

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

PUBLIC HEARING HELD PRIOR TO COUNCIL MEETING

Mayor Oler called the public hearing to order. Mayor Oler advised that the public hearing was for the transfer of the Liquor License from Union Bar and Grill to Union Whiskey Bar, LLC. Union Bar and Grill was sold and would like to transfer their license to the new owners who will be operating under Union Whiskey Bar, LLC.

There being no discussion regarding the transfer, Councilman Brady Hamilton moved to approve the transfer of the Liquor License. Motion was seconded by Councilman Zeke Bonella and carried unanimously.

There being no further business, Mayor Oler closed the public Hearing.

REGULAR MEETING OF THE TOWN COUNCIL

Mayor Oler called the Regular Council Meeting to order at 6:02p.m. The Pledge of Allegiance was recited, and roll call was announced.

Governing Body Present: Mayor-Elect Sherry Oler, Councilmembers, Archie Hanson, and Zeke Bonella, and Brady Hamilton were present. A quorum was declared.

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

Audience: Elizabeth Schultz, Brenda Smith, John Scott, Cressie Mahaffey, Curtis Barker and Louise Barker

Public Comments:

Elizabeth Schultz - Ms. Schultz addressed the council regarding two items. 1) Trees; and 2) Law Enforcement. Ms. Schultz stated she was worried about the tree out front on Indiana Avenue. There is a broken branch that is in danger of breaking off completely and falling, possibly doing damage. Mayor Oler stated that a Work Order would be requested to investigate the tree and see what can be done.

Ms. Schultz then inquired about Hudson getting law enforcement. She would like to see more enforcement in the town. Mayor Oler explained that there are issues in getting a police department set up for the town. The potential revenue would not be enough to support a police department. Also, once Hudson has their own police department, the Sheriff's Department would no longer be required to respond to calls. Mayor Oler explained that the Town is looking into hiring an Ordinance Enforcement Officer. This would be a part time position, not required to hold the state qualifications for police officers, and would be much more economical.

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Brenda Smith– Brenda Smith addressed the Council and asked that the town recognize and thank Sue Ransom and Linda Trumpke for the wonderful job they did cleaning up and making Svilar Park look so nice. It was noticed and appreciated. Brenda hopes it can be kept that way. A thank you will be printed in the next newsletter as well as posted on Facebook.

Consent Agenda:

Minutes: correction or approval of the minutes of the July 11, 2023, Council Meeting.

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

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

Mayor Oler asked if there were any questions or concerns regarding the July 11, 2023, council minutes, financial report, or payment of bills. There was one correction to be made to the council minutes. It was noted that Bobby Meeks name should be changed to Billy Meeks. Clerk Shoopman will make the change.

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

DEPARTMENT REPORTS

Mayor's Report

August, 2023

Town Hall Opening and Many Thanks to the Hudson Volunteer Fire Department: I believe we will be able to move into Town Hall towards the end of this week and Kathy and I are really excited to have offices! Many thanks to our Volunteer Fire Department for providing our Clerk, Kathy, with office space to continue operations for the Town. You guys are the BEST!

Wyoming Water Development Commission: We had the site visit for the WWDC Level 1 Master Plan study on the 18th. Two engineering firms attended and are interested in bidding for the job and they will submit their proposals to the WWDC and I will travel to Cheyenne the first week of October to be in attendance for the interviews and selection of the engineering firm.

Mosquito Spraying: Employee Harry Miller recertified his license for mosquito spraying and arranged for the town's equipment to be certified. He immediately started spraying

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mosquitos in accordance with the state's spraying requirements. The weather interfered with weekly spraying recently but it will resume as long as weather cooperates.

Flood Mitigation: I reviewed Hudson's Army Corps of Engineers study completed for Hudson several years ago and then I called Homeland Security to get started with a plan for the grant writing process. I was reminded again the process may take several years but there is a new program offering technical assistance and they suggested that Hudson would be a good candidate. There were several expenses that have not been paid from the 2017 flood and I am now working with Homeland Security to receive payment for Hudson.

Sewer Lagoon: I have had a challenging time trying to work through the application process of RD Apply. I have not let it beat me yet, but in the meantime, I am looking at establishing a relationship with a grant writer with the intention of using their services to obtain federal funding for many of Hudson's projects.

WRVC Signs and Svilar Park Outdoor Grant: I am meeting Monday with a vendor for installation of the donated WRVC digital sign more to come. I learned the outdoor grant application process just opened and I will start working to apply for the grant. I could not proceed without the help and information from Jenny Hamilton. She has worked so hard to gather a huge amount of information and I can't thank her enough.

FCAG: This month's FCAG meeting was primarily focused on Fremont County's efforts to combine forces to pursue the Wyoming Shooting Complex being installed in Fremont County. Many cities and counties around the state are trying to be chosen by the Governor's Wyoming Shooting Complex Task Force. If successful, it would be quite a boom to Fremont County's economy and FCAG is in the process of forming a committee to start planning and get ahead of our competition. I was nominated to this committee and if I see an opportunity for the BLM property outside Hudson to be considered, I will take it.

Community Assessment: I conference called with Wyoming Business Council and I believe that WBC can help Hudson prepare a needs assessment for economic development, and population growth. I have not had the opportunity to take some of the steps that Mr. Edwards suggested, but I am hoping to better organized and focused when I have an office at Town Hall. Afterward, I will take more steps for the needs assessment application.

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Rental House Listing and Surplus Property Bidding: The rental property sold within one week and the closing is scheduled for August 18. Several buyers got into a bidding war, and the Town will receive top dollar. The surplus equipment sealed bid sale was also successful and funds were received just in time to pay for a replacement mower for the mower that just would not run anymore.

Code Enforcement Position: In my pursuit of information to research installation of a law enforcement officer for the Town, I quickly found that I am uncertain the position would pay for itself. As an alternative, I would like to pursue a part time code enforcement position. I will present this option at the town council meeting.

Sherry

CLERK – TREASURER REPORT

August 2023

I know I repeat this every month, but it is true! The Clerk/Treasurer office has been very busy this past month. There was a lot of time spent on Treasurer duties this month. Closing out the fiscal year took many hours and several calls for help. But the task was completed.

All full-time employees are now receiving full benefits provided by the Town. I had a learning curve to get it all put into the payroll program correctly, but managed to get it completed just in time for the Bank to change names again and somehow not process our direct deposits! I was able to come in and hand write payroll checks for everyone and look forward to learning the new banking system.

In my quest to collect payments on past due utility accounts, I put past due notices on bills this month and sent a Shut Off Notice to any accounts with serious balances. I tried to set the notice at \$200 and above. I sent out 25 Shut Off Notices and have had two customers set up a payment arrangement plan. One landlord phoned and said to turn their tenant off. They realize they are ultimately responsible for the bill but want him to learn a lesson. The shut off date is the week of August 9th so it will be interesting to see how it all plays out. Water will not be turned back on until full payment has been made and additional charges paid if we have to put in a new curb stop to shut off the water. A last resort will be to take them to small claims court and/or file a lien on the property.

I had scheduled time off to fly to New York and move our daughter to Nebraska. In preparation for this leave, I ran the utility bills on the 20th of the month. This was not a good idea. In running the bills on the cutoff date, those customers who regularly pay their bill on the 20th of the month, were charged a late fee on their new bill because their payment had not posted to their account before the billing was processed. I had many voice mails to answer and apologies to extend! I also spent several hours removing late fees from accounts due to my oversight. Lesson learned!

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After listing the rental house, the realtor was inundated with offers. She closed the listing after just a few days and the land is under contract to close in mid-August.

The sealed bid sales of the motor grader, dump truck, and dodge pickup was held July 25th. Mayor Oler notified the winning bidders. One bidder backed out of his bid and it went to the second high bid. These three items netted the Town just over \$14,000. This money was promptly used to help purchase a new mower to replace the one that died.

I had scheduled a training in Cheyenne later this month which has now turned into two trainings. The first day of my scheduled training has changed to me attending the required training by the legislature for all town officials. From what I hear most people registered for the scheduled training are changing their first day attendance to go to the required training and get it completed. It is also available virtually, but I will be glad to get this requirement fulfilled.

I am working on a draft permit form for excavation/building permits. Once it is completed and approved, I will mail it to all local and nearby contractors that do business in Hudson. That said, we will need to address a new fee schedule soon with all of our changes of late.

I am also working on updating the cemetery book to keep up with all the recent burials of ashes.

There was a water line leak last week where Maintenance had to temporarily shut off water to several houses while repairs were being made. Kim did not have time to notify everyone, and I immediately received several telephone calls. Some were nice and understanding, some were frustrated, and a bit upset, yet understanding in the end. One, however, was very irate and started the phone call off by yelling and swearing at me and generally verbally abusive on the phone. I plan to put a notice in the newsletter stating that if callers cannot be civil and refrain from yelling and swearing at me, I will hang up on them and not deal with them. I don't have to accept being spoken to like that and I will not tolerate it.

When the water leak was discovered, Maintenance thought it was a line break belonging to the town so called in Precision. Precision spent a lot of time, equipment and materials to finally locate the leak which is on the property of a resident and should be their expense. We need to address this. Since the town called out Precision, they bill the town. The town can then pass that bill on to the customer. This is a large bill and I fear the resident will refuse to pay because they did not request Precision to come do the work.

We are working to see if we can get help in the office with the phones, filing, and other small, but time-consuming, projects. It would be nice if we could get Taylor back again.

Town Hall has come together very well and looks great! The Mayor has some great ideas of how best to utilize the space we have and I think with the upgrades, more people will be renting the building for various events and it will generate needed revenue. Sherry and I met with Seth from Upright today for a walk-thru. Several items were addressed and will be completed or repaired as soon as possible. Seth stated that the new countertop for the kitchen should be arriving next week.

I am happy that this will be our last Council meeting in the Fire Hall. We are preparing to begin moving back into Town Hall this week! Once our IT person gets our network back up and running, I will be back where I belong! There will be much work needed to get situated back into our offices and able to function again, but we are excited for that day to finally be here! There will be mountains of papers to organize and file! The contractors will still be finishing up and working on some minor items, but Town Hall will be open for business soon!

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It has been a very long, sometimes overly quiet (except when Markowski comes over to work), sometimes frustrating, eight months, but I cannot tell the Fire Department enough how much I appreciate their willingness to open their doors to us! While it allowed me the opportunity to do one of my favorite things (cooking and baking for others), I will be happy to have my office back and gratefully return the keys!

Water Treatment Plant Report to Council

August 8, 2023

The Treatment Plant Produced 2,944,311 Gallons in the Month of July 2023, averaging 94,978 gallons per day.

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

An air relief valve has been installed for the sample point to discharge air in the line at plant start up. It is working as designed. I had a verbal discussion with James Brough, State Engineer with the DEQ last week and we are both happy with the installation and results.

We're still addressing issues with a leaking manifold on tank #3 on LPM #2 which is not allowing us to pass our membrane integrity tests. The like issue with LPM #1 was successful and is still holding. Our first attempt for the repair to the manifold failed and will be addressed again this week.

The clean in place chemical lines to both LPM Skids have been removed. They have never operated properly and were in the way of chemical addition for filter cleaning chemicals for manual CIP operations. This has cleaned up the area over the filters considerably. Harry will continue dismantling them in the shed outside. We've salvaged valves etc. from the dismantle. We've retrofitted caps, water supply line and funnels for doing CIP (chemical clean in place) in a safer manner without opening the cover hatches on top of the cassette tanks.

Correspondence is taking place for the replacement of one High Service Pump from Advanced Pump and Equipment for an updated estimate from previous inquiry. Advanced Pump and Equipment has just acquired Russell Industries in Casper so I'm hoping the price can come down due to the closer distances involved. Russel industries was the other vendor I was working with for competitive bids but couldn't come to an agreement with us due to installation issues.

We appear to be a low priority customer with our present treatment chemical vendor. We ran dangerously low on hypochlorite last month and were put off on our delivery to service other systems in the area. I'm working with another chemical vendor that may give us better service and pricing.

Our safety cabinet at the WTP has been inspected and replenished by Respond First Aid Systems.

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Some quirks on the HACH 5300sc turbidity meter controller remain on LPM #1. No word yet from HACH nor EPA what the resolution may be.

No contact with the vendor for the backflow preventer at Memorial Park.

I took my two weeks off beginning July 10. Harry did a good job in my absence. I'm also delegating projects to Harry for completion in the distribution system as well as familiarizing him with EPA reports and their spreadsheets as well as our in-house record keeping. He just put together an order to Ferguson in Casper for necessary items to get us through our immediate needs in the distribution system.

The cemetery well house hypochlorite pump failed and has been repaired in house. I've found parts for the Stenner pumps for about half the cost charged by our present vendor. I'll have 3 spare pumps on the shelf in like new working order when the old pumps that are in the junk box at the WTP are repaired. Questionable and defective parts in the parts room are still being discarded.

Harry is working on repairing the damaged fence behind the maintenance shop. The repair items for the repair were picked up last week.

Don

August 2023 council report

7/10-7/15

This week as been a blend of brush hogging and cleaning up facility grounds of weed and grass. Ordered two new controllers with lock boxes for parks neither work the one at the memorial park only works in manual mode and the other park since the vandalism doesn't work at all hopefully, they will arrive quickly so as the park does burn up now that the heat is here.

Laying of Sod at Cemetery also with the gift to this purpose was received by town. Bd time of year to lay sod but will hope for it to grow. Grass was coming in just not real fast. Will still get some grass seed purchased next time I am Riverton.

Continued training at water plant I am now continuing to study for level 2 I had to take a bit of a break on the studying due to no personal time.

DMR's are filed for the quarter of April through June 2023 one parameter out of Wack was in April we had an extremely high E-coli reading in the 61000 marks so we may have to answer for that it was due to a prolonged ice coverage at lagoons and snow coverage.

Bugs for the year for the wastewater lagoons and sewer system came in at \$ 4875.00 delivered we now have enough to get to new fiscal year.

7/17/23 – 7/22/2023

This week started off with issues from the weekend up at cemetery and a local resident passive aggressive move to dump brush in front of town hall. The issue up at the cemetery with the pump was taken care of hopefully will run through the rest of the summer. We should consider a higher line of pump for this area we also have a leak I was told by Bub Parker that this was part of the old system and irrigation, I was also told by

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Harry was part of the current system the leak is from a controller, and I have a call into Clarks Landscaping. To come and see what part we need to replace I do not want to jeopardies the whole system for a fairly small leak we also on the same line have a valve that someone like to open a bit and cause it to leak and the valve is hard to close all together it is strange and perhaps wrong for me to think of the issue with the brush in front of the town hall also coordinates to this issue. Perhaps a cam trail camera would be beneficial.

We are still having issues with people dumping building material and other items at brush pile I have tried to lock gate and between resident dumping in other areas and in front of the gate require either resident who bother to get a key to remove before they can enter, or myself must remove items from areas myself. I am not sure how to remedy these issues and people not being honorable.

Also, we have another huge pile of brush that will need to be burned again this year. It amazes me for the large amount of brush that our little town generates.

The park is not being watered at this time due to the vandalism of the controller and due to budget restraints weren't able to get until recently. I am hoping that this will be replaced very soon so we can have our park looking well again still having issue with a few kids cause issue at this park is ongoing and they are hard to catch I believe it is happening later at night I noticed on Saturday the 15th that there was a small group of boys on bikes one of them is one of the kids we know has caused damage before, they where out past dark past 10 pm. The memorial park is also waiting for a new controller but at least I can manually get this one going part of the issues is also due to the back flow valve needing work on parts are coming.

The week ended with meter reading on Thursday so Kathy had time to list them before she will be gone next week and myself hopefully doing well at the water plant this Saturday and Sunday.

7/24/23 – 7/29/23

This week started with putting bugs in the lagoon all is good there so far then met with Kandace to go around and empty garbage at parks then head to cemetery. I spent a big portion of the morning and a bit of the AFTERNOON Monday fixing a leak well two leaks the other leak is the controller and will need to have Brian Clark take care of it. We don't want to lose our system. Also a leak has been detected on Oklahoma and coal we believe it to be a line from the resident to the main that has caused a leak Precision Jeff has been contacted talked with homeowner about their issue and explained that Precision will be contacting her. Work ordered turned in to office. Zero steer lawn tractor is down and out contacted Mayor about either putting it in the shop or getting a new one the quote is 12000 for a commercial grade one and there is one in the state no residential ones of John Deer will attempt to use larger mower to finish the cemetery this week.

Getting three estimates so far, the Hustlers from Brown company seem to be coming in over 2000 dollars cheaper \$8,900 to \$9,800 than the John Deer Z track almost \$12,000, waiting for Jacks Saw shop. Cemetery is done once again with mowing and weed whacking we will continue through this week perhaps next week of doing extra watering on areas we did the sod,

The new gas meter installed at the Maintenance Building showed up at 11 am on Tuesday.

Got all the area over by town hall weed whacked with Kadances help on her last day she was a very good worker we also got some areas on 3rd and by the HWY. where some manholes get swallowed up by weeds, I hope she decides to come back next year she is a teenager that works hard.

Controller for the main park has been installed will run daily until park greens up

A major windstorm blew through on Wednesday dropping several very large branches on second and Ohio all cut up Thursday morning went to cemetery to check we had a huge branch will most of the tree down right inside the gate. Got it cut up and all logs and branches of all the areas cleaned up and done Thursday @ about 12:30 pm

7/31/23-8/04/23

Monday started with the lagoon and the placement of bugs and then the majority of the day till 1:30 was spent training Taylor it will take a bit to get her where she can be on her own other than short periods due to lack of

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experience and very little mechanical knowledge but she said she would give it a few days, not sure I would put her on the zero steer yet she has a very difficult time operating it but did ok on the diesel rear steer for larger areas so if she makes it till first mowing at cemetery then she will get to give it a go on large open areas I will have her go and weed whack behind me until or if I can get her trained to run the zero steer. Also got new zero steer ordered last Friday and should be in about a week. Precision working on leak at Oklahoma and coal it is the Pitt residents that is the issue Mr. Pitt told Precision crew that he wasn't paying for it and such facts are he was froze up this last winter for an excess of 2weeks so most likely this is where it started, and it took this long to reach the service and required attention I talked with Mr. Pitt and explained he was responsible for the repairs and if he had contacted someone that perhaps it would have a better outcome. His water remained off, but we got everyone else's water back on, prior to 3pm. Had a few irate people due to lack of notice several factors played into the lack one the Clerk was off for a week, and I was contacted on the previous Friday that sometime this week they would be here they contacted me on Tuesday saying they would start this morning and needed the water off if possible. Perhaps there would have been a better way to notify the public like a heads-up that sometime in the next week we will be turning off water to a section of town for repairs. Hopefully they will finish the repairs by the end of Wednesday. They have waited to ensure no leaks due to the water table being high on that end of town to ensure it is fixed so Thursday should be finished all controllers at parks are installed and operational with Clarks set up to blow out our systems in late September. Maintenance building last winter we had a horrible ice dam on the right side of the building The lot next door has been cleaned up now to the point you can see the damage to the gutters due to the Ice last year this we should have looked at and addressed.

Locks have been changed to all critical areas so when someone either gets a brush pile key or a bathroom key they do not have access to all other areas.

Chemical pump at well hose being repaired by either Don or Harry so should have it back up by the end of Thursday. That should conclude this month's Council report. Will include any further info on the next report.

Kim Houle

Mayor Oler had the following updates to add to her report:

- a. Town Hall will be opening on Monday, August 14!
- b. Mayor Oler will be going to Cheyenne October 6-7 to attend the interviews of the Master Plan candidates.
- c. She is working with Homeland Security on a flood plan and stated that Hudson is a good candidate for funding assistance. She also discovered that the Town is owed some money from the last flood.
- d. Mayor Oler will ask Harry to drive by Smith's and Barker's when he next sprays for mosquitos.
- e. She will be meeting with Rene Abbey regarding Army Corps of Engineers information.
- f. She will be applying for funding to help with the distribution lines to the sewer lagoons that are in need of repair or replacement. We should be able to use the same mapping information that is being done by Midwest.
- g. Wind River Visitor Council will be getting Hudson an electronic sign to mount on the outside of Town Hall. She is also working with Jenny Hamilton to get an outdoor grant to complete the Svilar Park project.

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- h. FCAG is working on getting a shooting complex in Fremont County and she is going to push to have it near Hudson.
- i. Mayor Oler will be approaching the Wyoming Business Council to come do an assessment for economic development for Hudson.

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

Old Business:

CLOSURE OF TOWN HALL/INSURANCE CLAIM: We are ready to move this week! There is still work to be done, and workers will be in and out. Town Hall will open for business on August 14.

VACANT RENTAL HOUSE- The Property is under contract and will close the 17th of this month. Mayor Oler will attend the closing and bring the check back with her.

NEW BUSINESS:

SET BACK PERMIT AND MOBILE HOME PERMIT:

Robert Dobkins

124 N Indiana

Block 18, Lots 8-12

Addition of water and sewer lines to add a 16' x 66' trailer with two small decks

2009 Mobile Home to be placed on a permanent foundation.

After a brief discussion, Councilman Zeke Bonella moved to approve the set back permit and mobile home permit. The motion was seconded by Councilman Brady Hamilton and passed unanimously.

UTILITY RATE INCREASE: Mayor Oler reported on the Special Meeting to discuss the Utility Rate increase. We will draft the Resolution to implement the increase for next month's council meeting.

RATIFY PURCHASE: Maintenance purchased a new Hustler brand Zero Turn mower to replace the out of service mower.

Councilman Archie Hanson moved to ratify and approve the purchase of the Hustler Zero Turn mower, seconded by Councilman Brady Hamilton. Motion passed unanimously.

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STREET/ALLEY REPAIRS: Mayor Oler opened discussion on purchasing road base to repair streets in town (S Main) and alleys that are currently being used as access roads (behind the Gold Star Park and Union Bar; behind the Catholic Church to the apartments). Councilman Brady Hamilton stated he would like to investigate which roads will be repaired and stated he is uncomfortable with putting road base on the alleys. Pricing was discussed and it was advised to look into crusher fines which are substantially lower in price than road base. Mayor Oler will ask Maintenance to look into which roads are in need of repair and this matter will be revisited in the future after more information is gathered.

ORDINANCE ENFORCEMENT OFFICER: Mayor Oler opened a discussion regarding the possibility of hiring an Ordinance Enforcement Officer. This will bring in additional revenue and help clean up Hudson. This matter will be further discussed in Executive Session.

EXECUTIVE SESSION –

To discuss past due utility accounts and pending shut offs; vacant council seat interviews; personnel; door locks

Motion to Adjourn to Executive Session was made by Councilman Zeke Bonella and seconded by Councilman Brady Hamilton.

Reconvene regular council meeting at 8:03 p.m. A Motion to declare a second vacancy on the Town Council was made by Brady Hamilton, seconded by Councilman Zeke Bonella and carried unanimously. Flyers will be posted and letters of interest will be taken for the vacant seat until September 5, 2023. Interviews will follow.

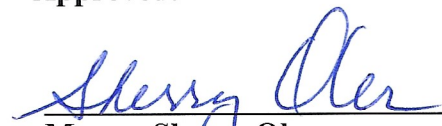
ADJOURNMENT:

There being no further business, a motion was made by Councilman Zeke Bonella to adjourn the meeting. Motion was seconded by Councilman Brady Hamilton. Motion passed and the meeting was adjourned at 8:05 p.m.


Attest:

Approved:


Clerk/Treasurer, Kathy Shoopman


Mayor, Sherry Oler


Councilman, Zeke Bonella


Councilman, Brady Hamilton