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|  | <b>CITY OF LANDER</b>                     |  |  |
|   | <b>CITY COUNCIL WORK SESSION MEETING</b>  |  |  |
|   | Tuesday, February 24, 2026, at 6:15 PM    |  |  |
|   | City Council Chambers, 240 Lincoln Street |  |  |
|   | <b>MINUTES</b>                            |  |  |
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COUNCIL MEMBERS PRESENT: Chad Cassady, Melinda Cox, Josh Hahn, Julia Stuble, John Larsen, and Mayor White. COUNCIL MEMBERS ABSENT: Dan Hahn. STAFF PRESENT: Interim Police Chief Kelly Waugh, Public Works Director Lance Hopkin, Assistant Mayor RaJean Strube Fossen, City Attorney Adam Phillips, City Treasurer Kristy Koehn, and City Clerk Rachelle Fontaine.

**1. MAYOR AND COUNCIL UPDATES**

Council Member Larsen offered congratulations to the boys’ swim team for an incredible achievement—30 consecutive years of wins—and gave shout-outs to the swimmers, parents, and coaches, emphasizing it was a team/group effort.

Council Member Cassady congratulated two Fremont hockey teams who won state, urged everyone to rewatch the planning meeting, and shared two troubling resident interactions where people expressed frustration, and feeling unheard, emphasizing the need for grace, respect, and follow-up—and offering to provide their contact info.

Council Member Cox said LEDA meets tomorrow. Cox welcomed the Chamber’s returning director Brian Fabel, flagged 1A regional basketball this weekend, and highlighted Pushroot Brewery and the new Indie bookstore for community-building events. She emphasized that public-sector work is often thankless, urging grace toward city employees and recognizing the City’s efforts to pay reputable wages while maintaining checks and balances.

Council Member Stuble reported the county will lower Hillcrest to 25 mph to match the city and add flashing speed signs, praised Tree Board volunteers, and shared that State Forestry is helping assess City Park trees and offering tools/grants for a digitized tree inventory. She thanked Hunter for quickly fixing City Hall’s ADA door button and suggested a work session to discuss LEDA’s future role.

Mayor White shared that meetings with new Chamber and hospital leadership have been positive, celebrated high school swim and middle school Nordic championships. She noted plans to share information on golf course finances and possibly a March work-session presentation on lease improvements. She reported that HB 107 was moving to the Senate, which could bring Lander about \$426,000/year through revenue redistribution, and urged adding more flashing stop-sign lights.

**2. STAFF REPORTS**

Chief Waugh said the department is presenting at Friday’s Chamber Lunch-and-Learn on business safety/active-shooter planning, reorganizing evidence operations to address audits and a large backlog and upgrading records workflows in Spillman with better audit trails. They’re also restoring an in-house terminal so staff can run DL/plate/VIN checks and enter cases themselves, improving customer service, reducing reliance on county dispatch, and lowering per-ticket costs.

Public Works Director Lance Hopkin's update included a discussion concerning HB69 and the state land-conveyance tied to WY Health/WLRC and WYDOT.

City Treasurer Kristy Koehn said she is still onboarding and training, including several days of hands-on work with the previous treasurer.

City Clerk Rachelle Fontaine said the Council will start seeing updated job descriptions that better reflect what positions actually do as duties evolve over time.

**3. NEW BUSINESS (NON-ACTION ITEMS)**

- A. Bryan Brown, Summit West P.C., City of Lander Audit Presentation for the Fiscal Year Ending June 30, 2025.

Bryan Brown, Summit West P.C., summarized the annual audit: the City received a clean, unmodified opinion with no material misstatements, and noted the federal “single audit” threshold has increased from \$750,000 to \$1,000,000. He walked through high-level financial highlights—governmental activities showing strong overall assets vs. liabilities and about \$2.6M in revenues over expenses for FY 7/1/2024–6/30/2025—and the General Fund showing \$16.84M in assets with a \$5.6M unrestricted fund balance and roughly \$2.2M revenues over expenditures. For water/sewer, he noted major grant-driven growth (about \$6M in grant revenue) and a \$5.7M increase in net position, while cautioning that this reflects one-time grant activity and planned future project spending. He reported that the City spent about \$4.9M in federal funds (including \$4.14M on the AML water storage project) with no findings. He explained pension reporting standards and clarified that a council-restricted amount relates to retiree leave payouts, not pension liabilities. They also reviewed internal controls, including a prior-year accrued wages issue that was corrected and is not a continuing finding.

**B. Overtime Policy Potential Change Discussion**

The council revisited a proposed overtime policy change, clarifying it is not a staff recommendation but a policy choice for council to decide. The draft would align with federal standards, allow more automated payroll tracking, reduce manual errors, and close loopholes. Using 2025 non-law-enforcement data, staff noted about \$137k in overtime was paid and \$116k would still be paid under the new policy, with roughly \$20k reduced—so most overtime would remain for true emergencies. On the law enforcement side, the changes would result in an approximate reduction of \$78k. They also discussed mitigating employee impact (e.g., raising HRA funding from \$1,000 to \$1,500). Concerns focused on unintended consequences: reduced incentive to cover shifts after someone has taken leave, potential impacts on morale/cohesion, and whether staffing/on-call structures could be improved instead of changing policy; examples included weekend services like burials that might become harder for staff without overtime. The police chief said the change would likely impact the civil side more than police, because police can often offset overtime with state traffic grant funding. The discussion ended with interest in broader input to surface “blind spots” before voting, possibly as soon as March.

**C. City of Lander 2025 Progress Update**

Lance Hopkin and RaJean Strube Fossen provided infrastructure updates, and gave a strategic plan snapshot: since 2022 council identified 92 tasks, with 43 completed and 31 active, organized under three pillars (operational excellence, maintaining physical plant/services, and quality of life). Staff highlighted retreat priorities like succession planning, updating job descriptions and the employee handbook, adopting ethics/professionalism policies, code/zoning updates, and completing facilities planning—plus the need to evaluate capacity for functions like IT, legal, communications, recreation programming, and facilities management. They also presented a 10-year funding recap showing about \$39.7M in “in-the-ground” infrastructure grants/donations (with ARPA \$1.48M set aside for flood prevention), noting categories such as streets/safe routes, airport (largely FAA/state funded), sewer and water projects (including major tank funding), parks acquisitions, MAVEN, and emphasized how grant funding has reduced local cost burdens. A discussion followed on flood funding/design. Council then stressed the importance of taking staff capacity concerns seriously (IT/legal/policy workload), avoiding simply expanding job descriptions to cover overloaded duties.

**4. ADJOURNMENT**

Being no further business to come before the Council, the meeting was adjourned at 9:26 PM.

The City of Lander

ATTEST:

By: \_\_\_\_\_

Missy White,  
City of Lander Mayor

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

The entire meeting is available to view at <https://www.landerwy.gov/meetings/recent> OR <https://www.youtube.com/@CityofLander>.

**CITY OF LANDER MISSION STATEMENT**

To provide a safe, stable, and responsive environment that promotes and supports a traditional yet progressive community resulting in a high quality of life.

**VISION**

Preserving the past, while embracing the future.

The City of Lander is an equal opportunity employer and does not discriminate. Qualified applicants are considered for positions without regard to race, religion, military status, sex, age, national origin, disability, sexual orientation, or other characteristics protected by law.