



## **Regular Town Council Meeting Minutes**

**June 03, 2025 at 6:00 PM**

**Ranchester Town Hall**

**Call to Order 6:00 PM**

### **Pledge of Allegiance**

### **Roll Call**

**PRESENT**

Mayor Peter Clark

Council Member Randy Sundquist

Council Member Bryan Helferich

\*Council Member Jessica Weaver participated in the meeting via Zoom. She could be heard through the laptop being used for the meeting, and those watching online were also able to hear her. Additionally, she communicated through the chat for clarification. However, after reviewing state statute 16-4-403, it was determined that her connection was not audible to the in-person audience. As a result, she was declared absent, which rendered all her motions and votes to be void. A Special Meeting has been scheduled for June 24, 2025, at 6:00 PM to vote on the items in question.

### **ABSENT**

Council Member Amber Miles-Smith

### **STAFF**

Clerk/Treasurer Barbara Brackeen-Kepley

Assistant Clerk Marlene Madden

Engineer Will Newbold

Marshal Spencer Kukuchka

### **GUEST**

See attached

### **Approval of Current Agenda**

#### **1. Approval of Current Agenda**

Motion made by Council Member Sundquist to approve the agenda, seconded by Council Member Helferich.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Helferich,  
\*Council Member Weaver

Motion passed.



### **Approval of Prior Meeting Minutes**

2. Approval of Minutes from May 6, 2025

Motion made by Council Member Sundquist to approve the minutes, seconded by Council Member Helferich.

Voting Yea: Mayor Clark, Council Member Sundquist, \*Council Member Weaver, Council Member Helferich

Motion passed.

### **Public Comment/Guest**

Harry Pollack made a statement.

### **Old Business**

3. 3rd Reading on Budget Ordinance 86-2026

Motion made by Council Member Sundquist to approve Budget Ordinance 86-2026 third reading, seconded by Council Member Helferich.

Voting Yea: Mayor Clark, Council Member Sundquist, \*Council Member Weaver

Voting Nay: Council Member Helferich

Motion Passed

### **New Business**

4. Request for Proposals for Caboose

Motion made by Council Member Sundquist to approve the proposal that was received, seconded by \*Council Member Weaver.

Voting Yea: Mayor Clark, Council Member Sundquist, \*Council Member Weaver

Voting Nay: Council Member Helferich

\*This was added to a special meeting because the audience in attendance was unable to hear Council Member Weaver clearly in the room.



5. 24-Hour Catering Permits for July 4th

Motion made by Council Member Sundquist to approve 24-hour catering and malt beverage permits for the Buckhorn, Buckshot, TR Brewery, and the Silver Spur, Seconded by Council Member Helferich.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Helferich,  
\*Council Member Weaver

Motion Passed

6. Resolution 02-2025 Rates & Fees

Motion made by Council Member Sundquist to approve Resolution 02-2025, Seconded by Council Member Weaver.

Voting Yea: Mayor Clark, Council Member Sundquist, \*Council Member Weaver

Voting Nay: Council Member Helferich

\*This was added to a special meeting because the audience in attendance was unable to hear Council Member Weaver clearly in the room.

### **Mayor's Report**

The TRMS included the Town Staff in their Random Act of Kindness by bringing baked goods.

MDU installed a huge pole on the town's property, where the garden used to be, for the osprey.

The Planning Commission has an opening, and we will be taking letters of intent to fill the position.

### **Report on Projects (Engineer - Will Newbold)**

7. Engineer's Report See attached.

### **Marshal's Report (Marshal - Spencer Kukuchka)**

8. Marshal's Report -See attached.

### **Special Committee Reports**

The TRVJPB meeting will be held on June 26, 2025, at the Ranchester Town Hall at 4:00 PM.



### **Approval of Treasurer's Report (Treasurer - Barbara Brackeen-Kepley)**

#### **9. Approval of Treasurer's Report**

Motion made by Council Member Sundquist to approve treasurers report, seconded by Council Member Helferich.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Helferich,  
\*Council Member Weaver

Motion Passed

### **Approval of Bills & Payroll**

#### **10. Approval of Bills in the amount of \$541,274.59.**

Motion made by Council Member Sundquist to approve the bills, seconded by \*Council Member Weaver.

Voting Yea: Mayor Clark, Council Member Sundquist, \*Council Member Weaver

Voting Nay: Council Member Helferich

\*This was added to a special meeting because the audience in attendance was unable to hear Council Member Weaver clearly in the room.

#### **11. Approval of Payroll in the amount of \$38,648.35**

Motion made by Council Member Sundquist to approve payroll, seconded by Council Member Helferich.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Helferich,  
\*Council Member Weaver

Motion passed.

### **Future Agenda**



**Adjournment 6:28 PM**

Motion made by Council Member Sundquist, seconded by Council Member Helferich.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Helferich, \*Council Member Weaver

Motion passed.

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**Council Members**

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**Amber Miles-Smith**

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**Bryan Helferich**

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**Jessica Weaver**

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**Randy Sundquist**

**The meeting was then adjourned on motion regularly made and seconded and carried.**

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**Peter Clark / Mayor**

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**Barbara Brackeen-Kepley/Town Clerk**