



**Tuesday, May 28, 2024, Regular Town Council Meeting at 4 p.m.**  
**in the Conference Room of the Pinedale Town Hall, 205 Entertainment Lane**  
**[meet.google.com/ykqatvquot](https://meet.google.com/ykqatvquot) or Join by Phone: (US) +1 617-675-4444 PIN: 122 435 148 2**

**A. CALL TO ORDER**

A-1 Pledge of Allegiance

**B. BUDGET WORKSHOP**

**C. ROUTINE MATTERS**

C-1 Accept/Amend Agenda

C-2 Approve minutes of the May 13, 2024, Regular Town Council Meeting

**D. CITIZEN/COUNCIL CONCERNS**

**E. VISITING DELEGATIONS**

E-1 Sublette County Sheriff's Report – KC Lehr

E-2 Pinedale Aquatic Center Annual Budget Presentation

**F. CONSENT AGENDA**

F-1 Temporary Use Application – Rendezvous Vendors Set Up/Take Down

F-2 Temporary Use Application – Rendezvous Vendor Fair Road Closure

F-3 Temporary Use Application – Rendezvous Street Dance

F-4 Temporary Use Application – Rendezvous Beard Shaving

F-5 Temporary Use Application – Rendezvous Parade

F-6 Temporary Use Application – Rendezvous Trader's Row

F-7 Temporary Use Application – SCHD Boots & Scrubs Fundraiser

F-8 Temporary Use Application – Rocky Mountain STOL

F-9 PTTTC Recommendation of Grant Awards

F-10 Annual SCADA Software License Renewal with GE Digital LLC

F-11 Sensus Omni Meter Register/Chamber Replacement Purchase

F-12 Soda Ash Purchase from Brenntag Pacific

F-13 Wastewater Treatment Facility Boiler & Control Replacement

**G. OTHER TOWN BUSINESS**

G-1 Zoning Amendment Recommendation

G-2 2024 Pavement Maintenance MOU with Sublette County

G-3 Ralph Wenz Field 20,000 Gallon Jet A Tank Installation Project Change Order No. 1

G-4 Macro Cell Tower Ground Lease with Sublette County School District #1

G-5 Pronghorn Crossing Subdivision – Variance Request Water Line Pipe 4" and Larger

G-6 Pronghorn Crossing Subdivision – Variance Request Water Line Pipe 3" and Smaller

G-7 Pronghorn Crossing Subdivision – Variance Request Gravity Sewer Line

G-8 Pronghorn Crossing Subdivision – Variance Request Fire Hydrants

G-9 Pronghorn Crossing Subdivision – Variance Request Water Valves

**H. DEPARTMENT REPORTS**

**I. ORDINANCES AND RESOLUTIONS**

I-1 Ordinance 715, an amended Appropriation Ordinance for fiscal year ending June 30, 2024

I-2 Ordinance 716, an Annual Appropriation Ordinance for fiscal year ending June 30, 2025

I-3 Resolution 2024-09, a Resolution setting rates and fees for water and sewer permits and services

**J. ROUTINE BUSINESS**

J-1 Presentation of the bills for May 28, 2024, in the amount of \$81,751.61 paid with checks 30507 - 30538

J-2 Approve payroll and benefits for May 31, 2024





TOWN OF  
**PINEDALE**  
WYOMING

**A-1**

**Item:** Pledge of Allegiance

**Action:**

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**Presenter:** Mayor Murdock

**Information:**

**Issue:**

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

**C-1**

**Item:** Accept/Amend Agenda

**Action:**

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**Presenter:** Mayor Murdock

**Information:**

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

**C-2**

**Item:** Approve the minutes of the May 13, 2024, regular Town Council meeting

**Action:** Approve/Disapprove/Amend

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**Presenter:** Mayor Murdock

**Information:** Attached

**Recommendation:**

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STATE OF WYOMING     )  
COUNTY OF SUBLETTE  )§  
TOWN OF PINEDALE     )

The Town Council of the Town of Pinedale met in regular session on Monday, May 13, 2024, in the main conference room of the Pinedale Town Hall.

The meeting was called to order by Mayor Matt Murdock at 5 p.m. Council members present: Tyler Swafford, Dean Loftus and Scott Kosiba. Councilwoman Judi Boyce, absent; excused. Those in attendance included: Representative Albert Sommers; Tressa Barnes and David Ricley, representing Union Telephone; Josh and Cara Rose, representing Western Wyoming Aviation; Paige Harrell and Caitlyn Mansur, representing Green River Rendezvous Pageant Association; Kathy Bright; Tony Keys; Max Lockett; Peg Weber; Ed Wood, Town Attorney; Abram Pearce, Director of Public Works; Spencer Hartman, Water-Wastewater Supervisor; and Chad Mitchell, Planning & Zoning Administrator. Attending online were Wes Werbelow, representing Ardurra Group; Jon Ernster; and Maureen Rudnick.

Mayor Murdock led those present in the Pledge of Allegiance.

Motion by Councilman Swafford to amend the agenda to add E-1 Rendezvous Parade. Seconded by Councilman Kosiba. Motion passed 4-0.

Motion by Councilman Kosiba to approve the April 8, 2024, public meeting minutes. Seconded by Councilman Swafford. Motion passed 4-0.

Motion by Councilman Loftus to approve the April 12, 2024 Special Town Council meeting minutes. Seconded by Councilman Kosiba. Motion passed 3-0-1; Councilman Swafford abstained.

Motion by Councilman Swafford to approve the April 22, 2024, regular Town Council meeting minutes. Seconded by Councilman Loftus. Motion passed 3-0-1; Mayor Murdock abstained.

Peg Weber commended Town Staff for dealing with recent issues and reported that there is a big dip in the street on Quartz Avenue. Abram Pearce responded that Public Works was aware of the situation and it would be dealt with in the upcoming weeks.

Josh and Cara Rose, of Western Wyoming Aviation, proposed a flight school at Ralph Wenz Field.

Mayor Murdock declared the Public Hearing regarding a new restaurant liquor license and a retail license transfer open at 5:11 p.m. No complaints had been received by the office of the Town Clerk. Hearing no comments from the public, and pending final approval from the Wyoming Liquor Division,; motion by Councilman Swafford to approve the following liquor licenses for the period ending March 31, 2025. Seconded by Councilman Kosiba. Motion passed 3-0-1; Councilman Loftus abstained. The public hearing closed at 5:13 p.m.

Paige Harrell approached the council about the Green River Rendezvous Pageant Association taking on the Rendezvous Parade.

Representative Albert Sommers presented a legislative update.



Tressa Barnes and David Ricley presented an update on the Union fiber installation and will continue their quarterly progress reports to Town Council.

Motion by Councilman Swafford to approve the consent agenda items as published. Seconded by Councilman Kosiba. Motion passed 4-0. Consent agenda items approved were Airport Operator's Liability Proposal from Avsurance Corporation, effective May 23, 2024 to May 23, 2025, in the amount of \$4,727; renewal of the annual WAM-JPIC benefit contract, effective July 1, 2024 to June 30, 2025; the purchase of precast concrete manholes and storm grates from Oldcastle Precast, Inc., in an amount not to exceed \$5,500; approval of the rejection of bids for the Reconstruct S GA Apron Project; a waiver from §160-15 A, sections 5, 6, and 7, for the construction of a new tri-plex on an existing foundation located at 385, 387, and 389 South Colter Avenue, including the conditions documented in the staff report dated May 10, 2024.

Council and Town Staff discussed the wastewater treatment facility DEQ Letter of Violation.

Council and Town Staff discussed proposed changes to water and sewer rates.

Council reviewed the unaudited quarterly financial report.

Motion by Councilman Swafford to approve Ordinance 715, on first read, an Ordinance of the Town of Pinedale, State of Wyoming, an amended Appropriation Ordinance for fiscal year ending June 30, 2024. Seconded by Councilman Loftus. Motion passed 4-0.

Motion by Councilman Swafford to approve Ordinance 716, on first read, an Ordinance of the Town of Pinedale, State of Wyoming, an annual Appropriation Ordinance for fiscal year ending June 30, 2025. Seconded by Councilman Kosiba. Motion passed 4-0.

The following bills were presented for payment: WY Association of Rural Water, \$-395.00; Bassco Services Inc, \$-87,457.10; Bassco Services Inc, \$87,457.10; A to Z Hardware, \$219.90; All American Fuel Company, Inc, \$4,934.14; Ardurra Group, \$44,755.73; Baked & Wired Bakery and Espresso, \$134.00; Bassco Services Inc, \$178,673.07; Bomgaars Supply, \$151.79; Boyce, Judi, \$620.52; Bright, Kathryn L, \$156.00; Bucky's Outdoors, \$177.57; Caselle, Inc., \$2,040.00; Casper Star Tribune, \$734.56; Clean Wash Laundromat, \$122.00; Dana Kepner Company Inc., \$3,645.00; Energy Laboratories Inc, \$116.00; Fisher Scientific, \$418.12; Flow Right Plumbing & Heating, \$34.40; Floyd's Truck Center, \$398.74; Freedom Mailing Services, Inc, \$593.80; Grainger, \$62.48; Jorgensen Associates PC, \$27,054.00; KPIN, \$584.00; Lactal Equipment Inc, \$2,789.65; Lockett, Maxwell P, \$156.00; M & M Disposal, \$99.00; Moosely Mailboxes & More, \$99.80; Mountainland Power Equipment, \$9,330.00; Mountainland Supply Company, \$1,967.27; One-Call Of Wyoming, \$67.50; Overgaag, John Nelson, \$156.00; Pine Creek Ditch Association, \$962.76; Pinedale Auto Supply, \$586.49; Pinedale Lumber, \$88.40; Pinedale Natural Gas, Inc., \$1,809.67; Pinedale Roundup, \$1,420.01; Rebel Auto Parts, \$6.14; Ridley's Family Market, \$73.58; Rocky Mountain Power, \$6,651.80; Rocky Mountain Wash, \$37.00; Rudnick, Maureen, \$523.47; Sage & Snow Garden Club, \$5,325.00; Sani-Star, \$150.00; Severson Supply Co Inc, \$562.05; Shadow Mountain Water of Wy Inc, \$42.48; Streeter, Jess, \$156.00; Sweetwater Technology Services, \$9,180.64; Teton Turf Inc, \$10,095.00; Town Of Pinedale Water/Sewer, \$760.37; Union Telephone Company, Inc., \$230.92; Upper Case Printing, Ink, \$12.65; USA Bluebook, \$257.90; Visa, \$4,107.08; Winder-Kelly, Alexis, \$156.00; Wood Law Office, \$6,131.25; Wyoming Dept of Transportation, \$50.00; Yost, \$172.77.

Motion by Councilman Kosiba to approve the bills for May 13, 2024, in the amount of \$329,445.47 paid with checks 30452 – 30506. Seconded by Councilman Loftus. Motion passed 4-0.

Motion by Councilman Swafford to enter Executive Session to discuss Real Estate at 7:24 p.m. Seconded by Councilman Kosiba. Motion passed 4-0.

Motion by Councilman Loftus to exit Executive Session at 8:17 p.m. Seconded by Councilman Kosiba. Motion passed 4-0.

Motion by Councilman Swafford to re-enter regular session at 8:17 p.m. Seconded by Councilman Kosiba. Motion passed 4-0.

Motion by Councilman Swafford to allow the Mayor to hire an appraiser. Seconded by Councilman Kosiba. Motion passed 4-0.

Motion by Councilman Loftus to adjourn the meeting. Seconded by Councilman Kosiba. Motion passed 4-0. The meeting adjourned at 8:18 p.m.

ATTEST:

\_\_\_\_\_  
Matt W. Murdock, Mayor

\_\_\_\_\_  
Amy Sturman, Clerk-Treasurer







TOWN OF  
**PINEDALE**  
WYOMING

**E-1**

**Item:** Sublette County Sheriff's Report

**Action:** Approve/Disapprove/Amend

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**Presenter:** Sheriff KC Lehr

**Information:** Attached

**Recommendation:**

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# TOWN OF PINEDALE

## LAW ENFORCEMENT REPORT

**APRIL**  
**2024**

	Mar. 2024	Apr. 2024
Total Incidents	399	404
Arrests	5	5
Citations	15	24
Warnings	8	27

**Respectfully Submitted to:**  
**Mayor Murdock and Town Council**

**From Sheriff KC Lehr**

05/02/24  
14:36

Sublette County Sheriff's Office  
Law Total Incident Report, by Nature of Incident

Page: 104  
1

Nature of Incident	Total Incidents
911 Hangup	3
Abandoned Vehicle	1
Traffic Accident w/ Damage	4
Agency Assistance	1
Alarm	6
Animal Bites/Attacks	2
Animal Problem	5
Assault	1
Bond Violation	1
Breathing Problems	1
Possible Heart Attack	1
Choking	1
Citizen Assist	30
Remanded into Custody	1
Domestic	1
Controlled Substance Problem	1
DUI Alcohol or Drugs	1
UNKOWN PROBLEM (PERSON DOWN)	1
Escort	1
Falls	8
Family Fight	2
Fingerprints	18
Fire Alarm	1
Found Property	2
Fraud	3
Game And Fish	2
Harrassment	1
Information Report	19
Traumatic Injuries	2
Juvenile Problem	5
Livestock Problem	1
Medical Emergency	8
Patient Assist	1
Prisoner Transport	1
Probation/Parole Violation	1
Property Damage, Non Vandalism	1
Property Watch	1
Prescription Drop Box	1
Sick Person/Illness	3
Special Assignment	1
Suspicious Person/Circumstance	14
Threatening	5
Traffic Complaint	2
Traffic Hazard	1
Traffic Offense	1
Trespass Notice	1
Drone	1
Urine Analysis	143
VIN Number Inspection	89
Welfare Check	2

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Total Incidents for This Report: 404

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Report includes:

All dates between `00:00:00 04/01/24` and `00:00:01 05/01/24`

05/02/24  
14:36

Sublette County Sheriff's Office  
Law Total Incident Report, by Nature of Incident

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2

All agencies matching `SCSO`  
All natures  
All locations matching `40`  
All responsible officers  
All dispositions  
All clearance codes  
All observed offenses  
All reported offenses  
All offense codes  
All circumstance codes

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05/02/24  
14:39

Sublette County Sheriff's Office  
Traffic Citation Summary Report, by Agency

Page: 104  
1

Number	Time/Date	Street, City	Defendant
Agency: Sublette Co. Sheriffs Office			
014772AA	23:07:00 04/27/24	E HENNICK ST, PINEDALE, WY	[REDACTED]
Offenses:	12-6-101 ciii		[No code entered]
014874AA	10:23:00 04/24/24	W PINE ST & N LAKE AVE, PINEDA	LOVEDAY, LINDSI M.
Offenses:	31-4-101 e	Expired Temp. Permit/Improper	[No code entered]
014876AA	15:04:00 04/28/24	E PINE ST & N TYLER AVE, PINED	STEEGE, RICHARD W.
Offenses:	31-5-222 b	STOP SIGN	[No code entered]
015624AA	08:00:00 04/16/24	66 S SKYLINE ST, PINEDALE, WY	HOTTEL, LEHI J.
Offenses:	6-2-510 a	Domestic Assault	Filed By Informati
015625AA	08:00:00 04/16/24	66 S SKYLINE ST, PINEDALE, WY	HOTTEL, LEHI J.
Offenses:	6-2-203	False Imprisonment	Filed By Informati
016743AA	05:45:00 04/05/24	U S HWY 191 MP 100, PINEDALE,	TEWARY, VYOMIKA
Offenses:	31-5-301 c (2)	31-5-301 c (2) Superintendent	[No code entered]
016747AA	13:16:00 04/16/24	40 S FREMONT AVE, PINEDALE, WY	JOYNER, JAMES R.
Offenses:	35-7-1031 ciA	( POSSESS CONTR SUBST - PLANT -	[No code entered]
016809AA	17:09:00 04/22/24	S SHANLEY AVE, PINEDALE, WY	FISH, ETHAN M.
Offenses:	31-4-103 a (1)	COMPULSORY AUTO INSUR - 1ST OF	[No code entered]
016890AA	00:27:00 04/13/24	U S HWY 191 MP 100, PINEDALE,	UMANAFLORES, OLVIN S.
Offenses:	31-5-301 c (2)	31-5-301 c (2) Superintendent	[No code entered]
016893AA	00:35:00 04/23/24	U S HWY 191 MP 101, PINEDALE,	CHEN YANG, CHAN
Offenses:	31-5-301 c (2)	31-5-301 c (2) Superintendent	[No code entered]
016894AA	17:20:00 04/26/24	U S HWY 191 MP 101, PINEDALE,	HERNANDEZ, EDUARDO
Offenses:	31-5-301 c (2)	31-5-301 c (2) Superintendent	[No code entered]
016895AA	23:14:00 04/26/24	U S HWY 191 MP 100, PINEDALE,	HERICKS, GREGORY J.
Offenses:	31-5-301 c (2)	31-5-301 c (2) Superintendent	[No code entered]
016896AA	23:14:00 04/26/24	U S HWY 191 MP 100, PINEDALE,	HERICKS, GREGORY J.
Offenses:	31-5-225	Attempt to Elude	[No code entered]
017382AA	18:14:00 04/05/24	N FRANKLIN AVE, PINEDALE, WY	LAMPPA, JENNIFER L.
Offenses:	31-5-301 c (2)	31-5-301 c (2) Superintendent	[No code entered]
017383AA	18:33:00 04/06/24	S COLTER LOOP, PINEDALE, WY	HEUCK, ALEXANDER D.
Offenses:	31-4-103 (b)	Compulsory auto insurance, dri	[No code entered]
017384AA	00:14:00 04/07/24	W PINE ST; SINCLAIR PARKING LO	PHILLIPS, JOHN L.
Offenses:	31-5-233 biiiA	DUI 3RD OFFENSE IN 10 YRS	Filed By Informati
017388AA	00:11:00 04/26/24	U S HWY 191 MP 101, PINEDALE,	ROMANO ISLAS, CYNTHYA
Offenses:	31-4-101 e	Expired Temp. Permit/Improper	[No code entered]
017452AA	19:30:00 04/16/24	U S HWY 191 MP 100, PINEDALE,	TAYLOR, BRENDEN S.
Offenses:	31-5-301 c (2)	31-5-301 c (2) Superintendent	[No code entered]

05/02/24  
14:39

Sublette County Sheriff's Office  
Traffic Citation Summary Report, by Agency

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Number	Time/Date	Street, City	Defendant
017459AA	22:53:00 04/20/24	U S HWY 191 MP 100, PINEDALE,	RIOS CRUZ, JOSE A.
Offenses:	31-7-106 a	VALID DRIVER'S LIC	[No code entered]
017460AA	23:33:00 04/20/24	U S HWY 191 MP 99, PINEDALE, W	DOMINGUEZ RIVERA, LUI
Offenses:	31-5-217	Turn Signal Required	[No code entered]
017461AA	23:33:00 04/20/24	U S HWY 191 MP 99, PINEDALE, W	DOMINGUEZ RIVERA, LUI
Offenses:	31-7-106 a	VALID DRIVER'S LIC	[No code entered]
017462AA	23:33:00 04/20/24	U S HWY 191 MP 99, PINEDALE, W	DOMINGUEZ RIVERA, LUI
Offenses:	31-5-233 bi	DUI: ALCOHOL 0.08% OR MORE	[No code entered]
017464AA	17:50:00 04/22/24	U S HWY 191 MP 101, PINEDALE,	ELDRIDGE, KELVIN J.
Offenses:	31-5-301 c (2)	31-5-301 c (2) Superintendent	[No code entered]
017468AA	01:42:00 04/25/24	U S HWY 191 MP 100, PINEDALE,	CHERTKOSHVILI, DAVIT
Offenses:	31-5-301 c (2)	31-5-301 c (2) Superintendent	[No code entered]

Total citations for this agency: 24  
Total offenses for this agency: 24

Total citations for this report: 24  
Total offenses for this report: 24

Report Includes:

All citation dates between `00:00:00 04/01/24` and `00:00:01 05/01/24`  
All agencies matching `SCSO`  
All officers  
All areas matching `40`  
All types  
All courts  
All violations

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05/02/24  
14:37

Sublette County Sheriff's Office  
Traffic Warning Summary Report, by Agency

104  
Page: 1

Number	Time/Date	Street, City	Warned
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Agency: Sublette Co. Sheriffs Office			
24S022765	19:23:00 04/03/24	U S HWY 191 MP 100, PINEDALE,	ROBINSON, COOPER RICH
Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022772	16:56:00 04/05/24	E PINE ST, PINEDALE, WY	FULTZ, REBECCA JANE
Offenses:	31-5-301	Speeding	
24S022775	21:14:00 04/06/24	U S HWY 191 MP 100, PINEDALE,	WILSEY, RUSTY ROBERT
Offenses:	31-5-912 a	Improper Headlights	
24S022776	18:33:00 04/06/24	S COLTER LOOP, PINEDALE, WY	HEUCK, ALEXANDER DAVI
Offenses:	31-5-915	Stop Lamps, electr	is turn signal lamps
24S022778	20:13:00 04/06/24	E PINE ST, PINEDALE, WY	GAINES, LARY PATRICK
Offenses:	31-5-912 a	Improper Headlights	
24S022793	14:51:00 04/10/24	U S HWY 191 MP 101, PINEDALE,	HUCKINS, JENAE A
Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022794	16:15:00 04/10/24	U S HWY 191 MP 99, PINEDALE, W	GRIESMYER, AUDREY WIN
Offenses:	31-4-101 aiii	Vehicle with Altered	Mutilated or obscu
24S022800	07:58:00 04/12/24	E PINE ST, PINEDALE, WY	SCHELLENBERG, ALBERT
Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022801	14:41:00 04/12/24	E PINE ST, PINEDALE, WY	MASER, KELLY EUGENE
Offenses:	31-4-101 a	Vehicle Registration	Required
24S022816	18:18:00 04/16/24	U S HWY 191 MP 99, PINEDALE, W	CHARTER, JACK LLOYD
Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022820	22:24:00 04/17/24	U S HWY 191 MP 100, PINEDALE,	SCOTT, LISA L
Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022836	12:30:00 04/20/24	E PINE ST, PINEDALE, WY	FORD, MICHELLE L
Offenses:	31-5-915	Stop Lamps, electr	is turn signal lamps
24S022841	21:24:00 04/20/24	U S HWY 191 MP 99, PINEDALE, W	GROVE, KEVIN WAYNE
Offenses:	31-5-217	Turn Signal	Required
24S022842	22:53:00 04/20/24	U S HWY 191 MP 100, PINEDALE,	RIOS CRUZ, JOSE ALFRE
Offenses:	31-5-217	Turn Signal	Required
24S022849	17:09:00 04/22/24	S SHANLEY AVE, PINEDALE, WY	FISH, ETHAN MICHAEL
Offenses:	31-4-101 e	Expired Temp. Permit/	Improper Regis
24S022859	22:22:00 04/22/24	S BRIDGER AVE, PINEDALE, WY	BING, LOGAN BRADFORD
Offenses:	31-5-915	Stop Lamps, electr	is turn signal lamps
24S022875	23:17:00 04/25/24	U S HWY 191 MP 99, PINEDALE, W	[REDACTED]
Offenses:	31-5-912 a	Improper Headlights	
24S022876	23:29:00 04/25/24	W PINE ST, PINEDALE, WY	[REDACTED]

05/02/24  
14:37

Sublette County Sheriff's Office  
Traffic Warning Summary Report, by Agency

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Page: 2

Number	Time/Date	Street, City	Warned
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Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022877	23:29:00 04/25/24	W PINE ST, PINEDALE, WY	[REDACTED]
Offenses:	31-7-117	Restricted Lic	
24S022878	00:11:00 04/26/24	U S HWY 191 MP 101, PINEDALE,	ROMANO ISLAS, CYNTHYA
Offenses:	31-5-912 a	Improper Headlights	
24S022880	00:37:00 04/26/24	W PINE ST, PINEDALE, WY	DIAZ-RODRIQUEZ, JOSE
Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022881	01:08:00 04/26/24	W PINE ST, PINEDALE, WY	WILSEY, VINA MARIE
Offenses:	31-5-912 a	Improper Headlights	
24S022887	18:02:00 04/27/24	U S HWY 191 MP 100, PINEDALE,	DRISCOLL, ALEXANDER J
Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022888	19:06:00 04/27/24	U S HWY 191 MP 101, PINEDALE,	WILLIAMS, WAYLON GREG
Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022890	18:41:00 04/27/24	U S HWY 191 MP 100, PINEDALE,	[REDACTED]
Offenses:	31-5-301 c (2)	Superinten	31-5-301 c (2) Superintendent
24S022891	19:01:00 04/27/24	U S HWY 191 MP 100, PINEDALE,	BUTTERFIELD, KRISTIN
Offenses:	31-4-101 e	Expired Temp. Permit/Improper Regis	
24S022893	22:44:00 04/27/24	U S HWY 191 MP 100, PINEDALE,	[REDACTED]
Offenses:	31-5-912 a	Improper Headlights	
Total warnings for Sublette Co. Sheriffs Office : 27			
Total offenses for Sublette Co. Sheriffs Office : 27			

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Total warnings for this report: 27  
Total offenses for this report: 27  
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Report Includes:

All dates between `00:00:00 04/01/24` and `00:00:01 05/01/24`  
All agencies matching `SCSO`  
All officers  
All areas matching `40`  
All offenses

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TOWN OF  
**PINEDALE**  
WYOMING

E-2

**Item:** Pinedale Aquatic Center Annual Budget Report

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amber Anderson

**Information:** Attached

**Recommendation:**

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2024-25 Pinedale Aquatic Center Proposed Budget

Income	<u>22-23 Actual</u>	<u>23-24 Budget</u>	<u>24-25 Proposed Budget</u>
1081510 · INTEREST	33567	10,000.00	10,000.00
1081515 · INTEREST ON INVESTMENT- HRA	36	0.00	0.00
1081710 · MEMBERSHIP/USE FEES	463354	395,000.00	410,000
1081720 · SALES/POS	16165	15,000.00	15,000.00
1081725 · COST OF GOODS SOLD	-13075	-10,000.00	-10,000.00
1081920 · SCHOLARSHIP CONTRIBUTIONS/DONA			
1081925 · VENDING PROFITS	0.00	0.00	0.00
1081920 · SCHOLARSHIP CONTRIBUTIONS/DONA - Other	5072	8,000.00	8,000.00
Total 1081920 · SCHOLARSHIP CONTRIBUTIONS/DONA	5072	8,000.00	8,000.00
1081922 · DONATIONS - FOP / GRANTS	125338	135,000.00	135,000.00
1081980 · SERVICES PROVIDED- SCSD#1			
1081981 · PAC/BUILDING/SCHOLAR- RESERVES	26674	45,000.00	40,000.00
1081980 · SERVICES PROVIDED- SCSD#1 - Other	1,320,000.00	1,400,000.00	1,550,000.00
Total 1081980 · SERVICES PROVIDED- SCSD#1	1346674	1445000	1590000
1084310 · SCHOLARSHIP	-657	-4,000.00	-4,000.00
#### · HRA ACCOUNT			
#### · RESERVES			
TAX	-38.00		
Total 10 · REVENUES	1,976,474.00	1,994,000.00	2,154,000.00
<b>EXPENSE</b>	<b><u>22-23 Actual</u></b>	<b><u>23-24 Budget</u></b>	<b><u>24-25 Proposed Budget</u></b>
100 · SALARY EXPENSES- OFFICE			
100 101 · SALARIES- OFFICE	168,005.00	174,498.84	197,365.00
100 231 · HEALTH INSURANCE- OFFICE	19,521.00	21,428.00	26,449.20
Total 100 · SALARY EXPENSES- OFFICE	187,526.00	195,926.84	223,814.20
101 · EXPENSE - OFFICE			
100 319 · PURCHASED SERVICES- OFFICE	16,518.00	16,000.00	17,500.00
100 325 · RENTALS- OFFICE	5,717.00	7,000.00	7,000.00
100 332 · TRAVEL\TRAINING- OFFICE	576.00	0.00	500.00
100 410 · SUPPLIES- OFFICE	3,754.00	7,500.00	8,000.00
100 411 · COMPUTER SOFTWARE- OFFICE	8,648.00	10,250.00	10,000.00
Total 101 · EXPENSE - OFFICE	35,213.00	40,750.00	43,000.00
200 · SALARY EXPENSES- DIRECTOR			
200 101 · SALARIES- DIRECTOR	85,260.00	85,260.00	89,523.00
200 231 · HEALTH INSURANCE- DIRECTOR	2,402.00	6,500.00	9,236.10
Total 200 · SALARY EXPENSES- DIRECTOR	87,662.00	91,760.00	98,759.10
201 · EXPENSES- DIRECTOR			
200 319 · PURCHASED SERVICES- DIRECTOR	4,115.00	6,000.00	6,000.00
200 325 · STAFF WELLNESS- DIRECTOR	2,150.00	2,000.00	4,500.00
200 332 · TRAVEL\TRAINING- DIRECTOR	705.00	250.00	500.00
200 350 · ADVERTISING-DIRECTOR	4,307.00	4,000.00	4,000.00
200 380 · FACILITY INSURANCE- DIRECTOR	35,885.00	36,000.00	41,000.00
200 410 · SUPPLIES-DIRECTOR	4,285.00	2,500.00	3,500.00
200 640 · DUES AND FEES- DIRECTOR	0.00	150.00	150.00
Total 201 · EXPENSES- DIRECTOR	51,447.00	50,900.00	59,650.00
300 · SALARIES EXPENSES- MAINT/CUST			
300 101 · SALARIES - MAINT/CUST	171,624.00	187,234.00	177,161.00
300 231 · HEALTH INSURANCE- MAINT/CUST	19,521.60	21,428.00	37,466.40
Total 300 · SALARIES EXPENSES- MAINT/CUST	191,145.60	208,662.00	214,627.40
301 · EXPENSES- MAINTENANCE			
Unemployment	0.00	1,000.00	1,000.00
300 319 · PURCHASED SERVICES- MAINT/CUST	20,613.00	35,000.00	25,000.00
300 332 · TRAVEL\TRAINING- MAINT/CUST	0.00	500.00	1,000.00
300 342 · TELEPHONES	7,082.00	7,500.00	7,500.00
300 410 · SUPPLIES- MAINT/CUST	58,498.00	48,000.00	80,000.00
300 420 · GRANT PURCHASES- MAINTENANCE	16,596.00	15,000.00	0.00

2024-25 Pinedale Aquatic Center Proposed Budget

Income	<u>22-23 Actual</u>	<u>23-24 Budget</u>	<u>24-25 Proposed Budget</u>
300 451 · NATURAL GAS	225,822.00	206,000.00	214,750.00
300 452 · ELECTRICITY	125,703.00	122,000.00	138,000.00
300 457 · WATER	36,343.00	35,000.00	35,000.00
300 459 · GARBAGE COLLECTION	3,246.00	3,250.00	3,250.00
300 460 · BUILDING	25,658.00	40,000.00	40,000.00
300 540 · EQUIPMENT AND MACHINERY- MAINT	14,544.00	0.00	5,000.00
300 640 · DUES AND FEES- MAINT/CUST	228.00	200.00	250.00
FACILITY RENT			
Total 301 · EXPENSES- MAINTENANCE	534,333.00	513,450.00	550,750.00
400 · SALARIES EXPENSES- AQUATICS			
400 101 · SALARIES- AQUATICS	226,901.00	236,687.00	274,002.00
400 231 · HEALTH INSURANCE- AQUATICS	17,703.28	21,428.00	26,449.20
Total 400 · SALARIES EXPENSES- AQUATICS	244,604.28	258,115.00	300,451.20
401 · EXPENSES- AQUATICS			
400 319 · PURCHASED SERVICES- AQUATICS	1,063.00	2,200.00	2,200.00
400 332 · TRAVEL\TRAINING- AQUATICS	534.00	500.00	500.00
400 410 · SUPPLIES- AQUATICS	8,579.00	15,000.00	14,000.00
400 420 · GRANT PURCHASES- AQUATICS	0.00	5,000.00	4,500.00
400 640 · DUES AND FEES- AQUATICS	5,609.00	4,000.00	4,000.00
Total 401 · EXPENSES- AQUATICS	15,785.00	26,700.00	25,200.00
500 · SALARIES EXPENDITURES - REC			
500 101 · SALARIES- REC	287,926.00	315,647.84	330,866.00
500 231 · HEALTH INSURANCE- REC	13,963.00	26,785.00	34,196.40
Total 500 · SALARIES EXPENDITURES - REC	301,889.00	342,432.84	365,062.40
501 · EXPENSES- RECREATION			
500 319 · PURCHASED SERVICES- REC	4,423.00	4,600.00	4,900.00
500 320 · PURCHASED SERVICES- ATHLETICS	6,667.00	6,900.00	6,900.00
500 332 · TRAVEL\TRAINING- REC	669.00	1,000.00	1,000.00
500 410 · SUPPLIES- RECREATION	19,399.00	16,000.00	16,000.00
500 415 · SUPPLIES- ATHLETICS	13,194.00	11,550.00	11,550.00
500 420 · GRANT PURCHASES- RECREATION	0.00	5,000.00	5,000.00
500 540 · EQUIPMENT AND MACHINERY- REC	0.00	0.00	0.00
500 640 · DUES AND FEES- REC	1,101.00	1,200.00	1,200.00
Total 501 · EXPENSES- RECREATION	45,453.00	46,250.00	46,550.00
Total - EXPENSES Child Care			
66000 · PAYROLL EXPENSES	209,391.00	218,587.14	225,904.00
Total Expense	<u>1,904,448.88</u>	<u>1,993,533.82</u>	<u>2,153,768.30</u>
Net Income			
EXPENDITURES SUMMARY			
Salaries	939,716.00	999,327.68	1,068,917.00
Health Insurance	73,110.88	97,569.00	133,797.30
Purchased Services	53,399.00	70,700.00	62,500.00
Rentals	5,717.00	7,000.00	7,000.00
Travel/Training	2,484.00	2,250.00	3,500.00
Advertising	4,307.00	4,000.00	4,000.00
Facility Insurance	35,885.00	36,000.00	41,000.00
Software	8,648.00	10,250.00	10,000.00
Supplies	107,709.00	100,550.00	133,050.00
Equipment	14,544.00	0.00	5,000.00
Grants	16,596.00	25,000.00	9,500.00
Utilities/Telephones	398,196.00	373,750.00	398,500.00
Dues & Fees	6,938.00	5,550.00	5,600.00
Unemployment	0.00	1,000.00	1,000.00
Wellness Program	2,150.00	2,000.00	4,500.00

2024-25 Pinedale Aquatic Center Proposed Budget

Income	<u>22-23 Actual</u>	<u>23-24 Budget</u>	<u>24-25 Proposed Budget</u>
Building	25,658.00	40,000.00	40,000.00
Payroll Expense	209,391.00	218,587.14	225,904.00
Child Care Expense			
Facility Rent			
	<u>1,904,448.88</u>	<u>1,993,533.82</u>	<u>2,153,768.30</u>

Number of Employees

Full-Time	10	10	10
Benefitted Part-Time	1	1	1
Part-Time	43	43	43







TOWN OF  
**PINEDALE**  
WYOMING

**F-1**

**Item:** Approve Main Street Pinedale's Temporary Use Permit & WYDOT Special Event applications for the Rendezvous vendor fair set up and take down parking lane closure, July 11 & 14, 2024.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amy Sturman

**Information:** Attached

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

**TEMPORARY USE PERMIT**

69 PINEDALE SOUTH ROAD / PO BOX 709  
PINEDALE, WYOMING 82941  
PHONE: (307) 367-4136 FAX: (307) 367-2578  
[info@townofpinedale.us](mailto:info@townofpinedale.us)

**EVENT NAME: Green River Rendezvous Set up and take down**      **EVENT DATE: 07/11<sup>th</sup> & 14<sup>th</sup>**

<b>APPLICANT INFORMATION</b>	NAME: Main Street Pinedale
	MAILING ADDRESS: 19 E Pine St. Box 2529 Pinedale Wyoming 82941
	PHONE: 307-360-6246      EMAIL: info@mainstreetpinedale.com
	CONTACT INFORMATION IF DIFFERENT FROM ABOVE NAME: Kaddy Fyfe-Shivers
	PHONE: 307-367-2242      EMAIL: info@mainstreetpinedale.com
<b>LOCATION</b>	DESCRIPTION OF EVENT LOCATION: GRR vendor fair will take place July 11-14 <sup>th</sup> , 2024, vendors will set up on the courthouse lawn the evening of the 11 <sup>th</sup> or morning of the 12th, We would like to block off Parking area only on HWY 191 in front of the Court House Lawn to allow for set up and take down. There will be no lane closure take down will be on the 14 <sup>th</sup> of July 2024
<b>TEMPORARY USE DESCRIPTION</b>	TYPE OF USE:    EVENT IN PUBLIC STREET <input type="checkbox"/> CONSTRUCTION YARD/BUILDING <input checked="" type="checkbox"/> TEMPORARY STRUCTURE <input type="checkbox"/> OTHER USE: Vendors loading and unloading to set up booths
	HOURS OF EVENT: 7am wed AM/PM to 7pm Sun AM/PM      DURATION OF ACTIVITY:
	RESTROOMS: <input type="checkbox"/> NONE <input checked="" type="checkbox"/> PORTA-POTTY <input type="checkbox"/> ONSITE RESTROOM <input type="checkbox"/> OFFSITE RESTROOMS, LOCATION: next to food Court _____
	STREET CLOSURE REQUIRED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES, LIST STREET(S): Parking Area _____
	DO YOU PLAN TO ERECT A SIGN? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
	DO YOU NEED A TEMPORARY CONNECTION TO WATER & SEWER SERVICES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES IF YES, A TEMPORARY WATER & SEWER PERMIT MUST BE COMPLETED

*I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town ordinances and state laws. I understand that if a violation of this ordinance occurs, the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.*

*By signing below, the applicant certifies that they are authorized by the owner to act as their agent.*

Signature *Kaddy Fyfe-Shivers*      Application Date 5/20/24

**FOR TOWN USE ONLY**

<b>PAYMENT:</b> CASH    MO    CREDIT    CHECK # _____
Permit Number: _____
Date Issued (by Staff or Town Council): _____
Date of Expiration: _____
Issued By: _____
Payment Waiver by Town Council? <input type="checkbox"/> NO <input type="checkbox"/> YES – Date of meeting: _____
Authorized By: _____



WYOMING DEPARTMENT OF TRANSPORTATION  
Special Event Application

APPLICATION

Event Name Green River Rendezvous- Vendor Fair Set up Event Date 07/11/14  
Type of Event: Vendor Fair Set up  
Event Director or Organizer Main Street Pinedale Telephone 307-360-6246  
Address 19 E. Pine St. P.O. Box 2529 Email \_\_\_\_\_  
Club Affiliation or Sponsor Main Street Pinedale Estimated Number of Participants 1500

Course Information:  Total closure  Partial closure  Remain open to traffic (Check appropriate box(s) (Explain in Event Description)

I (we) Main Street Pinedale hereby make application for a special permit

upon the right-of-way of:

highway 191 between milepost Fremont Ave and milepost Tyler Ave.  
highway \_\_\_\_\_ between milepost \_\_\_\_\_ and milepost \_\_\_\_\_  
highway \_\_\_\_\_ between milepost \_\_\_\_\_ and milepost \_\_\_\_\_  
highway \_\_\_\_\_ between milepost \_\_\_\_\_ and milepost \_\_\_\_\_

on \_\_\_\_\_ between \_\_\_\_\_ and \_\_\_\_\_  
Date Time Time

I (we) agree to strictly conform to the exhibits attached hereto, subject to all terms, conditions, agreements, stipulations and provisions contained in the application and permit, in Chapter XXIII rules and regulations of the Wyoming Department of Transportation, and any other applicable regulations, laws or ordinances.

EVENT DESCRIPTION (Attach event map): The GRR vendor fair will take place from July 11-14th, vendors will begin set up on the Courthouse Lawn on July 11th. We would like to block off the parking lane only on Hwy 191 in front of the Courthouse lawn to allow for safe set up and take down for the vendor. There will be no traffic lane closure necessary. Same is requested for take down Sunday July 14th 2023

Prior to the event, I (we) agree to review the course to determine potential problems that could endanger participants and equipment and to notify the participants of them. If I (we) determine the problems to be severe, I (we) agree to cancel the event.

WYOMING DEPARTMENT OF TRANSPORTATION  
Special Event Application

APPLICATION

Permittee must provide a certificate of insurance as evidence of an existing Comprehensive or Commercial General Liability Policy, including contractual liability coverage, with limits not less than \$500,000.00 combined single limit for all claims arising out of a single accident or occurrence.

THE PERMITTEE SHALL DEFEND, HOLD HARMLESS AND INDEMNIFY THE STATE OF WYOMING, DEPARTMENT OF TRANSPORTATION AND ITS OFFICERS, AGENTS, EMPLOYEES AND MEMBERS FROM ALL SUITS OR ACTION WHICH MAY RESULT FROM ANY ACTIVITY BY THE PERMITTEE, ITS OFFICERS, SUBCONTRACTORS, AGENTS OR EMPLOYEES.

Caddy Fufe Shivers  
Name (Please Print)  
Caddy Fufe Shivers  
Signature  
5/20/14  
Date (Minimum of 60 days prior to event)

\_\_\_\_\_  
Address  
\_\_\_\_\_  
City, State and Zip  
\_\_\_\_\_  
Telephone

Approval must be obtained from the city, town or county government if the closure restricts the use of any road, street or highway of the affected jurisdiction.

Approved by city or town if applicable

\_\_\_\_\_  
Name/Title (Please Print)  
\_\_\_\_\_  
Signature/Title  
\_\_\_\_\_  
Date  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City, State and Zip  
\_\_\_\_\_  
Telephone

Approved by county if applicable

\_\_\_\_\_  
Name/Title (Please Print)  
\_\_\_\_\_  
Signature/Title  
\_\_\_\_\_  
Date  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
City, State and Zip  
\_\_\_\_\_  
Telephone



**MAIN STREET PINEDALE**  
**SET UP AND TAKE DOWN**  
**RENDEZVOUS**

**CLOSURE OF PARKING LANES**

Pine St Pine St U.S. Highway 191 Pine St Pine St U.S. Highway 191 Pine St Pine St Pine St

N Tyler Ave

N Fremont Ave

te Ave

S Tyler Ave

S Fremont Ave

S Sublette Ave

S Tyler Ave

S Fremont Ave

S Sublette Ave

S Tyler Ave

S Fremont

S Sublett

2ndway Family Services

Sublette County Visitor Center

UPS

Heart & Soul Cafe

High Mountain Real Estate

Rocky Mountain

Sublette County District Court

Sundance

Wal Estate

Cost

Cost



TOWN OF  
**PINEDALE**  
WYOMING

**F-2**

**Item:** Approve Main Street Pinedale's Temporary Use Permit application for the closure of the first block of South Fremont Avenue during the Rendezvous vendor fair, July 11-14, 2024.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amy Sturman

**Information:** Attached

**Recommendation:**

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# TOWN OF PINEDALE WYOMING

## TEMPORARY USE PERMIT

69 PINEDALE SOUTH ROAD / PO BOX 709  
PINEDALE, WYOMING 82941  
PHONE: (307) 367-4136 FAX: (307) 367-2578  
[info@townofpinedale.us](mailto:info@townofpinedale.us)

**EVENT NAME: Green River Rendezvous vendor fair road closure EVENT DATE: 07/11,12,13,14**

<b>APPLICANT INFORMATION</b>	NAME: Main Street Pinedale
	MAILING ADDRESS: 19 E Pine St. Box 2529 Pinedale Wyoming 82941
	PHONE: 307-360-6246 EMAIL: info@mainstreetpinedale.com
	CONTACT INFORMATION IF DIFFERENT FROM ABOVE NAME: Kaddy Fyfe-Shivers
	PHONE: 307-367-2242 EMAIL: info@mainstreetpinedale.com
<b>LOCATION</b>	DESCRIPTION OF EVENT LOCATION: GRR vendor fair will take place July 11-14 <sup>th</sup> , 2024, vendors will set up on the courthouse lawn the evening of the 11 <sup>th</sup> or morning of the 12 <sup>th</sup> , Food vendors will set up the evening of the 10 <sup>th</sup> -on South Fremont Ave. We are requesting S. Fremont Ave, to the bloc off South Fremont Ave to Mill Street.
<b>TEMPORARY USE DESCRIPTION</b>	TYPE OF USE: <input checked="" type="checkbox"/> EVENT IN PUBLIC STREET <input type="checkbox"/> CONSTRUCTION YARD/BUILDING <input type="checkbox"/> TEMPORARY STRUCTURE <input type="checkbox"/> OTHER USE: _____
	HOURS OF EVENT: 7am wed AM/PM to 7pm Sun AM/PM DURATION OF ACTIVITY: _____
	RESTROOMS: <input type="checkbox"/> NONE <input checked="" type="checkbox"/> PORTA-POTTY <input type="checkbox"/> ONSITE RESTROOM <input type="checkbox"/> OFFSITE RESTROOMS, LOCATION: next to food Court _____
	STREET CLOSURE REQUIRED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES, LIST STREET(S): Blocking of S. Fremont Ave. to Mill Street _____
	DO YOU PLAN TO ERECT A SIGN? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
	DO YOU NEED A TEMPORARY CONNECTION TO WATER & SEWER SERVICES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES IF YES, A TEMPORARY WATER & SEWER PERMIT MUST BE COMPLETED

*I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town ordinances and state laws. I understand that if a violation of this ordinance occurs, the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.*

*By signing below, the applicant certifies that they are authorized by the owner to act as their agent.*

Signature *Kaddy Fyfe-Shivers* Application Date 5/20/24

### FOR TOWN USE ONLY

<b>PAYMENT:</b> CASH MO CREDIT CHECK # _____
Permit Number: _____
Date Issued (by Staff or Town Council): _____
Date of Expiration: _____
Issued By: _____
Payment Waiver by Town Council? <input type="checkbox"/> NO <input type="checkbox"/> YES – Date of meeting: _____
Authorized By: _____





TOWN OF  
**PINEDALE**  
WYOMING

**F-3**

**Item:** Approve Main Street Pinedale's Temporary Use Permit application for the closure of North Tyler from Pine Street to Magnolia Street for the Rendezvous street dance on July 13, 2024 from 7 p.m. to 1 a.m.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amy Sturman

**Information:** Attached

**Recommendation:**

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# TOWN OF PINEDALE WYOMING

## TEMPORARY USE PERMIT

69 PINEDALE SOUTH ROAD / PO BOX 709  
PINEDALE, WYOMING 82941  
PHONE: (307) 367-4136 FAX: (307) 367-2578  
[info@townofpinedale.us](mailto:info@townofpinedale.us)

**EVENT NAME** Green River Rendezvous Street Dance **EVENT DATE:** July 13<sup>th</sup>

<b>APPLICANT INFORMATION</b>	NAME: Main Street Pinedale
	MAILING ADDRESS: 19 E. Pine Street Box 2529 Pinedale WY 82941
	PHONE: 307-360-6246      EMAIL: info@mainstreetpinedale.com
	CONTACT INFORMATION IF DIFFERENT FROM ABOVE NAME: Kaddy Fyfe-Shivers
	PHONE: 307-367-2242      EMAIL: info@mainstreetpinedale.com

<b>LOCATION</b>	DESCRIPTION OF EVENT LOCATION: The Street Dance will take place Saturday evening featuring a band. Road closure of N. Tyler between Jackson hole Land trust and The Visitor Center. The street we are asking to be closed is North Tyler to Magnolia St.
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<b>TEMPORARY USE DESCRIPTION</b>	TYPE OF USE: <input checked="" type="checkbox"/> EVENT IN PUBLIC STREET <input type="checkbox"/> CONSTRUCTION YARD/BUILDING <input type="checkbox"/> TEMPORARY STRUCTURE <input type="checkbox"/> OTHER USE: _____
	HOURS OF EVENT: 7 pm__ AM/PM to 1 am __ AM/PM      DURATION OF ACTIVITY: 6 Hours
	RESTROOMS: <input type="checkbox"/> NONE <input checked="" type="checkbox"/> PORTA-POTTY <input type="checkbox"/> ONSITE RESTROOM <input type="checkbox"/> OFFSITE RESTROOMS, LOCATION: Porta Potties in the Visitor Center Parking Lot_____
	STREET CLOSURE REQUIRED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES, LIST STREET(S): north tyler to Magnolia_____
	DO YOU PLAN TO ERECT A SIGN? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES
	DO YOU NEED A TEMPORARY CONNECTION TO WATER & SEWER SERVICES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES IF YES, A TEMPORARY WATER & SEWER PERMIT MUST BE COMPLETED

*I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town ordinances and state laws. I understand that if a violation of this ordinance occurs, the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.*

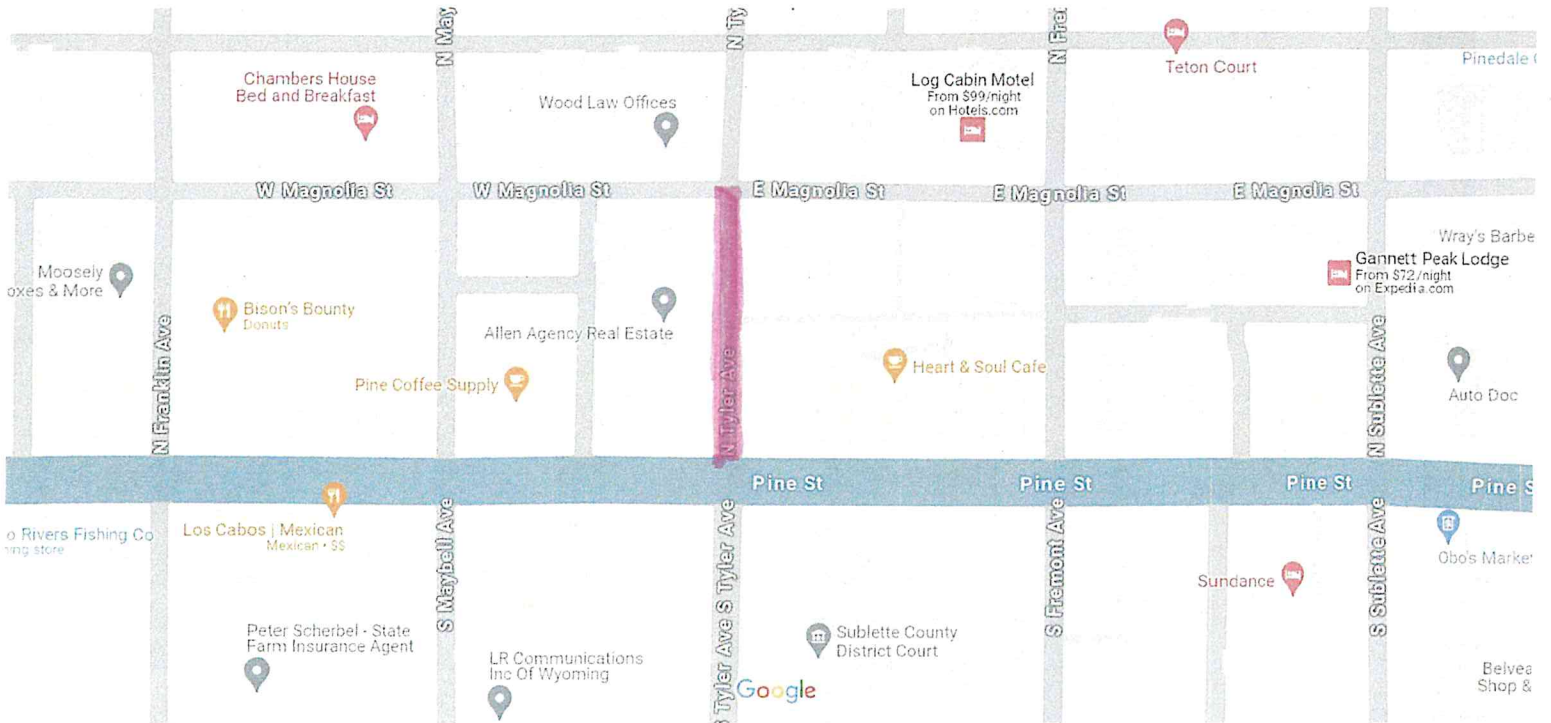
*By signing below the applicant certifies that they are authorized by the owner to act as their agent.*

Signature Kaddy Fyfe-Shivers Application Date 5/20/24

### FOR TOWN USE ONLY

<b>PAYMENT:</b> CASH    MO    CREDIT    CHECK # _____
Permit Number: _____
Date Issued (by Staff or Town Council): _____
Date of Expiration: _____
Issued By: _____
Payment Waiver by Town Council? <input type="checkbox"/> NO <input type="checkbox"/> YES – Date of meeting: _____
Authorized By: _____

Starting at the intersection of Pine Street and North Tyler and going North to Magnolia St.





TOWN OF  
**PINEDALE**  
WYOMING

**F-4**

**Item:** Approve the Temporary Use Permit application for the closure of the first block of North Maybell Avenue for the Rendezvous beard shaving, July 14, 2024, from 3-6 p.m.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amy Sturman

**Information:** Attached

**Recommendation:**

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# TOWN OF PINEDALE WYOMING

## TEMPORARY USE PERMIT

69 PINEDALE SOUTH ROAD / PO BOX 709  
PINEDALE, WYOMING 82941  
PHONE: (307) 367-4136 FAX: (307) 367-2578  
info@townofpinedale.us

<b>EVENT NAME:</b>		<b>EVENT DATE:</b>	
<b>APPLICANT INFORMATION</b>	NAME: <u>Green River Rendezvous Pageant Assoc.</u>		
	MAILING ADDRESS:		
	PHONE: <u>307 231 2526</u> EMAIL: <u>paigeharrell44@gmail.com</u>		
	CONTACT INFORMATION IF DIFFERENT FROM ABOVE		
	NAME: <u>Paige Harrell</u> PHONE: <u>307 231 2526</u> EMAIL: <u>same as above</u>		
<b>LOCATION</b>	DESCRIPTION OF EVENT LOCATION: <u>Beard Shaving</u>		
<b>TEMPORARY USE DESCRIPTION</b>	TYPE OF USE: <input checked="" type="checkbox"/> EVENT IN PUBLIC STREET <input type="checkbox"/> CONSTRUCTION YARD/BUILDING <input type="checkbox"/> TEMPORARY STRUCTURE <input type="checkbox"/> OTHER USE: _____		
	HOURS OF EVENT: <u>3</u> AM/PM to <u>6</u> AM/PM    DURATION OF ACTIVITY: <u>2-3 hrs</u>		
	RESTROOMS: <input checked="" type="checkbox"/> NONE <input type="checkbox"/> PORTA-POTTY <input type="checkbox"/> ONSITE RESTROOM <input type="checkbox"/> OFFSITE RESTROOMS, LOCATION: _____		
	STREET CLOSURE REQUIRED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES, LIST STREET(S): <u>N Maybell</u>		
	DO YOU PLAN TO ERECT A SIGN? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		
	DO YOU NEED A TEMPORARY CONNECTION TO WATER & SEWER SERVICES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES IF YES, A TEMPORARY WATER & SEWER PERMIT MUST BE COMPLETED		
<p><i>I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town ordinances and state laws. I understand that if a violation of this ordinance occurs, the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.</i></p> <p><i>By signing below, the applicant certifies that they are authorized by the owner to act as their agent.</i></p> <p>Signature <u>Paige Harrell</u>    Application Date <u>5/10/24</u></p>			

### FOR TOWN USE ONLY

<b>PAYMENT:</b> CASH    MO    CREDIT    CHECK # _____	<u>non profit</u>
Permit Number: _____	
Date Issued (by Staff or Town Council): _____	
Date of Expiration: _____	
Issued By: _____	
Payment Waiver by Town Council? <input type="checkbox"/> NO <input type="checkbox"/> YES – Date of meeting: _____	
Authorized By: _____	



TOWN OF  
**PINEDALE**  
WYOMING

**F-5**

**Item:** Approve the Temporary Use Permit and WYDOT Special Event applications for the closure of Pine Street from mile post 99 to mile post 100 for the Rendezvous Parade, July 13, 2024, from 10:30 a.m. to 1 p.m.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amy Sturman

**Information:** Attached

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

**TEMPORARY USE PERMIT**

69 PINEDALE SOUTH ROAD / PO BOX 709  
PINEDALE, WYOMING 82941  
PHONE: (307) 367-4136 FAX: (307) 367-2578  
info@townofpinedale.us

<b>EVENT NAME:</b>		<b>EVENT DATE:</b> 7/13/24	
<b>APPLICANT INFORMATION</b>	NAME:	Green River Rendezvous Parade	
	MAILING ADDRESS:	PO BOX 479 Pinedale WY 82941	
	PHONE:	307 231 2526	EMAIL: paigeharrell44@gmail.com
	CONTACT INFORMATION IF DIFFERENT FROM ABOVE	NAME: Paige Harrell	
	PHONE:	same	EMAIL: same
<b>LOCATION</b>	DESCRIPTION OF EVENT LOCATION: Parade. lining up on N Madison + N Ashley Ave. Running East to West ending at N Bridger past Sublette Center.		
<b>TEMPORARY USE DESCRIPTION</b>	TYPE OF USE: <input checked="" type="checkbox"/> EVENT IN PUBLIC STREET <input type="checkbox"/> CONSTRUCTION YARD/BUILDING <input type="checkbox"/> TEMPORARY STRUCTURE <input type="checkbox"/> OTHER USE: _____		
	HOURS OF EVENT: 10:30 AM to 1 PM		DURATION OF ACTIVITY: 3.5
	RESTROOMS: <input checked="" type="checkbox"/> NONE <input type="checkbox"/> PORTA-POTTY <input type="checkbox"/> ONSITE RESTROOM <input type="checkbox"/> OFFSITE RESTROOMS, LOCATION: _____		
	STREET CLOSURE REQUIRED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES, LIST STREET(S): Hwy 191 between N Ashley to N Bridg		
	DO YOU PLAN TO ERECT A SIGN? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		
	DO YOU NEED A TEMPORARY CONNECTION TO WATER & SEWER SERVICES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES IF YES, A TEMPORARY WATER & SEWER PERMIT MUST BE COMPLETED		
<p><i>I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town ordinances and state laws. I understand that if a violation of this ordinance occurs, the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.</i></p> <p><i>By signing below, the applicant certifies that they are authorized by the owner to act as their agent.</i></p> <p>Signature <u>Paige Harrell</u>      Application Date <u>5/13/24</u></p>			

**FOR TOWN USE ONLY**

non profit

<b>PAYMENT:</b> CASH    MO    CREDIT    CHECK # _____
Permit Number: _____
Date Issued (by Staff or Town Council): _____
Date of Expiration: _____
Issued By: _____
Payment Waiver by Town Council? <input type="checkbox"/> NO <input type="checkbox"/> YES – Date of meeting: _____
Authorized By: _____



WYOMING DEPARTMENT OF TRANSPORTATION  
Special Event Application

APPLICATION

Event Name Green River Rendezvous Parade Event Date 7/13/24

Type of Event: Parade

Event Director or Organizer Paige Harrell or Caitlin Mansur Telephone 231-2526 / 231-3163

Address PO BOX 479 Pinedale WY 82941 Email paige.harrell14@gmail.com

Club Affiliation or Sponsor Green River Rendezvous Parade Assoc Estimated Number of Participants 1000+

Course Information:  Total closure  Partial closure  Remain open to traffic (Check appropriate box(s) (Explain in Event Description))

I (we) GRRPA hereby make application for a special permit

upon the right-of-way of:

highway 191 between milepost 100 and milepost 99

highway \_\_\_\_\_ between milepost \_\_\_\_\_ and milepost \_\_\_\_\_

highway \_\_\_\_\_ between milepost \_\_\_\_\_ and milepost \_\_\_\_\_

highway \_\_\_\_\_ between milepost \_\_\_\_\_ and milepost \_\_\_\_\_

on July 13 2024 between 10:30 am and 1:00 pm

I (we) agree to strictly conform to the exhibits attached hereto, subject to all terms, conditions, agreements, stipulations and provisions contained in the application and permit, in Chapter XXIII rules and regulations of the Wyoming Department of Transportation, and any other applicable regulations, laws or ordinances.

EVENT DESCRIPTION (Attach event map):

Parade will start line up on N Madison Ave headed North and north on Ashley Ave.

The Parade will run West to East so ending past Sublette Center on N Bridger Ave.

Prior to the event, I (we) agree to review the course to determine potential problems that could endanger participants and equipment and to notify the participants of them. If I (we) determine the problems to be severe, I (we) agree to cancel the event.



WYOMING DEPARTMENT OF TRANSPORTATION  
Special Event Application

APPLICATION

Permittee must provide a certificate of insurance as evidence of an existing Comprehensive or Commercial General Liability Policy, including contractual liability coverage, with limits not less than \$500,000.00 combined single limit for all claims arising out of a single accident or occurrence.

THE PERMITTEE SHALL DEFEND, HOLD HARMLESS AND INDEMNIFY THE STATE OF WYOMING, DEPARTMENT OF TRANSPORTATION AND ITS OFFICERS, AGENTS, EMPLOYEES AND MEMBERS FROM ALL SUITS OR ACTION WHICH MAY RESULT FROM ANY ACTIVITY BY THE PERMITTEE, ITS OFFICERS, SUBCONTRACTORS, AGENTS OR EMPLOYEES.

Paige Harrell  
Name (Please Print)  
Paige Harrell  
Signature  
5/13/2024  
Date (Minimum of 60 days prior to event)

PO BOX 479  
Address  
Pinedale WY 82941  
City, State and Zip  
307 231 2526  
Telephone

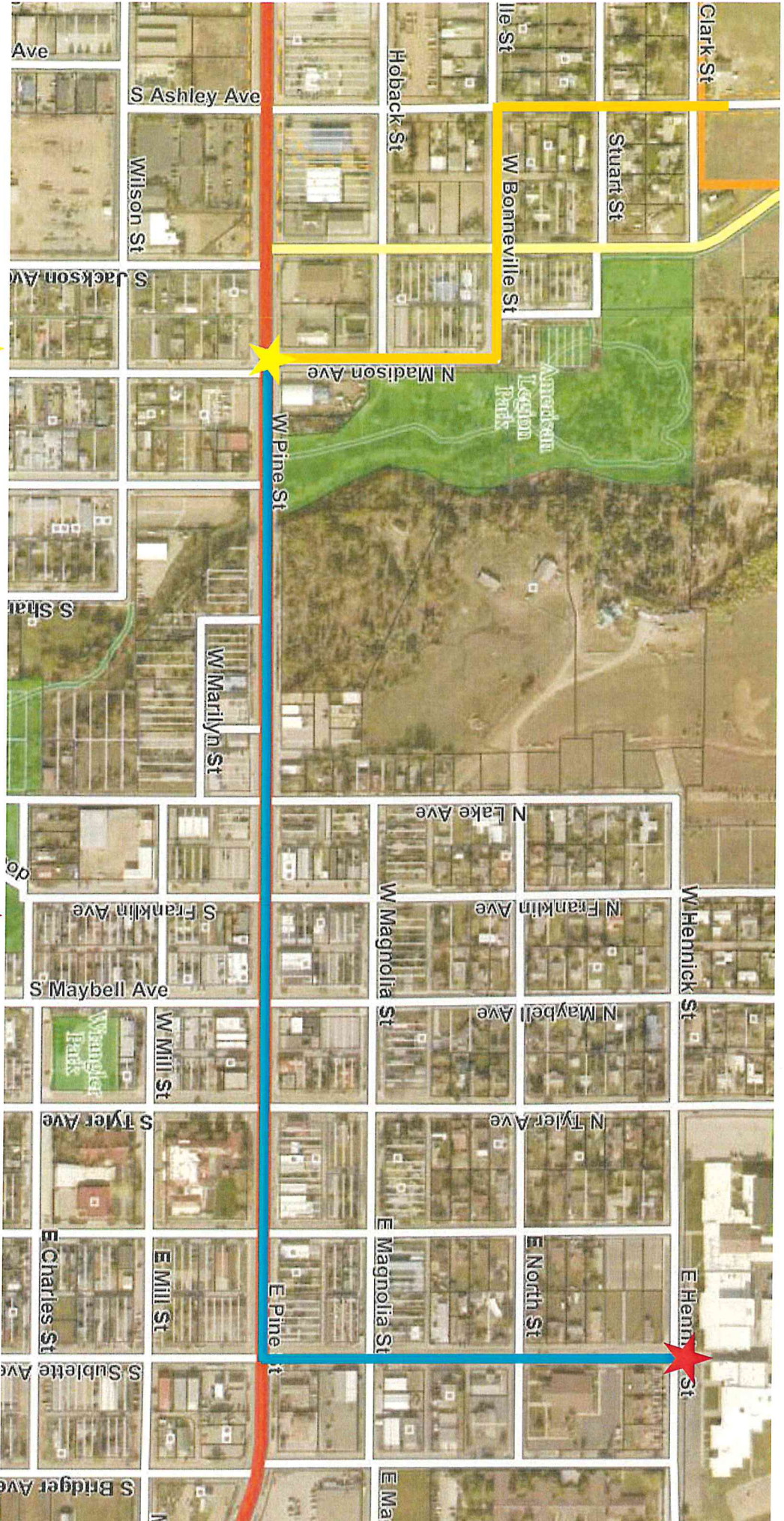
Approval must be obtained from the city, town or county government if the closure restricts the use of any road, street or highway of the affected jurisdiction.

Approved by city or town if applicable

Name/Title (Please Print)  
Signature/Title  
Date  
Address  
City, State and Zip  
Telephone

Approved by county if applicable

Name/Title (Please Print)  
Signature/Title  
Date  
Address  
City, State and Zip  
Telephone



LINE UP

START

PARADE ROUTE

END



TOWN OF  
**PINEDALE**  
WYOMING

**F-6**

**Item:** Approve the Temporary Use Permit application for Rendezvous Trader's Row, effective July 6-15, 2024.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amy Sturman

**Information:** Attached

**Recommendation:**

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# TOWN OF PINEDALE WYOMING

## TEMPORARY USE PERMIT

69 PINEDALE SOUTH ROAD, P.O. BOX 709, PINEDALE, WYOMING 82941  
PHONE: (307) 367-4136  
FAX: (307) 367-2578

<b>EVENT NAME:</b> <u>Pinedale Mountain Days</u>	<b>APPLICATION DATE:</b> <u>May 8-2024</u>
<b>EVENT DATE:</b> <u>July 6-July 15</u>	

<b>APPLICANT INFORMATION</b>	<b>NAME:</b> <u>Donald Cooper Pinedale Trader Row</u>
	<b>MAILING ADDRESS:</b> <u>PO Box 1107 Lindale TX 75771-1107</u>
	<b>PHONE:</b> <u>903-316-5323</u> <b>EMAIL:</b> <u>DPCooper3@AOL.com</u>
	<b>CONTACT INFORMATION IF DIFFERENT FROM ABOVE:</b> <b>NAME:</b> <u>Cherishelp</u> <b>EMAIL:</b> <u>Cherishelp@yahoo.com</u> <b>PHONE:</b> <u>307-388-0694</u>

<b>LOCATION</b>	<b>DESCRIPTION OF EVENT LOCATION:</b> <u>Corner of Bridger Ave + Mill Street Pinedale</u>
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<b>TEMPORARY USE DESCRIPTION</b>	<b>TYPE OF USE:</b> <input type="checkbox"/> EVENT IN PUBLIC STREET <input type="checkbox"/> CONSTRUCTION YARD/BUILDING <input type="checkbox"/> TEMPORARY STRUCTURE <input checked="" type="checkbox"/> OTHER USE: <u>Parking along Bridger Ave</u>
	<b>HOURS OF EVENT:</b> <u>9:00 AM - 6:00 PM</u> <b>DURATION OF ACTIVITY:</b> _____
	<b>RESTROOMS:</b> <input type="checkbox"/> NONE <input checked="" type="checkbox"/> PORTA-POTTIES <input type="checkbox"/> ONSITE RESTROOMS <input type="checkbox"/> OFFSITE RESTROOMS, LOCATION: _____
	<b>IS STREET CLOSURE REQUIRED:</b> <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES, LIST STREET(S): _____
	<b>DO YOU PLAN TO ERECT A SIGN:</b> <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES

I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town ordinances and state laws. I understand that if a violation of this ordinance occurs, the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.  
By signing below, the applicant certifies that they are authorized by the owner to act as their agent.

Signature Donald Cooper      Date 5-08-24

<b>FOR TOWN USE</b>
<b>PAYMENT:</b> CASH    MO    CREDIT    CH# <u>1088</u>

<b>Permit Number:</b> _____
<b>Date Issued (By Staff or Town Council):</b> _____
<b>Date of Expiration:</b> _____
<b>Issued By:</b> _____
<b>Payment Waiver by Town Council:</b> <input type="checkbox"/> NO <input type="checkbox"/> YES, Date of Meeting: _____
<b>Authorized By:</b> _____



TOWN OF  
**PINEDALE**  
WYOMING

**F-7**

**Item:** Approve a Temporary Use Permit application from the Sublette County Hospital District to close one block of North Maybell Avenue between Pine Street and Magnolia Street for a cornhole tournament on Wednesday, August 7, 2024, from 4 p.m. to 8 p.m., and waive the fee.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amy Sturman

**Information:** Attached

**Recommendation:**

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# TOWN OF PINEDALE WYOMING

## TEMPORARY USE PERMIT

69 PINEDALE SOUTH ROAD / PO BOX 709  
PINEDALE, WYOMING 82941  
PHONE: (307) 367-4136 FAX: (307) 367-2578  
[info@townofpinedale.us](mailto:info@townofpinedale.us)

<b>EVENT NAME:</b> <u>Boots + Scrubs</u>		<b>EVENT DATE:</b> <u>Aug 7, 2024</u>	
<b>APPLICANT INFORMATION</b>	NAME: <u>Sublette County Health Foundation</u>		
	MAILING ADDRESS: <u>PO Box 2173 Pinedale WY</u>		
	PHONE: <u>307-231-3210</u>	EMAIL: <u>Kdewitt@sublettehealthcare.com</u>	
	CONTACT INFORMATION IF DIFFERENT FROM ABOVE		
	NAME: <u>Kari DeWitt</u>		
		PHONE: <u>same</u>	EMAIL:
<b>LOCATION</b>	DESCRIPTION OF EVENT LOCATION: <u>Fundraiser for new hospital + Sublette Center</u>		
<b>TEMPORARY USE DESCRIPTION</b>	TYPE OF USE: <input checked="" type="checkbox"/> EVENT IN PUBLIC STREET <input type="checkbox"/> CONSTRUCTION YARD/BUILDING <input type="checkbox"/> TEMPORARY STRUCTURE <input type="checkbox"/> OTHER USE: _____		
	HOURS OF EVENT: <u>4</u> AM/PM to <u>8</u> AM/PM    DURATION OF ACTIVITY: <u>4 hours</u>		
	RESTROOMS: <input type="checkbox"/> NONE <input checked="" type="checkbox"/> PORTA-POTTY <input checked="" type="checkbox"/> ONSITE RESTROOM <input type="checkbox"/> OFFSITE RESTROOMS, LOCATION: _____		
	STREET CLOSURE REQUIRED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES, LIST STREET(S): <u>Maybell</u>		
	DO YOU PLAN TO ERECT A SIGN? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES		
	DO YOU NEED A TEMPORARY CONNECTION TO WATER & SEWER SERVICES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES IF YES, A TEMPORARY WATER & SEWER PERMIT MUST BE COMPLETED		
<p><i>I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town ordinances and state laws. I understand that if a violation of this ordinance occurs, the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.</i></p> <p><i>By signing below, the applicant certifies that they are authorized by the owner to act as their agent.</i></p> <p>Signature <u>[Signature]</u>    Application Date <u>5-9-2024</u></p>			

### FOR TOWN USE ONLY

<b>PAYMENT:</b> CASH    MO    CREDIT    CHECK # _____
Permit Number: _____
Date Issued (by Staff or Town Council): _____
Date of Expiration: _____
Issued By: _____
Payment Waiver by Town Council? <input type="checkbox"/> NO <input type="checkbox"/> YES – Date of meeting: _____
Authorized By: _____



Boots and Scrubs is the second Fundraiser for the Sublette County Health Foundation.

Wednesday, August 7<sup>th</sup>

Doors open at 5pm and Dinner at 6pm

We are expecting about 250 people.

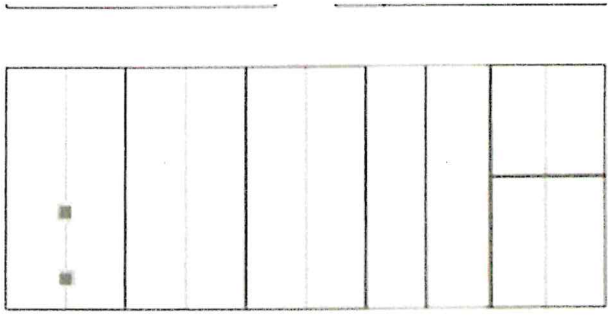
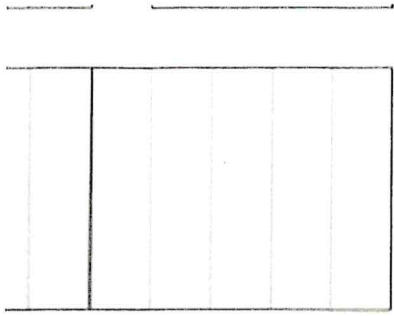
There will be free food, and a cash bar inside Stockman's.

Our cornhole tournament will feature local teams including Doctors (the Corn Docs), Nurses (Cut-throat), EMS, Layton Construction (the hardhat team), Jorgensen, Sublette Center (the Saggy Baggers) and more.

It's gotten so popular that we want to request to close the street so we can put the 8 sets of cornhole boards in the street. We will have brackets and hold a full-on corn hole tournament.

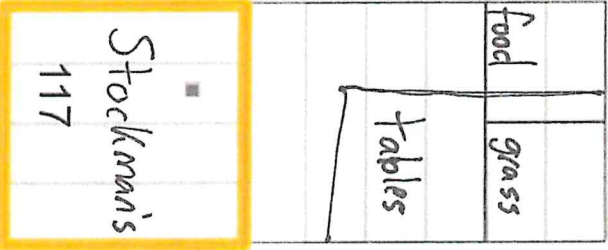
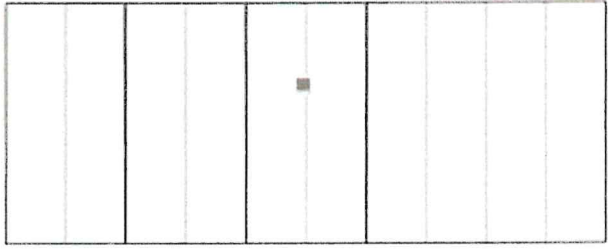
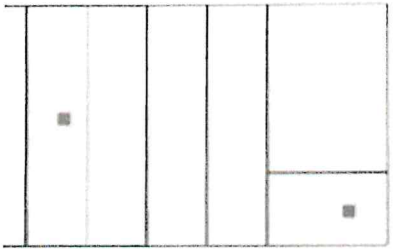
We will have plastic tables for 150 in the grass behind Stockman's. Bathrooms are indoors at Stockman's and there is an ADA compliant porta potty outside of the building. The bar will be Stockman's regular operation with their regular bartenders who are TIPS trained.

**All proceeds will benefit the hospital and new Sublette Center.**



N Franklin Ave

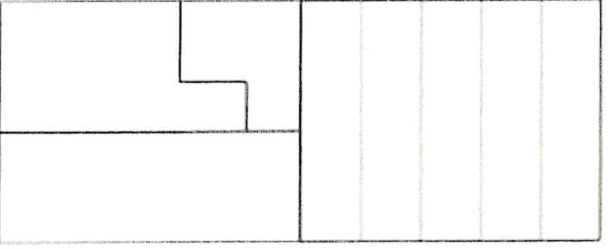
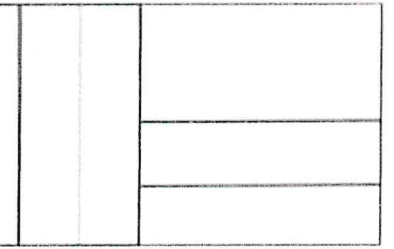
S Franklin Ave



W Magnolia St

W Pine St

S Maybell Ave

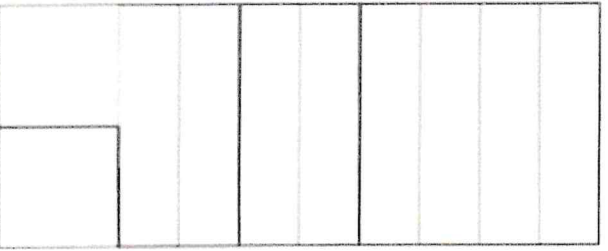
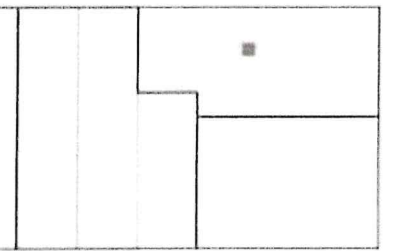


N Maybell Ave

Kid Games

Cornhole

road closure







TOWN OF  
**PINEDALE**  
WYOMING

**F-8**

**Item:** Approve a Temporary Use Permit application from Emblem Aviation for the Rocky Mountain STOL Competition to be held August 15-18, 2024, at Ralph Wenz Field.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amy Sturman

**Information:** Attached

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

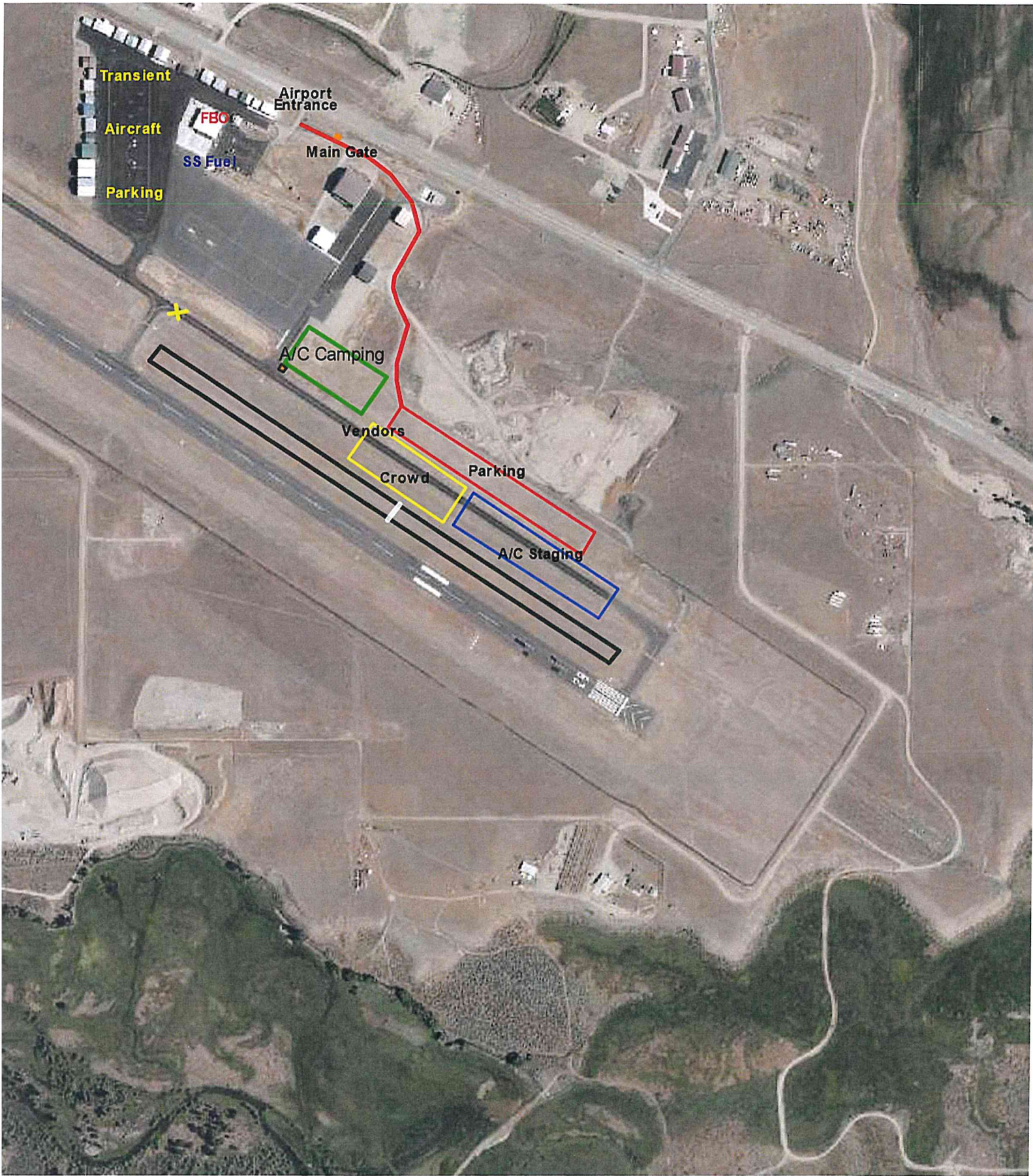
**TEMPORARY USE PERMIT**

69 PINEDALE SOUTH ROAD / PO BOX 709  
PINEDALE, WYOMING 82941  
PHONE: (307) 367-4136 FAX: (307) 367-2578  
info@townofpinedale.us

<b>EVENT NAME:</b> Rocky Mountain STOL		<b>EVENT DATE:</b> 8/15 - 8/18 2023	
<b>APPLICANT INFORMATION</b>	NAME: Angela Douglas		
	MAILING ADDRESS: PO Box 3060, Pinedale WY 82941		
	PHONE: 307-231-5223 EMAIL: accounting@emblemaviation.com		
	CONTACT INFORMATION IF DIFFERENT FROM ABOVE NAME:		
	PHONE: EMAIL:		
<b>LOCATION</b>	DESCRIPTION OF EVENT LOCATION: 9357 US Hwy 191 Pinedale Airport Pinedale WY 82941		
<b>TEMPORARY USE DESCRIPTION</b>	TYPE OF USE: <input type="checkbox"/> EVENT IN PUBLIC STREET <input type="checkbox"/> CONSTRUCTION YARD/BUILDING <input type="checkbox"/> TEMPORARY STRUCTURE <input checked="" type="checkbox"/> OTHER USE: _____		
	HOURS OF EVENT: <sup>START 8/15</sup> 3 AM/PM to <sup>8/18</sup> 10 AM/PM DURATION OF ACTIVITY: Practice Friday Competition SAT		
	RESTROOMS: <input type="checkbox"/> NONE <input checked="" type="checkbox"/> PORTA-POTTY <input checked="" type="checkbox"/> ONSITE RESTROOM <input type="checkbox"/> OFFSITE RESTROOMS, LOCATION: _____		
	STREET CLOSURE REQUIRED? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES, LIST STREET(S): _____		
	DO YOU PLAN TO ERECT A SIGN? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES Banner on the fence, Sponsor Plugs		
	DO YOU NEED A TEMPORARY CONNECTION TO WATER & SEWER SERVICES? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES IF YES, A TEMPORARY WATER & SEWER PERMIT MUST BE COMPLETED		
<p>I hereby acknowledge that I have read this application and stated that the information contained herein is accurate to the best of my knowledge and agree to comply with all Town ordinances and state laws. I understand that if a violation of this ordinance occurs, the permit may be terminated at that time by the Mayor or a designated representative. Reinstatement of the permit shall be by the Town Council after a public hearing.</p> <p>By signing below, the applicant certifies that they are authorized by the owner to act as their agent.</p> <p>Signature: <u>Angela M. Douglas</u> Application Date: <u>5-14-24</u></p>			

**FOR TOWN USE ONLY**

<b>PAYMENT:</b> CASH MO CREDIT CHECK # _____
Permit Number: _____
Date Issued (by Staff or Town Council): _____
Date of Expiration: _____
Issued By: _____
Payment Waiver by Town Council? <input type="checkbox"/> NO <input type="checkbox"/> YES - Date of meeting: _____
Authorized By: _____



Transient

Aircraft

Parking

FBO

SS Fuel

Airport Entrance

Main Gate

A/C Camping

Vendors

Crowd

Parking

A/C Staging





TOWN OF  
**PINEDALE**  
WYOMING

**F-9**

**Item:** Approve the PTTC recommendation of grant awards for the 2024-25 grant cycle.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Maureen Rudnick

**Information:** Attached

**Recommendation:**

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Organization/Event	Date Received	Request	Event Dates	Recommended	POC
Rocky Mountain STOL	5/8/2024	\$3,500.00		\$3,000.00	Angela Douglas
Rendezvous Anglers Sheep Show	4/26/2024		N/A	\$	Colby
Main Street Pinedale Rendezvous	5/6/2024	\$17,600.00	7/12/2024	\$15,000.00	Kaddy Shivers
Main Street Winter Carnival	5/9/2024	\$4,000.00	02/07-09/2024	\$4,000.00	Kaddy Shivers
Chamber Brew Fest	5/7/2024	\$4,000.00	9/7/2024	\$2,000.00	Kaddy Shivers
PAC Pinedale Stampede	5/10/2024	\$2,000.00	1/25/2024	\$2,000.00	Matt
Friends of the Bridger Teton	5/10/2024	\$4,000.00	2/25/2024	\$2,000.00	Jennifer
Pinedale Half Marathon 2024	5/10/2024	\$2,000.00	9/21/2024	\$2,000.00	Ken
Museum of the Mtn Man	5/10/2024	\$5,000.00	09/12-15/2024	\$5,000.00	Clint

\$42,100.00

\$35,000.00

<b>Budget Information</b>					
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Current Recommended Budget	\$30,000.00
Recommended Amendment	\$ 5,000.00
Final budget	\$35,000.00
PFAC	\$30,000.00
PFAC has a separate line item in the budget	\$30,000.00



TOWN OF  
**PINEDALE**  
WYOMING

**F-10**

**Item:** Approve the annual renewal of the SCADA software license from GE Digital LLC, in the amount of \$3,400.64.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:** Attached

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

PO # \_\_\_\_\_

**Procurement Form**

Initiated by: \_\_\_\_\_ Date: \_\_\_\_\_

Purchase Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Supplier Name	Amount	Comments

Award to Lowest Bidder

Not Awarded to Lowest Bidder (Explain Rationale Below)

I have attached the costs/ quotes/ bids by each of the suppliers.

Date Ordered	Date Shipped	Tracking Number	Date Arrived

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_





GE Digital LLC

INVOICE

Sender's Address: 58 Charles Street CAMBRIDGE MASSACHUSETTS 02141 US

TAX and Contact Info: TAX ID: 47-3902376 Email: GEDigital.AR@ge.com

Invoice No. 17001100065354 Invoice Date 02-May-2024 Transaction Currency USD Invoice Due Date 01-Jun-2024 Payment Terms NET 30 Delivery Terms Purchase Order No Pinedale-2024Renewal GE Reference No 3188167

Transaction Currency USD Invoice Due Date 01-Jun-2024 Delivery Terms Purchase Order No Pinedale-2024Renewal GE Reference No 3188167

Mail To: TOWN OF PINEDALE P.O. BOX 709 61 PINEDALE SOUTH ROAD PINEDALE WYOMING 82941 United States Contact: Spencer Hartman Sold To: TOWN OF PINEDALE P.O. BOX 709 61 PINEDALE SOUTH ROAD PINEDALE WY 82941 United States Customer Account No : 001C000000rgrobIAA Ship To: TOWN OF PINEDALE P.O. BOX 709 61 PINEDALE SOUTH ROAD PINEDALE WY 82941 United States Customer Account No : 001C000000rgrobIAA

Payment Instructions By Wire Bank of America Account No# 4451103219 ABA: Wire: 026009593 ACH:111000012 SWIFT: BOFAUS3N Checks GE Digital LLC Mail To: PO Box 74008240 Chicago, IL 60674-8240 Memo: Account Number: 4451103219 Account Name: GE Digital LLC Checks Bank of America Lockbox Services Overnight GE Digital LLC LBX: #8240 Mail To: 540 W. Madison, 4th Floor - Chicago, IL 60661-8240 Memo: Account Number: 4451103219 Account Name: GE Digital LLC Please make checks payable to GE Digital LLC & refer to invoice number when making payment Total Invoice Amount \$3,400.64 Due: Please email remittance advice to:GEDigital.AR@ge.com

Table with 8 columns: Invoice Line#, GE Part - Description, QTY, UOM, Unit Price, Net Amount, Tax Amount, Total. Contains 3 line items for software licenses with detailed descriptions and pricing.



# GE Digital LLC

## INVOICE

**Sender's Address:**  
 58 Charles Street  
 CAMBRIDGE  
 MASSACHUSETTS  
 02141 US

**TAX and Contact Info:**  
**TAX ID:** 47-3902376  
**Email:** GEDigital.AR@ge.com

<b>Invoice No.</b> 17001100065354	<b>Invoice Date</b> 02-May-2024
<b>Transaction Currency</b> USD	<b>Invoice Due Date</b> 01-Jun-2024
<b>Payment Terms</b> NET 30	<b>Delivery Terms</b>
<b>Purchase Order No</b> Pinedale-2024Renewal	<b>GE Reference No</b> 3188167

Invoice Line# PO Item Line#	GE Part - Description	QTY	UOM	Unit Price	Net Amount	Tax Amount	Total
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**Mode of Transport:** Goods Issue/Service rendered date: Product Type: SERVICES

4 28	APR-PREM-PER-AUTO-BDL Drivers IGS- Industrial Gateway Server for Basic Points 253 Additional IGS Protocols IOT Gateway plug in No Tags	1	Ea	\$219.49	\$219.49	\$0.00	\$219.49
<b>Tariff Code:</b> 85234945000 <b>Shipment Number:</b> <b>Mode of Transport:</b>		<b>Country of Origin:</b> US <b>Weight:</b> 0 Kgs - 0 Lbs <b>Goods Issue/Service rendered date:</b>		<b>ECCN:</b> EAR99 <b>ECN:</b> EUDUL NLR <b>Product Type:</b> SERVICES			

5 37	APR-PREM-PER-HIST-BDL Historian v8.1 Essential 1000 Points	1	Ea	\$0.00	\$0.00	\$0.00	\$0.00
<b>Tariff Code:</b> 85234945000 <b>Shipment Number:</b> <b>Mode of Transport:</b>		<b>Country of Origin:</b> US <b>Weight:</b> 0 Kgs - 0 Lbs <b>Goods Issue/Service rendered date:</b>		<b>ECCN:</b> EAR99 <b>ECN:</b> EUSTD <b>Product Type:</b> SERVICES			

<b>Freight</b>					0.00	0.00	
<b>Grand Total:</b>					<b>\$3,400.64</b>	<b>\$0.00</b>	<b>\$3,400.64</b>

Unless otherwise expressly provided in writing by the GE Digital affiliate shown on this invoice (GED), the sale of any products and services or licensing of any software by GED is expressly conditioned upon the Customer's acceptance of GED terms and conditions. GED is not bound by any terms on the Customer's order, which attempt to impose any conditions that vary from GED terms. GED's failure to object to provisions contained in any of the Customer's forms shall not be deemed an acceptance of any of the Customer's terms or a waiver of the provisions of GED terms and conditions, which shall constitute the entire, final, and exclusive statement of the agreement between the parties.



TOWN OF  
**PINEDALE**  
WYOMING

**F-11**

**Item:** Approve the purchase of replacement registers/chambers for 1.5"-4" Omni Meters, in an amount not to exceed \$20,000.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:** Attached

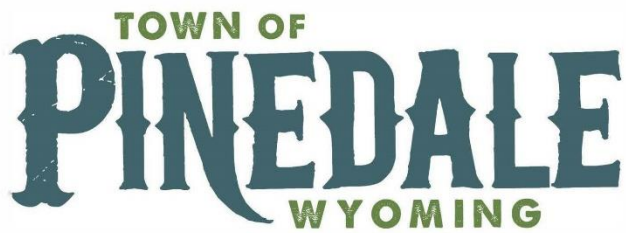
**Recommendation:**

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May 24, 2024

Matt Murdock  
Town of Pinedale, Mayor  
P.O. Box 709  
Pinedale, Wy, 82941

**RE: 1.5" and Larger Sensus Omni Meters – Reader/Chamber Repairs**

Dear Mayor Murdock and Distinguished Town Council Members,  
The Town has experienced several 1.5"+ water meters register and chamber failures in the past several months. What seemed to be a manageable problem has quickly turned more dire in the last month where the rate of failures has expedited with ten (10) meters failing in May alone. We currently have 20 meters in need of repair. Town Staff had our eye on a 20 year life span of these meters, similar to Sensus iperls. However, we recently learned that the registers and chambers with Omni's are only rated to last ten (10) years. As such, these items are at the end of their usable life, with several more coming down the pipe in the coming year.

More challenging, is that each register and chamber are specific to the specific size and model of the meter, making it challenging to make a mass order. Staff is currently inventorying the meters across Town. Additional, we are being told that the lead time for the chambers/registers is 32 weeks.

Current quotes are coming in at \$700/unit. Town Staff would like to request authorization to spend up to \$20,000 to get the 20 necessary units coming and some spares. We are currently working to solve the long lead times in hopes that we can find a better solution. Once we understand our inventory better and inventory needs, we will report back to council with any additional needs.

This letter is requesting an amount not to exceed \$20,000 to initiate the repairs of these registers and measuring chambers in large water meters. Should you have any questions, please do not hesitate to contact me.

Respectfully,

A handwritten signature in blue ink that reads "Abram M. Pearce". The signature is written in a cursive style with a large loop at the end.

Abram M. Pearce, P.E.  
Director of Public Works



TOWN OF  
**PINEDALE**  
WYOMING

**F-12**

**Item:** Approve the purchase of Liquid Soda Ash 10% for water treatment from Brenntag Pacific, in an amount not to exceed \$6,500.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:** Attached

**Recommendation:**

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# TOWN OF PINEDALE WYOMING

PO # \_\_\_\_\_

## Procurement Form

**Initiated by:** Spencer Hartman      **Date:** 05/20/2024

**Purchase Description:** 10% Liquid Soda Ash for Water Treatment

Supplier Name	Amount	Comments
Brenntag Pacific	\$6,106.00	

**Award to Lowest Bidder**

**Not Awarded to Lowest Bidder (Explain Rationale Below)**

Have attempted to contact other suppliers and received no response.

**I have attached the costs/ quotes/ bids by each of the suppliers.**

Date Ordered	Date Shipped	Tracking Number	Date Arrived

**Approved by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Quote#...: 3581397-00  
Exp Dt...: 5/31/24  
Cust#...: 278007  
Terms...: NET 30  
Phone...: 307-367-2348  
Fax.....: 307-367-3515

Ship To  
TOWN OF PINEDALE  
802 W. MCCOY  
PINEDALE, WY 82941

Sold To  
PINEDALE TOWN OF  
PO BOX 709  
PINEDALE, WY 82941

Product Name	Quantity	Unit Price	Ext Price
Product Desc	Cust Prod Desc		Deposit
Prod#	-- Packaging --		
SODIUM CARBONATE 10% # BULK	45000.0000	.1255	5,647.50
587835	1.0000#BULK		

Total Merchandise...:	5,647.50
Insurance Surcharge.:	25.00
Transportation Chrg.:	433.50
	-----
Total Quote Value...:	6,106.00



TOWN OF  
**PINEDALE**  
WYOMING

**F-13**

**Item:** Approve the replacement of the boiler, controls, and water heater at the Wastewater Treatment Facility Headworks by Flow Right Plumbing and Heating, in an amount not to exceed \$19,000.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:** Attached

**Recommendation:**

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PO Box 2405  
Pinedale, WY 82941

# Estimate

Date	Estimate #
5/22/2024	5227
Phone #	Fax #
307-367-7535	307-367-7536

Name / Address
Town of Pinedale PO Box 709 Pinedale, WY 82941

P.O. No.	Terms
Boiler Replacement	Due on receipt

Description	Total
Boiler Replacement Proposal - Remove existing boiler and discard - Lochinvar Knight Heating Boiler WHB-085 - install boiler in same location but mount it on the wall - connect boiler to existing system piping - remove existing heat exchanger and piping for domestic hot water - check glycol % and add glycol if needed - connect boiler to existing venting, electrical, gas and controls - all labor and material is included	12,229.88
Electric Water Heater option - 6 gallon, electric water heater - install water heater close to heat exchanger location on wall bracket - connect water heater to existing domestic water - electrical to water heater is not included - all labor and material is included	967.03
Control Upgrade option - Tekmar boiler reset, zone manager and thermostats - remove existing relays and wiring - install new controls in existing cabinet - wire new controls to existing wiring - electrical is included - all labor and material is included	5,406.74

Please call with any questions or concerns, Thank you	<b>Total</b> \$18,603.65
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Any account not paid within 30 days of invoice date is subject to service charges plus costs of collections including attorney fees if incurred.

Signature \_\_\_\_\_





TOWN OF  
**PINEDALE**  
WYOMING

**G-1**

**Item:** Approve the recommendation of a zone language change per §475 Article XXXIV to the Planning and Zoning Commission for §475 Article XLI Short-Term Rental for adjustments to §475-342 regarding the number of STR permits that may be issued per deeded property or lot, and §475-343 adjusting the penalty to reflect zoning violations as documented in §475 Article XXXV.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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ARTICLE XLI  
**Short-Term Rental**  
[Added 4-12-2021 by Ord. No. 682 ]

**§ 475-340. Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**HOSTED** — The owner of the property permanently resides in the principal residential unit or accessory dwelling unit with which the short-term rental permit (STRP) is associated on the same lot. The owner must be present on the property during the time which the property is being rented. Examples of owner-occupied include renting a portion of the owner's dwelling (room rental), rental of the main dwelling while the owner is living in an accessory dwelling unit and such accessory dwelling unit is permissible by the zone district, or rental of an accessory dwelling unit while the owner is living in the main dwelling when the accessory dwelling unit is permissible by the zone district. A lessee leasing a property under a written lease purchase agreement residing in the principal residential unit or accessory dwelling unit with which the short-term rental permit (STRP) is associated on the same lot shall be considered an owner for the purposes of this article. The lessee must provide a copy of the lease purchase agreement and the consent of the owner of the property as part of the application process. If a property is owned by a limited liability company, corporation, partnership or trust, a member of the limited liability company owning a 10% ownership interest, a shareholder of the corporation owning a 10% stock interest, a partner of the partnership owning a 10% partnership interest or a trustee of the trust shall be treated as the owner for purposes of a property being qualified as "hosted."

**NONHOSTED** — The owner of the property is absent from the principal residential unit or accessory dwelling unit with which the STRP is associated on the same lot for some or all of the time which the property is being rented.

**SHORT-TERM RENTAL (STR)** — A property that is used and/or advertised for rental of all or a portion of a dwelling for transient occupancy by guests for a continuous period of one to 29 days. Units rented to the same occupant for 30 or more continuous days, commercial properties with bed-and-breakfast establishments, hotels, and motels shall not be considered a STR property.

**§ 475-341. Permit applications.**

A. All STR facilities, whether existing or proposed, shall receive a permit from the Town of Pinedale, pass a life safety inspection and present proof of insurance to cover STR use of the dwelling unit prior to commencing operation as an STR. The Planning and Zoning Department is authorized to create application form(s) and procedures as necessary to manage and enforce these provisions, both for the initial authorization and for ongoing compliance. The application form(s) shall be approved by the Town Council. A permit application fee and inspection fee as set by Town Council resolution shall accompany all permit applications. The life-safety inspection shall include, at a minimum, a functional smoke detector, a fire extinguisher (minimum five-pound dry-chem multiuse) and a carbon monoxide alarm. Each sleeping room shall be provided with a code compliant means of egress.

B. Short-term rental permits (STRP) shall expire on March 31 of each year and must be renewed

annually prior to expiration. Permit holders may submit renewal applications between January 1 and February 28. Permits that have not been renewed by March 31 will expire on April 1. Extensions are not permitted for STR renewals. A renewal fee and inspection fee as set by Town Council resolution shall accompany all renewal applications. Applicants whose STR permit expired must complete the process for an initial STR permit to resume operation of their STR.

**§ 475-342. General requirements.**

- A. Short-term rentals are not permitted outdoors, in tents, campers, recreational vehicles or unattached accessory structures (e.g., sheds, garages, etc.). Short-term rentals in properly conforming accessory dwelling units (ADU) are permitted.
- B. Only ~~one~~two short-term rental permits will be issued per deeded property or lot. An excess of two (2) units shall be defined as a hotel/motel and shall meet zoning requirements as required for such use. Hosted STR's shall be limited to one short-term rental permit per deeded property or lot.
- C. Each STR may only be rented to one group at any one time (i.e., a single booking).
- D. Occupancy of a dwelling used for an STR is limited to a total of 10 guests. (NOTE: Facilities exceeding 10 guests are to be classified as hotels/motels and will be considered pursuant to that classification.)
- E. Parking for the STR must utilize parking on the property of the STR or parking in the right-of-way immediately adjacent to the STRP property.
- F. Short-term rentals are classified as lodging facilities by the state and must be registered with the Wyoming Department of Revenue and collect all applicable room, occupancy and sales taxes required by law.
- G. The following must be posted in a visible area in the rental structure:
  - (1) Inside of front door:
    - (a) Contact information for responsible party;
    - (b) STR permit;
    - (c) Address of property; and
    - (d) Emergency response contact information (i.e., 911).
  - (2) Bedroom: Floor plan of structure indicating fire escape routes.
- H. Any advertising or description of an STR on any website must display the permit number or an image of the permit.
- I. Signs, advertising, or any other display on the property indicating that the dwelling unit is being utilized, in whole or in part, as an STR is prohibited. The STR shall outwardly appear as a residential dwelling.
- J. Within the following zone districts, written notice shall be provided by the owner to neighbors adjacent to the STR property: A, R-S, R-1, R-2 and R-2A. Each notice shall

include the STR address, name and contact information of the owner. Proof of notification

(i.e., copy of the mailing receipt) shall be provided to the Planning and Zoning Department during the application process.

- K. Short-term rental permits shall not be transferred or assigned to another individual, person, entity, or address. Further, a permit does not authorize any person, other than the person named therein, to operate an STR on the property.
- L. Within the following zone districts, both hosted and nonhosted (non-owner-occupied) short-term rentals shall be permissible: C-1 and C-2.
- M. Within the following zone districts, one permit is allowed per owner: A, R-S, R-1, R-2 and R-2A. Hosted (owner-occupied) short-term rentals shall be permissible in said zone districts.
- N. STRs are not allowed in multifamily dwellings in the A, R-S, R-1, R-2 and R-2A Zone Districts.
- O. Within the following zone districts, short-term rentals shall not be permissible: I-1, I-2, UT, R-4, and MH.

#### **§ 475-343. Nuisances, violations and penalties; termination.**

~~A. Any violation of this article is adjudged and declared to be a nuisance and shall summarily be abated by proper proceeding brought therefor.~~

~~B.A. Any person or entity violating~~ Violations of any of the provisions of this article shall be subject to the provisions of §475 Article XXXV Violations is guilty of a misdemeanor and, upon conviction thereof, shall be subject to the general penalty as provided in Chapter 1, Article IV, General Penalty, of this Code and subject to the STR permit being revoked.

~~C.B.~~ Advertising that offers a property as an STR shall constitute prima facie evidence of the operation of an STR and the burden of proof shall be on the owner, operator, or lessee of record to establish that the subject property is being used as a legal STR or is not in operation.

~~D.C.~~ Other evidence of the operation of an STR without a valid permit may include, but is not limited to, guest testimony, rental agreements, advertisements, and receipts or bank statements showing payments to the owner by a guest.

~~E.D.~~ Each day during which a person operates an STR without a required permit constitutes a separate violation thereof.

~~F.E.~~ Town staff shall maintain a log of nuisances and complaints lodged against a property operating as an STR. If three separate complaints are logged against a property in a two-year period, Town staff will review the STR permit for possible suspension or revocation. A suspension or revocation may be appealed to the Town Council by the holder of the STR permit.

#### **§ 475-344. Effective date.**

The implementation date of this article shall be October 1, 2021.



TOWN OF  
**PINEDALE**  
WYOMING

**G-2**

**Item:** Approve the Memorandum of Understanding between the Town of Pinedale and the Sublette County for the 2024 Chip Seal Project.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF PINEDALE,  
WYOMING AND THE COUNTY OF SUBLETTE, WYOMING

Whereas, Sublette County, hereinafter referred to as the County, is pursuing a chip seal project in the summer of 2024 in regard to its County roads; and,

Whereas, the Town of Pinedale, hereinafter referred to as the Town, is also pursuing a chip seal project for Town streets; and,

Whereas, for the sake of efficiency and cost savings the Town desires to combine its chip seal project with the County's chip seal project; and,

Whereas, the County is agreeable to such an arrangement as the arrangement will benefit all of the residents of the County; and,

Whereas, the parties hereto wish to memorialize the agreement of the parties in regard to this matter; and,

Now therefore, in consideration of the mutual promises and covenants set out below, the parties do hereby contract and agree as follows:

1. The County's project engineer shall provide all information necessary to include the Town's chip seal project as an alternative bid item as part of the County's chip seal bid process. This includes but is not limited to engineering specifications, project description and any other information that the engineering firm preparing the County's chip bid process deems necessary. The County shall include the Town's chip seal project in its bid package.

2. The County shall provide all engineering, project management, and mobilization for the Town's chip seal project.

3. As the County is billed for work on the Town's chip seal project, it shall submit such billings to the Town. The Town shall, within three weeks of such billing, reimburse the County for the Town's proportionate share of such costs including engineering, project management and mobilization based on the Town's share of the work compared to total construction cost of the entire project.

4. Neither the Town nor the County waive sovereign or governmental immunity by entering into this Agreement and both specifically retain all immunity and all defenses available to them pursuant to W.S. 1-39-101 et. seq. and all other state laws. In the event that the County is sued or is subject to any claim or demand by a third party for any claimed tortious conduct, error or omission by the County, or any other claim or suit of any nature as it relates to construction, use, placement, maintenance, or operation of the pathway, the Town agrees to fully indemnify and hold harmless the County for any loss of any nature incurred by the County defending against such claim, demand, or lawsuit, including but not limited to payment of any judgment rendered against the County, attorney's fees paid by the County, or any loss of any nature sustained by the County.

5. This Memorandum of Understanding may be executed in counterparts and a copy shall be treated the same as an original.

6. This agreement shall be construed in accordance with the laws of the State of Wyoming.

7. This agreement contains the entire agreement of the parties and there are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement. This agreement may be modified or amended in writing, if the writing is signed by both parties.

8. If any portion of this agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this agreement is invalid or unenforceable, but that by limiting such provision, it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

9. The failure of either party to enforce any provisions of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

10. The provisions of this agreement shall be binding upon and inure to the benefit of both parties and their respective legal representatives, successors and assigns. This agreement shall confer no rights as to third parties, and no portion of the agreement may be assigned or transferred absent the written consent of the Town and County.

11. None of the provisions contained in this agreement are intended by the parties, nor shall they be deemed, to confer any benefit on any person not a party to this Agreement.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**BOARD OF COUNTY  
COMMISSIONERS OF SUBLETTE  
COUNTY, WYOMING:**

By: \_\_\_\_\_  
SAM WHITE, Chairman

ATTEST:

\_\_\_\_\_  
Carrie Long, County Clerk

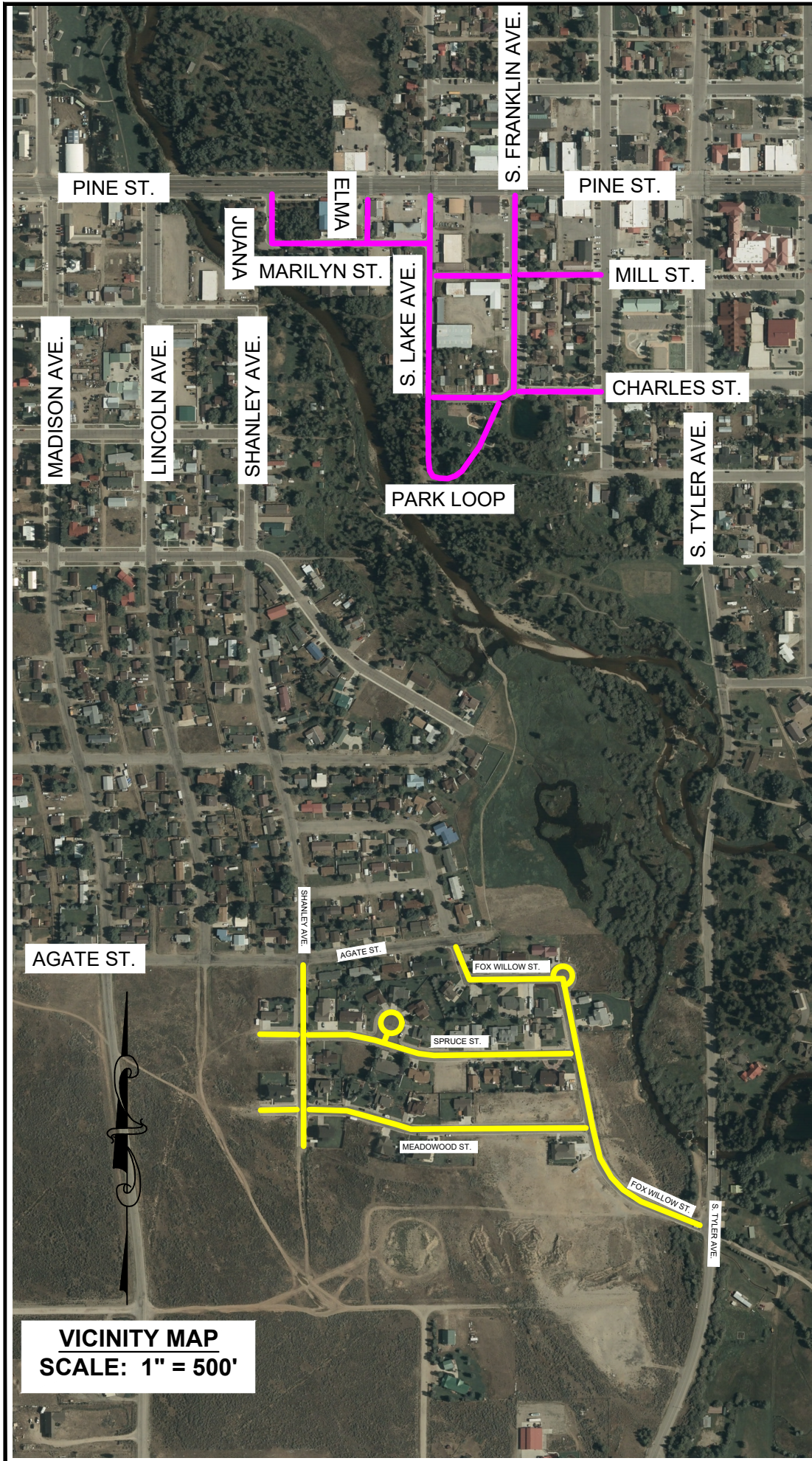
Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**TOWN OF PINEDALE:**

ATTEST:

BY: \_\_\_\_\_  
MATT W. MURDOCK, Mayor

\_\_\_\_\_  
Amy Sturman, Clerk



**VICINITY MAP**  
SCALE: 1" = 500'



FABRIC & CHIP SEAL ———  
CRACK & CHIP SEAL ———

**PROJECT OVERVIEW**  
SCALE: 1" = 200'

2024 SUBLETTE COUNTY CHIP SEAL PROJECT  
ALTERNATE - TOWN OF PINEDALE  
FABRIC & CHIP AND CHIP SEAL STREETS MAP

SUBLETTE COUNTY, WYOMING

DESIGNED BY: APS
DRAWN BY: APS
CHECKED BY: ES
DATE: 5/17/24
JOB NO. 4333
PAGE: 1 OF 2



VICINITY MAP  
SCALE: 1" = 300'



BALL FIELDS/ BUS BARN  
ACCESS ROAD  
(BALL FIELDS  
DEVELOPMENT  
NOT SHOWN)

FABRIC & CHIP SEAL ———  
CRACK & CHIP SEAL ———



2024 SUBLETTE COUNTY CHIP SEAL PROJECT  
ALTERNATE - TOWN OF PINEDALE  
CHIP SEAL STREETS MAP  
SUBLETTE COUNTY, WYOMING

DESIGNED BY: APS
DRAWN BY: APS
CHECKED BY: ES
DATE: 5/17/24
JOB NO. 4333
PAGE: 2 OF 2



TOWN OF  
**PINEDALE**  
WYOMING

**G-3**

**Item:** Approve Change Order No. 1 for the Ralph Wenz Field 20,000 Gallon Jet A Tank Installation Project Contract between the Town of Pinedale and Bassco Services, Inc., in the amount of \$9,854.12, for a total contract price to \$407,570.69.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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# Change Order

No. 1

Date of Issuance: 5/9/2024

Effective Date: 5/9/2024

Project: 20,000 GALLON JETA TANK INSTALLATION	Owner: TOWN OF PINEDALE	Owner's Contract No.: N/A
Contract: 20,000 GALLON JETA TANK INSTALLATION	Date of Contract: October 9, 2023	
Contractor:	Engineer's Project No.: 230238	

**The Contract Documents are modified as follows upon execution of this Change Order:**

**Description:**

Tank had to be raised to correct slope of tank. Work included crane to lift tank and materials for shims and includes all labor, mileage, and materials.

**Attachments (list documents supporting change):**

**CHANGE IN CONTRACT PRICE:**

**CHANGE IN CONTRACT TIMES:**

Original Contract Price:

\$397,716.57

[Increase] [Decrease] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_

N/A

Contract Price prior to this Change Order:

\$397,716.57

Increase of this Change Order:

\$9,854.12

Contract Price incorporating this Change Order:

\$407,570.69

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): June 30<sup>th</sup>, 2024

Ready for final payment (days or date): July 15<sup>th</sup>, 2024

[Increase] [Decrease] from previously approved Change Orders No. \_\_\_\_\_ to No. \_\_\_\_\_:

Substantial completion (days): No change

Ready for final payment (days): No change

Contract Times prior to this Change Order:

Substantial completion (days or date): No change

Ready for final payment (days or date): No change

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): No change

Ready for final payment (days or date): No change

Contract Times with all approved Change Orders:

Substantial completion (days or date): No change

Ready for final payment (days or date): No change

RECOMMENDED:

By: [Signature]  
Engineer (Authorized Signature)

Date: 5/9/2024

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: [Signature]  
Contractor (Authorized Signature)

Date: 5/9/24



# TOWN OF PINEDALE WYOMING

## G-4

**Item:** Approve the Option and Land Lease Agreement between the Town of Pinedale and Sublette County School District No. 1 for the leased premises to construct and operate a macro-cell tower.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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## OPTION AND LAND LEASE AGREEMENT

This Option Agreement (“Option Agreement”) made this \_\_\_ day of \_\_\_\_\_, 2024, between Sublette County School District #1, with its principal offices located at 665 N. Tyler Avenue, Pinedale, Wyoming 82941 hereinafter designated “LESSOR” and the Town of Pinedale, Wyoming, with its principal offices located at 205 Entertainment Lane, Pinedale, Wyoming, 82941(hereinafter designated “LESSEE”. The LESSOR and LESSEE are at times collectively referred to hereinafter as the “Parties” or individually as the “Party.

LESSOR is the owner of that certain real property described in Exhibits “A-1 and A-2” which are attached hereto and made a part hereof, hereinafter referred to as the Premises). LESSEE desires to obtain an option to lease the Premises together with the non-exclusive right (the “Access Right of Way”) for ingress and egress, seven (7) days a week, twenty-four (24) hours a day, on foot or motor vehicle, including trucks over or along a right-of-way as shown on Exhibit A-2 extending from the nearest public right of way, \_\_\_\_\_, to the Premises, and for the installation and maintenance of a tower, antennas, equipment, facilities, utility wires, poles, cables, conduits, and being substantially as described in Exhibit “B” which is attached hereto and made a part hereof.

NOW THEREFORE, in consideration of the sum of ONE Thousand Dollars (\$1,000) (“Option Fee”), to be paid by LESSEE to LESSOR, LESSOR hereby grants to LESSEE the right and option to lease said Premises, for the term and in accordance with the covenants and conditions set forth herein. The Option Fee has been bargained for and agreed to as separate and independent consideration for LESSOR’s grant to LESSEE of the right and option to lease the Premises in accordance with the covenants and conditions set forth in the Lease herein, and for LESSOR’s execution and delivery of this Option Agreement. The Option Fee shall be deemed fully earned by LESSOR upon receipt and shall be considered non-refundable to LESSEE. The foregoing payment shall be made by LESSEE within forty-five (45) days of execution of this Option Agreement.

The option may be exercised at any time only by written notice to LESSOR on or prior to twelve (12) months after the date of this Option Agreement. If the option has not been so exercised, it may be extended by mutual agreement in writing. If the option is extended, LESSEE shall make an additional payment of One Thousand Dollars (\$1,000) to LESSOR within thirty (30) days of the option being extended

Should LESSEE fail to exercise this option within the time herein, all rights and privileges granted hereunder shall be deemed completely surrendered, this option terminated, and LESSOR shall retain all money paid for the option, and no additional money shall be payable by either Party to the other.

LESSOR, at LESSEE’s, expense shall cooperate with LESSEE in its effort to obtain all certificates, permits and other approvals that may be required by any Federal, State or Local authorities which will permit LESSEE’s use of the Premises. LESSOR shall take no action which would adversely affect the status of the Property with respect to the proposed use by LESSEE

provided, however, that LESSEE acknowledges and agrees that any sale or transfer of the Property by LESSOR shall not be considered to constitute an adverse effect on the status of the Premises.

LESSOR shall permit LESSEE, during the option period as may be mutually extended, free ingress and egress to the Premises during normal business hours (identified as Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m.) to conduct such surveys, inspections, structural strength analysis, subsurface soil tests, and other activities of a similar nature as LESSEE may deem necessary (“Option Tests”), at the sole cost of LESSEE. Immediately upon the conclusion of each such Option Test, LESSEE, at LESSEE’s sole cost and expense, shall restore such affected areas to their condition existing immediately prior to such disturbance.

LESSOR agrees to execute a Memorandum of Option Agreement which LESSEE may record with the appropriate recording officer. LESSEE shall be responsible for preparing said Memorandum at LESSEE’s sole cost and expense. In the event LESSEE records the Memorandum of Option Agreement, LESSEE shall be responsible for payment of all recordation and processing fees associated with such recording. The date set forth in the Memorandum of Option Agreement is for recording purposes only and bears no reference to the commencement of the Lease term or rent payments.

### LAND LEASE AGREEMENT

This Land Lease Agreement (“Lease”) made this \_\_\_ day of \_\_\_\_\_, 2024, between, Sublette County School District #1 with its principal offices located at 665 N. Tyler Avenue, Pinedale, Wyoming, 82941 hereinafter designated “LESSOR” and the Town of Pinedale, Wyoming, with its principal offices located at 205 Entertainment Lane, Pinedale, Wyoming 82941 (telephone number 307-367-4136), hereinafter designated “LESSEE”. The LESSOR and LESSEE are at times collectively referred to hereinafter as the “Parties” or individually as the “Party.”

1. PREMISES. LESSOR hereby leases to LESSEE the property described in Exhibits “A-1 and A-2” which is attached hereto and made a part hereof, hereinafter referred to as the Premises, together with the non-exclusive right (the “Access Right-of-Way”) for ingress and egress, seven (7) days a week twenty-four (24) hours a day, on foot or motor vehicle, including trucks over or along a right-of-way as shown on Exhibit A-1 for the installation and maintenance of a tower, antennas, equipment, facilities, utility wires, poles, cables, conduits, and pipes, being substantially as described herein in Exhibit “B” which is attached hereto and made a part hereof.

2. SURVEY. LESSOR grants to LESSEE the right to survey the Property and the Premises. Such survey may supplement Exhibit “B” only after LESSOR approves in writing the accuracy of the survey. ~~LESSOR shall indicate its approval of the survey by its initials on each and every page of said survey, which shall be attached hereto and made a part hereof. In the event of boundary and access discrepancies between the original Exhibit “B” and the LESSOR approved survey, the LESSOR approved survey shall control.~~ Costs and expenses for all such survey-related work shall be borne solely by the LESSEE. LESSEE shall provide ~~Lessor~~LESSOR drawings

showing ~~exactly~~ where the tower and fencing will be located and shall show existing fences, pathways, etc.

3. TERM AND BASE RENT. This Lease shall be effective as of the date of execution by both Parties; provided, however, the initial term shall be for twenty-five (25) years or the life of the communications tower, whichever is less, and shall commence on the date LESSEE exercises the option "Commencement Date," at which time rental payments shall commence and be due. The initial term and all extensions shall be collectively referred to herein as the "Term."

LESSEE agrees to pay LESSOR an annual sum equal to the greater of One Thousand and no/100 Dollars (\$1,000.00) or 40% of LESSEE's net annual income from the Property. The first annual payment shall be due within sixty (60) days following the first annual anniversary date of the Commencement Date. The Commencement Date shall be the first day of the month in which notice of the exercise of the option, as set forth above, is effective.

4. LATE PAYMENT. LESSEE shall pay LESSOR a late payment charge equal to ten percent (10%) per annum of any amount not paid to LESSOR within twenty (20) days after due. All payments received shall apply first to any interest owed and then to any principal amount owed.

5. STATEMENT. LESSEE shall ensure that all payments shall include a statement that states the nature of the payment, site address and LESSEE's site identification number.

6. EXTENSIONS. This Lease may be extended for three (3) additional five (5) year terms upon the mutual agreement of both parties.

7. UTILITIES. LESSEE shall procure its own electrical and other such services (collectively, "Utilities") under its own account and at its sole cost and expense. LESSOR shall reasonably cooperate with LESSEE's Utilities providers to bring Utilities to the Land Space. LESSOR shall not provide any Utilities whatsoever to LESSEE and under no circumstances shall LESSEE "submeter" from LESSOR. LESSEE's utilities providers shall install their equipment solely within the right-of-way.

8. TAXES. LESSEE shall have the responsibility to pay any taxes, assessments, or charges owed on the Property which LESSOR demonstrates is the result of LESSEE's use of the Premises or the installation, maintenance, and operation of LESSEE's improvements, and any sales tax imposed on the rent property which LESSOR demonstrates arises from LESSEE's improvements or LESSEE's use of the Premises.

9. PERMITTED USE.

a. LESSEE shall use the Premises for the purpose of constructing, maintaining, repairing and operating a tower and communications facility and uses incidental thereto, including transmitting and receiving wireless signals ("Permitted Use"). To facilitate its

Permitted Use, LESSEE may, at LESSEE's sole cost and expense, construct, maintain, repair, remove, and operate a wireless communication tower (the "Communications Facility"), as more particularly described and depicted in Exhibit "B", and perform such other acts as are reasonably necessary for its Permitted Use. LESSEE shall install, at LESSEE's sole cost and expense, a security fence on or within the perimeter of the Premises. No visual advertisements or signage shall be affixed to the Premises without prior approval from LESSOR, except as may be required by a governmental agency having jurisdiction over LESSEE's operations.

b. LESSEE's Communications Facility shall include the installation of antennas and equipment cabinets, and all related wires, facilities and equipment, all as more particularly described and depicted in Exhibit "B".

c. LESSEE shall use only those parking spaces designated in Exhibit "B" to place and store its equipment during the initial construction of the Communications Facility. Within ninety (90) days after completion of construction, LESSEE shall provide As Built Plans to LESSOR and a complete and detailed inventory of all equipment and other pertinent property on the Premises.

d. LESSEE shall provide LESSOR with at least thirty (30) days prior written notice of any material upgrades or changes to the Communications Facility. A material upgrade or change is one that increases the number of wireless communications equipment or improvements shown in Exhibit "B". LESSOR's consent for alterations or modifications to the Premises shall not be required in connection with alterations or modifications that consist of upgrades or replacements of "like-kind" equipment, meaning that such new or replacement equipment is substantially comparable to the originally installed equipment in dimensions and weight, or that such replacement equipment is able to be wholly contained within the equipment shelter or cabinets shown on Exhibit "B".

10. USE; GOVERNMENTAL APPROVALS. It is understood and agreed that LESSEE's ability to use the Premises is contingent upon its obtaining all of the certificates, permits and other approvals (collectively the "Governmental Approvals") that may be required by any Federal, State or Local authorities as well as satisfactory soil boring tests which will permit LESSEE use of the Premises as set forth above. LESSOR shall cooperate with LESSEE in its effort to obtain such approvals and shall take no action which would adversely affect the status of the Property with respect to the proposed use thereof by LESSEE. As a condition precedent to LESSEE's use of the Premises, LESSEE, at its sole cost and expense, will ensure that the proposed equipment to be installed at the Premises meets the applicable requirements of the Federal Aviation Administration (FAA), the Federal Communications Commission (FCC), and any state, county, federal or local fire code requirements.

In the event that (i) any of such applications for such Governmental Approvals should be finally rejected; (ii) any Governmental Approval issued to LESSEE is canceled, expires, lapses, or is otherwise withdrawn or terminated by governmental authority; (iii) LESSEE determines that such Governmental Approvals may not be obtained due to LESSEE pursuing and obtaining a non appealable denial ; (iv) LESSEE determines that any soil boring tests are unsatisfactory;

(v) LESSEE determines that the Premises are no longer technically compatible for its use, or (vi) LESSEE, in its reasonable discretion, determines that the use of the Premises is obsolete or unnecessary, LESSEE shall have the right to terminate this Lease. Notice of LESSEE's exercise of its right to terminate shall be given to LESSOR in writing by certified mail, return receipt requested, and shall be effective upon the mailing of such notice by LESSEE. All rentals paid to said termination date shall be retained by LESSOR. Upon such termination, this Lease shall be of no further force or effect except to the extent of the representations, warranties and indemnities made by each Party to the other hereunder except for those terms and covenants which survive termination or expiration of this Lease. In such event, LESSEE shall still be responsible for making final annual payment to LESSOR, prorated to when property is returned to LESSOR.

11. MAINTENANCE AND REPAIR; LANDSCAPING.

a. Maintenance and Repairs to the Premises. Throughout the Term, LESSEE, at its sole cost and expense, shall secure, maintain, and repair all areas where it enjoys exclusive control, which includes the entire Premises, in a clean and neat manner, except for reasonable wear and tear. LESSOR shall not have any responsibility to secure, maintain, or repair any areas where LESSEE enjoys exclusive control. LESSEE shall promptly commence repairing any damage to the Premises, to substantially the condition that existed prior to such damage. LESSEE shall provide LESSOR with written notice at least thirty (30) days before LESSEE commences any maintenance or repairs to the Premises or Property that will or reasonably might temporarily impair LESSOR's or any of LESSOR's other tenants' use of the Property.

b. Maintenance & Repairs to the Property. LESSOR shall maintain and repair the Property as reasonably necessary for LESSEE's use and to permit access to the Communications Facility as required in this Lease, subject to reasonable wear and tear and damage from the elements. To the extent reasonably feasible, LESSOR shall provide LESSEE with written notice at least ninety (90) days before LESSOR commences any maintenance or repairs to the Property that will or reasonably might temporarily impair LESSEE's use of the Premises. LESSEE shall, at its sole cost and expense, promptly commence repairing any damage to the Property caused by LESSEE, or its agents, contractors, employees, or representatives.

c. Landscaping. LESSEE shall be permitted to install certain landscaping ("Landscaping") at the Premises. LESSEE shall be responsible for watering and maintaining the Landscaping in reasonably good condition for the Term of the Lease, as the same may be extended or renewed. Notwithstanding the foregoing, if LESSEE fails to water or maintain the Landscaping as may be required hereunder within ten (10) business days of LESSEE's receipt of LESSOR's written notice, LESSOR shall have the right but not the obligation to perform any such watering or maintenance.

12. INDEMNIFICATION. Each Party shall defend, indemnify and hold the other Party harmless from and against any suit, action, cause of action, claim, liability or loss from death, personal injury or property damage, expenses, costs and attorneys' fees, resulting from or

arising out of the negligence or willful misconduct of the indemnifying Party, its employees, representatives, contractors or agents, except to the extent such claim, liability, loss, damage, expenses, costs, or attorneys' fees may be due to or caused by the negligence or willful misconduct of the other Party, its employees, representatives, contractors or agents.

13. INSURANCE.

a. During the Term of this Lease, LESSEE shall procure and maintain, and shall require any contractors or subcontractors to obtain and maintain substantially the same coverage as required of LESSEE, at their sole cost and expense, the following insurance coverage:

(1) Commercial General Liability Insurance (including completed operations and contractual liability) on an occurrence basis in an amount not less than Two Million Dollars (\$2,000,000) combined single limit per occurrence for bodily injury and property damage;

(2) Owned, Non-Owned and Hired Automobile Liability Insurance with a minimum combined single limit of Two Million Dollars (\$2,000,000) per accident;

(3) Workers' Compensation Insurance (at minimum statutory limits) and Employer's Liability Insurance of One Million Dollars (\$1,000,000) each accident/disease/policy limit; and

(4) Umbrella/Excess Liability insurance in the amount of Three Million Dollars (\$3,000,000).

b. All policies shall be written by an insurer with an A.M. Best rating of not less than A-VII, licensed, authorized or permitted to do business within the State of Wyoming.

c. LESSEE shall include LESSOR as an additional insured on the policies described in this Section except for the Workers' Compensation Insurance.

d. LESSEE shall have the right to self-insure against the risks for which LESSEE is required to carry insurance.

e. LESSEE shall furnish certificates of insurance to LESSOR evidencing the above insurance coverages prior to LESSEE's construction of the Communications Facility.

14. LIMITATION OF LIABILITY. Neither Party shall be liable to the other, or any of their respective agents, representatives, or employees for any lost revenue, lost profits, loss of technology, incidental, punitive, indirect, special or consequential damages, loss of data, or interruption or loss of use of service, even if advised of the possibility of such damages, under theory of contract, tort (including negligence), strict liability or otherwise.

15. INTERFERENCE. LESSEE agrees to install equipment of the type and frequency which will not cause interference to any equipment of LESSOR or other lessees of the Property which existed on the Property prior to the date this Lease. In the event any after-installed LESSEE's equipment causes such interference, and after LESSOR has notified LESSEE in writing of such interference, LESSEE will take all steps reasonably necessary to correct and eliminate the interference, including but not limited to, at LESSEE's option, powering down such equipment and later powering up such equipment for intermittent testing. LESSOR agrees that LESSOR and any other of its tenants on the Property who currently have or in the future take possession of the Property will be permitted to install only such equipment that is of the type and frequency which will not cause harmful interference, which is measurable in accordance with then existing industry standards, to the equipment of LESSEE or of LESSEE's tenants on the Premises.

a. LESSEE shall not interfere with LESSOR's or any of LESSOR's lessees, licensees, invitees, or other tenant's radio communications signals, operated within their respective frequencies and in accordance with all applicable laws and regulations, as of the date of this Lease Agreement. LESSEE will commence to cure any such interference within seventy-two (72) hours after receipt of notice of interference from LESSOR.

b. LESSOR will not use, nor will LESSOR permit its lessees, licensees, invitees or tenants to use any portion of the Property in any way which materially and adversely interferes with the Communications Facility, or the rights of LESSEE under this Lease. LESSOR will use its best efforts to commence to cure any such interference within seventy-two (72) hours after receipt of notice of interference from LESSEE. In the event any such interference does not cease within the aforementioned cure period, then the Parties acknowledge that LESSEE will suffer irreparable injury, and therefore, LESSEE will have the right, in addition to any other rights that it may have at law or in equity, for LESSOR's breach of this Lease, to elect to enjoin such interference.

16. REMOVAL AT END OF TERM. LESSEE shall, upon expiration of the Term, or within ninety (90) days after any earlier termination of the Lease, remove its tower, building(s), antennas, structures (except footings or the foundation, 3 feet or more below grade), equipment, conduits, fixtures and all personal property and restore the Premises to its original condition, reasonable wear and tear excepted. LESSOR agrees and acknowledges that all of the equipment, conduits, fixtures and personal property of LESSEE shall remain the personal property of LESSEE and LESSEE shall have the right to remove the same at any time during the Term, whether or not said items are considered fixtures and attachments to real property under applicable laws. If such time for removal and restoration causes LESSEE to remain on the Premises after termination of this Lease, LESSEE shall pay rent at the then existing annual rate until such time as the removal of such equipment, conduits, fixtures and all personal property are completed.

17. QUIET ENJOYMENT; RIGHT TO INSPECT. LESSOR covenants that LESSEE, on paying the rent and performing the covenants herein, shall peaceably and quietly

have, hold and enjoy the Premises. LESSOR or LESSOR's agent reserves the right to enter and inspect the Premises on an annual basis upon the giving of thirty (30) days advance written notice, provided that in case of an emergency or public safety, LESSOR may inspect the Premises without giving prior written notice.

18. TITLE. LESSOR represents and warrants to LESSEE as of the execution date of this Lease, and covenants during the Term that LESSOR is seized of good and sufficient title and interest to the Property. LESSOR further covenants during the Term that there are no liens, judgments or impediments of title on the Property (or affecting LESSOR's title to the same) and no covenants, easements or restrictions any of which prevent or adversely affect the use or occupancy of the Premises by LESSEE.

19. ENTIRE AGREEMENT. It is agreed and understood that this Lease contains all agreements, promises and understandings between LESSOR and LESSEE and that no verbal or oral agreements, promises or understandings shall be binding upon either LESSOR or LESSEE in any dispute, controversy or proceeding at law.

20. SEVERABILITY. In the event any provision of the Lease is found to be invalid or unenforceable, such finding shall not affect the validity and enforceability of the remaining provisions of this Lease.

21. NO WAIVER. The failure of either Party to insist upon strict performance of any of the terms or conditions of this Lease or to exercise any of its rights under the Lease shall not waive such rights and such Party shall have the right to enforce such rights at any time and take such action as may be lawful and authorized under this Lease, at law or in equity.

22. AMENDMENTS. Any amendment to this Lease must be in writing and executed by both Parties.

23. GOVERNING LAW AND VENUE. This Lease and the performance thereof shall be governed, interpreted and construed in accordance with the laws of the State of Wyoming without regard to conflict of laws. Venue for any action or claim arising out of or connected with this Lease shall reside exclusively in Sublette County District Court in Sublette County. Both Parties to this Lease agree to be subject to the jurisdiction of the Court and waive all claims whatsoever that would defeat the jurisdiction of the Court.

24. ASSIGNMENT. This Lease may not be sold, assigned, subleased or transferred by the LESSEE without approval and consent of the LESSOR.

25. NOTICES. All notices hereunder must be in writing and shall be deemed validly given if sent by certified mail, return receipt requested or by commercial courier, provided the courier's regular business is delivery service and provided further that it guarantees delivery to the addressee by the end of the next business day following the courier's receipt from the sender, addressed as follows (or any other address that the Party to be notified may have designated to the sender by like notice):



LESSOR:  
Sublette County School District #1  
P.O. Box 549  
Pinedale, Wyoming 82941

LESSEE:  
Town of Pinedale  
P.O. Box 709  
Pinedale, Wyoming, 82941

Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

26. SUCCESSORS AND ASSIGNS. This Lease shall inure to the benefit of the parties hereto and be binding upon their successors and assigns.

27. RECORDING. If so requested by LESSEE, LESSOR agrees to execute a Memorandum of this Lease within fifteen (15) days of such request which LESSEE may record with the appropriate recording officer. LESSEE shall be responsible for preparing any such Memorandum at its sole cost and expense. The date set forth in the Memorandum of Lease is for recording purposes only and bears no reference to commencement of either the Term or rent payments. LESSEE acknowledges that its recording of the Memorandum of Lease places a cloud on LESSOR's title to the Property, and Rent shall continue until LESSEE records a full reconveyance or quitclaim of all of its rights and privileges granted hereunder within thirty (30) days after the expiration or earlier termination of this Lease with the appropriate recording officer in Sublette County.

28. DEFAULT.

a. In the event there is a breach by LESSEE with respect to any of the provisions of this Lease or its obligations hereunder, including the payment of rent, LESSOR shall give LESSEE written notice of such breach. After receipt of such written notice, LESSEE shall have fifteen (15) days in which to cure any monetary breach and thirty (30) days in which to cure any non-monetary breach, provided LESSEE shall have such extended period as may be required beyond the thirty (30) days if the nature of the cure is such that it reasonably requires more than thirty (30) days and LESSEE commences the cure within the thirty (30) day period and thereafter continuously and diligently pursues the cure to completion. LESSOR may not maintain any action or affect any remedies in law or in equity for default against LESSEE unless and until LESSEE has failed to cure the breach within the time periods provided in this subsection.

b. In the event there is a breach by LESSOR with respect to any of the provisions of this Lease or its obligations hereunder, LESSEE shall give LESSOR written notice of such breach. After receipt of such written notice, LESSOR shall have thirty (30) days in

which to cure any such breach, provided LESSOR shall have such extended period as may be required beyond the thirty (30) days if the nature of the cure is such that it reasonably requires more than thirty (30) days and LESSOR commences the cure within the thirty (30) day period and thereafter continuously and diligently pursues the cure to completion. LESSEE may not maintain any action or affect any remedies for default at law or in equity against LESSOR unless and until LESSOR has failed to cure the breach within the time periods provided in this subsection. Notwithstanding the foregoing to the contrary, it shall be a default under this Lease if LESSOR fails, within fifteen (15) days after receipt of written notice of such breach, to perform an obligation required to be performed by LESSOR if the failure to perform such an obligation interferes with LESSEE's ability to operate its equipment on the Premises; provided, however, that if the nature of LESSOR's obligation is such that more than fifteen (15) days after such notice is reasonably required for its performance, then it shall not be a default under this Lease if performance is commenced within such fifteen (15) day period and thereafter diligently pursued to completion.

29. REMEDIES. Upon a default, the non-defaulting Party may at its option (but without obligation to do so), perform the defaulting Party's duty or obligation on the defaulting Party's behalf, including but not limited to the obtaining of reasonably required insurance policies. The costs and expenses of any such performance by the non-defaulting Party shall be due and payable by the defaulting Party upon invoice therefor. In the event of a default by either Party with respect to a material provision of this Lease, without limiting the non-defaulting Party in the exercise of any right or remedy which the non-defaulting Party may have by reason of such default, the non-defaulting Party may terminate the Lease and/or pursue any remedy now or hereafter available to the non-defaulting Party under the Laws or judicial decisions of the state in which the Premises are located; provided, however, each of the Parties shall use reasonable efforts to mitigate its own damages. In the event that either Party so performs an obligation of a Party in default, the Party in default shall immediately owe the other Party the full amount of the reasonable and actual cost and expense incurred to perform the omitted obligation, plus simple interest thereon from the date of payment at the lesser of (i) ten percent (10%) per annum, or (ii) the highest rate permitted by applicable Laws.

30. CASUALTY. In the event of damage by fire or other casualty to the Premises not the fault of or attributable to LESSEE or its agents or contractors or subcontractors, so as to render the entire Premises unsuitable that cannot reasonably be expected to be repaired within forty-five (45) days following same or, if the Property is damaged by fire or other casualty not the fault of or attributable to LESSEE or its agents or contractors or subcontractors, so as to render the entire Premises unsuitable so that such damage may reasonably be expected to disrupt LESSEE's operations at the Premises for more than forty-five (45) days, then LESSEE may, at any time following such fire or other casualty, terminate this Lease upon fifteen (15) days prior written notice to LESSOR. Any such notice of termination shall cause this Lease to expire with the same force and effect as though the date set forth in such notice were the date originally set as the expiration date of this Lease. Notwithstanding such termination, LESSEE shall continue to pay the appropriate Rent and any monies due LESSOR until the removal and restoration requirements are met. In the event LESSEE does not terminate this Lease in the event of such casualty, LESSEE shall be permitted to place a temporary facility on the Property in a location

approved by LESSOR during restoration or repair of the Premises and Rent shall continue at the then-current rate in effect.

31. SUBMISSION OF LEASE; AUTHORITY. This Lease becomes effective only upon the full execution of this Lease by the Parties. Each of the Parties hereto warrants to the other that the person or persons executing this Lease on behalf of such Party has the full right, power and authority to enter into and execute this Lease on such Party's behalf.

32. EXHIBITS AND CONFLICTS. In the event of a conflict between the terms and conditions of this Lease and those of any Exhibit attached hereto, this Lease proper shall prevail.

33. ATTORNEYS' FEES. The substantially prevailing Party in any litigation hereunder shall be entitled to its reasonable attorneys' fees, costs and expenses, including reasonable witness and associated fees, as awarded in the sole discretion of the Court.

34. COMPLIANCE WITH LAWS. The parties shall at all times comply with all federal, State and local laws and statutes, rules and regulations and judicial or administrative orders that in any manner affect the performance of this Lease.

35. SURVIVAL. The provisions of this Lease relating to indemnification and insurance from one Party to the other Party shall survive any termination or expiration of this Lease. Additionally, any provisions of this Lease which require performance subsequent to the termination or expiration of this Lease shall also survive such termination or expiration.

36. CAPTIONS. The captions contained in this Lease are inserted for convenience only and shall not affect or be utilized in the interpretation of this Lease.

37. GOVERNMENTAL IMMUNITY. Neither of the parties waives their governmental immunity and its defenses as provided by the Wyoming Constitution and the Wyoming Governmental Claims Act.

38. COST SHARE. LESSOR and LESSEE agree to share all out-of-pocket construction costs for the tower and communications facility and related infrastructure to be constructed on the leased premises on a 50/50 basis. LESSEE shall be responsible for payment of such construction costs. Lessee shall provide a monthly billing with backup for such costs to LESSOR on or before the 25<sup>th</sup> day of any month for which payment shall be requested. LESSOR shall reimburse LESSEE 50% of such submitted costs within fifteen days following LESSOR next regularly scheduled School Board Meeting.

39. EXISTING LEASE. LESSOR and LESSEE acknowledge that LESSOR has previously leased lands to LESSEE, which in part includes the Premises, for recreational use. This Lease in no way impacts said existing lease. LESSEE's use of the Premises is only expanded to allow the Tower uses expressly set out herein on the Premises.

IN WITNESS WHEREOF, the Parties hereto have set their hands as of the day and year first above written.

**LESSOR:**

SUBLETTE COUNTY SCHOOL DISTRICT #1

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**LESSEE:**

TOWN OF PINEDALE, WYOMING

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Exhibit "A -1"**

**LEGAL DESCRIPTION OF PROPERTY**

A "50 ft x 50ft" parcel located in the southeast "200 ft x 200 ft" of Exhibit C, further described as:

A parcel of land being a portion of Tract 2 of the Bloom Lot Division, recorded as Plat No. 53 in the Office of the Sublette County Clerk, lying within Government Lot 2, Section 5, T.33N., R.109W., 6<sup>th</sup> P.M., Sublette County, Wyoming. Said "50 ftx50 ft" parcel shall be located within the lands more particularly described as:

BEGINNING at the southeast corner of said Tract 2;

THENCE, 200 feet, along the south line of Tract 2;

THENCE, 200 feet, northerly on a line perpendicular to the south line of Tract 2 to a point;

THENCE, approximately 200.0 feet easterly on a line parallel to the south line of Tract 2 to a point intersecting the east line of Tract 2;

THENCE, approximately 200 feet southerly along the east line of Tract 2 to the POINT OF BEGINNING.

Said lease parcel encompasses an area of 2,500 square feet of lease within the above-described area of land encompassing 40,000 sf (0.92 acres), more or less.

**Exhibit "B"**

EXHIBIT A -2



## EXHIBIT B

The leased premise will be utilized to construct up to a 120-foot macro-cell tower capable of collocating three (3) to five (5) independent cell carriers and fixed wireless facilities. The leased area will be contained within a 50'x50' screened fenced area. All gates shall contain locks to secure the site. Within the 50'x50' fenced area, individual carriers may erect standalone buildings to house communications equipment. The macro-cell tower will be located to provide a fall area located within Tract 2 Bloom Lot Division.

Utilities will be installed along the eastern property line (located within the Access Right of Way) as indicated in Exhibit A. All utilities shall be buried underground and extended to the leased premises. Additional easements may be required from the Lessor to utility companies for installation of utility services. Each carrier will be independently metered for electrical usage.

Access will be required for construction purposes, and then to authorized vehicles 24 hours per day, 365 days per year for continued operations. Such access will be contained to an improved pathway on the east side of Tract 2. The pathway shall be widened and improved to a width wide enough to facilitate operational vehicles. Pathway connectivity shall be maintained post construction and through the term of the lease.

Final construction documents shall be submitted to the Lessor prior to construction and full as-builts including underground utilities, construction site improvements, specifications, etc. provided upon completion of construction.





TOWN OF  
**PINEDALE**  
WYOMING

**G-5**

**Item:** Approve/Deny the variance request from pipe material to HDPE Water Main Lines and Fittings over 4" in size in the construction of water facilities for Pronghorn Crossing Subdivision.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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3704 N Hwy 14-16  
Gillette, Wyoming 82716  
307-682-7307

5-18-2024

Re: Town of Pinedale, WY Waiver

Michael (Mickey) LaVoie  
LaVoie LLC  
[lavoieLLC@gmail.com](mailto:lavoieLLC@gmail.com)  
609-240-5764

To Whom It May Concern:

This waiver is being requested based on the recommendation of the Contractor (LaVoie, LLC), supplier (SECOR), and the manufacturers of the HDPE material to recommend the following material be used in the Antelope Crossing Water & Sewer Line Construction Project:

1. All water lines 4" and larger be IPS sized DR 11 HDPE Pipe made of 4710 Resin.
2. All water lines 3" and smaller be IPS sized DR 9 HDPE Pipe made of 4710 Resin.
3. All gravity sewer lines be IPS sized DR 17 HDPE Pipe made of 4710 Resin.
4. All fire hydrants shall be AVK Series 27 with either MJ shoe or 6" HDPE DR 11 shoe whichever is more readily available.
5. All water valves shall be AVK Series 66 in proper size and DR 11 in accordance to line size.

Regards,

Michael LoVoie

## SECTION 02XXX

### HIGH DENSITY POLYETHYLENE PIPE AND FITTINGS

#### PART 1 GENERAL

##### 1.01 Scope of Work

The Contractor shall provide solid wall high density polyethylene pipe (HDPE) and fittings which conform to AWWA, ASTM and other referenced documents listed in this specification with flanged and thermal butt fusion joints complete in place.

##### 1.02 Manufacturer Qualifications

- A. Manufacturer shall maintain listing in PPI TR-4 PPI HSB Listing of Hydrostatic Design Basis Listed Materials and shall follow all policies and procedures listed in PPI TR-3 – Policies and Procedures for Developing Hydrostatic Design Basis, as well as all applicable ASTM standards.
- B. HDPE pipe and fittings manufacturers and distributors shall be listed as current members of the Alliance for PE Pipe.
- C. Contractor shall have a minimum of 2 years recent experience installing HDPE pressure pipe and fittings for at least the specified pipe and fittings sizes and lengths and shall be able to submit documentation of at least 5 installations in satisfactory operation for at least 2 years.
- D. All pipe and fittings of each material type must meet the same material class.
- E. The HDPE utility pipe and fittings manufacturer shall review and approve or prepare all Shop Drawings and other submittals for all components furnished under this Section.
- F. Pipe and fittings, including linings and coatings, that will convey potable water or water that will be treated to become potable, shall be certified by an accredited organization in accordance with NSF 61 as being suitable for contact with potable water, and shall comply with requirements of authorities having jurisdiction at Site.

##### 1.03 Referenced Standards

- A. American Water Works Association (AWWA) latest edition:
  - 1. AWWA C901 - Polyethylene Pressure Pipe and Tubing, ½ Inch Through 3 Inch for Water Service

2. AWWA C906 - Polyethylene Pressure Pipe and Fittings, 4 Inch Through 65 Inch for Water Distribution and Transmission
- B. American Society for Testing and Materials (ASTM) latest edition:
1. ASTM D638 – Tensile Method for Tensile Properties of Plastics
  2. ASTM D790 – Test Materials for Flexural Properties of Unreinforced and Reinforced Plastics and Electrical Insulating Materials
  3. ASTM D2122 – Standard Method of Determining Dimensions of Thermoplastics Pipe and Fittings
  4. ASTM D2239 – Standard Specification for Polyethylene (PE) Plastic Pipe (SIDR-PR) Based on Controlled Inside Diameter
  5. ASTM D2321 – Standard Practice for Underground Installation of Thermoplastic Pipe for Sewers and Other Gravity-Flow Applications
  6. ASTM D2657 – Practice for Heat-Joining of Polyolefin Pipe and Fittings
  7. ASTM D2683 – Standard Specification for Socket Type Polyethylene Fittings for Outside Diameter-Controlled Polyethylene Pipe and Tubing
  8. ASTM D2774 – Standard Practice for Underground Installation of Thermoplastic Pressure Piping
  9. ASTM D2837 – Standard Method for Obtaining Hydrostatic Design Basis for Thermoplastic Pipe Materials or Pressure Design Basis for Thermoplastic Pipe Products
  10. ASTM D3035 – Polyethylene (PE) Plastic Pipe (DR-PE) Based on Controlled Outside Diameter
  11. ASTM D3261 – Butt Heat Fusion Polyethylene (PE) Plastic Fittings for Polyethylene (PE) Plastic Pipe and Tubing
  12. ASTM D3350-14 – Polyethylene Plastic Pipe and Fittings Material
  13. ASTM F412 – Standard Terminology Relating to Plastic Piping Systems
  14. ASTM F585 – Standard Guide for Insertion of Flexible Polyethylene Pipe Into Existing Sewers
  15. ASTM F714 – Polyethylene (PE) Plastic Pipe (SDR-PR) Based on Outside Diameter
  16. ASTM F905 – Standard Practice for Qualification of Polyethylene Saddle-Fused Joints
  17. ASTM F1055 – Standard Specification for Electrofusion Type Polyethylene Fittings for Outside Diameter Controlled Polyethylene Pipe and Tubing
  18. ASTM F1056 – Standard Specification for Socket Fusion Tools for Use in Socket Fusion Joining Polyethylene Pipe or Tubing and Fittings
  19. ASTM F1290 – Standard Practice for Electrofusion Joining Polyolefin Pipe and Fittings
  20. ASTM F2164 – Field Leak Testing of Polyethylene (PE) Pressure Piping Systems Using Hydrostatic Pressure
  21. ASTM F2206 – Fabricated Fittings for Butt-Fused Polyethylene Plastic Pipe
  22. ASTM F2620 – Standard Practice for Heat Fusion Joining of Polyethylene Pipe and Fittings

23. ASTM F2786 – Standard Practice for Field Leak Testing of Polyethylene (PE) Pressure Piping Systems Using Gaseous Testing Media Under Pressure (Pneumatic Leak Testing)
  24. ASTM F3124 – Standard Practice for Data Recording the Procedure used to Produce Heat Butt Fusion Joints
  25. ASTM F3183 – Standard Practice for Guided Side Bend Evaluation of Polyethylene Pipe Butt Fusion Joint
  26. ASTM F3190 – Standard Practice for Heat Fusion Equipment (HFE) Operator Qualifications on Polyethylene (PE) and Polyamide (PA) Pipe and Fittings
- C. Plastics Pipe Institute (PPI) latest edition:
1. The Plastics Pipe Institute Handbook of Polyethylene Pipe
  2. PPI TR-3 – Policies and Procedures for Developing Hydrostatic Design Basis, Hydrostatic Design Stresses, Pressure Design Basis, Strength Design Basis, Minimum Required Strength Ratings, and Categorized Required Strength for Thermoplastic Piping Materials or Pipe
  3. PPI TR-4 – PPI HSB Listing of Hydrostatic Design Basis, Hydrostatic Design Stresses, Pressure Design Basis, Strength Design Basis, Minimum Required Strength Ratings, and Categorized Required Strength for Thermoplastic Piping Materials or Pipe
  4. PPI – TR-33 – Generic Butt Fusion Joining Procedure for Field Joining of Polyethylene Pipe
  5. PPI – TN-34 – Installation Guidelines for Electrofusion Couplings 14” and Larger
  6. PPI – TN-36 – General Guidelines for Connecting HDPE Potable Water Pressure Pipes to DI and PVC Piping Systems
  7. PPI – TN-38 – Bolt Torque for Polyethylene Flanged Joints
  8. PPI – TN-44 – Long Term Resistance of AWWA C906 Polyethylene (PE) Pipe to Potable Water Disinfectants
  9. PPI – TN-45 – Mechanical Couplings for Joining Polyethylene Pipe
  10. PPI – TN-46 – Guidance for Field Hydrostatic Testing of High Density Polyethylene Pressure Pipelines: Owner’s Considerations, Planning, Procedures, and Checklists
  11. PPI – TN-49 – Recommendations for AWWA C901 Service Tubes in Potable Water Applications
  12. PPI – TN-54 – General Guidelines for Squeezing Off Polyethylene Pipe in Water, Oil and Gas Applications
- D. Plastics Pipe Institute Municipal Advisory Board (MAB)
1. MAB Generic Electrofusion Procedure for Field Joining of 12 Inch and Smaller Polyethylene Pipe
  2. MAB Generic Electrofusion Procedure for Field Joining of 14 Inch to 30 Inch Polyethylene Pipe
  3. MAB Model Specifications for PE 4710 Buried Potable Water Service, Distribution and Transmission Pipes and Fittings

**1.04 SYSTEM DESIGN PARAMETERS**

- A. The HDPE system working pressure rating accommodates the normal operating pressure and the repetitive surges. The pressure rating applies at 73° F or less. Piping installed that may experience operating temperatures above 73° F shall be de-rated in accordance with manufacturer’s recommendation.
- B. Per AWWA 901 and C906, the repetitive surge pressure allowance is one half the pressure class of the pipe, and the occasional surge over pressure allowance is equal to the pressure class of the pipe. Allowable Total Pressure during Recurring Surge conditions equals 1.5 times the pipe’s pressure class. Allowable Total Pressure during Occasional Surge conditions equals 2.0 times the pipe’s pressure class.

Table 1 gives the Pressure Class per AWWA C906, Pressure Rating and Allowable Total Pressure during Recurring and Occasional Surge for PE4710 pipe at 73°F or less.

<b>Table 1</b>				
<b>Pressure Class per AWWA C906 for PE 4710 at 73° F or Less</b>				
<b>Pipe Dimension Ratio (DR)</b>	<b>Pressure Class (psi)</b>	<b>Pressure Rating (psi)</b>	<b>Allowable Total Pressure During Recurring Surge (psi)</b>	<b>Allowable Total Pressure During Occasional Surge (psi)</b>
DR 9	250	250	375	500
DR 11	200	200	300	400
DR 13.5	160	160	240	320
DR 17	125	125	187.5	250
DR 21	100	100	150	200
DR 26	80	80	120	160

**1.05 Submittals**

- A. Contractor shall submit information detailing the manufacturer’s experience requirements to satisfy the requirements of this specification.
- B. Submit pipe catalog information confirming that pipe, fittings, joints, and other materials conform to the requirements of the specifications.
- C. Affirmation that product shipped meets or exceeds the standards set forth in this specification. This shall be in the form of a written document from the manufacturer attesting to the manufacturing process meeting the standards.
- D. Submit manufacturers recommended fusion procedures for the products.

**PART 2 PRODUCTS**

**2.01 Polyethylene Pipe, Fittings and Accessories**

- A. Polyethylene pipe and fittings 4-65 inch diameter shall be in accordance with AWWA C906-15, material designation code of PE4710, all applicable ASTM standards and be listed on the PPI TR-4 HSB Listing of Hydrostatic Design Basis Listed Materials.
- B. Polyethylene pipe ½ - 3 inch diameter for main line piping shall be polyethylene pipe (not tubing) in accordance with AWWA C901, material designation code of PE4710, all applicable ASTM standards and be listed on the PPI TR-4 HSB Listing of Hydrostatic Design Basis Listed Materials.
- C. Butt fusion fittings shall be made of HDPE material with a minimum material designation code of PE4710, all applicable ASTM standards and shall be listed in current versions of PPI TR-4. Molded and fabricated fittings shall have a pressure rating equal to the pipe unless otherwise specified on the project documents. All fittings shall meet the requirements of AWWA C901, C906 and all applicable ASTM standards. Markings for molded fittings shall comply with the requirements of ASTM D3261. Fabricated fittings shall be marked in accordance with ASTM F2206. Socket fittings shall meet ASTM D2683. Fabricated fittings shall be manufactured using a DataLogger to record fusion time, pressure and temperature, and shall be marked with a unique joint identifier that corresponds to the joint report. A graphic representation of the time and pressure data for all fusion joints made producing fittings shall be maintained for a minimum of five years as part of quality control and will be available upon request of owner. Qualification of the fusion technician shall be demonstrated by evidence of fusion training within the past two years on the equipment to be utilized on this project in accordance with ASTM F2620.
- D. Electrofusion fittings shall be made of HDPE material with a minimum material designation code of PE4710 and meet ASTM F1055. Electrofusion fittings shall have a pressure rating equal to the pipe unless otherwise specified on the project documents. All electrofusion fittings shall be suitable for use as pressure conduits and have nominal burst values of four times the working pressure rating of the fitting. Marking of electrofusion fittings shall comply with the requirements of ASTM F1055. All electrofusion fittings shall be properly stored in compliance with the manufacturer's recommendation.
- E. If saddle fusion is used to fuse branch saddles, tapping tees and other HDPE fittings onto the wall of the main pipe, it shall be done in accordance with ASTM F2620 or PPI TR-41 or the fitting manufacturer's recommendations. Saddle fusion joints shall be made by qualified fusion technicians. Qualification of the fusion technician shall be demonstrated by evidence of fusion training within the past two years on the equipment to be utilized on this project in accordance with ASTM F3190.

- F. If socket fusion is used to fuse branch saddles, tapping tees and other HDPE fittings onto the wall of the main pipe, it shall be done in accordance with ASTM D2683 or the fitting manufacturer's recommendations. Socket fusion joints shall be made by qualified fusion technicians. Qualification of the fusion technician shall be demonstrated by evidence of fusion training within the past two years on the equipment to be utilized on this project in accordance with ASTM F3190. All equipment used for socket fusion should comply with ASTM F1056 and manufacturer's recommendations.
- G. Flanges and Mechanical Joint Adapters (MJ) shall have a minimum material designation code of PE4710 and meet all applicable AWWA and ASTM standards. Flanged and MJ adapters can be made to ASTM D3261 or machined in compliance with ASTM F2206. Flanges and MJ adapters shall have a pressure rating equal to the pipe unless otherwise specified on the plans. Markings for molded or machined flange adapters or MJ adapters shall be per ASTM D3261. Fabricated (including machined) flange adapters shall be marked per ASTM F2206. Installation of all Flanged adapters shall follow the guidelines of the Plastics Pipe Institute TN-38.
- H. Glands, bolts, and gaskets shall be manufactured in accordance with AWWA C153. Bolts and nuts shall be grade 2 or higher.

**2.02 Pipeline Identification**

- A. All polyethylene pipe shall be marked in accordance with the standards to which it is manufactured.
- B. All polyethylene pipe shall be black, and shall contain a continuous colored stripe, 2 inches wide, located at no greater than 90 degree intervals around the pipe. Stripes shall be impregnated or molded into the pipe by the manufacturer. Application of the stripes after manufacture is not acceptable. Stripe color shall be:
  - 1. Potable Water Mains - blue stripes
  - 2. Reclaimed Water Mains - purple stripes
  - 3. Force Mains - green stripes
  - 4. Sanitary Sewer - green stripes
  - 5. Storm Sewer - no stripes required
- C. Grey or white polyethylene without stripes may be used for gravity or storm sewer applications as approved by the Owner or Engineer.
- D. All black polyethylene without stripes may be used for any installation in the interest of expediting delivery or reducing the cost of installation as approved by the Owner or Engineer.

**PART 3 EQUIPMENT**



### **3.01 Data Logger**

- A. A data logger shall be used to record and document all butt fusion process. The data logger must be compatible and outfitted with an electronic data recording device. A digital report or printout for all fusion joints made that complies with, but is not limited to, ASTM F3124 must be delivered to the Owner upon request and at the completion of the project. All hydraulic fusion must be recorded and able to produce a graphic representation of the time and pressure data. All manual fusion must be recorded with, but not limited to, Joint ID, Operator Name and ID, Pipe information, and Heater Plate Temperature. The recording unit shall be a DataLogger 6 as manufactured by McElroy Manufacturing, Inc, or newer model or approved equivalent.
- B. The Owner or Engineer may approve not implementing use of a DataLogger on small diameter pipe, 6 inches or less.

## **PART 4 EXECUTION**

### **4.01 Delivery, Storage and Handling of Materials**

- A. Contractor is required to inspect materials delivered to the site for damage. All materials found during inspection or during the progress of work to have cracks, flaws, or other defects shall be rejected and removed from the job site without delay.

### **4.02 Pipe Joining**

- A. High density polyethylene pipe shall be heat fused and pressure tested as per manufacturer's guidelines before installation. During assembly and prior to installation, pipe must be laid out in such a way as to minimize interference to pedestrian and vehicular traffic.
- B. Cuts or gouges that reduce the wall thickness by more than 10% are not acceptable and must be cut out, discarded and the pipe rejoined.
- C. Each butt fusion shall be recorded and logged by a datalogger affixed to the fusion machine. Joint data shall be submitted as part of the as-built documentation.
- D. Mechanical joining – in areas as to which auxiliary or final connections are to be made and the continuous pipe section will not be installed, the polyethylene pipe and fittings may be joined together or to other materials by means of flanged connections or mechanical couplings designed for joining polyethylene pipe or for joining polyethylene pipe to another pipe material. Mechanical couplings shall be fully pressure rated and fully thrust restrained and installed in accordance with manufacturer's recommendations.

### 4.03 Pressure and Leakage Testing

#### A. Summary of Practice of Pressure and Leakage Testing

1. The section of the piping to be tested is isolated from other parts of the system and properly restrained in order to prevent failure of both the test section and the existing system connected to the test section. Isolated sections of the test section are vented to the atmosphere in order to ensure compressible gases do not remain within the hydraulic test section. The test section is filled with liquid, raised to the test pressure, and allowed to stabilize. The system is then inspected for leakage and the pressure is relieved. Any required repairs or replacements are then performed while the pipe is depressurized.
2. There is no leakage allowance, as properly made heat-fusion joints of HDPE do not leak. However, if any defects or leaks are revealed, they should be corrected and the pipeline retested after a minimum 24 hour recuperation period between tests. Total testing conducted on a section of pipeline shall not exceed eight hours within a 24 hour period.
3. An expansion allowance is allowed as HDPE will expand slightly due to elasticity and Poisson effects. The amount of make-up water (expansion allowance) will vary because expansion is not linear. This procedure compensates for expansion with an initial expansion phase followed by a testing phase as to which the test pressure is reduced suspending expansion. Expansion or contraction due to Poisson effects may disjoin other non-restrained joints, such as bell and spigot joints, so measures must be taken to fully restrain the test section.

#### B. Style of Testing

1. Conduct hydrostatic pressure testing of installed polyethylene pipe in accordance with ASTM F2164, Standard Field Leak Testing of Polyethylene Pipe and Crosslinked Polyethylene Piping Systems Using Hydrostatic Pressure.
2. It is not recommended to conduct pneumatic leak testing on HDPE in accordance with ASTM F2786, Standard Practice for Leak Testing of Polyethylene Piping Systems Using Gaseous Media Under Pressure (Pneumatic Leak Testing.)

#### C. Equipment to be used during testing

1. Non-HDPE components, such as end caps, valves, etc., that are used to isolate the test section from other parts of the system in order to perform the test are required to be rated for pressures equal to or greater than the test pressure applied to the test section. These non-HDPE components must be properly restrained while conducting the pressure test.
2. Air release valves must be installed at the high points of the test section to

allow for the release of any air or gases within the pipe prior to performing the required hydraulic pressure testing.

3. Pumping equipment used to pressurize the test section during the pressure testing should be of adequate capacity to fill, pressurize and test the section within the allotted time for the test.
4. A pressure monitoring gage is recommended to be connected to the test section at the lowest point to ensure the highest pressure is recorded within the test section. The combination of pump pressure and pressure at higher elevations will be recorded at the lowest point of the test section. Constant monitoring of the pressure during testing is required. A datalogger with a pressure recording transducer can be attached to the pressure gage to record pressure readings during the test. Additional gauges capturing the quantity of water used to fill prior to initial pressure testing and make up water during testing are required.

D. Safety

1. Take the necessary safety precautions to ensure the test is conducted safely during the entirety of the testing period. Persons operating near the test string should be familiar with pressure testing and understand the safety precautions necessary to perform the test safely.
2. The test section should be supervised at all times during pressure testing.
3. Failure of the HDPE pipe string may result in sudden, violent, uncontrolled and dangerous movement of the system piping, components or parts of the components.

E. Restraint against movement

1. Measures should be taken to ensure all parts and components of the pipe section under pressure testing should be restrained from movement either through the use of partial backfill or adequate above ground restraint methods.

F. Pre-test preparation and set-up

1. HDPE pipe materials are rated at temperatures of 73°F or less. Pressure testing at higher temperatures will require de-rating of the pipe and fittings in accordance with the manufacturer's recommendations.
2. Prior to testing, all heat fusion joints are to be completely cooled and allowed to cool beyond the required rough handling time.
3. The pipe string and components required to be tested should be flushed, pigged or otherwise cleaned to remove and dirt and debris that may damage parts or components involved in the pressure testing.

G. Maximum test pressures

1. The maximum test pressure of should not exceed the Owner's or Engineer's recommendations.
2. System operating pressures often refer to the actual pressure that the municipal water and wastewater pipeline systems experience during actual operation.
3. System design pressures often refer to the pressure rating of the HDPE pipeline that will be installed within the municipal water and wastewater pipeline system. HDPE pipe utilized in municipal water and wastewater systems often have higher rated design pressures than the operating pressures of the pipe systems they are installed within.
4. System operating and system design pressures are not always equal. It is necessary to establish if there is a difference between system operating and system design pressures. The Owner or Engineer will make a determination if the system operating pressure or system design pressures will be used to perform pressure and leakage tests on the pipe string.
5. The maximum test pressure for HDPE shall not exceed 1.5 times the system design pressure when lower pressure rated components or devices are not present. The maximum test pressure for HDPE shall not exceed the pressure rating of the lowest pressure rated components when they are present.

H. Test duration

1. The test duration required to pressurize, stabilize, hold test pressure and depressurize shall not exceed 8 hours. If retesting is necessary, the test section shall be depressurize for a minimum of 8 hours prior to restarting.
2. Prior to pressurizing, all components must be inspected to be in proper working conditions, all components of the test section shall be vented to atmosphere and all low pressure lines not part of the test section shall be disconnected from the test section.

I. Execution

1. The test section shall be filled slowly with liquid and all air is purged from the system. It is important to take steps to ensure all air is purged from the system. The flow velocity of liquid within the test section should not exceed the capacity of air to be purged from the system or the allowable design velocity of the pipe.
2. The test section should be allowed to come to temperature equilibrium between the pipe string and the fluid within the pipe.
3. When the test section is filled with fluid and purged with air, the pressure within the test section shall be gradually increased to the required test pressure. Make-up water should be allowed to fill the test section to maintain the required pressure due to expansion of the test section.
4. Once the pipe has stabilized, the pressure should be reduced 10 psi and the pressure monitored for 1 hour. The pressure should not be increased nor makeup water added to the test section during the observation period.

5. If not leakage occurs or if the internal pressure remains within 5% of the test phase pressure, the pressure test has passed.
6. All records kept during pressure testing shall be provided to the Owner and Engineer.

J. Post test submittals

1. All records kept during pressure testing shall be provided to the Owner and Engineer.
2. Pressure test reports shall include the test liquid, backflow prevention devices, if used, weather conditions and ambient temperature at site of testing, test pressure, types of test gauges, location of test gauges including location distances and elevations, gauge calibration records, test pressures recorded, any adjustments made such as makeup water, etc, description of leaks or failures, date and time, and operator performing the pressure test.

**END OF SECTION**



TOWN OF  
**PINEDALE**  
WYOMING

**G-6**

**Item:** Approve/Deny the variance request from pipe material to HDPE Water Service Lines and Fittings Under 3” in the construction of the water facilities for Pronghorn Crossing Subdivision.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

**G-7**

**Item:** Approve/Deny a Construction Standard Variance Request for HDPE pipe material for sewer mains and services in the construction of the sewer facilities for Pronghorn Crossing Subdivision.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

**G-8**

**Item:** Approve/Deny a Construction Standard Variance Request for Fire Hydrants of AVK Series 27 in the construction of Pronghorn Crossing Subdivision.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Abram Pearce

**Information:**

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

**G-9**

**Item:** Approve/Deny a Construction Standard Variance Request for water valves to AVK Series 66 in DR 11 for the construction of water facilities for Pronghorn Crossing Subdivision.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Amy Sturman

**Information:**

**Recommendation:**

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TOWN OF  
**PINEDALE**  
WYOMING

**H-1**

**Item:** Municipal Court

**Action:** Approve/Disapprove/Discussion

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**Presenter:** Clayton Kainer

**Information:** Attached

**Recommendation:**

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May 23, 2024

Please accept the following as the Municipal Court's monthly report:

The past month in the Municipal Court has been relatively quiet. We had one court setting with several cases which were to be heard. Only one citizen availed themselves of the appearance before the Court, and the remainder failed to appear. For those who failed to appear, letters will be sent out reminding them of the citation(s) and giving them another opportunity to appear and address the citation(s) issued. The individual who did appear has paid the normal and customary fine and is currently working with the town to address and rectify the issue which provided cause for the citation to be issued.

The Town declined to pursue three separate matters relating to Sublette County Sheriff's Office arrests dating back several months. Accordingly, the three bonds which were posted with the Court will be returned to the individuals involved tomorrow May 24, 2024.

If you have any questions or concerns, do not hesitate to contact me.

Thank you,

Clayton D. Kainer

Municipal Judge



TOWN OF  
**PINEDALE**  
WYOMING

**H-2**

**Item:** Animal Control and Municipal Code Enforcement

**Action:** Approve/Disapprove/Discussion

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**Presenter:** Michele Smith

**Information:** Attached

**Recommendation:**

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# Town of Pinedale

## Animal Control / Municipal Code Enforcement - Monthly Report

April 18, 2024 to May 23, 2024

### Animals Cared For In Facility

<b>Dogs:</b>	11 Impounded	11 Returned to Owner	0 Still in Care	0 Foster/Adopted	7 TOP	4 County
<b>Cats:</b>	0 Impounded	0 Returned to Owner	0 Still in Care	0 Foster/Adopted	0 TOP	0 County
<b>Carcasses Removed From Town Limits:</b>	0					
<b>Sent To Lab:</b>	0					
<b>Trapped Skunks:</b>	0 Trapped		0 Success			

April 18, 2024 to May 23, 2024

<b>Interactions:</b>	66 Direct Total Interactions With The Public		
<b>Citations:</b>	0 Issued by MO - PMO1		
<b>Warnings:</b>	4 Issued by MO - PMO1		
<b>Impounded:</b>	0 (attempt) by MO - PMO1		
	Vehicles		
	Trailers		
<b>Miles Driven:</b>	501	by M. Smith AC/PMO1	(53,251 - 53,752 )

Michele Smith

Animal Control / Municipal Code #1

[michelesmith@townofpinedale.us](mailto:michelesmith@townofpinedale.us)

307-749-7775



TOWN OF  
**PINEDALE**  
WYOMING

**H-3**

**Item:** Projects, Public Works, Water & Wastewater, Planning & Zoning

**Action:** Approve/Disapprove/Discussion

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**Presenter:** Abram Pearce

**Information:** Attached

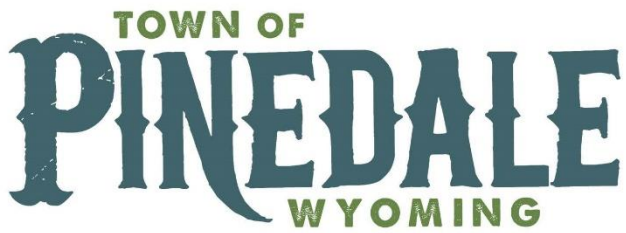
**Recommendation:**

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**Town of Pinedale Capital Improvement Projects Monthly Report – May, 2024**

**2022 Airport Master Plan**

<b>Project Phase</b>	
ALP – Review FAA	
<b>Project Funding</b>	
2022 Funding	
FDGT Federal Entitlement	\$ 359,800.00 (2022 and 2023 Entitlement)
STGT State Transportation Fund	\$ 23,986.67
Local Match	\$ 15,991.11
<b>Project Status</b>	
<p>The FAA and WYDOT are completing their review of the ALP. Initial comments have been received and are being addressed by Ardurra, but the formal response is yet to be received.</p> <p>Staff will organize an update on the Airport Master Plan at a Town Council meeting soon.</p>	
<b>Budget Status</b>	
<b>Design Contract</b>	
Design Contract	\$386,273.00
Budget Spent to Date	\$352,351.17
% of Current Construction Contract Spent	~91%





**Transportation Master Plan**

<b>Project Phase</b>	
Draft Report	
<b>Project Funding</b>	
2022 Funding	
WYDOT Planning Grant	\$ 50,000
<b>Project Status</b>	
No update since last month	
<p>The draft report and updates to the asset management GIS files were submitted to the Town on December 15, 2023. The Town has reviewed the report &amp; comments from the town were provided to Jorgensen on February 15, 2024. The Town staff met with Jorgensen to discuss the comments, remaining items &amp; recommendations for the report.</p> <p>Jorgensen is working through the comments from the Town &amp; WYDOT to revise and finish the report over the coming weeks. The Town has agreed to modify the completion date to allow time for revisions to the report and address comments from WYDOT &amp; the Town.</p> <p>Jorgensen will meet with the Town staff after spring break due to schedules to discuss the report revisions &amp; finalizing things for timing and schedules.</p>	
<b>Budget Status</b>	
<b>Design Contract</b>	
Design Contract	\$262,387.63
Budget Spent to Date	\$230,384.39
% of Current Construction Contract Spent	88% (\$21,248.36 pending – holding until completion)

**US 191/Pine Street Pedestrian Safety Project**

<b>Project Phase</b>	
Design & Permitting	
<b>Project Funding</b>	
2022 Funding	
CD 22308 (TAP Funding)	\$ 160,000
<b>Project Status</b>	
<p>The project is progressing to the 95% design. Plans were submitted to WYDOT for preliminary review &amp; comments were received.</p> <p>The NEPA process is still ongoing with WYDOT – the agency submissions have been received (finally). We are awaiting the final NEPA concurrence from WYDOT.</p> <p>Design work is continuing to progress the following items – grading work ongoing from agreed horizontal items. Details and final design of Barber Creek crossing is ongoing. Comments received from WYDOT related to the geology / geotechnical aspects of the Barber Creek crossing are being discussed with them.</p>	
<b>Budget Status</b>	
<b>Design Contract</b>	
Design Contract	\$210,150.00
Budget Spent to Date	\$114,255.27
% of Current Construction Contract Spent	54%

**Wastewater Master Plan**

<b>Project Phase</b>	
Project Complete	
<b>Project Funding</b>	
2022 Funding	
<b>Project Status</b>	
<p>The report is complete &amp; delivered to the Town.</p> <p>Final revisions were made to the report incorporate Town comments &amp; funding planning. The final report was sent to the Town in March. Jorgensen attended the public hearing in April in regard to SRF funding requirements.</p> <p>Town Staff would like to formally adopt the Master Plan in one of the June Town Council Meetings.</p>	
<b>Budget Status</b>	
<b>Design Contract</b>	
Design Contract	\$256,360
Budget Spent to Date	\$256,061.22
% of Current Construction Contract Spent	100%

**Town of Pinedale Shallow Water Main Replacement Project**

<b>Project Phase</b>	
Project Design	
<b>Project Funding</b>	
2023 Fund 52 Funding	
DWSRF Loan Application (Pending)	\$1,258,000 (25% Loan Forgiveness, 0% Interest Loan)
<b>Project Status</b>	
<p>The Town of Pinedale Shallow Water Main Replacement Project has progressed to 95% CD's. Town Staff are currently reviewing the CD's prior to submittal to DEQ for review/approval. Once approved by DEQ, the project can be bid.</p> <p>Town staff has completed most of the work associated with the SLIB loan application under CWSRF for ~\$286k for the sewer repairs on Shanley and Jade. This application has been submitted as is recommended to by SLIB for 25% loan forgiveness and 0% interest.</p> <p>Town Staff and Nelson Engineering met with SLIB regarding the coordination/schedule of the water and sewer projects. We are in good standing and plan to bid the project upon executing final loan documents of the sewer. Nelson is pursuing the DEQ permits.</p>	
<b>Budget Status</b>	
<b>Design Contract</b>	
Design Contract	\$109,000 (Nelson Engineering)
Budget Spent to Date	\$33,475
% of Current Construction Contract Spent	~31%

**Pinedale I&I Reduction Project (Orcutt Seep)**

<b>Project Phase</b>	
Engineering Design	
<b>Project Funding</b>	
2023 Fund 52 Funding	
ARPA-LG-1184 Grant	\$452,659.48
Sublette County (via MOU)	\$79,521.26
<b>Project Status</b>	
No update since last month	
<p>Rio Verde Engineering have completed their 30% review with Council and are proceeding on the construction documents. The Town must encumber the funds of the grant by October 31, 2024. Staff will be working with Rio Verde to complete the project and get it to bid as soon as practical. Rio Verde has indicated plans should be complete very soon for the project and we should be very close to bidding for fall/winter construction or perhaps spring 2025 construction. The Town has completed the review of the plans and submitted comments. Final plans should be prepared and ready very soon. Anticipate bidding in the next month.</p> <p>Town Staff are working with Ed Wood on some outreach to the property owner next to the ARV vault to inform him of the scope of the project, expected timelines, etc.</p>	
<b>Budget Status</b>	
<b>Design Contract</b>	
Design Contract	\$94,000
Budget Spent to Date	\$53,105.79
% of Current Construction Contract Spent	~57%

**Town of Pinedale Macro Cell Tower**

<b>Project Phase</b>	
Design-Build Fixed Scope Proposal	
<b>Project Funding</b>	
2023 Fund 10 – General Fund	
<b>Project Status</b>	
<p>The Town of Pinedale has received a final cost from the Design-build contractor. Staff and Mayor Murdock met with SCSD No. 1 staff to discuss the project and possible avenues forward.</p> <p>A proposed lease with SCSD No. 1 is at the 5/27/2024 Town Council meeting for consideration. Staff has initiated an electric service request with RMP to expedite the project. As soon as RMP completes their design and contract, said contract will be presented to Town Council. Staff is working with Ed Wood to draft up the final contract.</p>	
<b>Budget Status</b>	
<b>Design Contract</b>	
Design Contract	TBD
Budget Spent to Date	TBD
% of Current Construction Contract Spent	0%

## Pathway Connectivity Project

<b>Project Phase</b>	
Engineering Design	
<b>Project Funding</b>	
2023 Fund 10 – General Fund	Min. 9.51% local match of Total Project Cost
TAP CD23308	\$289,568.00 (90.49 %)
<b>Project Status</b>	
<p>Ardurra is proceeding to finalizing the NEPA process. It is close, with the expected final approval approximately 3 months, according to the best available schedule at this time. In the meantime, the Town has permission to discuss the alignment with the Land owners. The consulting team and Town of Pinedale met with several land owners regarding alignment. There are a few concerns that are being addressed as we complete the NEPA process. Further design work is continuing on the sections of pathway with existing ROW. Once we can proceed to ROW portion of the project, we will report back to the Town of Pinedale.</p> <p>All ROW will follow the Federal and WYDOT process. Kenny Sisson from HDR is aiding in this portion of the project. There is a chance the Town of Pinedale will need to hire a certified appraisal on a couple ROW portions of the project.</p> <p>The Town does need to decide on a lighting fixture for the pathway lighting through Boyd Skinner and American Legion.</p>	
<b>Budget Status</b>	
<b>Design Contract</b>	
Design Contract	\$323,374.05
Budget Spent to Date	\$86,757.97
% of Current Contract Spent	27%

**PNA SRE Procurement Project**

<b>Project Phase</b>	
Awaiting Delivery	
<b>Project Funding</b>	
2023 Fund 31 – County Coop	\$104,733.00
WYDOT Aeronautics APN009A	\$314,196.00
<b>Project Status</b>	
No change since last update.	
The final contract is executed with Tri State Equipment and the Notice to Proceed (NTP) has been issued. Tri State is currently construction the loader, with an estimated date of completion of January-February of 2024. The plow is further out, with an estimated completion in April or May of 2024.	
Tri State will only make one delivery of the plow truck and not multiple deliveries.	
<b>Budget Status</b>	
<b>Engineer Contract (Ardurra)</b>	
Design Contract	\$32,125.00
Budget Spent to Date	\$25,647.15
% of Current Contract Spent	~80%
<b>Supplier Contract (Tri State Equipment)</b>	
Contract	\$383,803.78
Budget Spent to Date	\$0
% of Current Construction Contract Spent	0%

**Ralph Wenz Field – 20,000 Gallon Jet-A Tank Installation Project**

<b>Project Phase</b>	
Construction	
<b>Project Funding</b>	
2023 Fund 31 Funding	
State of Wyoming CCL Loan – CCL23013	\$440,000
<b>Project Status</b>	
<p>Loan Documents have been executed by the Town of Pinedale and returned to the State of Wyoming for review/acceptance. The loan has a term of 20 years at a 4.36% interest rate. The Town of Pinedale has completed the bidding of the project, and is currently in the contract negotiation phase. The Notice of Award was issued to Bassco Services, Inc. for a total contract amount of \$397,716.57</p> <p>CO No. 1 is up for consideration at the 5/27/2024 Town Council Meeting. This change order is just under \$10,000 and is for unforeseen circumstances during the placement of the tank. The existing concrete slab is draining the wrong direction for the internal workings of the tank, requiring a mobilization of the crane truck and placement of shims under half of the tank.</p> <p>The tank is fully operational and certified through the DEQ and State Fire Marhsall. Substantial completion has been reached with final paper work being processed currently. The 41-day final payment notice has been posted and will be paid upon the contractor completing Final Completion and the closure of the 41-day notice. The first three pay applications have been submitted to the State for reimbursement under the loan. RFR No. 1 will be submitted including all of the Engineering to date and then the final payment will be reimbursed to finalize the loan.</p>	
<b>Budget Status</b>	
<b>Design Contract (Ardurra)</b>	
Design Contract	\$38,858.00
Budget Spent to Date	\$16,289.95
% of Current Contract Spent	~38%
<b>Construction Contract (Bassco Services Inc.)</b>	
Design Contract	\$397,716.57
Budget Spent to Date	\$364,597.67
% of Current Construction Contract Spent	92%



**Projects On Hold:**

1. P&Z Master Plan

**Other:**

2. 2024 Road Maintenance Project
  - a. Out to Bid... MOU under consideration at 5/27/2024 meeting. Bid opening scheduled for June 3, 2024.
3. Sewer Repairs Under Pine Street
  - a. Rio Verde is advancing this project. Final design is anticipated in the coming months to provide to WYDOT. Once a cost estimate is understood for final construction costs, the Town staff will report back to Town Council for funding opportunities. One of the areas is being called out for a collection line capacity increase. The design of the project will need to reflect the recommendations of the Master Plan.
4. Asset Management Development
  - a. System Launched
5. IT Contractor

Onboarding is complete. The Town is ready for email and server migration. We are exploring FY25 projects to improve IT including a possible server, access control improvements, backup, and cameras. We are working with SWT to get quotes to review for recommendation to Town Council.
6. Safe Streets and Roads for All – Five Year Program.

## Water/Wastewater & Laboratory Report – May 2024

- 6 Work Orders
  - Several water turn-ons for the year
- 90 One Call Locates
- Cleaned anaerobic influent splitter box with vac trailer, there was significant grease buildup on walls of splitter box
- Removed sludge from 4 anaerobic lagoon sumps
- Cleaned septic receiving vault with vac trailer
- Jetted problem sewer lines
- Serviced chemical pumps, chlorine analyzers and pH sensors before busy summer season
- Fixed leak in chlorine generator piping
- Fixed drain piping downstairs in UV building at Water Treatment Plant
- Fix wiring harness for water UV sensor

### April 2024 Sample Numbers

Town of Pinedale	Non-Town of Pinedale	Total
Water:            24	31	55
Wastewater:     7	NA	7

### Current TOP MTL Clients

Year Round	Seasonal	Infrequent (Quarterly)	Totals
11 Clients	6 Clients	6 Clients	23 Clients
15 Public Water Systems	7 Public Water Systems	Variable # Public Water Systems	20 + Public Water Systems

### April 2024 Updates

Project	Update	Next Steps
Wastewater Analyses	<ul style="list-style-type: none"> <li>• WY DEQ on site lab inspection 3/27/24. The formal report indicated all in-house lab requirements met.</li> </ul>	<ul style="list-style-type: none"> <li>• continue robust QC/QA and participate in required annual DMR-QA study</li> <li>• second analyst training and demonstration of capability</li> </ul>

**Public Works Monthly Report  
May 2024**

**Maintenance**

- Check over trailer to go to Idaho for fertilizer
- Replace shocks on P-10
- Remove plow and sander from P-47
- Replace air tank on P-20
- P-30 tire repair
- Make mounting plates for armed forces plaques
- Replace window on ventrac
- Mount trimmer line holder on trailer
- License plate inventor
- Replace starter on P-3
- Install pintle hitch on new plow truck
- Service dura patcher
- Get quotes on replacement brooms for sweepers

**Parks**

- Maintain dog pots.
- Turn irrigation on in parks and ballfield
- Fertilize parks
- Start cleaning out bulb outs
- Mow strips
- Unload trees and get bark and water to them until planting
- Clean restrooms at parks and ballfield

**Streets**

- Sweep streets
- Repair and replace bridge railing on Garrison
- Go to Idaho and pick up fertilizer
- Go to OSHA training in Afton on trench safety and fall protection
- Help repair leaks on irrigation.
- Clean tanks from lake and put in shop.





## Planning and Zoning Report – April 2024

Primary efforts in the past month have been focused on the following items.

1. Wind River Resorts turned in Construction Documents Review is ongoing.
2. Antelope Crossing turned in Construction Documents and Bond. Town Council Granted Final Plat
3. Submission of Final Plat for Crosswinds Lot Division First Amendment Town Council Granted Final Plat.
4. Issued Non-Hosted Short Term Rental Permit for 42 N Franklin Ave
  - Non-Hosted Short Term Rental Permit for 63 S Madison Ave.
  - Hosted Short Term Rental Permit for 502 S Fremont St.
5. Issued Commercial Building permit for the Childrens Discovery Center addition.
6. Issued Residential Building permit for 1149 Mountain Meadow Way (Trails Creek)
  - Residential Building permit for 800 River Bend (Trails Creek)
  - Residential building permit for 1060 Willow Cove Ave. (Trails Creek)
  - Residential Building permit for 121 N Ashley Ave.
  - Residential Building permit for 112 Skyline St.
  - Residential Building permit for 121 N. Ashley Ave
  - Residential Building permit for 1030 Stuart St.
  - Residential Building permit for 440 Meadowood St.
7. Issued Business Sign permits (Moyes Family Homes) (Zook Mountain Bike Shop) (Engel & Volkers Realty) (The Grazing Goat Restaurant)
8. Issued Fence Permit for 309 Spruce St.
9. Redstone Country Club Commercial Second addition was Granted Preliminary Plat by Town Council.
10. Issued Addresses for Block 6 Moyes Pronghorn Crossing addition (Unusual because ahead of Building Permits)
11. Working on Commercial building permit for 423B W Pine St. Commercial Buter/Soup and Sandwich Shop
12. Working on Commercial Building Permit for 486 S Pine St (Dollar General)
13. Working on Commercial building permit for Country Club Meadows Lot 1 and Lot 1.

Respectfully,

A handwritten signature in black ink, appearing to read "Chad Mitchell".

Chad Mitchell



TOWN OF  
**PINEDALE**  
WYOMING

H-4

**Item:** Airport

**Action:** Approve/Disapprove/Discussion

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**Presenter:** Riley Wilson

**Information:** Attached

**Recommendation:**

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# TOWN OF PINEDALE WYOMING

April 30th, 2024

## Pinedale Airport Manager's Monthly Report

- AWOS updated and NOTAMs issued as necessary.
- Attended meetings during the month including:
  - Weekly Town safety, supervisor, and manager meetings
- Working with WAC to obtain a scholarship from them to continue my education with AAAE.
- Began editing the Minimum standards to more closely fit the goals of the airport as well as grammatical errors.
- Completed the Little Jet A truck and it is now back into service.
- Hired a new staff member to replace Sage Price.
- Hired a seasonal employee to help out in the summertime.
- Procured poison for the ever present ground squirrels.
- Wrote an airport newsletter which will be published monthly, including recent activities and safety information for around the airport.
- Reported Fuel Sales to WYDOT for record keeping.
- Fuel Sales report attached.
- Continued renovations to the FBO building, the top floor is getting closer and closer to being completed.

## Things I will finalize in May:

- Begin preparations for the new equipment the airport will have in the next few weeks.
- Make the transition to premixed fuel.
- Begin the summertime airport maintenance schedule.
- Attend the PRM meetings with the state.

Should there be questions or comments please feel free to contact me at 307-360-9025 or by email at [rileywilson@townofpinedale.us](mailto:rileywilson@townofpinedale.us)

Respectfully submitted,

*Airport Manager*



**FBO REPORT**  
**MONTH OF APRIL 2024**

**4/30/2024**

**To Whom it May Concern:**

In the month of April 2024, the TOP flight FBO recorded the following transactions:

LANDING FEE TOTAL	\$ 1440
HANGAR RENT TOTAL	\$ 85.10
JET A GALLONS	4699
AV GAS GALLONS	1195.72
LINE FEES TOTAL	\$ 1,942.70
NON FUEL REVENUE	\$ 3,467.80

For Any Additional Questions contact Riley Wilson.

Signed,

A handwritten signature in black ink, appearing to read "Riley Wilson". The signature is fluid and cursive, with a large initial "R" and "W".

*Airport Manager*



TOWN OF  
**PINEDALE**  
WYOMING

H-5

**Item:** Pinedale Travel & Tourism Commission

**Action:** Approve/Disapprove/Discussion

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**Presenter:** Maureen Rudnick

**Information:** Attached

**Recommendation:**

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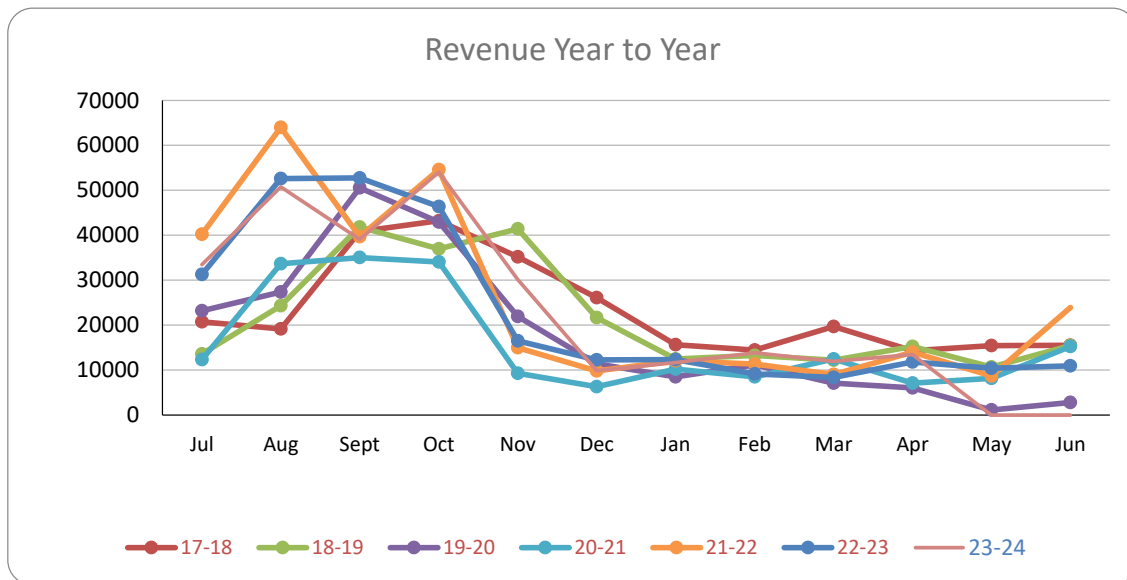
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	17-18	18-19	19-20	20-21	21-22	22-23	23-24	Difference
Jul	20758	13628	23181	12319	40211	31267	33469	2202
Aug	19183	24314	27342	33689	63997	52602	50746	-1856
Sept	40837	41838	50554	35031	39717	52765	39114	-13651
Oct	43235	37002	42912	34067	54566	46415	54036	7621
Nov	35177	41417	21917	9278	15008	16516	30135	13619
Dec	26106	21667	11401	6317	9794	12272	9855	-2416
Jan	15653	12467	8495	10223	12087	12326	11677	-648
Feb	14480	13269	11131	8474	11375	9159	13847	4688
Mar	19700	12183	7136	12504	8997	8368	11937	3569
Apr	14310	15271	6072	7102	14002	11791	13487	1696
May	15477	10694	1129	8181	8702	10436		
Jun	15543	15431	2786	15261	23920	10978		
	280458	259181	214056	192446	302377	274894	268303	14822







TOWN OF  
**PINEDALE**  
WYOMING

I-1

**Item:** Ordinance 715, on second read, an Ordinance of the Town of Pinedale, State of Wyoming, an amended Appropriation Ordinance for fiscal year ending June 30, 2024.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Mayor Murdock

**Information:** Attached

**Recommendation:**

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**ORDINANCE NO. 715**  
**AMENDED ANNUAL APPROPRIATION**  
**ORDINANCE FOR**  
**THE FISCAL YEAR ENDING JUNE 30, 2024**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF PINEDALE, SUBLETTE COUNTY;**

1. That the following sum of money is anticipated as cash on hand and revenue for the Town of Pinedale for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Cash on Hand at 06/30/2023: \$15,012,600.59

Revenue: See attached budget document.

2. The following sums of money are hereby appropriated to defray the expenses and liabilities of the Town of Pinedale, Wyoming for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

Expenditures: See attached budget document.

3. The amount of general taxes upon all property within the Town of Pinedale, to provide for the current expenses of the Town is 8 mill; the Town Clerk shall, under supervision of the Mayor, certify the foregoing amounts of money to be collected by taxes upon all property within the Town of Pinedale to the County Clerk of Sublette County, Wyoming;

4. This Ordinance shall be in full force and effect from and after its approval, passage, and adoption in accordance with the provision of Section 15-2-201 Wyoming Statues.

PASSED ON FIRST READING ON MAY 13, 2024.

PASSED ON SECOND READING ON \_\_\_\_\_.

PASSED, APPROVED AND ADOPTED ON THIRD READING ON \_\_\_\_\_.

ATTEST:

TOWN OF PINEDALE, WYOMING:

\_\_\_\_\_  
AMY STURMAN, Town Clerk

BY: \_\_\_\_\_  
MATT W. MURDOCK, Mayor

STATE OF WYOMING    )  
COUNTY OF SUBLETTE ) ss.  
TOWN OF PINEDALE    )

I hereby certify that the foregoing Ordinance No. 715 was duly published in the Pinedale Roundup, a newspaper of general circulation published in the Town of Pinedale, Wyoming, on the \_\_\_\_\_ day of \_\_\_\_\_.

I further certify that the foregoing Ordinance was duly recorded on Page\_\_\_\_of Book \_\_\_\_\_ of Ordinances of the Town of Pinedale, Wyoming.

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TOWN CLERK

Account Title	
<b>FUND 10 GENERAL FUND</b>	
TOTAL TAX ROYALTIES	\$1,713,000
TOTAL LICENSES AND PERMITS	\$57,750
TOTAL INTERGOVERNMENTAL REVENUE	\$955,864
TOTAL CHARGES FOR SERVICE	\$65,100
TOTAL FINES AND FORFEITURES	\$5,150
TOTAL MISCELLANEOUS REVENUE	\$91,500
TOTAL REVENUE	\$2,888,364
TOTAL ADMIN EXPENSES	\$516,857
TOTAL MAYOR AND COUNCIL	\$47,820
TOTAL MUNICIPAL COURT EXPENSE	\$4,450
TOTAL IT EXPENSE	\$44,500
TOTAL CONTRACTS FOR SERVICES	\$93,675
TOTAL ANIMAL CONTROL	\$104,150
TOTAL STREETS CAPITAL OUTLAY	\$0
TOTAL STREET OPERATIONS	\$604,903
TOTAL MOSQUITO CONTRACT	\$40,000
TOTAL PARKS AND RECREATION	\$293,691
TOTAL ENGINEERING, PLANNING & ZONING	\$213,394
TOTAL PUBLIC WORKS MAINTENANCE	\$306,628
TOTAL EQUIPMENT, PARTS, AND REPAIRS	\$131,449
TOTAL AIRPORT EXPENSE FROM GENERAL FUND	\$0
TOTAL TOWN COUNCIL DISCRETIONARY EXP	\$798,870
TOTAL FUND 10 EXPENSE	\$3,200,387
NET REVENUE OVER EXPENSE	(\$312,023)
FUNDED FROM RETAINED EARNINGS	\$312,023
<b>FUND 21 TRAVEL AND TOURISM</b>	
TOTAL TAX REVENUE	\$291,000
TOTAL MISCELLANEOUS REVENUE	\$0
FUND 21 TOTAL REVENUE	\$291,000
TOTAL DIRECT SALES & COMMUNITY RELATIONS	\$115,400
TOTAL MARKETING CAMPAIGNS	\$116,000
TOTAL TRAVEL, CONTRACT & PROJECT DEVELOPMENT	\$18,500

TOTAL CONTRACT AND ADMIN EXPENSE	\$31,473
TOTAL TRANSFER TO FUND 10 FOR TOWN 10%	\$29,000
FUND 21 TOTAL EXPENSES	\$310,373
FUND 21 NET REVENUE OVER EXPENSES	(\$19,373)
FUNDED FROM RETAINED EARNINGS	\$19,373
<b>FUND 31 AIRPORT OPERATIONS</b>	
AIRFIELD REVENUES	\$101,800
GRANT REVENUES	\$2,703,293
FBO REVENUES	\$617,916
FUND 31 TOTAL REVENUE	\$3,423,009
ROUTINE EXPENSES	\$357,120
NAVIGATION AIDS	\$10,436
AIRFIELD MAINTENANCE	\$76,000
AIRPORT UTILITIES	\$26,300
TOTAL EMPLOYEE EXPENSE	\$214,033
GRANT PROJECT EXPENSE	\$2,700,793
FBO OPERATIONS EXPENSE	\$542,882
FUND 31 TOTAL EXPENSES	\$3,927,564
FUND 31 NET REVENUE OVER EXPENSES	(\$504,555)
FUNDED FROM RESERVES	\$504,555
<b>FUND 51 WATER ENTERPRISE FUND</b>	
TOTAL REVENUE	\$1,892,055
TOTAL EXPENSES	\$1,890,543
FUND 51 NET REVENUE OVER EXPENSE	\$1,512
<b>FUND 52 SEWER ENTERPRISE FUND</b>	
TOTAL REVENUE	\$1,125,863
TOTAL EXPENSES	\$1,124,635
FUND 52 NET REVENUE OVER EXPENSES	\$1,228



TOWN OF  
**PINEDALE**  
WYOMING

I-2

**Item:** Ordinance 716, on second read, an Ordinance of the Town of Pinedale, State of Wyoming, an annual Appropriation Ordinance for fiscal year ending June 30, 2025.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Mayor Murdock

**Information:** Attached

**Recommendation:**

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**ORDINANCE NO. 716**  
**ANNUAL APPROPRIATION ORDINANCE**  
**FOR**  
**THE FISCAL YEAR ENDING JUNE 30, 2025**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF PINEDALE, SUBLETTE COUNTY;**

1. That the following sum of money is anticipated as cash on hand and revenue for the Town of Pinedale for the fiscal year beginning July 1, 2023, and ending June 30, 2024.

Cash on Hand at 04/30/2024: \$14,689,551.28

Revenue: See attached budget document.

2. The following sums of money are hereby appropriated to defray the expenses and liabilities of the Town of Pinedale, Wyoming for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

Expenditures: See attached budget document.

3. The amount of general taxes upon all property within the Town of Pinedale, to provide for the current expenses of the Town is 8 mill; the Town Clerk shall, under supervision of the Mayor, certify the foregoing amounts of money to be collected by taxes upon all property within the Town of Pinedale to the County Clerk of Sublette County, Wyoming;

4. This Ordinance shall be in full force and effect from and after its approval, passage, and adoption in accordance with the provision of Section 15-2-201 Wyoming Statues.

PASSED ON FIRST READING ON MAY 13, 2024.

PASSED ON SECOND READING ON \_\_\_\_\_.

PASSED, APPROVED AND ADOPTED ON THIRD READING ON \_\_\_\_\_.

ATTEST:

TOWN OF PINEDALE, WYOMING:

\_\_\_\_\_  
AMY STURMAN, Town Clerk

BY: \_\_\_\_\_  
MATT W. MURDOCK, Mayor

STATE OF WYOMING    )  
COUNTY OF SUBLETTE ) ss.  
TOWN OF PINEDALE    )

I hereby certify that the foregoing Ordinance No. \_\_\_\_ was duly published in the Pinedale Roundup, a newspaper of general circulation published in the Town of Pinedale, Wyoming, on the \_\_\_\_ day of \_\_\_\_\_.

I further certify that the foregoing Ordinance was duly recorded on Page \_\_\_\_ of Book \_\_\_\_ of Ordinances of the Town of Pinedale, Wyoming.

\_\_\_\_\_  
Town Clerk

FIRST READ	FISCAL YEAR 2024-2025
Account Title	
<b>FUND 10 GENERAL FUND</b>	
TOTAL TAX ROYALTIES	\$1,731,000
TOTAL LICENSES AND PERMITS	\$53,750
TOTAL INTERGOVERNMENTAL REVENUE	\$1,057,796
TOTAL CHARGES FOR SERVICE	\$70,900
TOTAL FINES AND FORFEITURES	\$2,150
TOTAL MISCELLANEOUS REVENUE	\$84,000
TOTAL REVENUE	\$2,999,596
TOTAL ADMIN EXPENSES	\$578,542
TOTAL MAYOR AND COUNCIL	\$47,820
TOTAL MUNICIPAL COURT EXPENSE	\$2,450
TOTAL IT EXPENSE	\$54,000
TOTAL CONTRACTS FOR SERVICES	\$96,000
TOTAL ANIMAL CONTROL	\$121,287
TOTAL STREETS CAPITAL OUTLAY	\$0
TOTAL STREET OPERATIONS	\$616,903
TOTAL MOSQUITO CONTRACT	\$40,000
TOTAL PARKS AND RECREATION	\$352,997
TOTAL ENGINEERING, PLANNING & ZONING	\$213,394
TOTAL PUBLIC WORKS MAINTENANCE	\$280,514
TOTAL EQUIPMENT, PARTS, AND REPAIRS	\$133,949
TOTAL AIRPORT EXPENSE FROM GENERAL FUND	\$0
TOTAL TOWN COUNCIL DISCRETIONARY EXP	\$942,226
TOTAL FUND 10 EXPENSE	\$3,480,082
NET REVENUE OVER EXPENSE	(\$480,486)
FUNDED FROM RETAINED EARNINGS	\$480,486
<b>FUND 21 TRAVEL AND TOURISM</b>	
TOTAL TAX REVENUE	\$270,000
TOTAL MISCELLANEOUS REVENUE	\$30,000
FUND 21 TOTAL REVENUE	\$300,000
TOTAL DIRECT SALES & COMMUNITY RELATIONS	\$140,400
TOTAL MARKETING CAMPAIGNS	\$116,000
TOTAL TRAVEL, CONTRACT & PROJECT DEVELOPMENT	\$19,500
TOTAL CONTRACT AND ADMIN EXPENSE	\$30,664
TOTAL TRANSFER TO FUND 10 FOR TOWN 10%	\$29,000
FUND 21 TOTAL EXPENSES	\$335,564

FUND 21 NET REVENUE OVER EXPENSES	(\$35,564)
FUNDED FROM RETAINED EARNINGS	\$35,564
<b>FUND 31 AIRPORT OPERATIONS</b>	
AIRFIELD REVENUES	\$87,000
GRANT REVENUES	\$2,289,935
FBO REVENUES	\$788,600
FUND 31 TOTAL REVENUE	\$3,165,535
ROUTINE EXPENSES	\$69,350
NAVIGATION AIDS	\$5,376
AIRFIELD MAINTENANCE	\$32,000
AIRPORT UTILITIES	\$25,500
TOTAL EMPLOYEE EXPENSE	\$220,191
GRANT PROJECT EXPENSE	\$2,278,559
FBO OPERATIONS EXPENSE	\$581,120
FUND 31 TOTAL EXPENSES	\$3,212,096
FUND 31 NET REVENUE OVER EXPENSES	(\$46,561)
FUNDED FROM RESERVES	\$46,561
<b>FUND 51 WATER ENTERPRISE FUND</b>	
TOTAL REVENUE	\$2,248,409
TOTAL EXPENSES	\$2,156,451
FUND 51 NET REVENUE OVER EXPENSE	\$91,958
<b>FUND 52 SEWER ENTERPRISE FUND</b>	
TOTAL REVENUE	\$3,355,079
TOTAL EXPENSES	\$3,297,809
FUND 52 NET REVENUE OVER EXPENSES	\$57,270



TOWN OF  
**PINEDALE**  
WYOMING

I-3

**Item:** Approve Resolution 2024-09, a Resolution setting rates and fees for water and sewer permits and services for the Town of Pinedale.

**Action:** Approve/Disapprove/Amend

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**Presenter:** Mayor Murdock

**Information:** Attached

**Recommendation:**

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## RESOLUTION 2024-09

### A RESOLUTION SETTING RATES AND FEES FOR WATER AND SEWER PERMITS AND SERVICES FOR THE TOWN OF PINEDALE.

WHEREAS, the Town of Pinedale has the authority to set permit fees by resolution; and,

WHEREAS, the Town of Pinedale now desires to do so;

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE TOWN OF PINEDALE THAT THE RATES AND FEES SET OUT BELOW ARE HEREBY ADOPTED.**

All fees effective July 15, 2024.

The Town of Pinedale may add additional fees at any time as new services are developed.

<b>§ Chapter 460 Water and Sewer Services</b>				
<b>Water Rates</b>				
Water Meter Size (inches)	Usage Allowance (per 1,000 gallons)		Water Minimum Charge per Month	Cost per 1,000 gallons Over usage allowance (rounded up to nearest 1,000 gallons)
	Nov 15 – April 15	April 16 – Nov 14		
0.625, 0.75, 1	20	10	\$40	\$1
1.5	10	10	\$77	\$1.25
2	10	10	\$103.25	\$1.88
3	5	5	\$166.25	\$2.63
4	5	5	\$272	\$2.63
6 & 8	5	5	\$494	\$2.63

<b>Sewer Rates</b>				
Water Meter Size (inches)	Usage Allowance (per 1,000 gallons)		Sewer Minimum Charge per Month	Cost per 1,000 gallons Over usage allowance (rounded up to nearest 1,000 gallons)
	Nov 15 – April 15	April 16 – Nov 14		
0.625, 0.75, 1	40	20	\$27.50	\$0.25
1.5	20	20	\$77	\$1
2	10	10	\$96	\$1.25
3	5	5	\$184	\$1.75
4	5	5	\$252	\$1.75
6 & 8	5	5	\$236	\$1.75

<b>Out-of-Town Rates are 50% Higher (does not apply to Bulk Sales)</b>		
Bulk Water Sales	Bulk Water from a Fire Hydrant per 1,000 Gallons	\$23
	Bulk Water for Town of Pinedale Capital Improvement Projects as designated by Town Council	\$0
	AquaFlow 3" Connection: first 1000 gallons/cost per additional 100 gallons	\$20 / \$2
	AquaFlow 2" Connection: First 500 gallons/cost per additional 100 gallons	\$13 / \$2
	AquaFlow RV 1" Hose Bib: first 150 gallons/cost per additional 100 gallons	\$7 / \$2
Bulk Sewer	Septage Receiving at Wastewater Treatment Facility	\$85 per 1,000 gallons
	RV Sewer Dump	\$15

<b>Water and Sewer Connection Fees</b>		
<b>Out-of-Town Rates are 50% Higher</b>		
¾ and 1-inch Water Tap	Water Connection Fee	\$4800 / \$2700
1 ½ -inch Water Tap	Not including Meter & Pit	\$4050 / \$4050
2-inch Water Tap	Not including Meter & Pit	\$5400 / \$5400
3-inch Water Tap	Not including Meter & Pit	\$8100 / \$8100
4-inch Water Tap	Not including Meter & Pit	\$10,800 / \$10,800
5-inch Water Tap	Not including Meter & Pit	\$13,500 / \$13,500
6-inch Water Tap	Not including Meter & Pit	\$16,200 / \$16,200
8-inch Water Tap	Not including Meter & Pit	\$20,000 / \$20,000
Each fire protection line in addition to the full price for the domestic tap		\$2,000

<b>Water and Sewer Replacement Parts</b>		
Accuracy Check of Water	Fee waived for faulty meter	\$50
Replacement of Water/Sewer parts	Cost of parts plus 10%	

<b>Water and Sewer Laboratory Testing</b>		
Colilert Presence/Absence Testing	Per Sample	\$30
Colilert Enumeration Testing	Per Sample	\$45
<b>Fee is 50% higher if delivered to the lab outside of published laboratory hours.</b>		

**Temporary Shut-off Rates**

Temporary shut-off rates shall be 25% of the monthly minimum applicable charge. Temporary shut-off rates may only be requested for a complete billing period from the 15th of one month to the 15th of the following month. There is a \$50 fee to return to normal service and turn the water service back on. **If the customer only has sewer service, the temporary shut-off rate is not available.**

**Water and Sewer Late Fees**

Late Payment Fee	1-30 days past due	\$25
Late Payment Fee	31-60 days past due	\$50
Late fee for each additional 30-day period that a balance remains unpaid	Late charge of 5% shall not be compounded	5%

**PASSED, APPROVED AND ADOPTED THIS 28<sup>th</sup> DAY OF MAY, 2024.**

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Matt Murdock, Mayor

ATTEST:

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Amy Sturman, Clerk







TOWN OF  
**PINEDALE**  
WYOMING

**J-1**

**Item:** Approve the bills for May 28, 2024, in the amount of \$81,751.61 paid with checks 30507 - 30538

**Action:** Approve/Disapprove/Amend

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**Presenter:** Mayor Murdock

**Information:** Attached

**Recommendation:**

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount
<b>30306</b>									
05/24	05/23/2024	30306	1418	OVERDORFF, BRANDON & JACQUELI	20240307	31-410-0040	REIMBURSE SECURITY DEPOS	1,000.00-	1,000.00- V
Total 30306:									1,000.00-
<b>30507</b>									
05/24	05/28/2024	30507	5	A TO Z HARDWARE	072021	31-412-0002	WINDOW TRIM STAIN	25.99	25.99
05/24	05/28/2024	30507	5	A TO Z HARDWARE	072071	10-410-5010	BOLT & DRILL BIT	16.48	16.48
05/24	05/28/2024	30507	5	A TO Z HARDWARE	072176	10-452-5010	FLAG PULLEY	12.99	12.99
05/24	05/28/2024	30507	5	A TO Z HARDWARE	072295	10-452-5010	SWIVEL SNAP	3.99	3.99
05/24	05/28/2024	30507	5	A TO Z HARDWARE	072311	10-452-5010	DOOR LOCK BITS	25.48	25.48
05/24	05/28/2024	30507	5	A TO Z HARDWARE	072319	10-452-5010	IRRIGATION REPAIRS	10.97	10.97
Total 30507:									95.90
<b>30508</b>									
05/24	05/28/2024	30508	1450	AVFUEL CORPORATION	020477843	31-414-0010	JET A FUEL	40,226.02	40,226.02
Total 30508:									40,226.02
<b>30509</b>									
05/24	05/28/2024	30509	1104	BOMGAARS SUPPLY	74657758	31-412-0002	FBO REMODEL SUPPLIES	59.40	59.40
05/24	05/28/2024	30509	1104	BOMGAARS SUPPLY	74657897	31-414-0015	FUEL FARM PADLOCKS	39.97	39.97
05/24	05/28/2024	30509	1104	BOMGAARS SUPPLY	74658336	31-412-0015	FUEL FARM SUPPLIES	20.97	20.97
05/24	05/28/2024	30509	1104	BOMGAARS SUPPLY	74658950	31-412-0015	PPE	206.93	206.93
05/24	05/28/2024	30509	1104	BOMGAARS SUPPLY	74659920	31-412-0002	FBO REMODEL SUPPLIES	45.32	45.32
Total 30509:									372.59
<b>30510</b>									
05/24	05/28/2024	30510	1492	CJ SIGNS	10690	10-502-5013	TRUCK DECALS	52.50	52.50
Total 30510:									52.50
<b>30511</b>									
05/24	05/28/2024	30511	1284	CONRAD & BISCHOFF INC	IN-056197-24	52-434-1490	FUEL/SEWER	3,978.22	3,978.22
Total 30511:									3,978.22

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount
<b>30512</b>									
05/24	05/28/2024	30512	119	CRUM ELECTRIC SUPPLY CO	2550725-00	52-434-1970	WW AERATOR REPAIRS	2,213.45	2,213.45
Total 30512:									2,213.45
<b>30513</b>									
05/24	05/28/2024	30513	1236	FISHER SCIENTIFIC	2246768	51-433-1735	IN HOUSE LAB SUPPLIES	627.16	627.16
Total 30513:									627.16
<b>30514</b>									
05/24	05/28/2024	30514	181	FLOW RIGHT PLUMBING & HEATING	11382	10-410-5010	TOWN HALL FILTER REPLACEM	23.33	23.33
Total 30514:									23.33
<b>30515</b>									
05/24	05/28/2024	30515	1303	GE DIGITAL LLC	170011000653	51-433-5011	ANNUAL SCADA RENEWAL-WA	3,400.64	3,400.64
Total 30515:									3,400.64
<b>30516</b>									
05/24	05/28/2024	30516	213	HACH	14026681	51-433-5015	PH PROBE REPLACEMENT	559.42	559.42
Total 30516:									559.42
<b>30517</b>									
05/24	05/28/2024	30517	1089	MCMILLEN, LANCE	20240521	10-431-0375	PER DIEM-OSHA	118.00	118.00
Total 30517:									118.00
<b>30518</b>									
05/24	05/28/2024	30518	1140	MITCHELL, KEVIN	20240521	10-501-0375	PER DIEM-OSHA	118.00	118.00
Total 30518:									118.00
<b>30519</b>									
05/24	05/28/2024	30519	325	MOOSELY MAILBOXES & MORE	88848	52-434-0290	SLIB DOCS	18.54	18.54
05/24	05/28/2024	30519	325	MOOSELY MAILBOXES & MORE	88907	31-410-0215	FUEL TANK INSTALLATION CER	35.95	35.95

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount
Total 30519:									54.49
<b>30520</b>									
05/24	05/28/2024	30520	1047	NELSON ENGINEERING	2334301-6416	51-433-4300	SHALLOW WATER MAIN PROJE	3,982.50	3,982.50
Total 30520:									3,982.50
<b>30521</b>									
05/24	05/28/2024	30521	365	OFFICE OUTLET	0926505	10-410-0290	OFFICE SUPPLIES	202.50	202.50
Total 30521:									202.50
<b>30522</b>									
05/24	05/28/2024	30522	1418	OVERDORFF, BRANDON & JACQUELI	20240528	31-410-0040	REIMBURSE SECURITY DEPOS	900.00	900.00
Total 30522:									900.00
<b>30523</b>									
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	106797	10-502-5016	EPOXY	20.78	20.78
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	106908	10-502-5010	HYDRAULIC ADAPTERS P2	11.52	11.52
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	107365	10-502-5013	HYDRAULIC ADAPTERS P47	14.33	14.33
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	107448	10-502-5014	BRAKE ROTORS P10	122.00	122.00
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	107513	10-502-5014	BRAKE ROTORS P10-CREDIT R	122.00	122.00
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	107617	10-502-5013	STARTER P3	339.39	339.39
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	107791	10-502-5013	PINTLE HITCH	157.59	157.59
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	107826	10-502-5013	FILTERS P44	150.93	150.93
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	107889	10-502-5014	CALIPER BOLT P10	5.87	5.87
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	108062	10-502-5013	FILTERS & OIL P47 & P58	161.62	161.62
05/24	05/28/2024	30523	385	PINEDALE AUTO SUPPLY	108080	10-502-5014	CARB CLEANER P58	35.82	35.82
Total 30523:									897.85
<b>30524</b>									
05/24	05/28/2024	30524	898	PINEDALE ROUNDUP	298020	10-410-0330	WEEKLY AD	100.00	100.00
05/24	05/28/2024	30524	898	PINEDALE ROUNDUP	298731	10-410-0330	WEEKLY AD	100.00	100.00
05/24	05/28/2024	30524	898	PINEDALE ROUNDUP	300376	10-410-0330	WEEKLY AD	100.00	100.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount
Total 30524:									300.00
<b>30525</b>									
05/24	05/28/2024	30525	418	R & D SWEEPING & ASPHALT MAINT L	17279	10-431-2010	SIDEWALK/CROSSWALK MAINT	10,750.00	10,750.00
Total 30525:									10,750.00
<b>30526</b>									
05/24	05/28/2024	30526	437	RIDLEY'S FAMILY MARKET	0403.05.13	10-410-5010	CONFERENCE ROOM BULBS	41.97	41.97
05/24	05/28/2024	30526	437	RIDLEY'S FAMILY MARKET	0418.05.21	10-452-5010	ELECTRICAL TAPE	25.17	25.17
05/24	05/28/2024	30526	437	RIDLEY'S FAMILY MARKET	0497.04.22	10-452-5010	RR STALL DOOR REPAIR	7.27	7.27
05/24	05/28/2024	30526	437	RIDLEY'S FAMILY MARKET	0497.05.18	31-412-0002	FBO REMODEL SUPPLIES	62.98	62.98
Total 30526:									137.39
<b>30527</b>									
05/24	05/28/2024	30527	453	ROCKY MOUNTAIN POWER	20240514 205	10-410-1611	TOWN HALL	437.30	437.30
05/24	05/28/2024	30527	453	ROCKY MOUNTAIN POWER	20240514 LIF	10-452-1611	LIFT STATION	82.82	82.82
05/24	05/28/2024	30527	453	ROCKY MOUNTAIN POWER	20240514 S L	10-452-1611	S LAKE RR	36.76	36.76
05/24	05/28/2024	30527	453	ROCKY MOUNTAIN POWER	20240514 S25	52-434-1611	55 S RD LAGOON	2,441.50	2,441.50
05/24	05/28/2024	30527	453	ROCKY MOUNTAIN POWER	20240521 DK	10-452-1611	BALLFIELDS	238.58	238.58
Total 30527:									3,236.96
<b>30528</b>									
05/24	05/28/2024	30528	1433	SHADOW MOUNTAIN WATER OF WY I	002.B015421	31-414-0040	AIRPORT POTABLE WATER	15.00	15.00
Total 30528:									15.00
<b>30529</b>									
05/24	05/28/2024	30529	476	SIMPLOT TURF & HORTICULTURE	235005138	10-452-2070	FERTILIZER	6,261.84	6,261.84
Total 30529:									6,261.84
<b>30530</b>									
05/24	05/28/2024	30530	1146	STATE FIRE SALES & SERVICE	INV000000904	51-433-1614	FIRE ALARM MONITORING-MC	135.00	135.00
05/24	05/28/2024	30530	1146	STATE FIRE SALES & SERVICE	INV000000904	10-501-1614	FIRE ALARM MONITORING-SHO	135.00	135.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount
Total 30530:									270.00
<b>30531</b>									
05/24	05/28/2024	30531	541	TELETRACTORS, INC.	6587	10-431-1050	ROAD BASE	647.85	647.85
Total 30531:									647.85
<b>30532</b>									
05/24	05/28/2024	30532	570	TRI-COUNTY SANITATION, INC.	28254	10-452-0490	TOILET RENTAL/SERVICE	41.00	41.00
Total 30532:									41.00
<b>30533</b>									
05/24	05/28/2024	30533	575	TURF EQUIPMENT & IRRIGATION	3022721-00	10-502-5012	WINDOW	277.75	277.75
Total 30533:									277.75
<b>30534</b>									
05/24	05/28/2024	30534	941	ULINE	178195800	52-434-5010	WW PLANT GLOVES	1,296.22	1,296.22
Total 30534:									1,296.22
<b>30535</b>									
05/24	05/28/2024	30535	580	UNION TELEPHONE COMPANY, INC.	70097452.050	10-410-1610	UTILITIES-CELL/TOWN&DPW	414.44	414.44
Total 30535:									414.44
<b>30536</b>									
05/24	05/28/2024	30536	586	USA BLUEBOOK	INV00362956	52-434-1735	IN HOUSE WW LAB SUPPLIES	323.04	323.04
05/24	05/28/2024	30536	586	USA BLUEBOOK	INV00363599	52-434-1735	IN HOUSE WW LAB SUPPLIES	38.85	38.85
05/24	05/28/2024	30536	586	USA BLUEBOOK	INV00364767	51-433-1735	IN HOUSE LAB SUPPLIES	68.70	68.70
Total 30536:									430.59
<b>30537</b>									
05/24	05/28/2024	30537	1222	WRIGHT, RITA	103	52-434-5012	LAB CONSULTANT	500.00	500.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Description	Invoice Amount	Check Amount
Total 30537:									500.00
<b>30538</b>									
05/24	05/28/2024	30538	1335	WYOMING WATER ASSOCIATION	20240522	51-433-0370	ANNUAL DUES	350.00	350.00
Total 30538:									350.00
Grand Totals:									81,751.61

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

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City Recorder: \_\_\_\_\_





TOWN OF  
**PINEDALE**  
WYOMING

J-2

**Item:** Approve payroll and benefits for May 31, 2024

**Action:** Approve/Disapprove/Amend

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**Presenter:** Mayor Murdock

**Information:**

**Recommendation:**

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