

Wheatland, Wyoming
February 23, 2004

RECORD OF PROCEEDINGS FOR THE
GOVERNING BODY OF THE
TOWN OF WHEATLAND

A special meeting of the Town Council of the Town of Wheatland, Platte County, was held in the Council Room of the Town Hall at 4:30 P.M., February 23, 2004 for the purpose of a public hearing on a Business Ready Communities Grant application, emergency management programs and building and comprehensive insurance for the Town.

Mayor Pro Tem, Jeff Wilhelm called the public hearing to order at 4:30 P.M. and stated that the purpose of the public hearing was for discussion on a Business Ready Communities grant application that is being submitted to the Wyoming Business Council for the purchase of a facility for economic development purposes.

Wheatland Area Dev. Coordinator, Linda Fabian gave a brief presentation on the criteria for the grant and stated that the building would be used as an incentive to attract businesses to the community. The plan is to recruit a business that would initially create five to ten jobs. Mrs. Fabian stated that the building being considered is the Laramie Peak Motors property located on South Street. She indicated that particular property is being considered, because she has responded to several leads over the last few months that the property would be applicable to.

Mrs. Fabian stated that the grant is a 90/10 with the match coming from the Town of Wheatland. She indicated that the grant will not cover recurring costs, such as insurance, utilities, and taxes, for which WADCO would be responsible. Mrs. Fabian stated that WADCO is proposing that the grant be submitted in the amount of \$465,000.00, (\$418,500.00 State/\$46,500.00/Town).

After further discussion concerning the property and the grant criteria, Mayor Pro Tem Wilhelm called for comments either pro or con to the proposal, hearing none, he stated that the hearing had been held as per the grant requirements and hearing no further comment, he closed the public hearing at 4:50 P.M..

Mayor Pro Tem Wilhelm called the special meeting to order at 4:55 P.M. and requested roll call. Upon roll call it was found that the following were present; Councilmen Wilson, Hensel and Geile. Also present was Clerk/Treasurer, Cindy Kahler, Deputy Clerk/Treasurer, Sandy Lipps and Town Attorney, Doug Weaver.

Mayor Pro Tem Wilhelm stated that the items on the agenda included Emergency Management

programs, building and comprehensive insurance and the Business Ready Community Grant. A motion was made by Councilman Wilson and seconded by Councilman Geile to approve the agenda. Motion carried 3-0.

Mayor Pro Tem Wilhelm introduced Jane Carlson, Platte County Emergency Management Coordinator and Phil Dumars, Wheatland Emergency Management Coordinator.

Ms. Carlson presented guidelines for emergency operations in the case of a natural disaster or a technological incident including nuclear events. It provides an overview of operational concepts, identifies components of Platte County's emergency management organization and describes the overall responsibilities of the federal, state and local entities for protecting life and property in the community in the case of a "mass emergency". She stated that the plan will be tested with a mass casualty exercise and any deficiencies will be corrected. Ms. Carlson indicated that the plan will be reviewed on a yearly basis as risk and resources change.

Coordinator, Jane Carlson presented a "All Hazards Mutual Aid Agreement" covering each government entity in Albany, Platte, Goshen, Laramie, Converse and Niobrara Counties to provide resources, manpower, and equipment to assist in the event of a natural disaster or any other event that would exhaust the resources of the stricken community. Town Attorney, Doug Weaver stated he had some concerns with conflicting paragraphs regarding the length of the duty period and costs incurred during that period when an entity responds.

Coordinator, Jane Carlson presented the Emergency Management Mitigation Plan. She stated that the plan must be adopted by the local authority to receive federal assistance in the case of a declared emergency. Ms. Carlson stated that the plan being presented has been accepted by FEMA. Wheatland Emergency Management Coordinator, Phil Dumars stated that both the Emergency Operating Guidelines and the Mitigation Plan would only go into effect in the event of " a declared disaster".

Mayor Pro Tem Wilhelm asked if there were any further comments regarding the plans and the mutual aid agreement as submitted by Emergency Management Coordinators. There being none, Mayor Pro Tem Wilhelm stated that the plans and the mutual aid agreement would be taken under advisement by the Council and be considered at the regular meeting on March 8, 2004.

Deputy Clerk/Treasurer, Sandy Lipps gave a report on insurance coverage for liability, buildings and automobiles. Mrs. Lipps stated that on December 16, 2003 the Council had voted to accept the quote for liability insurance from the Local Government Liability Pool and the Council had requested that quotes for building and vehicle insurance be obtained. She stated that quotes had been received from Talbott and SAFCO, and there was a difference in the method of calculating loss. Ms. Lipps stated that Talbott would "blanket" cover everything and SAFCO would cover each building individually. She stated that it was the staffs recommendation to accept the SAFCO quotation for insurance coverage of the building, vehicles and heavy equipment. Deputy Clerk/Treasurer Lipps also stated that the Fire Department would no longer be covered under the Town's insurance

and they are in the process of getting insurance through a company specializing in Fire Dept. insurance. A motion was made by Councilman Geile and seconded by Councilman Hensel to accept the staff's recommendation and purchase insurance coverage for the buildings, vehicles and heavy equipment from SAFCO. Motion carried 3-0.

Mayor Pro Tem Wilhelm stated that the final item on the agenda was the Business Ready Communities Grant application that is being proposed. Mayor Pro Tem Wilhelm stated that the Council had voted to support the grant application contingent upon information being obtained on the criteria for the use of the funds. He stated that WADCO Director, Linda Fabian had indicated that the funds could not be used for recurring costs and those costs would be covered by WADCO, thus the Town would be responsible for the ten percent matching funds should they support the grant application. She stated that the grant application would be made in the amount of \$465,000.00 with \$418,500.00 from the State and \$46,500.00 from the Town for the purpose of purchasing a building to be used as an incentive for economic development. Mrs. Fabian stated that the grant would be submitted to the Wyoming Business Council and the State Lands and Investments Board for approval. Councilman Wilson stated that since the property being considered could become a small business park, WADCO needed to consider the costs of subdividing the property in the future. Bill Britz Jr. stated that the Town will be the official owner of the building and an agreement with WADCO will have to be drawn up should the grant be approved.

A motion was made by Councilman Hensel and seconded by Councilman Geile to sponsor the grant application and commit the matching funds in the amount of \$46,500.00 to the Business Ready Community Grant program. Motion carried unanimously.

With no further business to come before the Governing Body, Mayor Pro Tem Wilhelm adjourned the meeting at 5:55 P.M.. The next regular meeting of the Town Council of the Town of Wheatland will be held on March 8, 2004.

Mayor Pro Tem, Jeff Wilhelm

Attest:

Clerk/Treasurer, Cindy Kahler