

The Governing Body of the Town of Dubois held a regular meeting on Wednesday, April 27, 2022. The following attended:

Mayor: John Meyer  
Council Members: Randy Lahr, Patricia Neveaux, Rick Lee, Bruce J. Thompson  
Clerk/Recorder: Sandy Hust  
Press: Christine Snow, Dubois Frontier

**CALL REGULAR MEETING TO ORDER - 7:00PM - Pledge of Allegiance**

**APPROVE AGENDA – A MOTION to approve the agenda as presented was made, seconded, and carried.**

**MINUTES - A MOTION to approve the minutes from the April 13, 2022 regular meeting and Public Hearings was made, seconded and carried.**

### **AUDIENCE**

**Nelson Engineering** – Matt Bowers with Nelson Engineering was present to discuss repairs to Cell #3 at the Wastewater Treatment Plant and a possible diffused air bubbler system. The existing, working liners are failing and the patches in Cell #3 may fail. After a site visit to the plant, Matt provided a rough overview for possible repairs. Several replacement/repair options and cost estimates were provided. Matt stated the cost of materials overall have increased at least 50%. Currently, the treatment process is aeration which causes four motors and draft tubes to be replaced per year with repair costs being high. Public Works asked Matt to research a possible diffused air bubbler system that diffuses air in the bottom, with no surface issues. A cursory review was conducted by the engineer with Matt's recommendation being more research being conducted into the new system due to costs and funding sources such as Green Energy Grants due to the decreased energy costs. To make repairs to the existing system, Mineral Royalty monies can be applied for. Matt's recommendation is, at a minimum, to repair/replace the existing towers. Several options were discussed regarding a possible new system with Matt again recommending more analyses be conducted.

### **DISCUSSION/INFORMATION/REMINDERS**

*Official e-mail for Town of Dubois is: [dubois@wyoming.com](mailto:dubois@wyoming.com). Any correspondence addressed to council will be forwarded to appropriate e-mail addresses, copied, and mailed, or personally delivered by the Administration Office.*

**Rescheduled June Meeting** – Meeting had been scheduled for June 6, 2022 due to the WAM Summer Convention – June 8-10, 2022 - Mayor Meyer and Councilmember Neveaux will be attending.

**Building Permit Fees and Charges** – Increase rates to February 2022 rates. Council would like to see the Town of Dubois 50% adjustment be omitted in the fee structure.

**Budget Work Session** – Wednesday, May 4, 2022, 5:00PM in the Administration Office.

**Fremont County Assessor** – Tara Berg will be in Dubois in the Council Chamber on May 4, 2022 at 5:30PM.

**Water/Sewer Rates FY 22/23 – Draft Resolution 22-XXX** - Projected at 7.4% increase (WY COLI) plus \$7.00 water base rate increase for the Meckem Street Water Project as there is a possibility of the project being postponed for a year. An additional increase may be implemented for FY 23/24.

**Sanitation Rates FY 22/23 – Draft Resolution 22-XXX** - Projected at 7.4% increase (WY COLI)

### **ACTION**

**Malt Beverage/Open Container Permit** – It was moved, seconded, and carried to approve a Malt Beverage/Open Container Permit for - Sue Peterson – “Celebration of Life for Scott Peterson”, June 10, 2022, 1:30pm–5:30pm, Town Park Shelter Area.

**Ordinance No. 437**

### **ORDINANCE NO. 437**

### **AN ORDINANCE CODIFYING TITLE 12 OF THE CODE OF THE TOWN OF DUBOIS PERTAINING TO BUILDING REGULATIONS**

It was moved and seconded to approve Ordinance 437 upon Third and Final Reading. Mayor Meyer extended his appreciation from the Governing Body to former Councilmember Dave Bennett for the work done on achieving this codification. **MOTION carried with unanimous votes.**

**Resolution No. 22-010**

### **A RESOLUTION OF THE TOWN OF DUBOIS UPDATING THE BUILDING PERMIT FEES AND CHARGES SCHEDULE AND ESTABLISHING AN EFFECTIVE DATE OF MAY 5, 2022**

It was moved, seconded, and carried to approve Resolution No. 22-010.

This institution is an equal opportunity provider and employer.

**Ordinance No. 452** - Removes 14-3-3 through 14-3-9, Building Permits and adds the Zoning Map.

**AN ORDINANCE AMENDING TITLE 14  
ZONING  
OF THE DUBOIS TOWN CODE**

It was moved, seconded, and carried to approve Ordinance No. 452 upon First Reading.

**Ordinance No. 453**

**AN ORDINANCE AMENDING TITLE 7  
BUSINESS LICENSING AND REGULATION  
CHAPTER 5 – SHORT TERM LODGING UNIT  
OF THE DUBOIS TOWN CODE**

Section 7-5-2 will be changed to put a limit of 25 short-term rental units. It was moved, seconded, and carried to approve Ordinance No. 453 upon First Reading.

**Dubois Municipal Airport - GA Apron Expansion Re-bidding Services Draft Scope and Fee – It was moved, seconded, and carried to approve and authorize Mayor Meyer to sign a task order agreement per the approved Scope and Fee for rebid and plan update with KLJ Engineering in the amount not to exceed \$32,000.00.**

**Proclamation - Municipal Clerks Week** – Mayor Meyer read a proclamation declaring May 1 - 7, 2022, Municipal Clerks Week.

**General Tax Levy** – It was moved, seconded, and carried to declare a General Tax Levy of Five Mills be made on all taxable property within the Town of Dubois.

**Airport Hangar Leases** – It was moved and seconded to authorize an increase to \$.1569 to the airport hangar lot lease fees effective July 1, 2022 to correspond with the Wyoming Cost of Living Index of 7.4%. Frank Welty asked who pays the taxes on the property between the hangars. Mayor explained it is part of the lease. **MOTION carried**

**Accounts Payable** – It was moved, seconded and carried to approve the Accounts Payable list dated April 22, 2022.

CHECK NO.	AMOUNT	VENDOR / DESCRIPTION
2897	10,101.88	THROUGH 2903 & 22041501 - 22041504 4/15/2022 PAYROLL
2904	48.00	NCPERS - INSURANCE
2905	138.73	BOBCAT OF THE BIG HORN BASIN, INC. - PARTS
2906	162.12	BULL'S SERVICE & TOWING, LLC. - TIRES
2907	525.00	JCG TECHNOLOGIES, INC. - COURT SOFTWARE SUPPORT
2908	68.10	NAPA AUTO PARTS - PLOW BOLT
2909	15.58	NAPA AUTO PARTS OF DUBOIS - PARTS
2910	126.97	OFFICE DEPOT - OFFICE SUPPLIES
2911	4.50	ONE CALL OF WYOMING - DIG ALERTS
2912	68.62	TWEED'S WHOLESALE, CO. - JANITORIAL SUPPLIES
50367	14,735.94	HIGH PLAINS POWER - ELECTRICAL CHARGES
	<b>25,995.44</b>	<b>APPROVED 04/27/22 AND CHECK REGISTER</b>

**TAD Funds Payables** - It was moved, seconded, and carried to approve the TAD Fund payments dated April 22, 2022.

CHECK NO.	AMOUNT	VENDOR / DESCRIPTION
204	1,650.00	TRUE WEST PUBLISHING, INC. - PUBLICATION
	18.30	VISA 7382 - POSTAGE FOR VISITOR PACKETS
	<b>1,668.30</b>	<b>APPROVED 04/27/2022 AND CHECK REGISTER</b>

**Adjourn** - A MOTION to adjourn the Regular Meeting at 7:56PM was made, seconded, and carried.

ATTEST:

APPROVED:

\_\_\_\_\_  
Sandy Hust, Town Clerk

\_\_\_\_\_  
John Meyer, Mayor

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Minutes approved as presented at the Council meeting of \_\_\_\_\_, 2022