



Glenrock Town Council Meeting AGENDA

March 25, 2024 – 5:30PM

- I. WELCOME / PLEDGE**
- II. CALL TO ORDER – ATTENDANCE**
- III. ADDITIONS / DELETIONS**
- IV. APPROVAL OF MINUTES**
March 11, 2024 Council Meeting
- V. REPORTS**
- VI. ITEMS FROM THE FLOOR**
- VII. OLD BUSINESS**
None.
- VIII. NEW BUSINESS**
Resolution 2024-07: Naming Public Roadway
Resolution 2024-08: Awarding Bid for 9th & Keller Street Improvements Project
- IX. BILLS & CLAIMS**

ADJOURNMENT

Unapproved Minutes
Town Council Meeting
Glenrock Town Hall
March 11, 2024

Mayor Roumell called the council meeting to order at 5:30PM and led the Pledge of Allegiance. All elected officials were in attendance.

ADDITIONS/DELETIONS: Resolution 2024-6: Mayor Roumell asked for a motion to remove Resolution 2024-6 from the agenda. CP Colling moved to remove Resolution 2024-6 from the agenda; seconded by CP Kincaid. CP Moulton, CP Kincaid and CP Colling voted AYE; CP Nunn voted NAY – MOTION CARRIED.

APPROVAL OF MINUTES: CP Kincaid moved to approve minutes as presented for February 26, 2024 council meeting and March 4, 2024 Work Session; seconded by CP Nunn. All ayes – MOTION CARRIED.

OLD BUSINESS: None.

NEW BUSINESS: Open Container Permits (Multiple) for Main Street, encompassing all summer events at Town Square. CP Nunn moved to approve all Open Container Permits for Main Street for the Summer Town Square events; seconded by CP Kincaid. All ayes – MOTION CARRIED.

24-Hour Malt Beverage Permits (Multiple) for Main Street, encompassing all summer events at Town Square. CP Moulton moved to approve all 24-hour Malt Beverage Permits (Multiple) for Main Street for Summer Town Square Events; seconded by CP Nunn. All ayes – MOTION CARRIED.

BILLS & CLAIMS: Bills/Claims Approved March 11, 2024. Douglas Budget 272.00; Valli Information Systems 791.48; Town of Glenrock 1435.83; Glenrock Hardware Hank 420.18; Glenrock Super Foods 8.78; Home Depot 405.22; Fire Suppression Authority 61388.26; Menards 130.74; Ferguson Waterworks 530.00; Patriot Tire 1203.96; Saltus Technologies 3182.26; Converse County Clerk 1977.00; Price Cleaning Service 1320.00; Williams, Porter, Day and Neville PC 570.00; Century Link 164.01; Century Link 479.32; Swank Motion Pictures Inc. 4725.00; Energy Laboratories 482.00; Cues, Inc. 542.17; Mountain West 60.95; Rocky Mountain Wash 35.00; Dooley Oil 2989.20; Hawkins 20.00; All Service Plumbing 95.00; Stryker Sales 1890.00; Jesse Richard 239.92; Renegade Off Road 50.18; Jeffrey Tesdall 109.45; WASCOP 150.00; Verizon 731.36; Douglas Business Center 68.25; AlSCO 157.85; The Chip Doctor 60.00; PDS 741.00; Crossroads Vet Services 30.00; Homax 2350.75; Peak Laboratories 97.02; Ayden Moulton 60.00; Graves Consulting 4000.00; One Call of Wyoming 21.00; Shannon Watts Art & Design 240.00; Converse County Bank/Visa \$4381.16. 42 Claims totaling \$98,606.30. CP Moulton moved to approve Bills and Claims; seconded by CP Nunn. Treasurer Lewis requested adding two bills to the list. One was for Andreen Hunt in the amount of \$340,135.50 and the other for Crown Construction in the amount of \$52,130.00. CP Moulton

amended motion to include the two additional bills; seconded by CP Nunn. All ayes – MOTION CARRIED.

At 5:51PM CP Nunn moved to adjourn the meeting; seconded by CP Kincaid. All ayes– MOTION CARRIED.

ADJOURNMENT: 5:51PM.

Bruce Roumell, Mayor

ATTEST:

Tammy Taylor, Town Clerk

RESOLUTION NO. 2024-07

A RESOLUTION NAMING THE PUBLIC ROADWAY BETWEEN BRIDGER'S CROSSING AND BRUBAKER ROAD

WHEREAS, the Town of Glenrock has received an application for a site plan approval for construction of a commercial business, to be located on a portion of the N1/2 of Section 4, Township 33 North, Range 75 West of the 6th P.M. in the Town of Glenrock; and

WHEREAS, this property is owned by ECI Properties, L.L.C. whose primary owner is Casey Hoskinson; and

WHEREAS, the precedent in adjacent subdivision of Country Estates has been to name the public roads after the owners of the property; and

WHEREAS, the Glenrock Planning and Zoning Commission have recommended naming the road Hoskinson Lane; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Glenrock that the above-named public roadway be named Hoskinson Lane.

PASSED AND APPROVED THIS 25TH DAY OF March, 2024.

ATTEST:

Bruce Roumell, Mayor

Tammy Taylor, Town Clerk



Town of Glenrock

Building Department

219 S 3rd ST, PO Box 417, Glenrock, WY, 82637

P. 307-436-9294 | F. 307-436-5753 | www.glenrock.org

New Road:

Hoskinson Lane will connect Brubaker Road to Bridger Crossing



RESOLUTION 2024-08

A RESOLUTION APPROVING AWARD OF BID FOR THE 9TH & KELLER STREET IMPROVEMENTS PROJECT

WHEREAS, the Town of Glenrock has approved the 9th & Keller Street Improvements Project;

WHEREAS, request for bids for the 9th & Keller Street Improvements was published January 24, 2024, January 31, 2024 & February 7, 2024; and

WHEREAS, a mandatory pre-bid meeting was held on February 7, 2024 at Glenrock Town Hall; and

WHEREAS, two bids were received and opened by Ray Catellier, Engineer on Tuesday, March 5, 2024 and were as follows:

Base Bid Alternative 1:

Knife River for \$2,699,216.50

Andreen Hunt for \$3,202,140.00

Base Bid Alternative 2:

Knife River for \$3,058,423.40

Andreen Hunt for \$3,303,190.00

NOW, THEREFORE, BE IT RESOLVED, that the Town of Glenrock awards the bid as follows:

Knife River Alternative 1 for \$2,699,216.50

PASSED, APPROVED AND ADOPTED this 25th day of March, 2024.

TOWN OF GLENROCK
A Municipal Corporation

Bruce Roumell, Mayor

ATTEST:



Monday, March 11, 2024

Mr. Randy Rumpler
Public Works Director – Town of Glenrock
P.O. Box 417
Glenrock, WY 82637

Re: Recommendation of Award: Town of Glenrock – Keller and 9th Street Improvements.

Dear Mr. Rumpler,

Bids were received for the Town of Glenrock – Keller and 9th Street Improvements Project on March 5th, 2024 at 10:00AM. A total of two bids were received ranging in price from \$2,699,216.50 to \$3,202,140.00 for Base Bid Alternative 1. The bids are summarized on the attached bid tabulation. The low bidder for Alternative 1 was Knife River, Inc. with a base bid of \$2,699,216.50. A total of two bids were received ranging in price from \$3,058,423.40 to \$3,303,190.00 for Base Bid Alternative 2. The low bidder for Alternative 2 was Knife River, Inc. with a base bid of \$3,058,423.40. The engineer's estimate was in the amount of \$2,658,300.00.

We have thoroughly reviewed the bid provided by Knife River, Inc.; the bid was accurate and complete. There were no discrepancies in the bid and the documents were completed properly. CEPI recommends the award of the Keller and 9th Street Improvements Project Bid Alternate 1 to Knife River, Inc. in the amount of \$2,699,216.50.

Please feel free to contact me if you have any questions or concerns.

Sincerely,
Civil Engineering Professionals, Inc.


Raymond J. Catellier, PE

*Published:
Prebidants:
Who opened?*

03/21/24
14:35:11

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 3/24

Page: 1 of 9
Report ID: AP100

Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9255		123 ORKIN PEST CONTROL	232.00					
Extermination - TH & HC								
Account Number 26057258								
	963736	03/05/24 TH - Extermination	137.00			101 5021	5510	1010
	964208	03/05/24 HC - Extermination	95.00			101 5460	5510	1011
9261		363 AT & T MOBILITY	2,068.12					
PD - Phones (First Net)								
	03202024	03/12/24 PD - Phones	2,068.12			101 5101	5450	1011
9262		1142 TRANSUNION RISK & ALTERNATIVE	75.00					
PD - Contract								
	202402-1	03/01/24 PD - Contract	75.00			101 5101	5280	1011
9263		93 BLACK HILLS ENERGY	3,854.78					
Natural Gas February 2024								
	03/11/24	Commerce Block Natural Gas	212.85			117 5540	5480	1011
	03/11/24	Shop Natural Gas	1,061.94			101 5221	5480	1011
	03/12/24	Shop Natural Gas	533.27			101 5221	5480	1011
	03/11/24	Historical Commission	213.44			101 5460	5480	1011
	03/11/24	Town Hall Natural Gas	1,206.64			101 5021	5480	1011
	03/11/24	Water Sales Nat Gas	158.67			241 5701	5480	1011
	03/11/24	Sharps Natural Gas	60.85			118 5505	5510	1011
	03/11/24	Town Square Nat Gas	407.12*			101 5440	5480	1011
9264		126 ROCKY MOUNTAIN POWER	17,230.41					
February 2024 statements								
	03/05/24	56433581-001-1 sewer electrici	2,170.20			242 5710	5480	1011
	03/05/24	70983688-001-9 Parks elec	450.84			101 5430	5480	1011
	03/05/24	70983688-001-9Historical Commi	72.98			101 5460	5480	1011
	03/05/24	70983688-002-7 Commerce Bldg	1,720.27			117 5540	5480	1011
	03/05/24	56433581-002-9 town hall	1,218.07			101 5021	5480	1011
	03/06/24	56433581-003-7 Parks	205.98			101 5430	5480	1011
	03/06/24	56433581-003-7 Water	652.32			241 5701	5480	1011
	03/05/24	56433581--004 5 Town Shop	338.78			101 5221	5480	1011
	03/06/24	56433581-005-2 Town Park	168.97			101 5430	5480	1011
	03/05/24	56433581 006 0 Town Park	27.82			101 5430	5480	1011
	03/05/24	56433581 018 5 Street lights	2,697.98			101 5201	5480	1011
	03/05/24	56433581 019-3 Town Hall	75.85			101 5021	5480	1011
	03/06/24	56433581 025-0 Water	4,046.41			241 5701	5480	1011
	03/06/24	56433581 026-8 WAtEr	32.42			241 5701	5480	1011
	03/11/24	56433581 027-6 Bronco Building	1,788.86*			119 5550	5480	1011
	03/06/24	56433581-029-2 Street	27.56			101 5201	5480	1011
	03/05/24	70983688-006 8 Pathway Lights	122.56			101 5201	5480	1011

03/21/24
14:35:11

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Page: 2 of 9
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	03/05/24	56433581-034 2 Town Square	686.69*			101 5440	5480	1011
	03/11/24	56433581-027 6 Sharps	725.85			118 5505	5510	1011
9306		134 CENTURY LINK	200.29					
	Monthly Statements							
	03/01/24	SH - 9539	151.33			101 5221	5480	1011
	03/07/24	HC - 5480	48.96			101 5460	5450	1011
9307		976 ATLAS PREMIER SERVICE	206.39					
	PD & TH - Copiers							
	62650 03/08/24	PD - Copier	114.24*			101 5101	5230	1011
	62650 03/08/24	TH - Copier	92.15			101 5021	5510	1011
9308		437 NAPA - GLENROCK	519.09					
	Monthly Statement							
		WA - Maintenance	9.23			241 5701	5510	1011
		SW - Vehicle Maint	73.64			242 5710	5560	1011
		PD - Vehicle Maint	52.96			101 5101	5560	1011
		WA - Supplies	63.30			241 5701	5590	1011
		SW - Equipment	45.00			242 5710	5540	1011
		SH - Vehicle Maint	8.99			101 5221	5560	1011
		ST - Vehicle Maint	147.69			101 5201	5560	1011
		PK - Vehicle Maint	118.28			101 5430	5560	1011
9309		1264 AI TOWING & RECOVERY, LLC	180.00					
	PD - Towing							
	3593 02/29/24	PD - Towing	180.00			101 5101	5560	1011
9310		1015 RENEGADE OFF-ROAD & DRIVELINE	2,654.05					
	PD - Vehicle Service & Repairs							
	8660 03/06/24	PD - Vehicle Service	116.59			101 5101	5570	1011
	8650 03/01/24	PD - Vehicle Repairs	694.08			101 5101	5560	1011
	8678 03/13/24	PD - Vehicle Repairs	1,843.38			101 5101	5560	1011
9311		1291 COCA COLA BOTTLING	35.00					
	DSP - Supplies							
	4672927 03/05/24	DSP - Supplies	35.00			101 5150	5580	1011
9312		451 EXTREME TRUCK OUTFITTERS	602.50					
	PD - Vehicle Repairs							
	2402131 03/06/24	PD - Vehicle Repairs	602.50			101 5101	5560	1011

03/21/24
14:35:11

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Page: 3 of 9
Report ID: AP100

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9313		61 GRAINGER	2,087.95					
	SW - Supplies							
		9072 03/05/24 SW - Supplies	2,087.95			242 5710	5590	1011
9314		1075 SHERWIN WILLIAMS CO	864.99					
	PK - Paint							
		703439 03/06/24 PK - Paint	864.99*			101 5430	5812	1011
9315		1 71 CONSTRUCTION	7,519.00					
	WA - Deer Creek Crossing (Retainage)							
		23-035-2 03/11/24 WA - Deer Creek Crossing	7,519.00			241 5701	5999	1011
9316		45 ENERGY LABORATORIES, INC	482.00					
	WA - Analysis; SW - Effluent							
		616776 03/11/24 WA - Analysis	66.00			241 5701	5400	1011
		616562 03/08/24 SW - Effluent	116.00			242 5710	5400	1011
		618406 03/19/24 SW - Influent/Effluent	300.00			242 5710	5400	1011
9317		1358 AMAZON CAPITAL SERVICES	347.57					
	Monthly Invoices							
		6JWH 03/12/24 TC - IT Supplies	35.93			101 5019	5601	1011
		3M3X 02/20/24 IT - Hardware	12.86			101 5004	5545	1011
		JRQT 02/23/24 IT - Hardware	-74.09			101 5004	5545	1011
		KKGN 02/23/24 IT - Hardware	-74.09			101 5004	5545	1011
		QHYN 02/07/24 IT - Hardware	416.00			101 5004	5545	1011
		03/14/24 DSP - Equipment	30.96			101 5150	5790	1011
9318		1573 STAPLES	36.01					
	FN - Office Supplies							
		6000513062 02/25/24 FN - Office Supplies	36.01			101 5007	5580	1011
9319		5 ALL AMERICAN PUBLISHING	700.00					
	PD - Comm Policing							
		1029162 02/07/24 PD - Comm Policing	440.00			101 5101	5475	1011
		1029163 02/07/24 PD - Comm Policing	260.00			101 5101	5475	1011
9320		1363 CS CONSULTING LLC	1,150.00					
	PW - Training							
		25870 03/12/24 WA - Training	300.00			241 5701	5470	1011
		25882 03/14/24 SA - Training	850.00			243 5720	5470	1011

03/21/24
14:35:11

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 3/24

Page: 4 of 9
Report ID: AP100

Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9321		681 CASEY COATES	1,400.00					
	PD - Prof Services							
		LD24-001 03/06/24 PD - Prof Services	1,400.00*			101 5101	5230	1011
9322		271 MODERN MARKETING	1,397.42					
	PD - Equipment							
		MMI155876 03/07/24 PD - Equipment	1,397.42			101 5101	5790	1011
9323		1359 VYVE BROADBAND	988.15					
	TH - Broadband							
		03/18/24 TH - Broadband	988.15			101 5021	5480	1011
9324		22 CEPI	2,180.00					
	CD - ECI Carwash - PR#3							
		23-079-03 02/29/24 CD - EDI Project	2,180.00			101 5510	5230	1011
9325		1357 GREAT AMERICA FINANCIAL SVCS	83.00					
	PD - Prof Svcs							
		36060606 03/04/24 PD - Prof Svcs	83.00*			101 5101	5230	1011
9326		277 GLENROCK HEALTH CENTER	35.00					
	Monthly Testing							
		20778 02/20/24 PD - Testing	35.00*			101 5101	5230	1011
9327		603 CONVERSE COUNTY E.M.A.	152.60					
	DSP - Low Level Electricity							
		31424 03/14/24 DSP - Low Level Electricity	152.60			101 5150	5802	1011
9328		1110 ALSCO	157.85					
	TH & TS - Floor Mats							
		1591151 03/19/24 TH - Floor Mats	101.53			101 5021	5510	1011
		1591155 03/19/24 TS - Floor Mats	56.32			101 5440	5510	1011
9329		110 MENARDS	491.94					
	PK - South Rec Improvements							
		83056 03/15/24 PK - South Rec	491.94*			101 5430	5812	1011
9330		927 AUTO GLASS PRO, LLC	1,500.00					
	PK - Vehicle Repair							
		13911 03/07/24 PK - Vehicle Repair	1,500.00			101 5430	5560	1011

03/21/24
14:35:11

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 3/24

Page: 5 of 9
Report ID: AP100

Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9331		64 H & H ELECTRIC	1,526.95					
TH - Repairs								
	338689	03/14/24 TH - Repairs	1,526.95			101 5021	5510	1011
9332		92 DANA KEPNER COMPANY INC.	1,270.50					
WA - Repairs								
	2237765	03/18/24 WA - Repairs	1,270.50			241 5701	5510	1011
9333		523 DELL MARKETING LP	2,518.10					
IT - Hardware								
	1073761870	03/18/24 IT - Hardware	2,518.10		0	101 5004	5545	1011
9334		1171 JESSE RICHARD	100.00					
PD - Travel Per Diem								
		03/19/24 PD - Travel Per Diem	100.00			101 5101	5470	1011
9335		1575 RACHEL BRURUD	100.00					
PD - Travel Per Diem								
		03/19/24 PD - Travel Per Diem	100.00			101 5101	5470	1011
9336		1577 ROCKY MTN PRINT SOLUTIONS	624.20					
PW - Billing Cards								
	240220-062	03/01/24 PW - Billing Cards	624.20			241 5701	5601	1011
9337		1378 WY DEPT OF AGRICULTURE	100.00					
TS - License Renewal								
		03/13/24 TS - License Renewal	100.00			101 5440	5400	1011
9338		204 WY SECRETARY OF STATE	60.00					
TC - Notary Renewal								
		03/20/24 TC - Notary Renewal	60.00			101 5019	5210	1011
9339		226 TOWN OF ROLLING HILLS	135.00					
PD - Fines								
Received check from CC Sheriffs Dept that should have gone to Rolling Hills.								
		03/21/24 PD - Fines	135.00			101 4401		1011
9340		1509 JAYLENE LAMOREAUX	128.89					
WA - Refund LIEAP payment from December								
	2025-02	03/20/24 WA - Refund LIEAP payment	128.89			241 4601		1011

03/21/24
14:35:11

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 3/24

Page: 6 of 9
Report ID: AP100

Hilltop National Bank
* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9341		20 CONVERSE CO. BANK/VISA	5,268.06					
		Monthly Statements						
	02/13/24	FN - Postage	68.00			101 5007 5360		1011
	02/23/24	FN - Training	266.00			101 5007 5470		1011
	03/03/24	FN - IT Subscriptions	20.99			101 5007 5601		1011
	03/04/24	FN - Training	369.00			101 5007 5601		1011
	02/29/24	SW - IT Supplies	9.96			242 5710 5601		1011
	02/16/24	PD - Postage	9.50			101 5101 5360		1011
	02/16/24	DSP - Office Supplies	57.06			101 5150 5580		1011
	02/28/24	PD - Comm Policing	9.98			101 5101 5475		1011
	03/04/24	DSP - Equipment	101.84			101 5150 5790		1011
	02/15/24	SW - Training	323.00*			242 5710 5470		1011
	02/20/24	SH - Training	110.00*			101 5221 5470		1011
	02/20/24	PK - Uniforms	178.50			101 5430 5110		1011
	03/07/24	SH - Training	205.00*			101 5221 5470		1011
	02/23/24	M/C - Travel	51.00*			101 5002 5470		1011
	02/21/24	PD - Training	61.77			101 5101 5470		1011
	02/21/24	IT - Training	25.00			101 5004 5470		1011
	02/21/24	M/C - Travel	40.00*			101 5002 5470		1011
	02/23/24	TC - Travel/Training	893.15			101 5019 5470		1011
	02/23/24	M/C - Travel/Training	1,676.54*			101 5002 5470		1011
	03/05/24	TC - Subscription	473.77			101 5019 5230		1011
	02/23/24	BI - Travel/Training	318.00			101 5023 5470		1011
9342		1576 STATE OF WYOMING / ATTN: LIEAP	128.89					
		WA - Refund - LIEAP						
	03/21/24	WA - Refund - LIEAP	128.89			241 4601		1011
9343		171 VERIZON WIRELESS	837.26					
		Monthly Statement						
	9958756455	03/10/24 TC - Phone	51.56			101 5019 5450		1011
	9958756455	03/10/24 TS - Phone/Tablet	81.45			101 5510 5450		1011
	9958756455	03/10/24 M/C - Phones/Tablet	298.41			101 5002 5450		1011
	9958756455	03/10/24 FN - Phones	82.88			101 5007 5450		1011
	9958756455	03/10/24 WA - Salesman/Tablet	80.04			241 5701 5480		1011
	9958756455	03/10/24 BI - Phone/Tablet	81.45			101 5023 5450		1011
	9958756455	03/10/24 PK - Camera Ball	40.01			101 5430 5480		1011
	9958756455	03/10/24 PD - Camera Balls	121.46			101 5101 5450		1011

03/21/24
14:35:11

TOWN OF GLENROCK
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For the Accounting Period: 3/24

Page: 7 of 9
Report ID: AP100

Hilltop National Bank
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Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
9344		1578 COLTON MCLEAN	110.00					
WA - Refund Deposit								
		11146-02 03/20/24 WA - Refund Deposit	110.00			241 4601		1011
9345		177 WYOMING ASSN OF RURAL WATER	395.00					
WA - Training								
		19363 03/20/24 WA - Training	395.00			241 5701 5470		1011
		# of Claims	45	Total:				62,733.96

TOWN OF GLENROCK
Fund Summary for Claims
For the Accounting Period: 3/24

Fund/Account	Amount
101 GENERAL FUND	
1010 Cash - Checking	137.00
1011 Money Market 800-461-6	36,527.66
117 COMMERCE BLOCK	
1011 Money Market 800-461-6	1,933.12
118 BRC GRANT	
1011 Money Market 800-461-6	786.70
119 BRONCO BUILDING	
1011 Money Market 800-461-6	1,788.86
241 WATER FUND	
1011 Money Market 800-461-6	15,584.87
242 SEWER FUND	
1011 Money Market 800-461-6	5,125.75
243 SANITATION FUND	
1011 Money Market 800-461-6	850.00
Total:	62,733.96

03/21/24
14:35:12

TOWN OF GLENROCK
Claim Approval Signature Page
For the Accounting Period: 3 / 24

Page: 9 of 9
Report ID: AP100A

We the undersigned affirm that the charges are true and correct and accurately reflect the charges due to the Town of Glenrock this 25th day of March, 2024.

Mayor Bruce Roumell

Council Member Judi Colling

Council Member Roy Kincaid

Council Member John Moulton

Council Member Margaret Nunn

Treasurer Kelly Lewis