



Regular Town Council Meeting Minutes

September 02, 2025 at 6:00 PM

Ranchester Town Hall

Call to Order 6 PM

Pledge of Allegiance

Roll Call

Mayor Peter Clark

Council Member Randy Sundquist

Council Member Jessica Weaver

Council Member Amber Miles-Smith

Council Member Bryan Helferich

STAFF

Clerk/Treasurer Barbara Brackeen-Kepley

Assistant Clerk Marlene Madden

Engineer Will Newbold

Marshal Spencer Kukuchka

Attorney Carson Tanner

GUEST

See attached

Approval of Current Agenda

1. Approval of Current Agenda

Motion made by Council Member Weaver to approve the agenda, seconded by Council Member Miles-Smith.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Weaver, Council Member Miles-Smith, Council Member Helferich

Motion passed.

Approval of Prior Meeting Minutes

2. Approval of Minutes from July 28, 2025

Motion made by Council Member Miles-Smith to approve the minutes from the prior meeting, seconded by Council Member Weaver.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Weaver, Council Member Miles-Smith, Council Member Helferich

Motion passed.



Public Comment/Guest

Amber Freeston from the Food Bank of Wyoming spoke about the Hunger Action Month Proclamation

Old Business

New Business

3. TRHS Booster Club Advertisement

Motion made by Council Member Weaver to approve the TRHS Booster Club Advertisement, seconded by Council Member Sundquist.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Weaver, Council Member Miles-Smith, Council Member Helferich

Motion passed.

4. Hunger Action Month Proclamation

Motion made by Council Member Weaver to approve the proclamation, seconded by Council Member Miles-Smith.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Weaver, Council Member Miles-Smith, Council Member Helferich

Motion passed.

Mayor's Report

Mayor Clark took a FEMA crisis management course.

LGLP board at large seat available if anyone is interested.

TRVCC is hosting a Business Association Meeting on September 16, 2025, at 8 AM in the Town Event Hall.

Report on Projects (Engineer - Will Newbold)

5. Engineer's Report - See attached.

Marshal's Report (Marshal - Spencer Kukuchka)

6. Marshal's Report - See attached.



Special Committee Reports

TRVJPB will meet on September 18, 2025, at 4 PM at the Ranchester Town Hall

TRFD had several call outs; they also have 2 new members. Hopefully, the new fire truck will be here before October, it has been delayed. The Board has had concerns about Fire Protection that is provided to the town by MOU and if the bills will be paid.

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

7. Approval of Treasurer's Report

Motion made by Council Member Weaver to approve the report, seconded by Council Member Sundquist.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Weaver, Council Member Miles-Smith, Council Member Helferich

Motion passed.

Approval of Warrants & Payroll

8. Approval of Warrants in the amount of \$1,007,106.05

Motion made by Council Member Weaver to approve the warrants, seconded by Council Member Sundquist.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Weaver, Council Member Miles-Smith

Council Member Helferich was in favor of all bills, except those for Ayres Associates (\$18,148.13) and Engineering Associates (\$14,655.20)

Motion passed.

9. Approval of Payroll in the amount of \$66,338.13

Motion made by Council Member Sundquist to approve payroll, seconded by Council Member Miles-Smith.

Voting Yea: Mayor Clark, Council Member Sundquist, Council Member Weaver, Council Member Miles-Smith, Council Member Helferich

Motion passed.



Future Agenda

Adjournment 6:46 PM

Council Members

Amber Miles-Smith

Bryan Helferich

Jessica Weaver

Randy Sundquist

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

Peter Clark / Mayor

Barbara Brackeen-Kepley/Town Clerk