



Glenrock Town Council Meeting AGENDA

January 22, 2024 – 5:30PM

- I. WELCOME / PLEDGE**
- II. CALL TO ORDER – ATTENDANCE**
- III. ADDITIONS / DELETIONS**
- IV. APPROVAL OF MINUTES**
January 8, 2024 Council Meeting
- V. REPORTS**
- VI. ITEMS FROM THE FLOOR**
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
Elevate Board appointment – James Chappelow
- IX. BILLS & CLAIMS**

ADJOURNMENT

Approved Minutes
Town Council Meeting
Glenrock Town Hall
January 8, 2024

Mayor Roumell called the council meeting to order at 5:25PM and led the Pledge of Allegiance. All elected officials were in attendance.

ADDITIONS/DELETIONS: None.

OATH OF OFFICE: Officer Isaac Barraza was sworn in by Mayor Roumell.

APPROVAL OF MINUTES: CP Nunn moved to approve minutes as presented for December 8, 2023 council meeting and January 3, 2024 work session; seconded by CP Kincaid. All ayes – MOTION CARRIED.

OLD BUSINESS: None.

NEW BUSINESS: Catering Permit – Taylor’s Deer Creek Lounge – Ducks Unlimited Event. CP Moulton moved to approve the Catering Permit; seconded by CP Nunn. All ayes – MOTION CARRIED. **Resolution 2024-1: A Resolution Approving the Transfer of Unencumbered and Unexpended Appropriations from FY23-24 Budget.** CP Nunn moved to approve Resolution 2024-1; seconded by CP Colling. All ayes – MOTION CARRIED.

BILLS & CLAIMS: Bills/Claims Approved January 8, 2024

Valli Information Systems 622.11; Transunion Risk 75.00; Shirley Orszulak 936.90; Kathy Patceg 541.80; Cheryl Feeback 526.95; Holly Davies 348.61; Sharon Davies 552.60; Rita Redig 108.00; Holly Chapman 185.40; Debra Preston 414.00; Isabelle Anderson 509.22; Kelsey James 453.15; Robert Kron 2165.40; Irene Sexton 78.30; Connie Eckhardt 122.40; Felicia Kinghorn 211.05; Jeanette Matovich 238.50; Rick Mezger 650.00; WY Secretary of State 60.00; Century Link 163.97; Vyve Broadband 600.52; Amazon Capital Services 2097.14; Menards 272.09; Crum Electric Supply 46.54; Institute of Business 265.00; Tammy Taylor 51.16; Uline 5036.59; WY Child Support 165.23; Casper Tire 375.00; Hawkins 10.00; WY Water Quality & Pollution 150.00; Ferguson Waterworks 4508.57; Team Laboratory Chemical 994.00; Dooley Oil 813.95; ASCAP 10.48; Mountain West 60.95; AlSCO 152.99; Home Depot Credit 31.47; Verizon 730.47; Rocky Mountain Wash 40.00; H & H Electric 6582.50; Staples Business Credit 197.58; WY Law Enforcement Academy 10.00; Renegade Off Road 271.47; Rocky Mountain Animal Hospital 96.16; Graves Consulting 4000.00; Colleen Rippeth 36.32; The Emblem Authority 1048.00; Glenrock Super Foods 74.93; Century Link 472.84. 50 Claims totaling \$38,165.31. CP Kincaid moved to approve Bills and Claims; seconded by CP Colling. All ayes – MOTION CARRIED. At 5:49PM CP Moulton moved to adjourn the meeting; seconded by CP Kincaid. All ayes – MOTION CARRIED.

ADJOURNMENT: 5:49PM.

ATTEST:

Bruce Roumell, Mayor

Tammy Taylor, Town Clerk

Town of Glenrock

Boards & Commissions Application Form

Parks & South Rec Complex	<input type="checkbox"/>	Historical Commission	<input type="checkbox"/>	Planning Commission	<input type="checkbox"/>
Housing Authority	<input type="checkbox"/>	Tourism Board	<input type="checkbox"/>	Rodeo Commission	<input type="checkbox"/>
Glenrock Economic Development Committee	<input checked="" type="checkbox"/>	Glenrock Main Street Committee	<input type="checkbox"/>		

NAME: James Chappelow

STREET ADDRESS: 36 Mesa Verde Drive

MAILING ADDRESS: PO Box 944

EMAIL ADDRESS: jinchappelow@gmail.com

HOME PHONE: 802 373 1853 BUSINESS PHONE: _____

OCCUPATION: Business instructor EMPLOYER: Casper College

Are you presently in any civic groups or volunteer activities?

Glenrock Main Street

Do you have special skills you would like to share with the Town?

I am and economist with experience in business consulting and economic development

Why do you want to volunteer for appointment with the Town?

I want to support local economic development and the future of Glenrock

Please list two references that can be contacted.

John Moulton

Candy Benedetta

List any work or activities that might interfere with working on a board/commission if you were appointed.

None


Signature

1/18/2024
Date

01/19/24
11:37:18

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 1/24

Page: 1 of 8
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
9070		123 ORKIN PEST CONTROL	232.00					
Extermination - TH & HC								
Account Number 26057258								
	957285	01/11/24 Extermination - TH	137.00			101 5021 5510		1010
	957695	01/11/24 Extermination - HC	95.00			101 5460 5510		1011
9071		41 DOUGLAS BUDGET	637.50					
Acct 00019239								
		12/31/23 TC - Advertising	576.00			101 5019 5210		1010
		12/31/23 TS - Advertising	61.50			101 5440 5210		1011
9073		93 BLACK HILLS ENERGY	4,316.83					
Natural Gas December 2023								
	01/11/24	Commerce Block Natural Gas	319.80			117 5540 5480		1011
	01/11/24	Shop Natural Gas	1,271.84			101 5221 5480		1011
	01/11/24	Shop Natural Gas	688.38			101 5221 5480		1011
	01/11/24	Historical Commission	233.62			101 5460 5480		1011
	01/11/24	Town Hall Natural Gas	1,064.36			101 5021 5480		1011
	01/11/24	Water Sales Nat Gas	123.36			241 5701 5480		1011
	01/11/24	Sharps Natural Gas	75.69			118 5505 5510		1011
	01/11/24	Town Square Nat Gas	539.78			101 5440 5480		1011
9077		126 ROCKY MOUNTAIN POWER	16,827.12					
December 2023 statements								
	01/05/24	56433581-001-1 sewer electrici	2,192.02			242 5710 5480		1011
	01/05/24	70983688-001-9 Parks elec	435.20			101 5430 5480		1011
	01/05/24	70983688-001-9Historical Commi	81.47			101 5460 5480		1011
	01/08/24	70983688-002-7 Commerce Bldg	1,965.43			117 5540 5480		1011
	01/12/24	56433581-002-9 town hall	989.93			101 5021 5480		1011
	01/08/24	56433581-003-7 Parks	30.93			101 5430 5480		1011
	01/08/24	56433581-003-7 Water	777.12			241 5701 5480		1011
	01/05/24	56433581--004 5 Town Shop	307.59			101 5221 5480		1011
	01/05/24	56433581-005-2 Town Park	131.59			101 5430 5480		1011
	01/12/24	56433581 006 0 Town Park	24.69			101 5430 5480		1011
	01/05/24	56433581 018 5 Street lights	2,591.25			101 5201 5480		1011
	01/05/24	56433581 019-3 Town Hall	103.34			101 5021 5480		1011
	01/08/24	56433581 025-0 Water	3,995.46			241 5701 5480		1011
	01/08/24	56433581 026-8 WAtEr	29.19			241 5701 5480		1011
	01/05/24	56433581 027-6 Bronco Building	2,271.65			119 5550 5480		1011
	01/08/24	56433581-029-2 Street	24.80			101 5201 5480		1011
	01/05/24	70983688-006 8 Pathway Lights	122.72			101 5201 5480		1011
	01/05/24	56433581-034 2 Town Square	752.74			101 5440 5480		1011

01/19/24
11:37:18

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 1/24

Page: 2 of 8
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
9079		363 AT & T MOBILITY	2,066.42					
	PD - Phones (First Net)							
		01202024 01/12/24 PD - Phones	2,066.42			101 5101 5450		1011
9130		1363 CS CONSULTING LLC	1,316.20					
	SH - Training							
		25313 11/15/23 SH - Training	1,016.20			101 5221 5470		1011
		25358 11/30/23 SH - Training	300.00			101 5221 5470		1011
9131		277 GLENROCK HEALTH CENTER	35.00					
	TS - Prof Svcs							
		21339 01/08/24 TS - Prof Svcs	35.00			101 5440 5204		1011
9132		251 ULINE	3,894.68					
	TS - Equipment							
		172720054 01/03/24 TS - Equipment	3,894.68			101 5440 5790		1011
9133		124 OVERHEAD DOOR	3,695.00					
	PK - South Rec							
		33946 01/08/24 PK - South Rec	3,695.00			101 5430 5812		1011
9134		205 WY ASSN OF SHERIFFS & CHIEFS OF	1,200.00					
	PD - Dues							
		001 01/11/24 PD - Dues	1,200.00			101 5101 5280		1011
9135		1164 DELL MARKETING LP	2,280.00					
	IT - Hardware							
		23538225 01/09/24 IT - Hardware	2,280.00			101 5004 5800		1011
9136		134 CENTURY LINK	200.27					
	SH - 9539							
		01/01/24 SH - 9539	151.37			101 5221 5480		1011
		01/07/24 HC - 5480	48.90			101 5460 5450		1011
9137		158 TEAM LABORATORY CHEMICAL, LLC	1,068.50					
	ST - Supplies							
		39294 01/03/24 ST - Supplies	1,068.50			101 5201 5590		1011
9138		754 VALLI INFORMATION SYSTEMS INC.	150.00					
	Utility Billing							
		92153 12/31/23 WA - Maint	75.00			241 5701 5400		1011
		92153 12/31/23 SW - Maint	75.00			242 5710 5400		1011

01/19/24
11:37:18

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 1/24

Page: 3 of 8
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
9139		1110 ALSCO	101.53					
	TH - Floor Mats							
		1579838 01/09/24 TH - Floor Mats	101.53			101 5021 5510		1011
9140		24 GLENROCK HARDWARE HANK	451.14					
	December 2023 Statement							
		PK - Equipment	44.99			101 5430 5540		1011
		WA - Equipment	25.73			241 5701 5540		1011
		SH - Equipment	47.55			101 5221 5540		1011
		SH - Supplies	10.97			101 5221 5580		1011
		ST - Equipment	52.15			101 5201 5540		1011
		TS - Maintenance	17.44			101 5440 5510		1011
		SH - Equipment	33.47			101 5221 5790		1011
		SW - Equipment	39.99			242 5710 5540		1011
		TH - Maintenance	59.91			101 5021 5510		1011
		ST - Vehicle Maint	20.97			101 5201 5560		1011
		WA - Maintenance	17.96			241 5701 5510		1011
		PK - Maintenance	36.56			101 5430 5510		1011
		TS - Equipment	38.98			101 5440 5540		1011
		LB - Maintenance	4.47			119 5550 5510		1011
9142		87 JOHNSON CONTROLS, INC.	1,906.44					
	TH - Maintenance							
		8852628 12/22/23 TH - Maintenance	1,906.44			101 5021 5510		1011
9143		989 PDS	756.00					
	IT - Software							
		8304 01/01/24 IT - Software	756.00			101 5004 5281		1011
9144		122 ONE CALL OF WYOMING	28.50					
	WA - December Tickets							
		69700 01/05/24 WA - December Tickets	28.50			241 5701 5400		1011
9145		74 HOMAX	1,977.16					
	PD & ACO - Fuel							
		25040 12/31/23 PD - Fuel	1,877.66			101 5101 5570		1011
		25040 12/31/23 ACO - Fuel	99.50			101 5160 5570		1011
9146		1409 PRICE CLEANING SERVICES	1,550.00					
	TH & CB - Cleaning Services							
		1 01/07/24 TH - Cleaning	900.00			101 5021 5510		1011
		1 01/07/24 CB - Cleaning	650.00			117 5540 5510		1011

01/19/24
11:37:18

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 1/24

Page: 4 of 8
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
9147		1538 ATOMIC MUSIC GROUP	5,000.00					
	TS - Events							
	1383857	01/17/24 TS - Events (Tylor)	1,500.00			101 5440	5806	1011
	1383795	01/17/24 TS - Events (RagDolls)	3,000.00			101 5440	5806	1011
	1383889	01/17/24 TS - Events (Hooks)	500.00			101 5440	5806	1011
9148		901 Wyoming Dept of Revenue	662.47					
	4th Qtr 2023 Sales Tax							
	01/08/24	TS - Sales Tax	662.47			101 5440	5806	1011
9149		437 NAPA - GLENROCK	1,110.49					
	December 2023 Statement							
	PK - Vehicle Maint		169.19			101 5430	5560	1011
	ST - Vehicle Maint		85.99			101 5201	5560	1011
	SA - Supplies		19.98			243 5720	5590	1011
	SH - Vehicle Maint		39.98			101 5221	5560	1011
	ST - Supplies		354.98			101 5201	5590	1011
	SH - Supplies		22.65*			101 5221	5590	1011
	PK - Maintenance		33.78			101 5430	5510	1011
	ST - Vehicle Oil		104.88			101 5201	5570	1011
	ST - Equipment		125.57			101 5201	5540	1011
	SW - Vehicle Maint		115.65			242 5710	5560	1011
	WA - Equipment		36.99			241 5701	5540	1011
	SA - Vehicle Maint		0.85			243 5720	5560	1011
9150		1291 COCA COLA BOTTLING	43.75					
	DSP - Supplies							
	4635293	01/09/24 DSP - Supplies	43.75			101 5150	5580	1011
9151		1540 BREANNA MAINES	146.99					
	PW - Uniforms (Reimbursement)							
	01/07/24	PW - Uniforms	146.99*			242 5710	5110	1011
9152		1472 CYERA PHIPPS	80.00					
	PW - Training							
	01/05/24	PW - Training	80.00			241 5701	5470	1011
9153		1357 GREAT AMERICA FINANCIAL SVCS	83.00					
	PD - Copier Contract							
	35618871	01/01/24 PD - Copier Contract	83.00			101 5101	5230	1011

01/19/24
11:37:18

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 1/24

Page: 5 of 8
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
9154		174 WYOMING ASSN OF MUNICIPALITIES	490.00					
	M/C & BI - Training							
	17736 01/16/24	M/C - Training	260.00			101 5002 5470		1011
	17736 01/16/24	BI - Training	230.00			101 5023 5470		1011
9155		1358 AMAZON CAPITAL SERVICES	32.24					
	DSP - Equipment							
	GT4T 12/05/23	DSP - Equipment	32.24			101 5150 5790		1011
9156		1307 DOOLEY OIL INC.	3,073.34					
	PW - Fuel							
	336884 01/12/24	PW - Fuel	3,073.34			243 5720 5570		1011
9157		976 ATLAS PREMIER SERVICE	337.89					
	PD & TH - Copiers							
	60410 01/10/24	PD - Copier	113.83			101 5101 5230		1011
	60410 01/10/24	TH - Copier	224.06			101 5021 5510		1011
9158		154 JANE STEARNS, MS, LPC	700.00					
	TH - Prof Svcs							
	12/31/23	TH - Prof Svcs	700.00			101 5021 5230		1011
9159		22 CEPI	8,187.50					
	December Invoices (CD & ST)							
	23-079-01 12/31/23	CD - ECI Car Wash Project	1,977.50			101 5510 5230		1011
	22-061-03 12/31/23	ST - Cap Proj Expense (Wall	6,210.00			101 5201 5800		1011
9160		1359 VYVE BROADBAND	988.15					
	TH - Broadband							
	01/17/24	TH - Broadband	988.15			101 5021 5480		1011
9161		1562 CENTURY LINK (ENSEMBLE)	757.62					
	TH - Phones							
	496707434	TH - Phones	757.62			101 5021 5480		1011
9162		20 CONVERSE CO. BANK/VISA	1,666.20					
	December Statements							
	11/30/23	ST - Training	87.76			101 5201 5470		1011
	12/27/23	ST - Training	87.50			101 5201 5470		1011
	12/27/23	TS - Supplies	83.28			101 5440 5590		1011
	12/20/23	BI - Supplies	70.18			101 5023 5590		1011
	12/11/23	IT - Hardware	89.24			101 5004 5545		1011
	12/07/23	PD - Training	-425.00			101 5101 5470		1011
	12/20/23	PD - Uniforms	477.19			101 5101 5110		1011

01/19/24
11:37:18

TOWN OF GLENROCK
Claim Approval List
For the Accounting Period: 1/24

Page: 6 of 8
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
	12/22/23	PD - Comm Policing	139.51			101 5101	5475	1011
	12/11/23	TS - Maintenance	787.34			101 5440	5510	1011
	11/29/23	ST - Equipment	47.67			101 5201	5540	1011
	12/19/23	SW - Uniforms	173.25*			242 5710	5110	1011
	12/22/23	SH - Supplies	6.30			101 5221	5580	1011
	12/26/23	PD - Vehicle Svc	41.98			101 5101	5570	1011
9163		1563 BMI	435.00					
TS - Events (Contract)								
		51772761 01/02/24 TS - Events	435.00			101 5440	5806	1011
9164		611 FIRST AMERICAN TITLE INS. CO.	241,314.25					
SH - Purchase of Property - 111 S 8th Street, Glenrock								
		01/23/24 SH - Purchase of Property	241,314.25			101 5221	5800	1011
# of Claims			39	Total:		309,799.18		

01/19/24
11:37:19

TOWN OF GLENROCK
Fund Summary for Claims
For the Accounting Period: 1/24

Page: 7 of 8
Report ID: AP110

Fund/Account	Amount
101 GENERAL FUND	
1010 Cash - Checking	713.00
1011 Money Market 800-461-6	292,772.76
117 COMMERCE BLOCK	
1011 Money Market 800-461-6	2,935.23
118 BRC GRANT	
1011 Money Market 800-461-6	75.69
119 BRONCO BUILDING	
1011 Money Market 800-461-6	2,276.12
241 WATER FUND	
1011 Money Market 800-461-6	5,189.31
242 SEWER FUND	
1011 Money Market 800-461-6	2,742.90
243 SANITATION FUND	
1011 Money Market 800-461-6	3,094.17
Total:	309,799.18

01/19/24
11:37:19

TOWN OF GLENROCK
Claim Approval Signature Page
For the Accounting Period: 1 / 24

Page: 8 of 8
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 22nd day of January, 2024.

Mayor Bruce Rouseell

Council Member Judi Colling

Council Member Roy Kincaid

Council Member John Moulton

Council Member Margaret Nunn

Treasurer Kelly Lewis