

**CITY OF LANDER REGULAR COUNCIL MEETING MINUTES**

**TUESDAY APRIL 11, 2023, 6:00 p.m.**

**CITY HALL, COUNCIL CHAMBERS, 240 LINCOLN ST**

**UNOFFICIAL MINUTES- NOT YET APPROVED**

**THE CITY OF LANDER IS AN EQUAL OPPORTUNITY PROVIDER**

Mayor Richardson called the meeting to order at 6:00 p.m. and led the Pledge of Allegiance.

**1. Roll Call**

**Governing Body Present:** Council Members Missy White , Josh Hahn, Melinda Cox (via Zoom), John Larsen, Dan Hahn, and Mayor Richardson.

**Governing Body Absent:** Council Member Julia Stuble

**City Staff Present:** City Clerk, Rachelle Fontaine, City Park Forman Kevin Johnson, Assistant Mayor RaJean Strube Fossen, City Attorney Adam Phillips, Public Works Director Lance Hopkin, Lander Police Chief Scott Peters.

**2. Approval of Agenda**

Mayor Richardson noted there is a clerical error in #3 Public Hearing and the title Ordinance 2023-2 needs to be amended to Enacted 1963 not 1962.

MOTION: Council Member White moved to approve the agenda as amended. Council Member Josh Hahn seconded the motion. Motion passed unanimously.

**3. Public Hearing- Ordinance 2023-2 Redistricting in accordance with W.S. §22-23-103 and Lander Code 12-1-2 and Repealing Ordinance 442 Enacted 1963**

A. Open Public Hearing at 6:03 P.M.

B. Introduce and Read – City Clerk Fontaine introduced and read Ordinance 2023-2 Redistricting in accordance with W.S. §22-23-103 and Lander Code 12-1-2 and Repealing Ordinance 442 Enacted 1963.

C. Ask for Comments-None

D. Close Hearing at 6:06 p.m.

**4. Communication from the Floor**

**A. Public Comment-**

Paula McCormick, LOTRA President and Julie Freese, LOTRA Treasurer expressed proposed rental fee schedule concerns. They requested the council consider something more in alignment with what the Fremont County Fairgrounds charge. Mike Lilygren-As a founding Board Member of LEDA in 2014, he provided a history, a summary of LEDA's successes and the future. LEDA was not intended to not be a member organization but rather a volunteer base. He encouraged the council to be flexible and work with LEDA, but stated there is no reason to dig deep into the City funds to do so.

Justin Iskra, Executive Director and Libby Vedder, Board Chair of the Central Wyoming Climbers Alliance expressed concerns about the cost of the fee schedule. Discussion about costs of hosting events and economic impact climbers have on the community.

**5. Consent Agenda**

A. Regular Meeting Minutes-March 14, 2023

B. Regular Meeting Minutes – March 28,2023

C. Work Session Meeting Minutes – March 28, 2023

D. Bills and Claims- Pulled off the Consent Agenda

EMPLOYEE REIMBURSEMENTS TUITION & REGISTRATION 283 ,ROCKY MOUNTAIN POWER ELECTRIC 17820.7,BLACK HILLS ENERGY GAS 12401.33,EMPLOYEE REIMBURSEMENTS TUITION & REGISTRATION 283,QUADIENT INC POSTAGE 1000,HOMETOWN OIL FUEL 199.5,HOMETOWN OIL SHOP SUPPLIES 2487.63,MASA EMPLOYEE BENEFIT 228,R D RAMADON VEHICLE REPAIR 7650,WAMCO LAB INC. WW LAB/TESTING 2100,WYOMING BUSINESS COUNCIL PROJECT COSTS 3750,MASTERCARD SUPPLIES 25.99,MASTERCARD SUPPLIES 40,MASTERCARD TRAVEL 260.23,MASTERCARD SUPPLIES 1242.92,MASTERCARD TRAVEL 14,MASTERCARD PROFESSIONALS 199,MASTERCARD TELEPHONE 832.93,MASTERCARD BUILDING MAINTENANCE 2213.81,MASTERCARD SUPPLIES 36.14,MASTERCARD SUPPLIES 80,MASTERCARD SHOP SUPPLIES 5.26,MASTERCARD COMMUNITY DEVELOPMENT 500,MASTERCARD TRAVEL 50.01,MASTERCARD TRAVEL 79.74,MASTERCARD TRAVEL 196,MASTERCARD

**CITY OF LANDER MISSION STATEMENT**

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SUPPLIES 13.16,MASTERCARD COMMUNITY DEVELOPMENT 150,MASTERCARD MEETING EXPENSE 80.14,MASTERCARD MEETING EXPENSE 21.98,MASTERCARD SUPPLIES/TOOLS & EQUIP 24.99,MASTERCARD BLDG GROUNDS MAINTENANCE 169.64,MASTERCARD SUPPLIES/TOOLS & EQUIP 34.18,MASTERCARD SUPPLIES 1399.99,MASTERCARD REPAIR & MAINATENANCE 25.9,MASTERCARD PROF AND CONSULTING 18.06,MASTERCARD WATER SAMPLES TESTING 75,MASTERCARD WW LAB/TESTING 316,MASTERCARD WATER SAMPLES TESTING 170,MASTERCARD OPERATIONS AND MAINTENANCE 3485.02,MASTERCARD WATER SAMPLES TESTING 60,MASTERCARD WW LAB/TESTING 319,MASTERCARD OPERATIONS AND MAINTENANCE 219.98,MASTERCARD WATER SAMPLES TESTING 125,MASTERCARD OPERATIONS AND MAINTENANCE 43.07,MASTERCARD OPERATIONS AND MAINTENANCE - 35.16,MASTERCARD OPERATIONS AND MAINTENANCE 20.31,MASTERCARD OPERATIONS AND MAINTENANCE 101.99,MASTERCARD TUITION & REGISTRATION 149,MASTERCARD TIRES 302.16,MASTERCARD TOOLS & SHOP SUPPLIES 25.72,MASTERCARD BUILDING MAINTENANCE 175.71,MASTERCARD VEHICLE REPAIR 804.78,MASTERCARD BUILDING MAINTENANCE 51.14,MASTERCARD TUITION & REGISTRATION 176,MASTERCARD WW-OPERATIONS & MAINTENANCE 175.97,MASTERCARD OPERATIONS AND MAINTENANCE 15.5,MASTERCARD TUITION & REGISTRATION 100,MASTERCARD OPERATIONS AND MAINTENANCE 160.49,MASTERCARD OPERATIONS AND MAINTENANCE 59.37,MASTERCARD MEETING EXPENSE 28.87,MASTERCARD MEETING EXPENSE 108,MASTERCARD CONCESSIONS 11.07,MASTERCARD ICE SKATING 1895,MASTERCARD REC. EQUIPMENT 706.56,MASTERCARD REPAIR AND MAINTENANCE SERVICE 132.96,MASTERCARD TUITION & REGISTRATION 16.86,MASTERCARD FUND EQUIPMENT REPLACEMENT 613.71,MASTERCARD TUITION & REGISTRATION 50.58,MASTERCARD SUPPLIES 16.31,MASTERCARD PROF. & TECHNICAL SERVICE 44,MASTERCARD TUITION & REGISTRATION 390,MASTERCARD SUPPLIES 89.06,MASTERCARD SUPPLIES 1060.84,MASTERCARD SUPPLIES 86.94,MASTERCARD SUPPLIES 14.39,MASTERCARD SUPPLIES 61.36,MASTERCARD OPERATIONS AND MAINTENANCE 384.66,MASTERCARD OPERATIONS AND MAINTENANCE 400,MASTERCARD OPERATIONS AND MAINTENANCE 43.18,MASTERCARD SUPPLIES 7.51,MASTERCARD VEHICLE REPAIR 83.67,MASTERCARD SHOP SUPPLIES 54.86,MASTERCARD VEHICLE REPAIR 42.77,MASTERCARD SHOP SUPPLIES 94.93,MASTERCARD SHOP SUPPLIES 13.49,MASTERCARD VEHICLE REPAIR 623.2,MASTERCARD WW-OPERATIONS & MAINTENANCE 253.07,MASTERCARD ADVERTISING 29.9,MASTERCARD SUPPLIES 32.36,MASTERCARD EMPLOYEE BENEFIT 109.25,MASTERCARD ADVERTISING 2431.55,MASTERCARD SUPPLIES 140.3,MASTERCARD SUPPLIES 113.86,MASTERCARD SUPPLIES 1134,MASTERCARD FIRE EQUIPMENT MAINTENANCE 75,MASTERCARD SUPPLIES 78.2,MASTERCARD EQUIPMENT REPAIR 63.45,MASTERCARD SUPPLIES 58.33,MASTERCARD TUITION & REGISTRATION 69,MASTERCARD SUPPLIES 928.5,MASTERCARD TRAINING 161.65,MASTERCARD BUILDING MAINTENANCE 90,MASTERCARD FIRE EQUIPMENT MAINTENANCE 11.46,MASTERCARD TRAVEL 202,MASTERCARD COMMUNITY DEVELOPMENT 147.7,MASTERCARD SUPPLIES 42.76,MASTERCARD COMMUNITY DEVELOPMENT 261.36,MASTERCARD TRAVEL 1065.6,MASTERCARD TUITION & REGISTRATION 900,MASTERCARD TRAVEL 906.2,MASTERCARD TRAVEL 117.52,MASTERCARD TRAVEL 70,MASTERCARD TUITION & REGISTRATION 138,MASTERCARD TUITION & REGISTRATION 315,MASTERCARD TELEPHONE & INTERNET 1761.88,MASTERCARD TELEPHONE & INTERNET 1157.01,MASTERCARD TUITION & REGISTRATION 299,MASTERCARD TELEPHONE & INTERNET 907.2,MASTERCARD TELEPHONE & INTERNET 899,MASTERCARD PROF. & TECHNICAL SERVICE 684.35,MASTERCARD SUPPLIES 71.74,MASTERCARD SUPPLIES 50.39,MASTERCARD SUPPLIES 212.01,MASTERCARD SUPPLIES 103.27,MASTERCARD SUPPLIES 351.16,MASTERCARD SUPPLIES 93.08,MASTERCARD INVESTIGATIVE FUNDS 744,MASTERCARD SUPPLIES 117.57,MASTERCARD SUPPLIES 76.45,MASTERCARD NEW ASSETS 449.85,MASTERCARD TRAVEL 206,MASTERCARD FUEL 343.86,MASTERCARD VEHICLE REPAIR 30.58,MASTERCARD TUITION & REGISTRATION 788.68,MASTERCARD TUITION & REGISTRATION 395,MASTERCARD SUPPLIES -4,307 SECURITY SOLUTIONS BUILDING MAINTENANCE 282,ADAM E PHILLIPS ATTORNEY AT LAW GENERAL ATTORNEY 4460,ALEXANDER EXCAVATION OPERATION/ MAINTENANCE STREETS 6225,ALSCO LINENS 332.81,ALSCO LINENS 13.81,ALSCO LINENS 32.73,APEX SURVEYING OUTSIDE SERVICES 567,APEX SURVEYING OUTSIDE SERVICES 2152.5,BADGER METER INC METER REPLACEMENT 522.93,BADGER METER INC OPERATIONS AND MAINTENANCE 1491.78,CASPER STAR TRIBUNE ADVERTISING 674.08,BRODIE EXCAVATION LLC OPERATION/ MAINTENANCE STREETS 2280,CIVICPLUS COMMUNITY DEVELOPMENT 370.28,CMI TECO SHOP SUPPLIES 27,DORSETT TECHNOLOGIES INC PROFESSIONAL FEES 2291.63,DRUG TESTING SERVICES LLC EMPLOYEE SCREENING 620,ESO SOLUTIONS SUPPLIES 2111.5,FREMONT CO PUBLIC HEALTH WW-OPERATIONS & MAINTENANCE 20,FREMONT COUNTY TREASURER PRISONER CARE 880,FREMONT COUNTY TREASURER PRISONER CARE 1870,FREMONT COUNTY TREASURER DISPATCH CONTRACT 18232.83,HDR ENGINEERING INC PROF AND CONSULTING 2312.5,GROATHOUSE CONSTRUCTION PROJECT COSTS 192298,HONNEN EQUIPMENT CO VEHICLE REPAIR 989.06,HOTSY EQUIPMENT OF WYOMING OPERATION/ MAINTENANCE STREETS 115,L N CURTIS & SONS FIRE EQUIPMENT

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MAINTENANCE 645.41,LANDER COMMUNITY FOUNDATION COMMUNITY DEVELOPMENT 1250,LANDER RECYCLE LLC TRASH COLLECTION 90,LANDER SENIOR CITIZENS CENTER BUILDING MAINTENANCE 14453.84,LOZIER TERESA BUILDING MAINTENANCE 950,MARKEE ESCROW SERVICES INC WY BUSINESS COUNCIL LOAN 14014.8,MASA EMPLOYEE BENEFIT 228,MEGA LED TECHNOLOGY IMPROVEMENTS 21112,MES ROCKY MOUNTAINS SUPPLIES 45,NAPA VEHICLE REPAIR 4.88,NAPA VEHICLE REPAIR 13.72,NAPA VEHICLE REPAIR 37.39,NAPA VEHICLE REPAIR 56.43,NAPA VEHICLE REPAIR 92.21,NAPA VEHICLE REPAIR 83.98,NAPA VEHICLE REPAIR 120.05,NAPA SHOP SUPPLIES 60.36,NAPA VEHICLE REPAIR 396.27,NAPA VEHICLE REPAIR 410.63,NAPA VEHICLE REPAIR 200.85,NAPA VEHICLE REPAIR 125.99,NAPA VEHICLE REPAIR 54.85,NAPA VEHICLE REPAIR 12.2,NAPA VEHICLE REPAIR 83.04,NAPA VEHICLE REPAIR 109.27,NAPA VEHICLE REPAIR 28.09,NAPA SHOP SUPPLIES 89.88,NAPA VEHICLE REPAIR 161.2,NAPA VEHICLE REPAIR 196.28,NAPA VEHICLE REPAIR 65.97,NAPA VEHICLE REPAIR 43.98,NAPA VEHICLE REPAIR 28.82,NAPA VEHICLE REPAIR 20.78,NAPA SHOP SUPPLIES 56.94,CENTURY LINK TELEPHONE & INTERNET 777.17,NORTHSIDE BODY SHOP VEHICLE REPAIR 4070.88,OFFICE OF STATE LANDS & INVEST DWSRF LOAN #180 - WATER 183000,OFFICE OF STATE LANDS & INVEST DWSRF LOAN #194 - WATER 185000,OFFICE OF STATE LANDS & INVESTMENTS - FORESTRY DIVISION SUPPLIES 1179.45,PATRICK CONSTRUCTION INC REPAIR & MAINATENANCE 2627.5,PERFECT POWER INC EQUIPMENT REPAIR/LEASE PAYMENT 3792.55,RAMAKER & ASSOCIATES PROF. & TECHNICAL SERVICE 1200,REWORX PROF AND CONSULTING 6600,"REDPOINTE, LLC" ECONOMIC DEVELP PROJECTS 3502.63,RIVERTON TIRE & OIL CO TIRES 1144,RIVERTON TIRE & OIL CO TIRES 2595.54,ROCKY MOUNTAIN AUTOMATIC DOORS LLC BUILDING MAINTENANCE 934.5,ROCKY MOUNTAIN PRE-MIX OPERATION/ MAINTENANCE STREETS 1610,SNAP ON TOOLS VEHICLE REPAIR 14.2,STRIKE CONSULTING GROUP PROF AND CONSULTING 3081.25,STRIKE CONSULTING GROUP PROF AND CONSULTING 5473.75,SWEETWATER AIRE BUILDING MAINTENANCE 2704.92,T-O ENGINEERS PROFESSIONALS 6000,TEGELER AND ASSOCIATES INSURANCE/OVERHEAD 2860,"WALLER, TECIA" COMMUNITY CENTER MAINTENANCE 3500,WAMCO LAB INC. WW LAB/TESTING 2300,WESTERN LAW ASSOCIATES PROSECUTING ATTORNEY 2010,WHITING LAW PC PROFESSIONALS 180,WSFA - MUTUAL AID STATE MEET. ASSN. 75,WSFA - MUTUAL AID STATE MEET. ASSN. 1196,WYDOT - FINANCIAL SERVICES FUEL 20516.9,WYOMING ASSN OF RURAL WATER TUITION & REGISTRATION 395,WYOMING ASSN OF RURAL WATER TUITION & REGISTRATION 395,WYOMING DEPT OF AGRICULTURE COMMUNITY CENTER MAINTENANCE 100,WYOMING FIRE CHIEFS ASSN. STATE MEET. ASSN. 100,WYOMING RETIREMENT SYSTEM VOLUNTEER FIRE PENSION FUND 618.75

Council Member Dan Hahn requested Bills and Claims be pulled off the Consent Agenda and considered as New Business.

MOTION: Council Member White moved to approve the Consent Agenda, minus Bills and Claims. Council Member Larsen seconded the motion. Motion passed unanimously.

## 6. Mayor and Council Updates

Council Member Larsen- He has received inquiries about why the Community Center sign does not work. Anne Even, Community Development Coordinator explained the Museum of the American West (MAW) sign will move to the Community Center and the MAW sign be replaced to match Chamber sign.

Council Member Cox- She will attend the LEDA meeting tomorrow. She provided a School District #1 update.

Council Member Dan Hahn- He provided a Lander Golf Course update. Discussion concerning the Popo Water Conservation meeting, ditch rights as separate from water rights and the water content of snow above Lander.

Council Member White- Property Tax Relief is available by June 5. FAST is excited to have the second flight from Riverton on Thursday and Saturday. Flooding potential is a concern.

Council Member Josh Hahn- He has received a lot of questions about Senior Class Banners. He inquired as to how those decisions are made. Anne Even, Community Development Coordinator, said Project Graduation is working on this topic. Banners will be hanging on the fences by the schools.

Mayor Richardson-He and RaJean went to Cheyenne for the State Land and Investment Board grant awards. Lander received \$3 million for Lincoln Street and \$2.6 million for the Table Mountain Living Community.

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7. Proclamations
  - A. National Occupational Therapy Month-Read by Council Member Larsen
  - B. Child Abuse Awareness and Prevention Month-Read by Council Member White

8. Staff Reports

Lander Chief of Police Scott Peters- Crashes are down now that roads are clear. He has submitted a no match grant for \$60,000 to form a Drunk Driving team. He continues researching technology to upgrade the department. Now the snow has melted, parking zones will be enforced.

Public Works Director Lance Hopkin- He provided an update on flood preparation and water line breaks and repairs as well as pothole and street repair.

Assistant Mayor RaJean Strube Fossen- Provided background and explanation of recent grant funds awarded for streets and Table Mountain Living. Discussion concerning funding received and additional funding to complete the project. Urban Systems Meeting update. Wind River Visitors Council submitted their budget.

City Clerk Rachelle Fontaine-She has received a budget packet from the Wind River Visitor's Council which will be considered at the May 9, 2023, meeting. She will email the packet to council members next week for review as well as include it in the packet.

9. Action Items

- A. Old Business

- i. Second Reading Ordinance 2023-1 An Ordinance Fixing and Determining the Mill Levy Necessary to be Levied to Raise Sufficient Money by General Tax to Meet the Current Expenses of the City of Lander for the Fiscal Year Commencing July 1, 2023.

MOTION: Council member White moved to approve the second reading of Ordinance 20223-1 An Ordinance Fixing and Determining the Mill Levy Necessary to be Levied to Raise Sufficient Money by General Tax to Meet the Current Expenses of the City of Lander for the Fiscal Year Commencing July 1, 2023. Council Member Dan Hahn seconded the motion. Motion passed unanimously.

- B. New Business

- i. Bills and Claims- removed from Consent Agenda for discussion consideration under New Business.

DISCUSSION: Bills and Claims- Council Member Dan Hahn requested clarification on Wyoming Business Council dealings with Maven and how the loan is paid. RaJean Strube Fossen explained that the city will pay the Wyoming Business Council. The project is now to the loan portion and the loan will be finalized. Maven is billed for any overages the city pays to contractors.

MOTION: Council Member Larsen moved to approve the Bills and Claims. Council Member Dan Hahn seconded the motion. Motion passed unanimously.

- ii. Resolution 1284 – Exempting the Museum of the American West Property from the Open Container Provisions of City Ordinance 2-2-12.

MOTION: Council Member Larsen moved to approve Resolution Exempting the Museum of the American West Property from the Open Container Provisions of City Ordinance 2-2-12. Council Member Josh Hahn seconded the motion. Motion passed unanimously.

- iii. First reading Ordinance 2023-2 Redistricting in accordance with W.S. § 22-23-103 and Lander Code 12-1-2 and Repealing Ordinance 442 Enacted 1963.

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MOTION: Council Member White moved to approve the first reading of Ordinance 2023-2 Redistricting in accordance with W.S. § 22-23-103 and Lander Code 12-1-2 and Repealing Ordinance 442 Enacted 1963. Council Member Josh Hahn seconded the motion. Motion passed unanimously.

- iv. Authorize Mayor to sign Notice of Award to Honnen Equipment Company for procurement of Wheel Loader with Attachments for Airport Snow Removal in the amount of \$321,468.05 and Procurement Agreement for the same.

MOTION: Council Member Larsen moved to Authorize Mayor to sign Notice of Award to Honnen Equipment Company for procurement of Wheel Loader with Attachments for Airport Snow Removal in the amount of \$321,468.05 and Procurement Agreement for the same. Council Member White seconded the motion. Motion passed unanimously.

- v. Authorize Mayor to sign Standard Form of Agreement Between Owner and Design-Builder Amendment No. 1 between Erdman Company and the City of Lander in the amount of \$160,000 for additional design services on Table Mountain Living Community.

MOTION: Council Member Larsen moved to authorize Mayor to sign Standard Form of Agreement Between Owner and Design-Builder Amendment No. 1 between Erdman Company and the City of Lander in the amount of \$160,000 for additional design services on Table Mountain Living Community. Council Member Josh Hahn seconded the motion. Motion passed unanimously.

- vi. Authorize Mayor to sign a corrected Attachment D for the Mortgage with the Wyoming Business Council to correct an error in the reference to the Maven deed of the land to the city.

MOTION: Council Member Dan Hahn moved to authorize Mayor to sign a corrected Attachment D for the Mortgage with the Wyoming Business Council to correct an error in the reference to the Maven deed of the land to the city. Council Member White seconded the motion. Motion passed unanimously.

- vii. Discussion concerning changes to Resolution 1249 2022-2023 Fee Schedule.

DISCUSSION: RaJean Strube-Fossen reminded council that they directed staff to investigate actual cost for events (set up, clean up). RaJean stated this is merely a discussion not a voting item at this point. Kevin Johnson addressed the council as to these costs. Discussion ensued concerning the goal of fees, equal treatment for all renters, longevity and needed upgrades of city structures, fee structure changes and the effect on events.

Council Member Dan Hahn addressed the fee schedule as it applies to water heaters, siding, electrical, etc. Discussion ensued on how it works, what other communities use and concerns.

This Resolution will be placed on the May 9, 2023, Regular Session for council consideration.

- viii. Adopt City of Lander 2023 Strategic Plan Priority List.

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MOTION: Council Member Larsen moved to adopt the City of Lander 2023 Strategic Plan Priority List. Council Member White seconded the motion. Motion passed unanimously.

- ix. Select Official Voting Delegate for 2023 WAM Summer Convention Business Meeting in Cody, Thursday, June 8, 2023, and discussion concerning Resolutions for WAM Convention

MOTION: Council Member White moved to select Mayor Richardson as the Official Voting Delegate, and to select Council Member Cox as the alternate voting delegate for 2023 WAM Summer Convention Business Meeting in Cody, Thursday, June 8, 2023. Council Member Josh Hahn seconded the motion. Motion passed unanimously.

10. Executive session-Litigation

MOTION: Council Member White moved to enter an executive session to discuss potential litigation at 7:59 p.m. Council Member Larsen seconded the motion. Motion passed unanimously.

MOTION: Council Member White moved to exit the executive session to discuss potential litigation at 8:10 p.m. Council Member Josh Hahn seconded the motion. Motion passed unanimously.

11. Adjournment of Meeting

MOTION: Council Member Larsen moved to adjourn the meeting. Council Member White seconded the motion. Motion passed unanimously.

Being no further business to come before the Council, the meeting was adjourned at 8:10 p.m.

The City of Lander

ATTEST:

By: \_\_\_\_\_  
Monte Richardson,  
City of Lander Mayor

\_\_\_\_\_  
Rachelle Fontaine, City Clerk

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