

TOWN OF HUDSON
MEETING TYPE: Regular Council Meeting
333 S Main Street
HUDSON, WY 82515
November 12, 2024

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

Governing Body Present: Mayor Sherry Oler, Councilmembers, Brady Hamilton, Helen Gordon, Zeke Bonella and Kevin Kummer were present. A full quorum was declared.

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

Audience: Cory Clouser, Tyler Downing, Jerry Kendall.

Mayor Oler made an announcement asking those present to silence all cell phones and if they are hard of hearing to please sit in the front row. She stated that only agenda items will be addressed and residents presenting agenda items will have five (5) minutes to address the council.

There were no public comments to be heard.

CONSENT AGENDA items I, II, and III

I. MINUTES:

Correction/approval of the minutes of the Regular Town Council Meeting of October 8, 2024

II. FINANCIAL REPORT:

Correction/approval of the Financial Report for October 31, 2024

III. PAYMENT OF BILLS:

Correction/approval of the payment of bills for November 2024

Motion to approve consent agenda was made by Councilman Zeke Bonella and seconded by Councilman Kevin Kummer. Motion passed unanimously.

REPORTS:

Mayor
Clerk/Treasurer
Water Treatment Plant
Maintenance

Mayor Report - November 2024

Water Meter Replacement Project: All water meters are installed. We are waiting on Dane Kempner (the supplier) to install the billing software and to program and train staff on the handheld reader.

Sewer Lift Station: We have experienced a recurring problem with our lift station during the last 3 weeks. At every occurrence, we are trying different approaches to correct the issue.

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Wastewater System Pre-Engineering Report. Midwest Assistance is helping Hudson with our Sewer improvement Pre-engineering report and after completion, grant writing for funding! The kick-off meeting was held November 6th. Harry and I were in attendance with Midwest Assistance, EPA, and two engineering firms.

Flood Mitigation: Homeland Security contacted me to re-submit Hudson's FEMA Flood Mitigation grant application as unappropriated grant funds recently became available. I contacted Headwaters Economics (Floodwise Community Assistance program) for help, and they are preparing the application for reconsideration for us. This is the first step for Hudson, potentially receiving assistance with flood mitigation at no cost to the Town and then consulting and grant writing to further the project. This is great news for Hudson.

Flood Awareness Signs: US Army Corps of Engineers has a free program that we can ask for Flood Awareness signs that include historical flood information. I am requesting two signs. One is to be located next to the Hudson Draw by Town Hall and the other one is to be installed next to the river by the old pump house.

Level 1 Water Master Plan: I continue meeting monthly on this project and receive updates from the engineering firm.

Brownstone Project (SPURR Program): My recent meeting and correspondence with the team is they are putting final touches for the drawings of Main Street. I am looking forward to seeing their drawings. The plan is to schedule an unveiling meeting and invite the public to see the drawings.

Cemetery: Cemetery cameras are now online. Bub Parker was the first photo as he was entering the cemetery! Don Rood prepared drone footage of the cemetery, I gave copies to the Trustees of the Berce Trust. They were happy to receive them. I don't have any additional information to give them on Cemetery irrigation replacement and the window of opportunity to receive more funds is narrowing. I will try one more time with Clark's landscaping to get more information from them to submit to the Trustees. Mary Fenton has completed the physical location of graves in the cemetery. The next step is to compare the paperwork in our files with grave locations and correction of the maps.

Exercising water valves and fire hydrant replacement is complete for the year 2024.

Water Treatment Plant:

WY DOT: I called WYDOT, and I received an official denial of the installation of a crosswalk at 3rd and Main Streets. We did receive WYDOT approval for the installation of radar feedback signs at both ends of town. A WYDOT encroachment permit is required, and I understand we will be approved because of our speed study; however, Hudson will have to buy the radar feedback signs. The signs are expensive, and I will have to investigate funding sources.

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Congratulations to our town council members who retained their council seats and Happy Thanksgiving to you all.

Sherry

CLERK – TREASURER REPORT

October 2024

With the official end of Summer, and Fall upon us, it is time to think of Chili, Holidays, and wintry weather!

We made a switch of bank accounts, and I spent several days filling out forms, jumping through hoops, and updating account information, software, etc. It is a very time-consuming endeavor but will be well worth it in the end. Our new checks, deposit slips and endorsement stamps have arrived.

I attended the annual Caselle conference in Salt Lake on the 14-17 of October and had several visits with account representatives while there. I garnered a lot of useful information and learned some new things. The Mayor and I will be setting up a conference call soon to discuss some options with them and see if they can cut our costs at all.

Quarterly reports were completed, and more forms were required to change the banking information. I spent a couple of days on phone calls with the new bank to get set up for Direct Deposits for our payroll. There were several 'practice' sessions, where one actually went through, and employees received a duplicate deposit into their accounts. No worries, no one got a bonus, the bank was quick to reverse one of the payments.

We gathered VIN numbers and got new license plates ordered for the Town vehicles.

I spent some time getting our new maintenance worker set up in the system, retirement, insurance and registered with DEQ.

We sent out Payment Plan Agreements to all customers with outstanding utility balances. There were several that paid their bills in full, a few who were upset, and some that were eager to sign so their water did not get shut off. Overall, only two accounts had to be disconnected, and I am hopeful that the others will stick to their agreed payment plan. Any accounts with a balance over \$1,000 had a lien filed on their property. Pop-up notices were put into the payment software, so we know who has an agreement and/or lien.

There were some irate phone calls and visits when residents found a bright yellow shut off notice on their door for overdue water bills. However, all accounts noticed were paid so the hangers were money well spent.

We have two new cameras to track any activities around the cemetery given there have been reports of people driving over the grass.

Both the meter replacement project and the waterline extension project are in full swing. There have been a few hiccups, but things are progressing. Residents continue to complain about the dirty water after the meter is changed, but for the most part, they are being kind.

Since we still have no way of reading meters, all meters were estimated again this month. I spent time training with Taylor on how to enter the readings. We had a couple of errors, but she did well and will get it down in no time!

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We have had a lot of activity with renting Town Hall for various events in November. I am updating the rental agreement form.

There have been more than a few one-call tickets for the water meter project as it moves along to the digging for new pits and curb stops.

Even with a week away from the office, it was a busy month. We all anxiously waited for voting results and congratulated Brady, Kevin, and Helen on retaining their seats on the council.

Bring on the turkey and be thankful for all our blessings!!!

Maintenance Report

October 2024

Week of October 1st: Started getting familiarized around the town, maintenance shop, brush pile, cemetery, lagoon and water treatment plant. Shown how to perform daily and weekly duties for these locations. Then met with Seth Woods for some initial knowledge of the Lagoon and how it operates. Also was shown how to fix potholes, and began patching several potholes around 3rd & Missouri, a couple between S Main St and the Water Plant, and a large pothole right next to Post office where 3rd street connects to Main St.

Week of October 7th: Opened and closed fire hydrant on 3rd St. between Missouri and Oklahoma to ensure it was functioning properly and not leaking. Also checked the hydrant on 3rd and Indiana, which was leaking and would soon be replaced. The Veterans Memorial Park got mowed, and we rented a Large towable air compressor which was used to blow out sprinkler lines of the Parks, Library, and Cemetery for the Winter. Had more Lagoon training with Seth Woods. Then I had a work order to remove some unwanted trash out of God's Pantry.

Week of October 14th: Fire hydrant on 3rd and Indiana would be replaced with a new hydrant by Precision Dirt. Had to mark water valve on 3rd and Ohio to be Vacuumed out because of excess sand and dirt in it, making the valve massager unable to turn the valve. Precision Dirt also replaced a different valve on 3rd and Ohio, in which we had to go around the area closing water valves to single out and relieve pressure of the valve being replaced. They replaced a Hydrant on W 4th St. as well. I took all the old hydrants and valves up to the Town/Maintenance section of the brush pile. Also patched some potholes along S Oklahoma and began working on a very rough section of E 1st St.

Week of October 21st: Mostly finished up patching the bad part of 1st St, is still semi-rough and will likely need to be touched up again when winter is over. The sewage level at Lift station for the Lagoon was way higher than it should have been, in which it tripped the alarm light. Manually turned Pumps and Vacuum pumps off, took off bubblers; dumped them, put them back in place and turned everything back on. Level

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dropped back to normal, and temporarily will be checked on more frequently to ensure normal operation. Hung a couple of new sets of window blinds in Town Hall. Collected an E-Coli sample which got taken to Riverton for testing. Then we did leaf removal on both the parks with the John Deer 1445.

Water Treatment Plant Report to Council

November 12, 2024

The Treatment Plant Produced 1,479,672 Gallons of water for the Month of October 2024, averaging 47,731 gallons per day. Production is down, new meters and leaks have been addressed. Once things are fully operational with the distribution metering, we should be able to accurately calculate our losses.

October's Bacteriological sample was collected and delivered to the state laboratory on time and tested satisfactory. Future samples will be collected and tested by the laboratory at Sage West Hospital in Lander. This will elevate the issues of getting the samples to the state laboratory on time and without freezing issues during the winter months.

We've received new filter cassettes from Veolia and are stored at the treatment plant. The new manifolds are to be shipped as soon as they arrive from the factory. We've also received incidental items for the project such as the adapters for the cassette placement to the manifold. The replacement project is still on track for November 18.

A swing check valve and an adjustable spool has been ordered for the installation of the new High Service Pump. The swing check will replace the troublesome discharge control valve. As soon as the parts are here, we'll be installing the new pump.

We've experienced intermittent low membrane tank levels after shut-down on LPM #2 and have determined it is a leaking butterfly drain valve. We have two new replacement valves at the plant and plan to change the valve during the manifold project.

We're preparing to pull a special bacterial sample from the new water line to Franks Butcher Shop as soon as the line is installed and sanitized. (start-up sample)

Jess is doing a great job of being able to handle day-to-day operations at the WTP. He is working toward getting his lagoon license this month and immediately preparing for his level I Water License.

Motion to approve Department Reports was made by Councilman Brady Hamilton. Motion was seconded by Councilwoman Helen Gordon. Motion passed.

OLD BUSINESS:

METER PROJECT: Mayor Oler reported on the progress of the water meter project informing those present that the project is almost completed except for the readers and programming. There is also

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some replacement of old meter pads that will be done soon. There was discussion regarding why the readers were not available yet. Mayor Oler explained it was a supply issue with the manufacturer.

WATERLINE EXTENSION PROJECT: Mayor Oler reported on the progress of the Waterline Extension Project for the Business Ready Grant for Frank's. The contractor has been busy working on the line, and it is going well so far. There have been a couple of line breaks and issues that have come up. The project should be completed soon.

NEW BUSINESS:

WATERLINE EXTENSION PROJECT CHANGE ORDERS: The Town has received two change orders for the project. One is for elevating a manhole so the valve air vac will work better. The second change order is for the addition of a fire hydrant and underground installation. Franks will reimburse this change order.

A motion to approve the change orders was made by Councilman Brady Hamilton and seconded by Councilman Kevin Kummer. Motion passed.

FIRE DEPARTMENT EXPENSE REQUEST: Mayor Oler shared a funding request from the Fire Department to pay for a new Santa suit out of their WyoStar funds. The cost of the suit is \$713.16. Motion to approve payment for the new Santa Suit was made by Councilwoman Helen Gordon and seconded by Councilman Kevin Kummer. Motion passed.

BIDS FOR REPAIR OF SOLAR WALL: Mayor Oler presented two bids to replace the broken solar wall with insulation and metal siding. There was a lengthy discussion regarding the gauge of metal, R value of insulation and knowledge of contractors.

After discussion, Councilman Brady Hamilton moved to award the bid to Major's Construction. Councilman Kevin Kummer seconded the motion. Motion passed unanimously.

ONE-HALF PERCENT (1/2%) ECONOMIC DEVELOPMENT FUND: Mayor Oler presented and reported on a request from WRTA to give a portion of Economic Development funds being held by each municipality back to WRTA to help fund the bus service in Fremont County. Mayor Oler has reached out to the H.E.R.O. Committee to ask what upcoming projects they have in mind for the funds. During the discussion, the council would like to know how many residents of Hudson utilize the WRTA services from the Hudson locations.

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A motion to table this discussion and wait for further information was made by Councilman Zeke Bonella, with a second to the motion being made by Councilwoman Helen Gordon. Motion passed and the matter will be tabled for a future meeting.

OFFER FROM LANDER MUSEUM TO HOUSE ARCHIVAL MATERIALS: Mayor Oler shared an email and discussion from Lander Museum Director, Randy Wise. Mr. Wise has offered to collect, digitize and store the historical documents currently kept in the Town Hall of Hudson history. There was discussion regarding onsite storage security in Lander vs. storage at the State Archives in Cheyenne. It was agreed that the State Archives would be a safer, more secure location to store historical materials for the Town. Councilwoman Gordon suggested a second copy be kept elsewhere as well. Mayor Oler will thank Mr. Wise for the offer and inform him of the decision of Town Council.

ISO-PPC NOTIFICATION: Mayor Oler reported on the Insurance Service Office classification of Hudson under the Fire Suppression Rating Schedule program. A discussion ensued with more information being shared about how the rating schedule affects homeowner insurance among other things. There was questions about the low training hours. Chief Downing stated it was more to do with how the training was reported than the hours spent. Fire Department Chief Downing suggested Mayor Oler contact Ron Wempen for further clarification on the report. Mayor Oler will also inquire about testing fire hydrants quarterly and give him information on our upcoming water study. It was specifically noted that there is a great need for more volunteer firemen.

THIRD & FINAL READING: ORDINANCE 856 - AMENDMENT TO ORDINANCE 811, AN ORDINANCE OF THE TOWN OF HUDSON TO AMEND ORDINANCE NUMBER 811 TO AMEND THE LANGUAGE

Motion to approve ORDINANCE 856 by title only was made by Councilwoman Helen Gordon and Seconded by Councilman Brady Hamilton. Motion passed unanimously.

THIRD & FINAL READING: ORDINANCE 857 - ANNEXATION OF PROPERTY OWNED BY FBS HUDSON, LLC, AND LAND OWNED BY THE TOWN OF HUDSON

Motion to approve ORDINANCE 857 by title only was made by Councilwoman Helen Gordon and Seconded by Councilman Kevin Kummer. Motion passed unanimously.

Both Ordinances will be posted for ten days then recorded with the County Clerk's Office.

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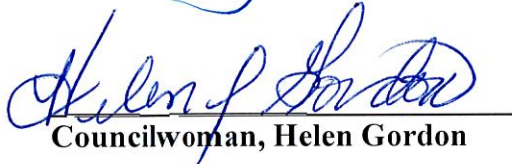
Motion was made to adjourn into Executive Session by Councilman Brady Hamilton to discuss personnel issues. Councilwoman Helen Gordon seconded the motion. Motion passed and the meeting was adjourned to Executive Session at 7:13 p.m.

Motion to come out of Executive Session and resume regular meeting was made by Councilwoman Helen Gordon and seconded by Councilman Zeke Bonella. Motion passed and regular meeting resumed at 7:31 p.m.

ADJOURNMENT: There being no further business to come before the council. Councilwoman Helen Gordon moved to adjourn the meeting. Councilman Brady Hamilton seconded the motion. Motion passed unanimously and the meeting was adjourned at 7:32 pm.

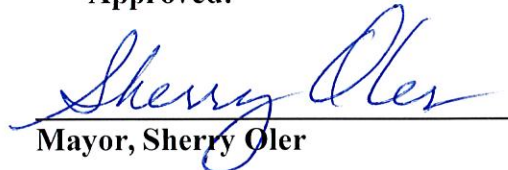
Attest:


Clerk/Treasurer, Kathy Shoopman

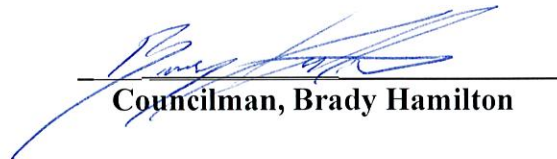

Councilwoman, Helen Gordon


Councilman, Zeke Bonella

Approved:


Mayor, Sherry Oler


Councilman, Kevin Kummer


Councilman, Brady Hamilton