

# **Glenrock Town Council Meeting AGENDA**

**June 23, 2025 – 5:30PM**

- I. WELCOME / PLEDGE**
- II. CALL TO ORDER – ATTENDANCE**
- III. ADDITIONS / DELETIONS**
- IV. APPROVAL OF MINUTES**  
June 9, 2025 Council Meeting
- V. REPORTS**
- VI. ITEMS FROM THE FLOOR**
- VII. OLD BUSINESS**  
**Conditional Use Permit – Dills**  
**Ordinance 754: FY 2025/26 Budget – Third Reading**  
**Ordinance 755: Planning and Zoning Commission Amendment – Third Reading**
- VIII. NEW BUSINESS**  
**Tree Grant Application - Redman**
- IX. BILLS & CLAIMS**
- X. ADJOURNMENT**

Unapproved Minutes  
Town Council Meeting  
Glenrock Town Hall  
June 9, 2025

**PUBLIC HEARING ON CONDITIONAL USE PERMIT:** At 5:30PM, Mayor Roumell opened public hearing. No public comments. Closed public hearing at 5:32PM.

Mayor Roumell called the council meeting to order at 5:32PM and led the Pledge of Allegiance. CP Kincaid was absent. All other elected officials were in attendance.

**ADDITIONS/DELETIONS:** None.

**APPROVAL OF MINUTES:** CP Nunn moved to approve minutes for May 12, 2025 Council Meeting and June 2, 2025 Work Session; seconded by CP Dalgarn. All ayes – MOTION CARRIED.

**OLD BUSINESS:**

**Ordinance 754 – Budget Ordinance for FY 25/26 – second reading.** CP Dalgarn moved to approve Ordinance 754 on second reading; seconded by CP Colling. All ayes - MOTION CARRIED.

**Ordinance 755 – Planning and Zoning Commission Amendments – second reading.** CP Nunn moved to approve Ordinance 755 on second reading; seconded by CP Dalgarn. All ayes – MOTION CARRIED.

**NEW BUSINESS:**

**South Rec Event Application / Open Container Permit – Wyoming Central Abate.** CP Nunn moved to approve the applications; seconded by CP Dalgarn. All ayes – MOTION CARRIED.

**24-Hour Catering Permit - Four Aces.** CP Dalgarn moved to approve the 24-Hour Catering Permit for Four Aces; seconded by CP Colling. All ayes – MOTION CARRIED.

**Future Liquor Permits:** CP Nunn moved to clearly enforce going forward that all liquor permit applications must be seen before council 30 days before the event and must be filled out correctly or they will not be presented to council; seconded by CP Colling. All ayes – MOTION CARRIED.

**Conditional Use Permit – Dills.** CP Dalgarn moved to approve the Conditional Use Permit Application; seconded by CP Colling. CP Nunn and CP Dalgarn voting AYE, CP Colling and Mayor Roumell voting NAY; MOTION FAILS. CP Nunn moved to readdress / postpone until the next meeting, June 23, 2025; seconded by CP Dalgarn. All aye – MOTION CARRIES.

**Conditional Use Permits: Dyck, Levin, Dills:** CP Dalgarn moved to approve the conditional use permit applications; seconded by CP Nunn. All ayes – MOTION CARRIED.

**Tree Grant Applications – Pasko, Pratt.** CP Nunn moved to approve the tree grant applications; seconded by CP Dalgarn. All ayes – MOTION CARRIED.

**Resolution 2025-7 – Hilltop as Designated Depository.** CP Nunn moved to approve Resolution 2025-7; seconded by CP Colling. All ayes – MOTION CARRIED.

**Resolution 2025-8 – Appropriation of Unappropriated Surplus Funds:** CP Colling moved to approve Resolution 2025-8. CP Dalgarn stepped out of room. All ayes – MOTION CARRIED.  
**Rolling Hills Law Enforcement and Animal Control Agreements:** CP Nunn moved to approve the Rolling Hills law enforcement and animal control agreements; seconded by CP Colling. CP Dalgarn out of the room. All ayes – MOTION CARRIED.

**BILLS & CLAIMS:** Bills/Claims Approved June 9, 2025

Bill Blackburn 425.93; One Call of Wyoming 144.70; Hawkins 2673.70; WYDOT 580.00; Vyve 1361.07; Converse County Public Health 135.00; Verizon 1601.19; Century Link 594.17; Wyoming Association of Municipalities 520.00; Wyoming Local Government Liability Pool 26298.00; Converse County Bank/Visa 5440.50; Menards 350.28; Energy Laboratories 406.00; Greiner Motors 88.42; Renegade Off Road 526.66; Mid-American Research Chemical 556.50; Core & Main 5641.52; Town of Glenrock 1213.18; AlSCO 271.88; Century Link .07; Cole Petty 20.50; John Deere Financial 299.99; Hoods Equipment 187.08; Patriot Tire 328.60; CivicPlus 1260.00; Mountain West 67.95; Western Skies Technology 12000.00; PDS 843.65; Glenrock Hardware Hank 368.83; Arlene Tiensvold 500.00; Shane Pierce 25.12; Coca Cola Bottling 87.00; WY Law Enforcement Academy 790.00; Price Cleaning Services 1550.00; Chad Beer 2036.00; Ferguson Waterworks 10.00; Heritage Landscape Group 69.93; All Trees 1800.00; Only Dinosaurs Inc. 4800.00; Dawson Infrastructure Solutions 616,779.11; Graves Consulting 1000.00; Knife River 4697.75; Crown Construction 184202.75. 43 claims totaling \$882,553.03. CP Nunn moved to pay bills and claims; seconded by CP Colling. All ayes – MOTION CARRIED.

At 7:10PM, CP Nunn moved to adjourn the meeting; seconded by CP Dalgarn. All ayes – MOTION CARRIED.

**ADJOURNMENT: 7:10PM.**

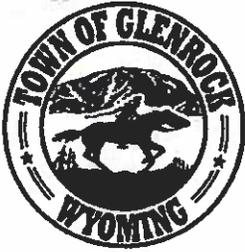
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Bruce Roumell, Mayor

ATTEST:

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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

### Conditional Use Permit Application

Owner of Record Information	
Name: Sue Dills	Date: 4/21/2025
Street Address: 206 N. 4th St	
Block #: 3	Lot #: 27
Subdivision: Click or tap here to enter text.	
<b>Type of Use Requested:</b> Request to allow an RV in a Mobile Home Zone for Judy Butcher (renter) located at 206 N. 4th St. on a Mobile Home lot owner by Craig & Sue Dills. This will be a temporary permit that allows Judy Butcher to reside in her RV at 206 N. 4th St. until she leaves for any reason. When Judy Butcher is gone, the RV MUST BE REMOVED FROM THE SITE. NO OTHER RV WILL BE ALLOWED AT THIS ADDRESS. No other resident is allowed to stay in RV after Judy Butcher is gone.	
<i>unless approved by a new Conditional use permit in the future.</i>	

Requirements			
Fee Amount Paid	Yes <input type="checkbox"/> No <input type="checkbox"/>	Receipt #: Click or tap here to enter text.	Date: Click or tap to enter a date.
Petition of Property Owner Presented:		Yes <input type="checkbox"/>	No <input type="checkbox"/>

Accompanying Documents		
List of Names of Property Owners within 150' Presented:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Plans:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Maps:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Other Drawings:	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Miscellaneous Items of Consideration: Temporary Conditions:

*Received From Sue Dills - 4/30/25 [Signature]*

Signature of Applicant: Sue Dills - Dills Trailer Park





# Conditional Use Permit Application

pg.2

**Action**

**Planning Commission**

<b>Date of Commission Meeting:</b>	Click or tap to enter a date.
<b>Commission Recommendations</b>	Click or tap here to enter text.

*Mary Leigh Williams*

**Town Council**

<b>Public Hearing Date:</b>	Click or tap to enter a date.		
<b>Council Action Taken:</b>	Approved <input type="checkbox"/>	Rejected <input type="checkbox"/>	Other <input type="checkbox"/>
<b>Date of Action Taken:</b>	Click or tap to enter a date.		
<b>Conditions of Approval:</b>	Click or tap here to enter text.		

**Signature of Zoning Officer**

**Date of Signature**      Click or tap to enter a date.



# **ORDINANCE NO. 754**

**AN ORDINANCE APPROPRIATING MONEY OF THE TOWN OF GLENROCK, CONVERSE COUNTY, WYOMING FOR THE PURPOSES NECESSARY TO CONDUCT THE MUNICIPAL GOVERNMENT FOR THE FISCAL YEAR COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026.**

**BE IT ORDAINED** by the Governing Body of Town of Glenrock, Converse County, Wyoming that:

## **SECTION I**

The anticipated Budget of the Town of Glenrock, Wyoming, is as shown on the copies of Exhibit "A-1" & "A-2" attached to and made part of this Ordinance.

The appropriations mentioned in the Budget are hereby made, for the fiscal year beginning July 1, 2025.

## **SECTION II**

The Town Treasurer and Town Council shall have this Budget as their guide in the expenditures of the Town's finances during the ensuing fiscal year.

## **SECTION III**

After deducting all cash and other estimated value, it is necessary that the following amounts be raised in general taxation; and in order to raise such sums of money, it is necessary that levies be made for Fiscal Year 2024-2025 as shown opposite such funds:

### **GENERAL FUND: 8 MILLS ON THE TOTAL ASSESSED VALUATION**

It shall be the duty of the Town Clerk to mail a copy of this statement to the Clerk of Converse County, Wyoming for her guidance.

**PASSED AND APPROVED ON FIRST READING THIS 12th DAY OF MAY, 2025.**

**PASSED AND APPROVED ON SECOND READING THIS 9th DAY OF JUNE, 2025.**

**PASSED, APPROVED AND ADOPTED ON THIRD READING THIS 23rd DAY OF JUNE, 2025.**

TOWN OF GLENROCK  
A Municipal Corporation

By: \_\_\_\_\_  
Bruce Roumell, Mayor

ATTEST:

\_\_\_\_\_  
Tammy Taylor, Town Clerk

**REVENUES**  
**FY 2025-2026**  
 Exhibit A-1

GENERAL FUND	Actual <u>2023-24</u>	Projected <u>2024-25</u>	Requested <u>2025-26</u>
Current Property Tax	130269	150933	124161
Automobile Sales Tax	55884	67821	74711
Local Option Sales & Use Tax 1%	2535049	3264571	3196452
Franchise Fees	54539	63800	63100
Building Permits	12498	11500	10000
Animal Fees	105	150	60
General Licenses	7732	10000	9000
Liquor Licenses	6060	6500	6500
Election Filing Fees	n/a	150	n/a
Sales & Use Tax 4%	3405281	4233146	3920328
Cigarette Tax	6771	8500	7500
Mineral Royalties	102419	132000	132000
Severance Tax	65054	87000	87000
Gas Tax	42579	52664	54000
Special Fuels Tax	21178	25741	27130
Impact Assistance	149706	329353	534309
SLIB Grant	0	497369	3207665
Wyoming Lottery Income	20666	21000	21000
Supplemental State Distribution	220082	161350	161350
Wyoming Skill Games	14356	15000	15000
County Pest Control	41875	15000	20000
Rolling Hills Police Service	73975	73745	73745
Rolling Hills Animal Control Service	8500	8500	8500
Grave Openings	300	600	1000
Fines & Forfeitures	16127	16000	13000
Interest Income	832959	978740	837413
Equipment Sales	11414	15000	15000
Miscellaneous Revenue	10069	10000	7000
Misc. Police Revenue	3136	3500	3500
Parks & Rec	2400	4000	4000
Town Square Income	1661	32000	6050
Town Square Concessions	2599	3000	7000
Town Square Sponsorships	27250	35000	35000
Christmas Shoppe Revenue	n/a	16250	16000
QSR Funds	n/a	n/a	100000
Designated General Fund Balance	<u>90000</u>	<u>90000</u>	<u>90000</u>
<b>TOTAL GENERAL FUND REVENUE</b>	<b>7963493</b>	<b>10439883</b>	<b>12888474</b>
<b>ENTERPRISE FUNDS</b>			
Water	600204	1892373	2171209
Sewer	335441	913294	727512
Sanitation	<u>249837</u>	<u>297650</u>	<u>323100</u>
<b>TOTAL ENTERPRISE FUND REVENUE</b>	<b>1485482</b>	<b>3103317</b>	<b>3221821</b>

SPECIAL REVENUE FUND INCOME

Shooting Range	1079	1400	1200
Main Street Trust	111	250	150
Commerce Block	61978	79040	80450
BRC	891	1980	1200
Lincoln Building	15681	19790	19600
Miscellaneous Grants	1270	3190	3200
Wyoming Community Gas	446	7377	7000
Arts Council	<u>111</u>	<u>240</u>	<u>150</u>
TOTAL SPECIAL REV. FUND INCOME	81567	106795	112950

CAPITAL PROJECT FUND REVENUES

Capital Replacement	33798	40000	40000
Local Assessment District #1	8181	8000	8000
Local Improvement District #3	<u>570</u>	<u>780</u>	<u>700</u>
TOTAL CAP PROJECT FUND REVENUES	42549	48780	48700

TOTAL FISCAL YEAR REVENUE	<u>9573091</u>	<u>13705247</u>	<u>16271945</u>
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EXPENSES  
FY 2025-2026  
Exhibit A-2

	<u>Actual</u> <u>2023-24</u>	<u>Projected</u> <u>2024-25</u>	<u>Requested</u> <u>2025-26</u>
GENERAL FUND			
Municipal Court	22891	91305	43645
Mayor & Council	36927	52234	52251
IT Department	168677	198250	372300
Finance Department	160446	243368	251675
Town Clerk	158342	217875	214240
Town Hall & Other Buildings	123432	160500	139300
Building Inspection /Code Enforcement	93491	139972	146940
Professional Services	227063	316500	281550
General Government	37752	57000	72000
Police Department	1003942	1536732	2090880
Dispatch	478739	641740	646200
Animal Control	76592	103560	108805
Streets	779427	2624758	3110186
Pest Control	7304	17367	21445
Shop	490299	1835184	3205100
Public Assistance	173000	383000	477000
Parks	267499	945526	531806
Town Square	144310	302308	302900
Historical Commission	5735	19900	21750
Community Development	<u>83415</u>	<u>119900</u>	<u>501900</u>
TOTAL GENERAL FUND EXPENSE	4539283	10006979	13529193

ENTERPRISE FUNDS

Water	1220343	2139752	1823600
Sewer	1276140	1267143	589512
Sanitation	<u>135479</u>	<u>169923</u>	<u>202655</u>
TOTAL ENTERPRISE FUNDS EXPENSE	2631962	3576818	2615767
SPECIAL REVENUE FUNDS			
Shooting Range	n/a	250	250
Commerce Block	41131	66200	71800
BRC Grant	8800	12950	11500
Lincoln Building	28738	34860	35026
Highway Safety Grant	780	1190	2409
Wyoming Community Gas	<u>5359</u>	<u>6000</u>	<u>6000</u>
SPECIAL REVENUE FUND EXPENSES	84808	121450	126985
TOTAL FISCAL YEAR EXPENSES	<u>7256053</u>	<u>13705247</u>	<u>16271945</u>

**TOWN OF GLENROCK  
ORDINANCE 755**

**PLANNING AND ZONING COMMISSION AMENDMENT**

**AN ORDINANCE AMENDING THE GLENROCK MUNICIPAL CODE CHAPTER  
2, SECTION 2.45.020 TO REDUCE THE NUMBER OF MEMBERS OF THE  
PLANNING AND ZONING COMMISSION FROM SEVEN (7) TO FIVE (5).**

**WHEREAS**, the Governing Body of the City of Glenrock has determined that the efficient operation of the Planning and Zoning Commission can be maintained with a reduced membership; and

**WHEREAS**, reducing the number of members from seven (7) to five (5) will streamline decision-making processes and improve administrative efficiency; and

**WHEREAS**, the Governing Body finds it in the best interest of the public to amend the Glenrock Municipal Code to reflect this change;

**NOW THEREFORE**, be it ordained by the Council of the Town of Glenrock, in the State of Wyoming, as follows:

**SECTION 1:**        **AMENDMENT** “2.45.020 Membership, Term, Removal From Office” of the Town of Glenrock Municipal Code is hereby *amended* as follows:

**BEFORE AMENDMENT**

2.45.020 Membership, Term, Removal From Office

The Town Planning and Zoning Commission shall consist of seven (7) members to be appointed by the Mayor subject to the approval of the Council. All members of the Commission shall either be electors residing within the Town or shall reside within a two (2) mile peripheral of the town limits and shall serve without compensation. No more than one (1) member of the Commission shall hold any other Town or County office. The term of each member shall be for three (3) years or until his successor takes office; however, the appointment shall be made in such a manner that the terms of office are staggered. The Commission shall consist of two (2) members appointed for terms of three (3) years each, three (3) members appointed for terms of two (2) years each and two (2) members appointed for a term of one (1) year. All vacancies occurring in the membership of the Commission, otherwise than through expiration of terms, shall be filled for the unexpired portion of the term. Any member of the Commission may, after public hearing, be removed by the Mayor and Council for inefficiency, neglect of duty or malfeasance in office. The Mayor and Council shall file a written statement of the reasons for such removal upon request.

AFTER AMENDMENT

2.45.020 Membership, Term, Removal From Office

The Town Planning and Zoning Commission shall consist of ~~five (5)~~ ~~seven (7)~~ members to be appointed by the Mayor subject to the approval of the Council. All members of the Commission shall either be electors residing within the Town or shall reside within a two (2) mile peripheral of the town limits and shall serve without compensation. No ~~more than one (1)~~ member of the Commission shall hold ~~any other Town or County office~~ a seat on the town council. The ~~term of each member shall be for three (3) years or until his successor takes office; however, the~~ appointments shall be made in such a manner that the terms of office are staggered. The Commission shall consist of three (3) ~~two (2)~~ members appointed for terms of three (3) years each and two (2), ~~three (3)~~ members appointed for terms of two (2) years each, ~~and two (2) members appointed for a term of one (1) year~~. All vacancies occurring in the membership of the Commission, otherwise than through expiration of terms, shall be filled for the unexpired portion of the term. Any member of the Commission may, after public hearing, be removed by the Mayor and Council for inefficiency, neglect of duty or malfeasance in office. The Mayor and Council shall file a written statement of the reasons for such removal upon request.

PASSED AND ADOPTED BY THE TOWN OF GLENROCK COUNCIL JUNE 23, 2025.

	AYE	NAY	ABSENT	ABSTAIN
Russ Dalgarn	<u>X</u>	_____	_____	_____
Bruce Roumell	<u>X</u>	_____	_____	_____
Roy Kincaid	<u>X</u>	_____	_____	_____
Margaret Nunn	<u>X</u>	_____	_____	_____
Judi Colling	<u>X</u>	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Bruce Roumell, Mayor, Town of  
Glenrock

\_\_\_\_\_  
Tammy Taylor, Clerk, Town of  
Glenrock



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

### TREE GRANT APPLICATION

NAME:

Jason + Renee Redman

MAILING ADDRESS:

PO Box 515, Glenrock, WY 82637

TELEPHONE:

307-267-7354

LOCATION ADDRESS:

702 S. Grant, Glenrock, WY 82637

DESCRIPTION:

In  
Detail  
With  
Pictures

We have lived in our home for 26 years and have done our best to maintain our property but we have 3 trees that need work. The large cottonwood in our front yard has root rot and needs to be removed. We've lost 2 large branches off it in the last few months and are concerned about it causing damage to our property or those around us. The trees in the back yard need maintenance to avoid the same problems. Please see attached estimates and photos. Thank you!

Total Low Bid:

\$ 4500-

(Please attach two Contractor's Estimates w/detailed breakdown of the costs)



## PROPOSAL FOR RENEE REDMAN

Tree services

Proposal ID: 380099

Contact: Renee Redman (rredman73@yahoo.com)

Address: 702 Grant Ave, Glenrock, WY 82637

SALES REP

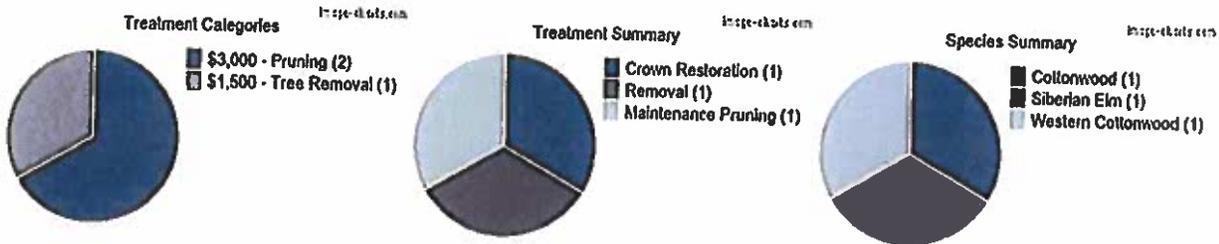
Keith Fulton

treebeesarb@gmail.com

3075544077

**Total: \$4,500.00**

Created: 2025-04-28 16:18:58



### General Tree Care & Plant Health Care Services

Tree	Line	Name	Treatment	Bid (\$)
	1	Collonwood (Populus spp.) [1002509129] Q. 30-36" ♡ Dead Removal, leave firewood	Removal Notes : Remove tree, cut low to ground, leave firewood, haul off brush.	\$1,500.00
	2	Siberian Elm (Ulmus pumila) [1002552921] Q. 30-36" ♡ Poor Remove all dead	Crown Restoration Notes : Remove all dead out of severely squirrel and nature damaged Siberian elm.	\$1,800.00
	3	Western Collonwood (Populus trichocarpa) [1002552924] Q. 24-30" ♡ Fair Remove all dead, lift over house, lift low hanging limbs	Maintenance Pruning Notes : Remove all dead, lift over house, reduce weight on low hanging limbs	\$1,200.00
Subtotal:				\$4,500.00

**Total: \$4,500.00**

Approval Signature

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

#### Definition of Treatments:

- **Crown Restoration** - Pruning to improve the structure and appearance of trees that have been improperly limbed or damaged in another way. If a tree has been topped but has a lot of sprouts, select new structural branches and thin some of the remainder. Note to client: Depending on severity of damage, crown restoration is a very long process.

- **Maintenance Pruning** - Necessary pruning to improve tree health and structure. Includes - hazard reduction pruning, removing deadwood and crown raising the tree as needed. Objective: To promote the health of the tree, to prevent decay when possible, to improve the aesthetics, and to provide good clearance where needed. All pruning will conform to ANSI - A300 - Part-1 Pruning.



**PROPOSAL**  
Generated uniquely for Renee Redman

Thursday, May 22, 2025

**Job Name: Redman 1-7894**

**Billing Address:**  
Renee Redman  
307-267-7354  
702 S Grant Ave  
Glenrock, WY 82637

**Estimate by: Ryan Wenger ISA Certified Arborist**

**Worksite: 702 S Grant Ave  
Glenrock, WY 82637**

*Please sign and return to the office:*  
2325 Kerzell Ln      Or mail to:  
Po Box 52336, Casper, WY 82605  
307-337-8474 | alltreesllc@gmail.com

**Tree Service**

Item	Description	Qty	Cost
Cottonwood	<b>Prune/Trim</b> Selective removal of water sprouts, and defective limbs including those that are dead, dying, diseased, rubbing, and structurally unsound. Cleaning reduces the risk of branch failures, improves tree health and appearance.	1	\$1,500.00
Elm	<b>Prune/Trim</b> Selective removal of water sprouts, and defective limbs including those that are dead, dying, diseased, rubbing, and structurally unsound. Cleaning reduces the risk of branch failures, improves tree health and appearance.	1	\$1,000.00
Cottonwood	<b>Tree Removal</b> Complete tree removal. Does not include stump grind unless otherwise specified.	1	\$1,800.00
Stump(s)	<b>Stump Grind</b> Mechanical stump removal below soil grade.	1	\$600.00

Subtotal: \$4,900.00

Tree Service Total: \$4,900.00

Subtotal: \$4,900.00

Signature \_\_\_\_\_

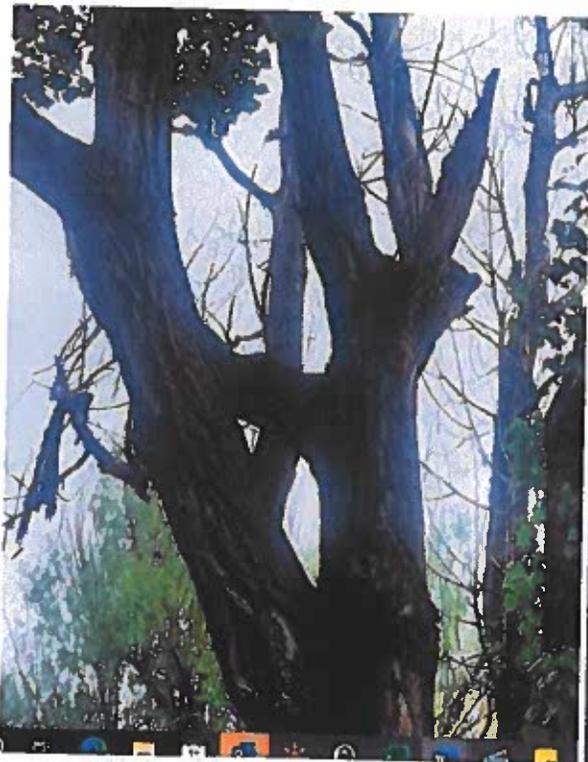
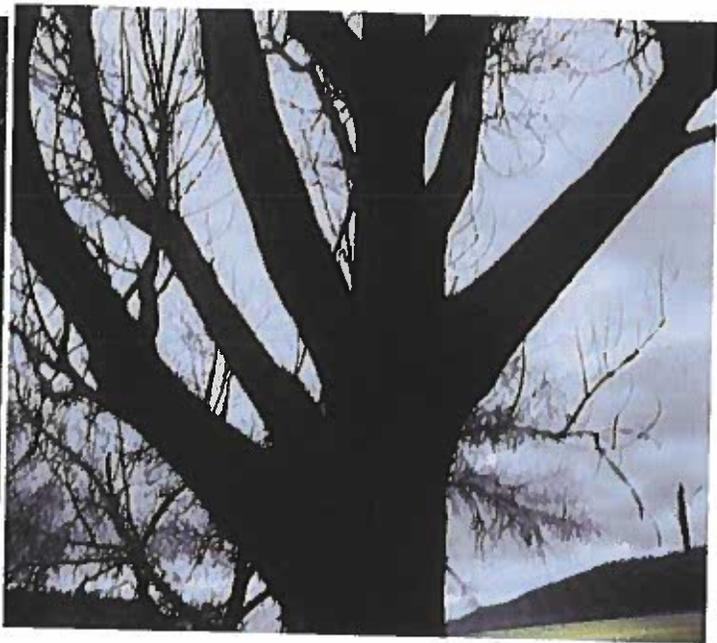
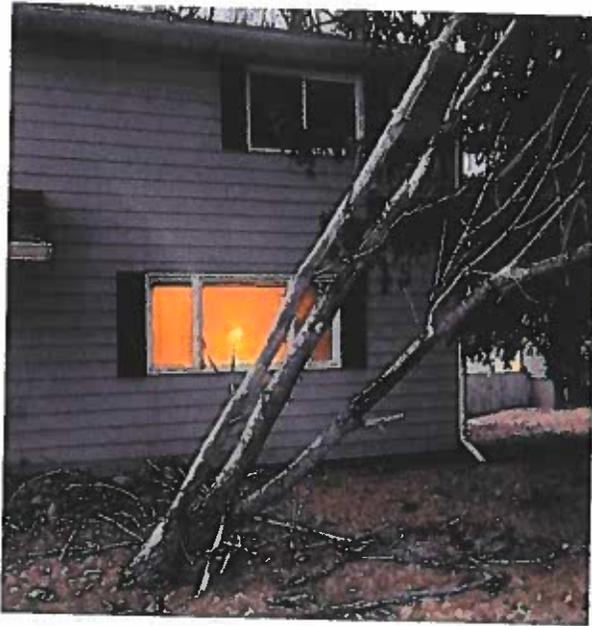
Date \_\_\_\_\_

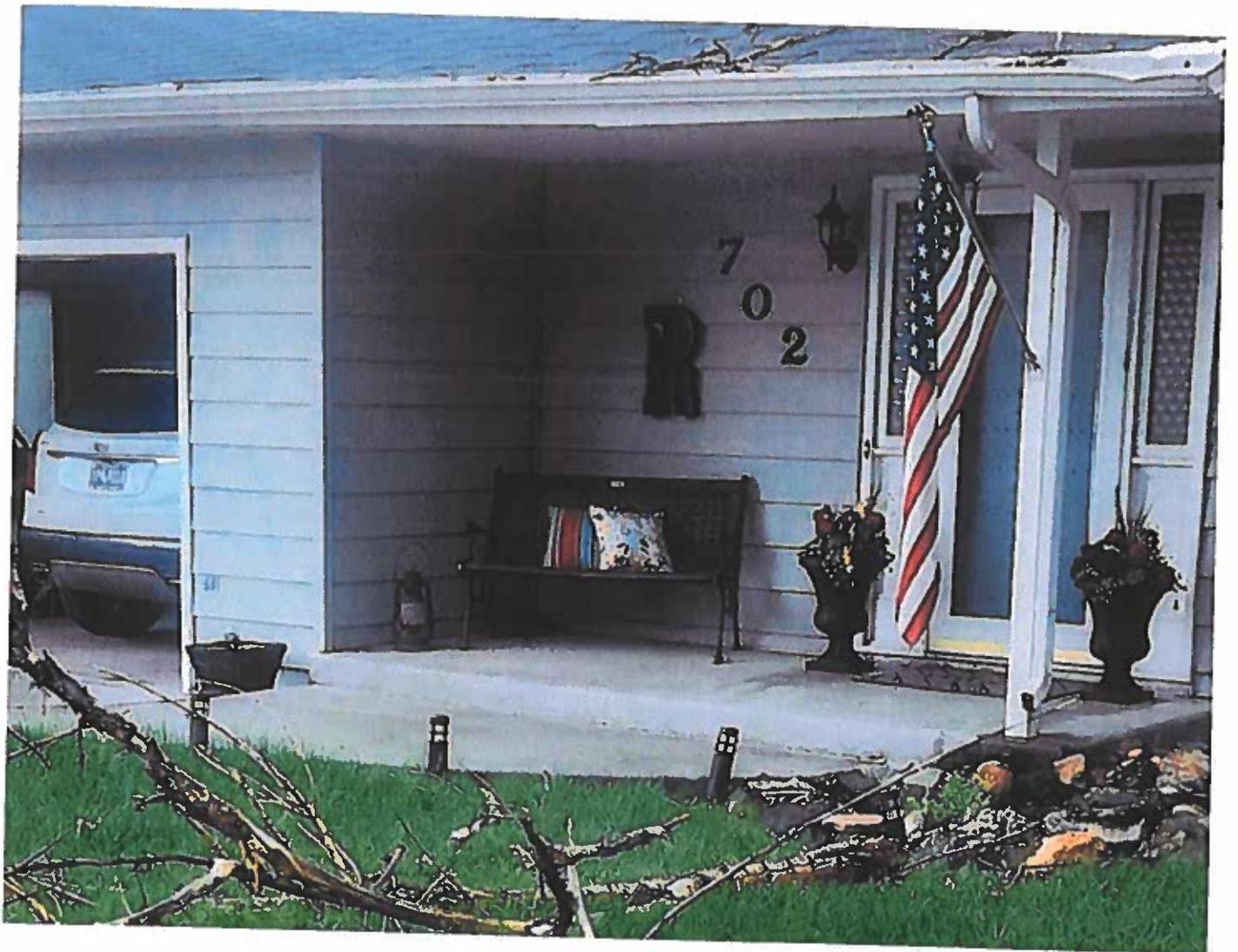
Total: \$4,900.00



*Our arborists are always ISA certified:*  
C. Barry Alleman Certification # RM-7331A  
Ryan Wenger Certification # RM-7823A  
Bill Scott Jr. Certification # RM-22048M







06/18/25  
13:05:37

TOWN OF GLENROCK  
Claim Approval List  
For the Accounting Period: 6/25

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
10646		1590 5 ACES PRINTING LLC	1,708.50					
	Acct 18935							
		6012 05/31/25 TC - Advertising	1,708.50			101 5019	5210	1010
10648		754 VALLI INFORMATION SYSTEMS INC.	793.99					
	sw:	online pmt maint agreement						
	WA:	online pmt maint agreement						
		100787 05/31/25 SW: online pmt maint aggreeme	397.00			242 5710	5400	1011
		100787 05/31/25 WA: online pmt maint aggreeme	396.99			241 5701	5400	1011
10651		363 AT & T MOBILITY	1,034.43					
	PD - Phones (First Net)							
		05202025 06/12/25 PD - Phones	1,034.43			101 5101	5450	1011
10652		1142 TRANSUNION RISK & ALTERNATIVE	75.00					
	PD - Contract							
		06/15/25 PD - Contract	75.00			101 5101	5280	1011
10653		93 BLACK HILLS ENERGY	1,197.15					
	Natural Gas May 2025							
		06/11/25 Commerce Block Natural Gas	47.76*			117 5540	5480	1011
		06/11/25 Shop Natural Gas	239.81*			101 5221	5480	1011
		06/11/25 Shop Natural Gas	128.36*			101 5221	5480	1011
		06/11/25 Historical Commission	88.40*			101 5460	5480	1011
		06/11/25 Town Hall Natural Gas	519.47*			101 5021	5480	1011
		06/11/25 Water Sales Nat Gas	64.78			241 5701	5480	1011
		06/11/25 Sharps Natural Gas	12.91			118 5505	5510	1011
		06/11/25 Town Square Nat Gas	95.66			101 5440	5480	1011
10654		126 ROCKY MOUNTAIN POWER	17,048.85					
	May 2025 statements							
		06/03/25 56433581-001-1 sewer electrici	2,189.94*			242 5710	5480	1011
		06/03/25 70983688-001-9 Parks elec	388.46			101 5430	5480	1011
		06/03/25 70983688-001-9Historical Commi	86.64*			101 5460	5480	1011
		06/03/25 70983688-002-7 Commerce Bldg	1,079.51*			117 5540	5480	1011
		06/03/25 56433581-002-9 town hall	1,620.10*			101 5021	5480	1011
		06/04/25 56433581-003-7 Parks	28.77			101 5430	5480	1011
		06/04/25 56433581-003-7 Water	945.84			241 5701	5480	1011
		06/03/25 56433581--004 5 Town Shop	298.88*			101 5221	5480	1011
		06/05/25 56433581-005-2 Town Park	507.24			101 5430	5480	1011
		06/03/25 56433581 006 0 Town Park	28.35			101 5430	5480	1011
		06/03/25 56433581 018 5 Street lights	2,973.38*			101 5201	5480	1011
		06/03/25 56433581 019-3 Town Hall	64.34*			101 5021	5480	1011
		06/04/25 56433581 025-0 Water	4,407.49			241 5701	5480	1011

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TOWN OF GLENROCK  
Claim Approval List  
For the Accounting Period: 6/25

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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
	06/04/25	56433581 026-8 Water	31.17			241 5701	5480	1011
	06/03/25	56433581 027-6 Bronco Building	916.93*			119 5550	5480	1011
	06/04/25	56433581-029-2 Street	32.66*			101 5201	5480	1011
	06/03/25	70983688-006 8 Pathway Lights	112.32*			101 5201	5480	1011
	06/03/25	56433581-034 2 Town Square	994.28			101 5440	5480	1011
	06/03/25	56433581-027 6 Sharps	342.55			118 5505	5510	1011
10681		1359 VYVE BROADBAND	982.33					
		TH - Broadband						
	06/17/25	TH - Broadband	982.33*			101 5021	5480	1011
10682		74 HOMAX	2,012.15					
		PD & ACO - Fuel						
	34478 05/31/25	PD - Fuel	1,876.68			101 5101	5570	1011
	34478 05/31/25	ACO - Fuel	135.47*			101 5160	5570	1011
10683		1586 PEPSI COLA CASPER	96.70					
		TS - Concessions						
	06/02/25	TS - Concessions	96.70			101 5440	5807	1011
10684		846 Loenbro I & E	150.00					
		WA - Repairs						
	417254-31 06/05/25	WA - Repairs	150.00			241 5701	5800	1011
10685		590 CONVERSE COUNTY ASSESSOR	15,000.00					
		CD - Pictometry						
	06/13/25	CD - Pictometry	15,000.00			101 5004	5800	1011
10686		1506 GRAVES CONSULTING, LLC	1,000.00					
		TC - HR Support						
	20250522 05/01/25	TC - HR Support	1,000.00			101 5019	5230	1011
10687		603 CONVERSE COUNTY E.M.A.	170.55					
		DSP - Low Level Site Electricity						
	6-11-25 06/11/25	DSP - Low Level Elec	170.55			101 5150	5802	1011
10688		976 ATLAS PREMIER SERVICE	368.06					
		TH & PD - Copiers						
	78792 06/10/25	TH - Copier	155.93			101 5021	5510	1011
	78792 06/10/25	PD - Copier	212.13*			101 5101	5230	1011

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TOWN OF GLENROCK  
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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
10689		1357 GREAT AMERICA FINANCIAL SVCS	83.00					
	PD - Copier							
		39342954 06/02/25 PD - Copier	83.00*			101 5101 5230		1011
10690		134 CENTURY LINK	181.31					
	SH - 9539							
		06/01/25 SH - 9539	181.31*			101 5221 5480		1011
10691		94 KONE INC.	3,755.40					
	TH & CB - Elevator Contracts							
		871704594 06/01/25 TH - Elevator Contract	2,436.42			101 5021 5400		1011
		871704594 06/01/25 CB - Elevator Contract	1,318.98			117 5540 5510		1011
10692		1110 ALSCO	197.78					
	TH & TS - Floor Mats							
		1663918 06/10/25 TS - Floor Mats	74.10			101 5440 5510		1011
		1663920 06/10/25 TH - Floor Mats	123.68			101 5021 5510		1011
10693		29 CONVERSE COUNTY CLERK	75.00					
	CD - Replat							
		Lewis 06/10/25 CD - Replat	75.00			101 5510 5230		1011
10694		1573 STAPLES	187.34					
	FN & HC - Supplies							
		6032789538 05/25/25 FN - Envelopes	28.16			101 5007 5580		1011
		6032789538 05/25/25 HC - Toner	159.18*			101 5460 5590		1011
10695		1358 AMAZON CAPITAL SERVICES	222.74					
	Monthly Invoices							
		TDWP 06/01/25 TC - Supplies	40.48			101 5019 5580		1011
		49WR 05/29/25 TC - Supplies	15.29			101 5019 5580		1011
		49WR 05/29/25 TH - Supplies	19.97			101 5021 5590		1011
		FTNJ 06/11/25 TS - Supplies	32.97			101 5440 5806		1011
		42080 TS - Supplies (Receipt 4208)	-30.96			101 5440 5806		1011
		LR1W 06/09/25 M/C - Equipment	144.99			101 5002 5450		1011
10696		31 CONVERSE COUNTY WEED & PEST	862.57					
	PC - Chemicals							
		38376 06/03/25 PC - Chemicals	862.57*			101 5220 5590		1011

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TOWN OF GLENROCK  
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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
10697		79 HOSE & RUBBER SUPPLY	276.99					
	ST - Vehicle Repairs							
		2069860 06/03/25 ST - Vehicle Repairs	276.99*			101 5201 5560		1011
10698		1466 FLOYD'S TRUCK CENTER	176.38					
	SW - Vehicle Maint							
		302078019 05/29/25 SW - Vehicle Maint	176.38			242 5710 5560		1011
10699		33 HERITAGE LANDSCAPE SUPPLY GROUP	1,736.53					
	WA - Supplies							
		21476287 06/13/25 WA - Supplies	344.18			241 5701 5590		1011
		21239350 06/11/25 WA - Supplies	1,392.35			241 5701 5590		1011
10700		1091 INTERMOUNTAIN SWEEPER CO	2,469.80					
	ST - Vehicle Repairs							
		125152 06/04/25 ST - Vehicle Repairs	2,469.80*			101 5201 5560		1011
10701		170 VAN DIEST SUPPLY CO.	5,434.00					
	PC - Biomist							
		227774 05/31/25 PC - Biomist	5,434.00*			101 5220 5590		1011
10702		45 ENERGY LABORATORIES, INC	482.00					
	SW - Influent/Effluent; WA - Analysis							
		713732 06/13/25 SW - Influent/Effluent	343.00			242 5710 5400		1011
		711738 06/05/25 WA - Analysis	63.00			241 5701 5400		1011
		711741 06/05/25 WA - Analysis	76.00			241 5701 5400		1011
10703		110 MENARDS	95.29					
	Monthly Invoices							
		08074 06/16/25 TS - Maintenance	29.97			101 5440 5510		1011
		07476 06/03/25 PK - South Rec	53.31			101 5430 5812		1011
		07839 06/11/25 PK - South Rec	12.01			101 5430 5804		1011
10704		1676 CORE & MAIN	198.00					
	WA - Supplies							
		X091939 06/04/25 WA - Supplies	198.00			241 5701 5590		1011
10705		362 MID-AMERICAN RESEARCH CHEMICAL	1,464.00					
	SW - Supplies							
		845807 04/09/25 SW - Supplies	1,464.00			242 5710 5800		1011

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TOWN OF GLENROCK  
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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
10707		437 NAPA - GLENROCK	654.52					
		Monthly Statement						
		05/31/25 PK - Supplies	43.93			101 5430	5590	1011
		05/31/25 SH - Minor Equipment	212.59			101 5221	5540	1011
		05/31/25 SH - Supplies	256.90*			101 5221	5590	1011
		05/31/25 PC - Supplies	3.55*			101 5220	5590	1011
		05/31/25 ST - Supplies	77.50			101 5201	5590	1011
		05/31/25 SH - Vehicle Maint	29.98			101 5221	5560	1011
		05/31/25 TS - Maint	17.70			101 5440	5510	1011
		05/31/25 PK - Vehicle Maint	12.37			101 5430	5560	1011
10708		187 GLENROCK SUPER FOODS	129.57					
		Monthly Statement						
		06/01/25 PK - Supplies	21.67			101 5430	5590	1011
		06/01/25 WA - Supplies	10.47			241 5701	5590	1011
		06/01/25 TS - Maint	5.59			101 5440	5510	1011
		06/01/25 SH - Supplies	41.10*			101 5221	5590	1011
		06/01/25 TS - Supplies	16.76			101 5440	5590	1011
		06/01/25 TS - Events	33.98			101 5440	5806	1011
10709		1540 BREANNA MAINES	283.89					
		PW - Uniforms						
		05/26/25 PW - Uniforms	283.89			241 5701	5110	1011
10710		690 IACP	220.00					
		PD - Dues						
		0391815 05/21/25 PD - Dues	220.00			101 5101	5280	1011
10711		1402 GALLS	565.59					
		PD - Uniforms						
		31425154 05/23/25 PD - Uniforms	180.74			101 5101	5110	1011
		31425153 05/23/25 PD - Uniforms	384.85			101 5101	5110	1011
10712		35 CROSSROADS VET SERVICES, INC.	150.00					
		ACO - Prof Services (Voucher20)						
		Bodie 05/30/25 ACO - Prof Svcs	150.00*			101 5160	5230	1011
10713		212 MOTOROLA	618.75					
		PD - Software						
		1411184290 05/30/25 PD - Software	618.75			101 5101	5800	1011

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TOWN OF GLENROCK  
Claim Approval List  
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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
10714		1597 SEVENTH DAY SLUMBER TOURING	2,700.00					
	TS - Events							
		06/16/25 TS - Events	2,700.00			101 5440	5806	1011
10715		22 CEPI	78,393.71					
	Monthly Invoices							
		21-065-20 05/31/25 WA - Water Improvements	18,406.03			241 5701	5800	1011
		20-047-27 05/31/25 WA - T13 Project	801.05			241 5701	5800	1011
		23-099-16 05/31/26 CD - Engineering	3,022.50			101 5510	5230	1011
		24-040-06 05/31/25 WA - 4th Street	15,294.25			241 5701	5800	1011
		24-041-04 05/31/25 SH - Storage Building	1,297.50			101 5221	5800	1011
		24-058-02 05/31/25 SH - Fire Hall	1,380.00			101 5221	5800	1011
		25-013-02 05/31/25 SH - Veterans Memorial	12,032.50			101 5221	5800	1011
		25-015-02 05/31/25 PD - Shooting Range	3,927.00			101 5101	5800	1011
		24-015-07 05/31/25 PK - RV Dump Station	20,472.88			101 5430	5800	1011
		19-099-49 05/31/25 CD - Planning	1,760.00			101 5510	5230	1011
10716		115 JOHN DEERE FINANCIAL	486.95					
	Monthly Statement							
		24444585 05/29/25 PK - Equipment	408.98*			101 5430	5540	1011
		24764246 05/30/25 PW - Uniforms	77.97			242 5710	5110	1011
10717		1616 MUNICIPAL TREATMENT EQUIPMENT	155.27					
	TS - Equipment							
		5887 06/17/25 TS - Equipment	155.27			101 5440	5540	1011
10718		1669 BONDURANT TRADING CO	911.87					
	TS - Uniforms							
		15 06/06/25 TS - Uniforms	911.87			101 5440	5806	1011
10719		20 CONVERSE CO. BANK/VISA	4,131.79					
	Monthly Statements							
		PK - Vehicle Maint	298.07			101 5430	5560	1011
		ACO - Supplies	47.78			101 5160	5590	1011
		PD - Prof Svcs	39.82*			101 5101	5230	1011
		PD - Retention	95.40			101 5101	5300	1011
		ACO - Supplies	41.99			101 5160	5590	1011
		PD - Uniforms	118.40			101 5101	5110	1011
		PD - Retention	95.26			101 5101	5300	1011
		PK - Vehicle Maint	80.85			101 5430	5560	1011
		PW - Uniforms	182.99			242 5710	5110	1011
		SH - Supplies	8.40			101 5221	5580	1011
		PK - Maint	90.00*			101 5430	5510	1011
		BI - Travel/Training	831.93			101 5023	5470	1011

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TOWN OF GLENROCK  
Claim Approval List  
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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
		PK - Supplies	13.75			101 5430	5590	1011
		PD - Vehicle Maint	265.00			101 5101	5560	1011
		PD - Uniforms	184.39			101 5101	5110	1011
		M/C - Travel	59.44			101 5002	5470	1011
		PD - Travel	42.94			101 5101	5470	1011
		PD - Retention	42.31			101 5101	5300	1011
		PD - Travel	16.55			101 5101	5470	1011
		PD - Uniforms	53.00			101 5101	5110	1011
		CD - Supplies	94.49			101 5510	5590	1011
		TS - Events	147.41			101 5440	5806	1011
		TS - Supplies	171.53			101 5440	5590	1011
		TS - Supplies	301.87			101 5440	5590	1011
		CD - Travel	15.68			101 5510	5470	1011
		TS - Concessions	290.97			101 5440	5807	1011
		TS - Supplies	501.57			101 5440	5590	1011
10720		1694 IDI	75.00					
		PD - Subscription						
		898170 05/31/25 PD - Subscription	75.00			101 5101	5280	1011
10721		231 FIRE SUPPRESSION AUTHORITY	62,500.00					
		PS - 4th Qtr Payment						
		06/08/25 PS - 4th Qtr Payment	62,500.00*			101 5025	5120	1011
10722		1387 BRENT PHILLIPS	1,700.00					
		TS - Events						
		2508 06/18/25 TS - Events	1,700.00			101 5440	5204	1011
		<b># of Claims</b>	<b>47</b>					
		<b>Total:</b>	<b>213,212.75</b>					

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TOWN OF GLENROCK  
Fund Summary for Claims  
For the Accounting Period: 6/25

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Fund/Account	Amount
101 GENERAL FUND	
1010 Cash - Checking	1,708.50
1011 Money Market 800-461-6	160,088.84
117 COMMERCE BLOCK	
1011 Money Market 800-461-6	2,446.25
118 BRC GRANT	
1011 Money Market 800-461-6	355.46
119 BRONCO BUILDING	
1011 Money Market 800-461-6	916.93
241 WATER FUND	
1011 Money Market 800-461-6	42,865.49
242 SEWER FUND	
1011 Money Market 800-461-6	4,831.28
<b>Total:</b>	<b>213,212.75</b>

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TOWN OF GLENROCK  
Claim Approval Signature Page  
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We the undersigned affirm that the charges are true and correct and accurately reflect the charges due to the Town of Glenrock this 23rd day of June, 2025.

\_\_\_\_\_  
Mayor Bruce Roumell

\_\_\_\_\_  
Council Member Judi Colling

\_\_\_\_\_  
Council Member Roy Kincaid

\_\_\_\_\_  
Council Member Russ Dalgarn

\_\_\_\_\_  
Council Member Margaret Nunn

\_\_\_\_\_  
Treasurer Kelly Lewis



Town of Glenrock  
Building Department

219 S 3<sup>rd</sup> ST, PO Box 417, Glenrock, WY, 82637  
P. 307-436-9294 F. 307-436-5753 www.glenrock.org

## Conditional Use Permit Application

Owner of Record Information	
Name: <u>Craig + Sue Dills</u>	Date: <u>10-18-2024</u>
Street Address: <u>202 N. 4<sup>th</sup> St</u>	
Block #: <u>3</u>	Lot #: <u></u>
Subdivision: <u>Jones</u>	<u>25</u>
Type of Use Requested: <u>Park a 2024, 45', 5<sup>th</sup> wheel trailer on established, fenced lot. Meets minimum trailer size requirements. Will be skirted.</u>	

Requirements			
Fee Amount Paid <u>\$5<sup>00</sup></u>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Receipt #: <u>Batch 10779 Trans Lot</u>	Date: <u>10-18-24</u>
Petition of Property Owner Presented:		Yes <input type="checkbox"/>	No <input type="checkbox"/>
Accompanying Documents			
List of Names of Property Owners within 150' Presented:		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Plans:	<u>N/A</u>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Maps:		Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Other Drawings:	<u>N/A</u>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

*will be  
paid upon  
receiving  
confirmation  
of amount  
due*

Miscellaneous Items of Consideration:
<u>Lot has been used for this purpose in the past. Lot has been advertised for rent for over 30 day, receiving 5 inquiries, all of which have been from people wanting (needing) a space to rent. 4 of which have been RV owners.</u>

Signature of Applicant: <u>Craig Dills Sue Dills</u>
--

DATE: 10-18-2024





# Conditional Use Permit Application pg.2

**Action - APPROVED**

**Planning Commission**

Date of Commission Meeting:	11/6/2024
Commission Recommendations	Proposed CUP to allow 45' 5th Wheel at 202 N. 4th St. was approved by the Planning Commission.

Signature Planning Chairman \_\_\_\_\_

Date of Signature 11/6/2024

**Town Council**

Public Hearing Date:	Click or tap to enter a date. <u>6/9/25</u>		
Council Action Taken:	Approved <input type="checkbox"/>	Rejected <input type="checkbox"/>	Other <input type="checkbox"/>
Date of Action Taken:	Click or tap to enter a date.		
Conditions of Approval:	Click or tap here to enter text.		

Major Signature \_\_\_\_\_

Date of Signature \_\_\_\_\_

Signature of Zoning Officer \_\_\_\_\_

Date of Signature Click or tap to enter a date.



Lighthouse Worship Center 201 N 3rd Ken Tol My

Allan Dike 209 N 3rd Allan Dike

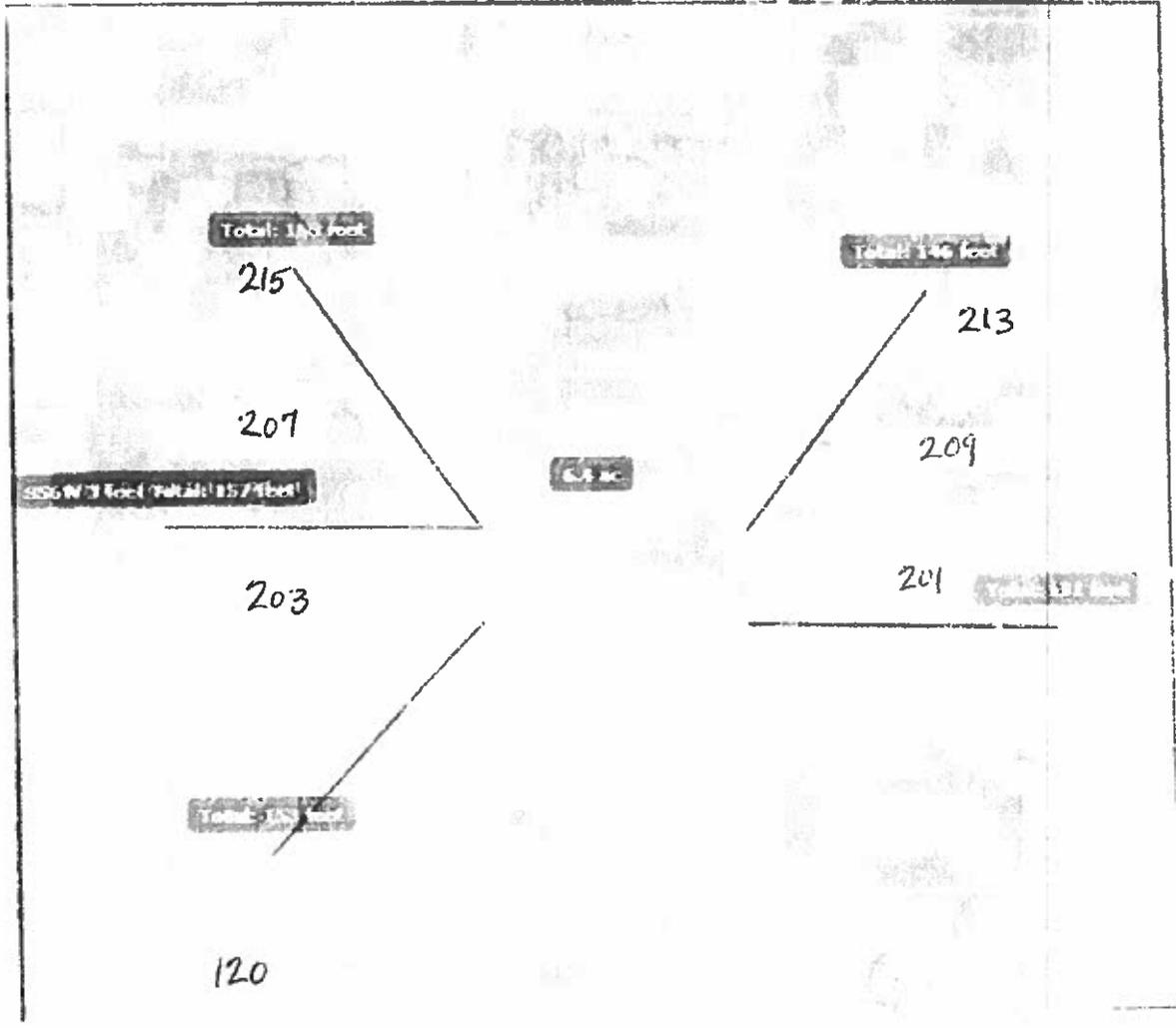
Sara Mooney 213 N 3rd Sara Mooney

Rusty Henderson 203 N 4th Rusty Henderson

Kendra Hodges 207 N 4th Kendra Hodges

Herman Heinrich 215 N 4th Herman Heinrich

Short Powerline 120 N 4th Short Powerline



**TOWN OF GLENROCK  
CASH RECEIPT**

CASH RECEIPT    Printed 15:32:43 - 10/18/24  
OPERATOR        FLORIE  
Posted On        10/18/24

**Batch:10779**  
**Transaction:61**

Description	Total
<hr/>	
REFERENCE NUMBER:	
NAME:                    ARNOLD DILLS	
ADDRESS:	
CITY STATE ZIP:	
<hr/>	
General License & Fees	25.00
Fund 101 Acct 4104	
CONDITIONAL USE PERMIT:SUE DILLS	
<hr/>	

Check #    1430	<b>25.00</b>
Cash Paid	
Credit Paid	
Less Change Given                    (                    )	
<b>TOTAL:</b>	<b>25.00</b>

*143*