a surplus fleet pickup from Fremont County. The Board of County Commissioners approved the Town's request with a price tag of \$1,000. A value significantly lower than retail. It is mechanically sound but will need a small amount of cosmetic work.

WRVC Outdoor Grant: I met with Jenny Hamilton on plans for the Svilar Park upgrade. Jenny is working hard to gather information to support the grant application. When I know more, I will share.

Vandalism and Dog Attacks: Svilar Park and the Library received some vandalism and recently a 13-year-old boy was attacked by three dogs in town. If anyone knows who is responsible for the vandalism, please contact the Fremont County Sheriff's Office and let them know. Unfortunately, this is not a new issue to Hudson, and I am researching how we could possibly fund and hire a certified peace officer to serve Hudson.

Vacancies: Maryanne Robeson submitted her resignation as a town council member. We will miss Maryanne and wish her well in the future. Hudson is also looking for part-time summer help with mowing and weed eating areas in town. You must be 16 years old to

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apply. If anyone is interested in applying, please let Kathy, Hudson's Town Clerk know of your interest.

CLERK – TREASURER REPORT

June 2023

The Clerk/Treasurer office has been extremely busy this past month. A lot of time was spent trying to find uninterrupted hours to finish the budget. I spent most of one day in Lander with a laptop and Sharon who was gracious enough to help me out. I have a definite learning curve with the budget, but I am confident I will get it figured out!

I continued working on finding a good insurance package to pursue for health insurance. The WAM Blue Cross/Blue Shield turned us down again, but United Health Care has some promising packages. I have been doing a lot of research, making many phone calls, having meetings, filling out a lot of forms, and sending everything to the various insurance companies.

After sharing the aging report, I put a notice on the bills and in the newsletter that the town will be getting aggressive at collecting overdue utility bills. It will take a lot of time and work, but I think it will be worth it in revenue. We will start with a letter, then follow up with a certified letter with a deadline for payment in full or entering a payment contract, if that does not work, we will shut off their water. Water will not be turned back on until full payment has been made and additional charges paid if we must put in a new curb stop to shut off the water. A last resort will be to take them to small claims court. There are just too many accounts that have been left unpaid for too long.

We have had several new residents move into Hudson. It's always nice to welcome new faces.

The deeper I get into the treasurer part of my job, the more I discover how much I do not know. I have registered for a free training next Tuesday for the Xpress Bill Pay system we use for our auto pay customers. It will involve a trip over Teton Pass to Idaho Falls (Ammon ID actually), but I think it will be a day well spent. I appreciate all the training I can get. There is also a mini Caselle training coming up in Cheyenne in August and the bigger main event in Salt Lake in October. I am planning to attend both trainings as they cover different areas of the programs. I have signed up for a few webinars as well and watch them in the evenings as my days do not allow me to sit and watch a webinar without interruptions from phones and/or customers.

I participated in the Hudson Daze festivities. It was quite a bit smaller than last year and not as organized, but there were a lot of other events going on around Fremont County. The rainy weather also kept some away, I'm sure. Mayor Oler and I spent most of the day together and had a lot of fun talking to people. We learned how much goes on behind the scenes and how much we must do to be better prepared next year.

The LIEAP Program has come to an end for another season. It is a great program that has helped many Hudson residents with their utility bills over the winter. I am hoping more people will take advantage of it next year.

I received several complaints last month regarding the semis using their engine brakes in town. After looking into the signs that the Town used to have posted, it was discovered that there had been a nation-wide lawsuit for trademark infringement using the term "Jake Brakes" and signs were removed throughout the state. I ordered new signs from CD Signs in Riverton and passed them on to Maintenance to install when she has time.

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I have also received several phone calls regarding the mosquito spraying in town. I spoke with Weed and Pest and the guys from Lander will begin spraying on the 21st of June. They had a delay due to calibration issues and parts.

There have been several reports of vandalism around town. Svilar Park sustained damage to the control box, as well as to the cover and picnic tables. The school also had damage reported. I will put a note in the newsletter asking residents to keep an eye out and report any suspicious activity.

The Union Bar has sold, and I have been working with Marsha Anderson and the State Liquor Division to find out what needs to be done to transfer the Liquor License. This will be upcoming next month, I presume.

The Union Bar and Svilar's hosted the Wind River Rally (Van Lifers) I assume it went well as I did not hear of any complaints or problems.

We have had a couple of burials of cremains and one casket burial recently. One project I would like to address is to complete the update to the cemetery records that Christy had started. There are several update projects that need to be accomplished. I am finding many things to be outdated, missing, or not where they should be. My goal is to get the Town's records all compiled correctly, organized and in compliance with the State Retention Schedule.

We had a great trip to New York to watch our oldest daughter receive her doctorate degree. Proud mom moment. I am grateful to those that kept things running in my absence and for the technology that allowed me to work remotely while I was traveling.

I am hopeful this will be our last meeting held at the Fire Hall. The painters are in this week, sheetrock is complete, and cabinets and flooring should go quickly. I cannot stress enough how grateful I am to the Fire Department for offering us a place to work out of and for putting up with me (and my chaos) in their space. Your generosity is greatly appreciated. I'm sure no one anticipated that we would be displaced for six months, but nonetheless, your efforts and kindness do not go unnoticed, and I am thankful to you all!

Water Treatment Plant Report to Council

June 13, 2023

The Treatment Plant Produced 1,781,725 Gallons in the Month of May 2023, averaging 57,475 gallons per day.

The May Bacteriological sample was collected and made it to the State Lab in Cheyenne on time and was satisfactory.

EPA required VOC sampling was completed on May 9. Operators were instructed as to how the samples are collected, paperwork for lab analysis and chain of custody paperwork is completed as well as procedure for shipment to the laboratory. Results were received from Energy Labs.

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The replacement of the HACH CL17 online chlorine analyzer with the new Chemtrac analyzer has been accomplished and is working better than expected. An air relief valve should be installed at the sample point to discharge air in the line at plant start up. I've discussed this with James Brough, State Engineer with the DEQ and he agrees.

The new HACJ 5300sc controllers, replacing the failing sc100 controllers, for the tu5300 turbidity meters have been installed. Some quirks have been noted with programming the units.

A complete survey of fire hydrants and issues was completed in May. Defective hydrants were tagged. The entire distribution system was flushed thoroughly. A copy of the inventory and status of the hydrants will be furnished to the fire department.

A complete preliminary GIS survey was completed by MAP (Midwest Assistance Program). Location of valves, meter pits, hydrants and manholes etc. were mapped. Harry, Kim, and John Nation did a great job in assisting in the survey.

The backflow preventer at the irrigation system at Memorial Park was inspected and failed testing. This is a necessary piece of equipment in protecting our drinking water distribution system from contamination. Parts have been ordered and should be in proper operation within the next two weeks.

The backflow preventer at the Water Plant into the Permanganate chemical feed system is defective and must be replaced. The direct replacement for a Watts 1 ¼ inch unit is priced at \$3,825 which does not include installation and certification. I have a one-inch double check valve specified for replacement for approximately \$1,000, installed. City Plumbing has the unit on their shelf. I have them on hold until next fiscal year.

I'm finishing our CCR (Consumer Confidence Report) for calendar year 2022, this week for posting and reporting to EPA which is due July 1st.

Harry has been issued and completed the Sacramento State University Volume 2 Water Treatment Manual and has received his additional 90 credit hours of credit.

We had a very thorough Sanitary Survey of our water system by the EPS starting on June 6th and 8th, conducted by Seth Tourney, Disinfection Byproducts rule Manger for EPA Region 8 in Denver. He was assisted by Greg Bachman. WTP, Water Storage Tanks and Records were thoroughly inspected. Mayor Sherry Oler was present during most of the inspection providing administrative information as well as witnessing the procedures for the survey. I'm hoping we had no significant deficiencies but do expect a lot of recommendations for our known issues. Of particular interest are issues with our new HACH 5300sc controllers for the LPM turbidity meters. The quirks I'm experiencing are creeping up in other plants. EPA is gathering information for the common issues and hopefully have resolutions to them.

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James Brough, State Engineer from DEQ in Lander also attended the second day. A lot of recommendations and solutions were discussed as noted earlier in this report.

Justin Davis and John Nation have been removed from the Water Treatment Plant as their services are no longer needed.

Don

June Council Report

5/8/23-5/12/23

This week started by getting the Cemetery up and running for the sprinkler system. I made one large repair and so far, everything else seems to be ok. Both parks and the library were mowed. Started working on the blue tractor this week also. Brush hogged the ditches to get them cleaned out and did some weed whacking and removed some small trees in the bottom of the ditch that runs along the same route as 3rd. I had to replace the fuel hand pump on the ford as the old one no longer worked. We are having some issues with our well water for the cemetery irrigation and hope to have this resolved quickly. Last year we had a similar issue. We are not sure if it is electrical or if we have some float issues within the tank itself due to the ice buildup this last winter. Next year we will drain the tank at the end of the season. The meeting with Milan went well, we have a few areas of concern that they talked about. However, we have everything as ready as possible for flood issues. I will do the few things they suggested next week.

5/15/2023 – 5/19/2023

This week started out by making an adjustment to the effluent at the lagoon due to being under a flood watch. I also cut back the bugs to 6 bags per cell on 1 and 2. We staged sandbags for the berm that Jeff with Precision filled in for us and Milan suggested that we have staged and ready. I worked on the blue tractor but think the engine is likely seized up. Tuesday I was able to brush hog the water plant area along with the well field and weed eat. I took the new battery out of the blue tractor and installed it in the red tractor due to not being able to start the red tractor. Prepared for the burial of Mrs. Bebout. Lander cemetery workers came and did the digging due to the close proximity of the graves. I will fill it in after the funeral. I also met with Mrs. Ashley regarding the burial of her husband's ashes on the 15th of June. I used up all the blacktop that was at the water plant to patch what potholes I could. There are more throughout town to fill. Having more asphalt would be handy to fix the larger areas but the small ones can be filled with bagged fill. All parks, the library and the cemetery have been mowed this week also.

5/22/23 – 5/26/23

This week was primarily spent spraying about 160 gallons of weed control at the parks, Library, and Cemetery. Sprayed for leafy spurge and broadleaf weeds. We also sprayed sidewalks and

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Cemetery parking area with ground sterilizer to get rid of all growth. We weed whacked and mowed all the cemetery for Memorial Day. I had issues with both mowers that will have to be resolved next week. The electrician looked at the blower house unit that is having issues. One issue we have is a bad switch. The part was ordered and will be installed when it arrives. Hopefully we can then go on a 12-hour shift through the rest of the warm months as long as the labs are good. The health of the lagoon is very good. The Bugs we have been using are working very well. The lift station has been good all month. I have been treating at influent to clean excess fat from the lift station with bugs and will treat bad areas of town sometime this summer as time permits.

5/29/23- 6/2/23

Both mowers were fixed this week without any cost for parts. Although, the zero steer blades need to be replaced, they have held up part of the season. Parks and library were mowed early in the week. I discovered the Lone Pine backhoe up in the brush pile without an operator. Apparently, they had been removing dirt from the bank on the left as you go through the gate, I locked the backhoe in as instructed by the mayor and later allowed them to retrieve it after the mayor spoke with him. I also believe he removed pea gravel although he has denied this accusation. I took photos of the tracks at both locations. I spent two days with the GPS guy to log and map where all the meters and curb stops were. We found most of them, but there were some that eluded us and were not found.

6/5/25-6/16/23

Brush hogging took place at the water tank area and cleaned up at main water tank on Monday of this week. Weed whacking around the tanks and well house also took place. Parks were mowed and weeded prior to Hudson Daze. Barriers are up per instructed. Due to John Nation not being employed by the town any longer I will be covering the lagoon on Saturday. Thursday will be a short day due to accumulated OT hours I need to comp. With all the rain we have been getting, keeping up with the cemetery and parks has been a challenge along with extra brush hogging so far this season. The lagoons are doing well, and the lift station is operational. We do have some extra noise in pump one in the lift station since we replaced the bearings. Since we replaced the valves, the system is working well for now. We are discharging about 42,000 gallons per 24-hour period to the river. I am having to dump closer to 52,000 to 54,000 gallons once a week due to infiltration of ground water from the line heading to the lagoon that we scoped last year. That, along with all the extra rain we are getting, it makes it, so it is dump, hold, dump, hold. I have to keep a close eye on levels. The health of the cells seems to be good right now. Even with turnover this year, we didn't have any complaints of smell, so aeration and bugs are working to maintain the health of the lagoons. Some repairs are needed at the blower house. We have a switch and a relay issue with unit one, which, due to budget, are holding off till after July 1st for repairs. Also, we will be changing the red light to be higher in the air and more visible to alert us of an issue with the lift station. Last month maintenance took a bit to get the unit to run again but luckily, we got it. Summer projects I wanted to accomplish are difficult to complete due to lack of help. I am hopeful this will change, and we can get on them. I will be finishing this week out with

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some training at the water plant and continue work at the cemetery to fill low graves to have a better uniform look. Freshly cut low areas always result in scaring of the ground by bottoming out the mower blades. I will also be filling in a gravesite after their service on Thursday.

DISCUSSION: The Council discussed the reports and would like information regarding which fire hydrants were tagged out of service around town. Clerk Shoopman will get the information and send an email to the Fire Department.

MOTION: Councilman Brady Hamilton moved to approve the department reports, seconded by Councilman Archie Hanson. The motion unanimously passed.

Old Business:

BUSINESS READY GRANT PROGRESS – Mayor Oler reported that she has a meeting next Tuesday with Billy Brenton to discuss the project as well as possible annexation. The mayor further advised that we are required to provide written progress reports with invoices to the BRC each quarter. She learned that once the project is complete, the town may receive up to seventy percent (70%) of the funds to use for economic development for Hudson.

CLOSURE OF TOWN HALL/INSURANCE CLAIM: The sheetrock is complete, and painting has begun. Cabinets and flooring will be coming soon.

FLOOD SEASON & SANDBAGS Mayor Oler reported that when she spoke with the BRC, she learned more about grants and funding available. There is FEMA funding that would help with a permanent flood mitigation project that Mayor Oler plans on looking into. The Town needs to request a pre-engineering study for flooding.

Marsha Anderson asked about how grants would help Hudson and Mayor Oler explained how the Town of Shoshoni was able to get funding through grants for many of their projects. Mayor Oler stated that Shoshoni looks amazing, and she would like to clean up Main Street in Hudson and make it look more appealing. There is also funding available that would help meet residential needs as well as a grant that would help complete the Svilar Park project with a required small percentage match from the Town.

SLIB LOAN – WATER METER PROJECT: Mayor Oler reported that she spoke with SLIB and there are issues with the funding and inflation and rising costs of meters and supplies. She will be meeting with SLIB to get more information on amending the loan application.

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UTILITY RATE INCREASE: Public Meeting held in August 2022. We need to get a Resolution going to increase the Utility Rates as agreed in the Public Meeting and have the money to pay the SLIB Loan when the time comes. Minutes from the Public Meeting were included in the May council packet.

Discussion was held and the council agreed that a new public meeting should be held, and a Resolution entered. Councilman Brady Hamilton made motion to set a new public meeting date of July 25, 2023, at 6:00 pm. The motion was seconded by Councilman Zeke Bonella and passed unanimously.

Clerk Shoopman will advertise the meeting by posting around town, in the newsletter, and online.

NEW BUSINESS:

SETBACK/BUILDING PERMIT APPROVAL: John and Inge Strom – Fence Replacement

272 S Missouri

Stroms are replacing their fence in the front of their property. They had the property surveyed and want to fence the proper line.

Motion to approve Setback Permit was made by Councilman Bonella and seconded by Councilman Hamilton. Motion passed.

SETBACK/BUILDING PERMIT APPROVAL: Frank and Tonie Ratliff

133 Missouri

The Ratliffs are putting a new mobile home on the lot. They have paid tap fees and the trailer will be placed on the lot to the right of the three lots owned.

Motion to approve Setback Permit was made by Councilman Hamilton and seconded by Councilman Hanson. Motion passed unanimously.

The approval of the Resolution 2023-03 Amending the 2022-23 Budget and Resolution 2023-04 Resolution Setting the Annual Budget for Fiscal Year 2023-24 were suspended until a public hearing can be completed. Motion for a Special Public Hearing to be held Tuesday, June 27, 2023, at 6:00 pm was made by Councilman Bonella and seconded by Councilman Hanson. Motion passed.

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Clerk Shoopman will post Public Hearing date online, and at various locations in town.

EXCAVATION PERMIT: Third and final Reading of the Excavation Permit took place.

Town of Hudson Code: Excavations

Motion to approve final reading of Excavation Permit was made by Councilman Brady Hamilton and seconded by Councilman Archie Hanson. Motion passed unanimously.

VACANT COUNCIL SEAT – Discussion was held regarding the vacant council seat. There have been no interested parties come forth yet. The council members will help spread the word and it will be posted again in the newsletter and around town and online. A couple of names were mentioned, and they will be contacted to see if they are interested in applying.

WIND RIVER VISITOR COUNCIL – Helen Wilson suggested the Town do a Request for Proposal for an electronic sign. The Visitor Council has funding available that requires no match from the town. Mayor Oler advised that there is \$34,500 available for a sign. We would like to get one mounted on the Town Hall building where it will be noticed by travelers from both directions. Mayor Oler will be meeting with the WRVC and if there is no solution reached on a vendor, then we will pursue an RFP.

Councilman Hamilton moved to publish a Request for Proposal if WRVC cannot find a suitable vendor. Motion was seconded by Councilman Bonella and unanimously passed.

INSURANCE POLICY- Mayor Oler advised that the Town has been working with United Health Care and will be entering into policy coverage for full-time employees.

Recycling of Scrap Metal - We would like to clean up the scrap metal items and turn them over to recycling. These would include the snow blades, etc. at the WTP. Mayor Oler informed the Council members that there are various items of scrap metal being stored at the WTP that she would like approval to recycle.

Councilman Archie Hanson moved to approve recycling the scrap metal and seconded by Councilman Brady Hamilton. Motion passed.

Mayor Oler also advised that she has learned of grants available from Rural Development that may cover purchasing equipment. She will investigate those funds.

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ROAD GRADER and DODGE PICKUP SALE –Mayor Oler advised that she would like to offer the road grader and Dodge pickup for sale via sealed bids. Discussion was held regarding age, value, and use of the items. It was agreed that they should be offered for sale.

Councilman Hanson moved to advertise the motor grader and pickup for sale via sealed bids. Motion was seconded by Councilman Hamilton. Motion passed.

Clerk Shoopman will prepare a publication and advertisement.

VACANT RENTAL HOUSE- A discussion was held about publishing the vacant rental house owned by the town for sale to high bidder. The Council members agreed that the lots would bring more money if listed with a realtor and would like to pursue listing the property for sale rather than publishing for bids.

Councilman Bonella moved to contact a realtor and list the house. Motion was seconded by Councilman Hanson and passed unanimously.

Clerk Shoopman will contact a realtor and plan to list the property for sale.

UTILITY RATE INCREASE: Clerk/Treasurer, Kathy Shoopman reminded those present that the utility rates will increase with the July bills per the regular scheduled \$0.25 increase to both water and sewer rates. This information will be posted in the newsletter and online.

Mayor Oler advised the Council that Kadance Kummer was hired as a seasonal worker to help Kim with mowing duties. She will work up to thirty (30) hours per week.

Marsha Anderson stated that the Van Life rally went well and there were minimal complaints.

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There being no further business, Councilman Archie Hanson made a motion to adjourn the meeting. Councilman Brady Hamilton seconded motion. Motion passed and the meeting was adjourned at 7:22 p.m.

Attest:

Approved:

Clerk/Treasurer, Kathy Shoopman

Mayor, Sherry Oler

Councilman, Zeke Bonella

Councilman, Brady Hamilton

Councilman, Archie Hanson