

**AGENDA**  
**Regular Council Meeting – 6:00 pm**  
**December 9, 2024**

**CALL TO ORDER**  
**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**  
**READING AND APPROVAL OF MINUTES OF PREVIOUS MEETINGS**  
**ADOPTION OF PREVIOUS MEETING’S FINANCIALS**

**PUBLIC RELATIONS**

- Topsy Cow – Paul Flath - request

**REPORTS**

Administrator	Court Report
Public Works	Nelson Engineering
Law Enforcement	Fire Department

**PUBLIC COMMENT – (Remarks limited to 5 minutes)**

**AGENDA ADDITION/DELETIONS/ADOPTION HEARINGS**

- Water

**UNFINISHED BUSINESS**

- ORD #902 – Zone Change – 3<sup>rd</sup> reading
- ORD #903 – Amending Chapter 13.04 2<sup>nd</sup> Reading
- ORD #904 Amending Chapter 18.44 2<sup>nd</sup> Reading

**NEW**

- Lot 2 Frontier Subdivision - Bid opening/ approval
- Lot 6 Frontier Subdivision- Bid opening/approval
- Wyoming Class – Investment Pool - discussion
- ORD #905 – 1<sup>st</sup> reading – adopted sewer rates – discussion/approval
- ORD #906 – 1<sup>st</sup> reading – adopted water rates - discussion/approval
- RES #514 – Budget amendment - discussion/approval
- RES #515 – Bank of Greybull bank resolution - discussion/approval
- RES #516 – Big Horn Federal bank resolution - discussion/approval
- RES #517 – Security State Bank resolution - discussion/approval
- Investment Policy - discussion
  - RES #518 – Adoption of Investment Policy - discussion/approval
- Grants Policy & Procedures – discussion
  - RES #519 - Adoption of Grants Policy and Procedures – discussion/approval
- Greybull Recreation Center lease agreement - discussion/approval
- 2025 Town of Greybull Holidays - discussion/approval
- 2025 swearing in elected official – date (January 2?)

**PROJECTS**

- **Main Street Lighting – discussion**
- **WWDC – level 2 study – discussion**

**EXECUTIVE SESSION**  
**APPROVAL OF BILLS**  
**ADJOURNMENT**

**REGULAR MEETING  
November 11, 2024**

STATE OF WYOMING     )  
BIG HORN COUNTY        ) SS.  
TOWN OF GREYBULL     )

The regular meeting of the Greybull Town Council was held at Town Hall at 6:00 pm with the following members and officers present: Administrator Hunt, Mayor Foley, Councilmembers Dooley, Kottman, Crist, and Jolley, Attorney Richins, Chief Davis, Clerk Winkler and Foreman Irvine.

Councilmember Dooley moved, and Jolley seconded to approve the meeting minutes from October 14, 2024. Motion carried.

Councilmember Dooley moved, and Crist second to adopt the financials as presented at the previous meeting. Motion carried.

Public Relations: Carl Brown was present via zoom to discuss the rate study for water and sewer. Mr. Brown recommended Water Model 2, and the sewer rate study only had one model. Discussion was held on the reason for the increases including the large water projects that town plans to move forward with in the future.

Administrator Hunt: Administrator Hunt reported most of her report is on the agenda. The EPA letter for unknown service line was mailed out at the beginning of the month.

Public Works: Foreman Irvine answered questions regarding fire hydrants. Mayor Foley commented on the building lights looking nice. Forman Irvine stated that work has been completed on Railroad Ave.

Police report: Chief Davis presented his report for the Greybull Police Department.

Public comment: Councilmember Dooley commented on a statement that was in the paper stating that we need a good grant writer, he stated that over the past 2 years Administrator Hunt has been successful with over a million dollars' worth of grants, if not more. Councilmember Dooley stated that she should be commended on that and feels that we have a very good grant writer.

Additions, deletions, or adoptions: Councilmember Dooley moved, and Jolley seconded to approve the addition of a conditional use permit for shooting range.

Under Hearings:

Tap Relinquishments: Utility clerk Metheny has requested to move forward on the process of tap relinquishment on one inactive tap. Councilmember Jolley motioned, and Kottman seconded to move forward on the tap relinquishment process. Motion carried.

Water: Councilmember Dooley moved, and Jolley 2<sup>nd</sup> to turn off water accounts: 2.1320.1, 2.1360.6 5.2090.6 2.0260.9 1.1500.7 4.0820.9 3.2420.7 4.1160.1 2.1251.8 3.2430.5 5.0450.6 3.1411.1 1.1050.1 2.1641.4 3.0870.2 1.0420.3 5.0890.2 4.0690.6 2.1300.2 3.1340.3 2.1320.1 2.1410.2 4.0410.6 3.1350.6 5.1700.5 2.0780.3 1.220.6 3.1885.4 3.1900.3 7.5013.1 6.0289.1 2.0290.2 and 4.0300.2 for two months of nonpayment. Motion carried.

Unfinished business: ORD 902 – Zoning Change. Councilmen Crist moved, and Jolley seconded to approve the 2<sup>nd</sup> reading on Ordinance #902. Motion carried.

New Business:

Lot 9 Bid opening/ approve sale- Sealed Bid was opened offer was \$38,000.00, councilmember Jolley motioned, and Crist seconded; motion carried.

ORD 903- 1<sup>st</sup> reading – amending chapter 13.04- discussion/approve councilmember Crist motioned, and Kottman seconded, Motion carried.

ORD 904-1<sup>st</sup> reading – Amending 18.44- discussion/approve councilmember Jolley motioned, and Crist seconded, motion carried.

Conflict of interest Policy – Administrator Hunt updated council on the second policy in establishing policies as the town actively pursues grant funding.

Resolution #513 – Adoption of conflict-of-interest policy. Councilmember Crist motioned, and Kottman seconded to approved Res #513. Motion carried.

Projects:

Main Street Lighting – discussion: Some of the new streetlights have been installed on Greybull Avenue, the public works crew are planning on having the remaining on Greybull Avenue completed by the end of the current week.

Executive Session – Councilmember Crist motioned, and Kottman seconded to move into executive session for personnel discussion, at 7:40 p.m. Motion carried.

Councilmember Jolley motioned, and Kottman seconded to move out of executive session at 8:32 p.m. Motion carried.

Councilmember Jolley motioned, and Dooley seconded to reconvene the regular meeting at 8:33 p.m.

Councilmember Jolley motioned, and Dooley seconded to pay the bills for the month of November. Motion carried.

Bills Payable:

Vendor Name	Amount	Vendor Name	Amount
Agri Tire	\$129.92	BH Reg Joint Powers Board	\$18,432.95
Big Horn County Solid Waste	\$14,077.85	Big Horn Co-op	\$2,770.83
Big Horn REA	\$1,226.71	Billings Construction	\$1,075.00
Biolynceus LLC	\$5,248.14	Brenna Bishop	\$55.00
Club Dauntless	\$160.00	Comtronix	\$1,747.81
Double R Locks	\$6,893.00	Frandsen Safety	\$100.50
Green Turf Landscape	\$1,750.67	Greybull Body Shop	\$1,485.39
Greybull Building Center	\$223.33	Greybull Standard	\$1,188.00
Daniela Smith	\$1,175.00	Hawkins	\$60.00
Homax Oil Sales	\$79.55	Interactive Data, LLC	\$76.00
Intermountain Sweeper	\$1,450.00	Lynn's Superfoods	\$229.33
MASA	\$56.00	MC2 Engineering	\$3,598.75
Murdoch Oil	\$3,931.24	Napa Auto Supply	\$1,324.38
Nelson Engineering	\$1,050.00	Nelson, Roberta	\$150.00
Northwest Pipe Fitting	\$61.94	Petty Cash	\$3.35
Postmaster	\$360.62	Richins, Kent	\$2,175.00
Ridley's Family Market	\$824.77	Rocky Mountain Power	\$5,112.43
Rocky Mountain Info	\$50.00	Seckman, James	\$25,950.00
T&E Cat Rental	\$273.95	TCT West	\$1,290.59
Office Shop	\$647.28	Traveling Computer	\$1,136.00
Valley Hardware	\$21.99	Verizon Wireless	\$307.45
Wyoming Gas	\$434.97	Wyoming News Source	\$150.00
Wyo-Net	\$2,848.00	Water Deposit Refund	\$5.12
Top Cut Manufacturing	\$811.48	WEBT	\$11,768.63

<b>Total A/P</b>	<b>\$123,978.92</b>		
Xpress Bill Pay	\$105.50	BMO	\$5,229.26
Bank of Greybull	\$147.36	Bank of Greybull – CD	\$250,000.00
Hasler – Postage	\$500.00	M. Rutkowski – Hotel reimb	\$191.54
S. Tranas – Mileage	\$84.42	A. Coenen – reimburse	\$222.76
L. Metheny – Mileage	\$570.31	C. Hunt – Mileage	\$95.14
K. Brown – Mileage	\$29.43		
Aflac	\$75.28	NCPERS	\$96.00
EFTPS – Payroll Taxes	\$15,760.85	Wyoming Retirement	\$12,174.55
Wyoming Child Support	\$701.52	Payroll – October	\$52,331.95
Bank of Greybull – HSA	\$920.00	Empower Retirement	\$300.00
Workers’ Compensation	\$1,380.71	<b>Total Payables</b>	<b>\$464,895.50</b>

There being no further business to come before Council, Councilmember Dooley moved, and Kottman seconded to adjourn the meeting at 8:35 p.m. Motion carried.

/s/ \_\_\_\_\_  
Myles Foley, Mayor

Attest: \_\_\_\_\_  
Hailey Winkler, Town Clerk



Paul Falth is requesting to use his retail liquor license for the 1<sup>st</sup> annual Goat Rope in Basin, Wy on 1/4/2025.

**TOWN OF GREYBULL  
ADMINISTRATOR'S REPORT  
DECEMBER 2024**

**TRAINING ATTENDED**

- CPFIM(Certified Public Funds Investment Manager) – Carrie attended this online certification class on November 13 and tested on November 14 (passed).

**UNFINISHED BUSINESS**

- **ORD #902- 3<sup>rd</sup> reading** - The remaining properties within city limits that aren't zoned we are officially zoning in the AG district. These are the properties that are located on Cemetery Road.
- **ORD #903 – 2<sup>nd</sup> reading** - 13.04.400 regarding days before penalty for nonpayment and inactive account delinquency for no more than 6 months owing a total of \$500. Where before it was 90 days and 1 year and/or \$1,000 on inactive accounts.
- **ORD #904 – 2<sup>nd</sup> reading** - 18.44.050 for fencing materials. Trying to clean up the language as far as what type of materials can be used to build fences.

**NEW BUSINESS**

- **Lot #2** – We received 1 sealed bid for lot #2. Kent will open the sealed bid. This lot will be the last one available at the 10% discount.
- **Lot #6** - We received 1 sealed bid for lot #6. Kent will open the sealed bid.
- **ORD #905** – 1<sup>st</sup> reading – sewer rates recommended from the rate study
- **ORD #906** – 1<sup>st</sup> reading – water rates recommended from the rate study
- **Wyoming Class** – With recently completing the Investment Course I have been researching options for the Town of Greybull to have a better return on investment. You will see what the town is currently getting for interest rates with each bank. I had a great conversation with Troy Hunsucker regarding Wyoming Class who gave me the attached information. I also talked with Nicki Vigil with Big Horn County Treasurer's office, and she had nothing but good to say about them. I'm discussing rates with our local bank but this could be an option to move some of our money to earn a higher yield. A resolution would be required if the council wishes to do that.
- **RES #514** – The capital improvement plan expenses and grant funding carried over into the new fiscal year. The amount of grant money reimbursed offsets the expenses but the budget didn't reflect these figures.
- **RES #515** – Bank of Greybull bank resolution for bank signatures
- **RES #516** – Big Horn Federal bank resolution for bank signatures
- **RES #517** – Security State Bank resolution for bank signatures
- **Greybull Rec Center Lease** – annual lease with no changes from previous years for the Greybull Recreation District
- **2025 Town of Greybull Holidays** – adopting our official 2025 holiday schedule
- **2025 Swearing in** – we have 3 public officials to be sworn in at the beginning of the year. Would January 2, 2025 @ 6:00 work?

## **PROJECTS**

### **Main Street Lighting Upgrade**

- We have a WAM Energy Lease, current terms are \$100,000 two-year lease with option to renew four terms, annual payment would be \$10,000/year over 10 years with renewal.
- Applied for a grant from Wyoming Energy Authority but wasn't successful.
- The total cost to replace all the decorative streetlights in town would be approximately \$137,000.
- An energy audit was completed on the current lights with results stating significant improvement in lighting energy use and energy cost reductions. Approximate savings would be about \$1,474 per year.
- WAM requests that we would need to request the funds by June 30, 2023.
- Working with Jason from Acuity Brands on looking at some other lighting options to try and reduce the cost to replace.
- Thoughts on doing the replacement in phases? Maybe replace all of 6<sup>th</sup> street first and then work on Main Street a block each year until fully replaced?
- A sample should be arriving soon and then we will make a final decision.
- The sample arrived and isn't going to work for the types of poles we have. Jason with Acuity is going to do some research and find some other options.
- New sample should arrive this week.
- The poles that are currently installed are old and not very sturdy. Mounting any type of light fixture on them may not be a good idea. At this point we might be better pulling back and figuring out how to improve everything (poles and lights).
- To replace all the poles and fixtures the cost for the entire assembly is \$2,370/unit. This would put us around \$220,000 to upgrade the entire system. To purchase the light itself would cost \$1,211 per fixture for a total cost of \$110,201.
- Received \$100,000 from WAM for energy efficiency lights – with it being late in budget year James Seckman told me I could move it forward to FY24 budget since it was unspent funds.
- 1<sup>st</sup> ½ of lights has been ordered – 12-week lead time
- The fixtures have been pushed back until the first week of December, so this has turned into a spring project, possibly a late winter project.
- Project has begun – 1<sup>st</sup> pole & light were installed by the Wheels Motel; crew is installing more by the day.
- Getting ready to order shipment #2. The poles on Greybull Avenue are in a diamond pattern versus the poles on 6<sup>th</sup> street. Working on making sure we get the correct layout for Greybull Ave.
- Shipment #2 has been ordered. The shipping times vary from April 30 – July 10 for various items being shipped. Just waiting on all the pieces to arrive before the crew starts replacing them again.
- All lights have arrived, and we will begin installing as time allows.
- Crew has been busy installing lights they have completed all installation on North 6<sup>th</sup> street and Greybull Avenue. We started decorating for Christmas so installation on South 6<sup>th</sup> will occur after the holidays.

### **WWDC Level II**

- Met with selection committee on October 4<sup>th</sup> in Cheyenne
- Final approval on November 8<sup>th</sup>
- Kickoff meeting with WWDC and Dowl on May 22, 2024
- Working with DOWL on the study

- Mason met with Forsgren on the week of September 30<sup>th</sup> to do a well evaluation as part of the study.
- Mason, Stephen, and Bob have been working with Dowl and Pipestone Equipment on PRV, SCADA, and setpoints evaluation. The SCADA system isn't accurate and therefore not recording the data properly. WWDC agreed to use discretionary funding to allow Pipestone to come down and help get the system restored. Mason has an update in his report.

TOWN OF GREYBULL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

GENERAL FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>FUND REVENUE</u>						
10-30-110	PROPERTY TAXES	12,933.98	27,835.28	95,000.00	67,164.72	29.3
10-30-111	MOTOR VEHICLE FEES	30,007.93	30,123.51	40,000.00	9,876.49	75.3
10-30-112	FRANCHISE FEES	8,043.45	31,117.15	60,000.00	28,882.85	51.9
10-30-113	SOUTH-END ASSESSMENT REVENUE	4,598.30	6,082.02	6,000.00	( 82.02)	101.4
10-30-114	GBP ASSESSMENT REVENUES	.00	7,805.71	9,500.00	1,694.29	82.2
10-30-115	POOL CONCESSIONS REVENUES	.00	260.00	150.00	( 110.00)	173.3
10-30-116	POOL GATE REVENUES	.00	6,461.00	4,000.00	( 2,461.00)	161.5
10-30-119	SWIM LESSONS	.00	2,900.00	4,500.00	1,600.00	64.4
10-30-210	LIQUOR LICENSE FEES	.00	.00	9,000.00	9,000.00	.0
10-30-211	PUBLISHING LIQUOR LICENSE	.00	.00	400.00	400.00	.0
10-30-212	ANIMAL LICENSES	50.00	230.00	2,000.00	1,770.00	11.5
10-30-215	BUILDING CONTRACTORS LICENSES	.00	50.00	1,500.00	1,450.00	3.3
10-30-218	BUILDING PERMITS	159.00	3,864.00	2,000.00	( 1,864.00)	193.2
10-30-220	MISCELLANEOUS LICENSES	5.00	170.00	500.00	330.00	34.0
10-30-309	WY SKILLS GAMES DIST	.00	14,049.23	23,000.00	8,950.77	61.1
10-30-310	CIGARETTE TAXES	653.95	3,847.59	9,000.00	5,152.41	42.8
10-30-311	WY LOTTERY DISTRIBUTIONS	.00	2,601.07	5,500.00	2,898.93	47.3
10-30-312	GASOLINE TAXES	6,002.84	35,987.62	80,000.00	44,012.38	45.0
10-30-314	SALES TAXES	45,410.41	211,980.40	400,000.00	188,019.60	53.0
10-30-318	MINERAL ROYALTIES	.00	43,329.10	100,000.00	56,670.90	43.3
10-30-330	SEVERANCE TAXES	.00	15,272.78	50,000.00	34,727.22	30.6
10-30-335	DIRECT DISTRIBUTION	.00	162,611.57	325,000.00	162,388.43	50.0
10-30-340	MOSQUITO CONTROL/GRANT	1,555.41	12,270.50	10,000.00	( 2,270.50)	122.7
10-30-350	STREET SWEEPING	.00	720.00	525.00	( 195.00)	137.1
10-30-410	RENTAL INCOME	550.00	8,583.35	15,000.00	6,416.65	57.2
10-30-420	VIN CHECKS	70.00	580.00	1,000.00	420.00	58.0
10-30-500	I.D. CHECKS	75.00	345.00	500.00	155.00	69.0
10-30-510	COURT FINES	966.00	14,462.00	20,000.00	5,538.00	72.3
10-30-512	COURT COSTS	60.00	810.00	1,000.00	190.00	81.0
10-30-515	RESTITUTION	130.00	632.02	.00	( 632.02)	.0
10-30-535	ANIMAL POUND RENTAL FEES	320.00	320.00	750.00	430.00	42.7
10-30-600	MISCELLANEOUS REVENUE	543.00	5,240.02	13,500.00	8,259.98	38.8
10-30-650	INTEREST INCOME	786.06	3,490.07	3,500.00	9.93	99.7
10-30-660	INVESTMENT INTEREST	.00	16,774.30	21,000.00	4,225.70	79.9
10-30-860	TRANSFER FROM CAPITAL FUNDS	.00	.00	41,892.00	41,892.00	.0
TOTAL FUND REVENUE		112,920.33	670,805.29	1,355,717.00	684,911.71	49.5
TOTAL FUND REVENUE		112,920.33	670,805.29	1,355,717.00	684,911.71	49.5

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
10-41-110 SALARIES & WAGES	1,828.73	5,109.23	14,250.00	9,140.77	35.9
10-41-120 SALARIES - MAYOR & COUNCIL	500.00	3,100.00	9,000.00	5,900.00	34.4
10-41-150 EMPLOYEE BENEFITS	1,500.64	3,741.47	7,188.50	3,447.03	52.1
10-41-210 UTILITIES	414.87	3,062.14	9,000.00	5,937.86	34.0
10-41-220 LEGAL FEES	900.00	4,687.50	20,000.00	15,312.50	23.4
10-41-222 PROFESSIONAL SERVICES	3,598.75	27,316.25	35,000.00	7,683.75	78.1
10-41-270 INSURANCE	.00	.00	8,030.00	8,030.00	.0
10-41-280 TRAVEL & TRAINING	525.45	3,263.19	7,000.00	3,736.81	46.6
10-41-290 OTHER MISCELLANEOUS	83.36	405.68	750.00	344.32	54.1
10-41-300 MEMBERSHIP	.00	4,177.88	4,500.00	322.12	92.8
10-41-310 PRINTING & ADVERTISING	873.45	6,601.72	10,000.00	3,398.28	66.0
10-41-320 MATERIALS & SUPPLIES	81.40	1,379.67	5,000.00	3,620.33	27.6
10-41-330 POSTAGE	83.33	350.12	1,500.00	1,149.88	23.3
10-41-810 NEW EQUIPMENT	.00	1,305.91	3,000.00	1,694.09	43.5
10-41-830 SOFTWARE CONTRACT/SUPPORT	3,766.78	9,330.27	30,000.00	20,669.73	31.1
10-41-990 SAFETY	.00	.00	600.00	600.00	.0
TOTAL ADMINISTRATION	14,156.76	73,831.03	164,818.50	90,987.47	44.8

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>POLICE DEPARTMENT</u>					
10-42-110 SALARIES & WAGES	24,301.11	121,946.41	334,000.00	212,053.59	36.5
10-42-120 SALARIES - DISPATCHER	.00	.00	38,407.00	38,407.00	.0
10-42-150 EMPLOYEE BENEFITS	9,487.73	47,918.89	122,500.00	74,581.11	39.1
10-42-210 UTILITIES	1,024.25	5,497.53	13,500.00	8,002.47	40.7
10-42-220 LEGAL FEES	.00	.00	5,500.00	5,500.00	.0
10-42-221 LEGAL PUBLICATIONS	.00	947.17	1,500.00	552.83	63.1
10-42-222 PROFESSIONAL SERVICES	864.00	1,848.00	5,500.00	3,652.00	33.6
10-42-230 COMMUNICATIONS - EQUIPMENT	.00	265.58	7,000.00	6,734.42	3.8
10-42-250 REPAIR & MAINTENANCE OFFICE	.00	523.61	250.00	( 273.61)	209.4
10-42-260 VEHICLE MAINTENANCE MAJOR	1,485.39	1,297.10	2,000.00	702.90	64.9
10-42-261 GASOLINE	1,002.26	6,046.16	15,000.00	8,953.84	40.3
10-42-262 CAR WASHES	79.55	242.09	750.00	507.91	32.3
10-42-263 OIL & DAILY MAINTENANCE	86.13	433.54	1,500.00	1,066.46	28.9
10-42-265 TIRES	1,894.00	1,894.00	1,000.00	( 894.00)	189.4
10-42-270 INSURANCE	.00	.00	6,215.00	6,215.00	.0
10-42-280 TRAVEL, TRAINING, LODGING	.00	1,730.83	6,000.00	4,269.17	28.9
10-42-281 TRAINING - ACADEMY	.00	840.00	2,000.00	1,160.00	42.0
10-42-282 TRAINING - IN SERVICE	.00	.00	1,500.00	1,500.00	.0
10-42-283 FIREARMS - AMMUNITION	.00	.00	1,500.00	1,500.00	.0
10-42-285 DRUG ENFORCEMENT PROGRAM	52.98	297.16	2,000.00	1,702.84	14.9
10-42-286 PUBLIC RELATIONS	.00	787.78	2,000.00	1,212.22	39.4
10-42-290 OTHER MISCELLANEOUS	.00	543.40	1,000.00	456.60	54.3
10-42-292 PRISONERS - JAIL	.00	150.00	2,500.00	2,350.00	6.0
10-42-300 MEMBERSHIP	50.00	50.00	500.00	450.00	10.0
10-42-310 PRINTING & ADVERTISING	129.45	635.59	1,500.00	864.41	42.4
10-42-320 MATERIALS & SUPPLIES OFFICE	136.34	1,525.18	4,000.00	2,474.82	38.1
10-42-322 POSTAGE	83.33	361.38	1,000.00	638.62	36.1
10-42-331 PATROL EQUIPMENT	.00	75.24	4,500.00	4,424.76	1.7
10-42-332 INVESTIGATIVE EQUIPMENT	76.00	941.02	6,500.00	5,558.98	14.5
10-42-340 UNIFORMS	276.96	5,626.12	2,500.00	( 3,126.12)	225.0
10-42-800 NEW EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
10-42-990 SAFETY	575.00	575.00	150.00	( 425.00)	383.3
TOTAL POLICE DEPARTMENT	41,604.48	202,998.78	595,772.00	392,773.22	34.1

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FIRE DEPARTMENT</u>					
10-43-210 UTILITIES	107.48	550.21	3,000.00	2,449.79	18.3
10-43-250 REPAIR & MAINTENANCE	.00	.00	4,000.00	4,000.00	.0
10-43-260 VEHICLE EXPENSE	.00	246.50	1,500.00	1,253.50	16.4
10-43-261 GASOLINE	.00	64.98	1,000.00	935.02	6.5
10-43-270 INSURANCE	.00	.00	9,845.00	9,845.00	.0
10-43-280 TRAVEL & TRAINING	.00	.00	250.00	250.00	.0
10-43-290 OTHER MISCELLANEOUS	.00	.00	200.00	200.00	.0
10-43-300 MEMBERSHIP	.00	.00	3,500.00	3,500.00	.0
10-43-320 MATERIALS & SUPPLIES	.00	.00	2,000.00	2,000.00	.0
10-43-810 NEW EQUIPMENT	.00	.00	4,000.00	4,000.00	.0
10-43-990 SAFETY	.00	.00	250.00	250.00	.0
<b>TOTAL FIRE DEPARTMENT</b>	<b>107.48</b>	<b>861.69</b>	<b>29,545.00</b>	<b>28,683.31</b>	<b>2.9</b>
<u>STREETS AND ALLEYS</u>					
10-44-110 SALARIES & WAGES	2,810.89	16,473.76	46,250.00	29,776.24	35.6
10-44-150 EMPLOYEE BENEFITS	1,143.89	6,284.80	16,750.00	10,465.20	37.5
10-44-210 UTILITIES	2,261.30	10,778.06	25,500.00	14,721.94	42.3
10-44-250 REPAIR & MAINTENANCE	.00	12.11	1,500.00	1,487.89	.8
10-44-255 HIGHWAY/STREETS MAINTENANCE	.00	962.05	5,000.00	4,037.95	19.2
10-44-260 VEHICLE EXPENSE	.00	367.24	2,500.00	2,132.76	14.7
10-44-261 GASOLINE	517.85	2,363.28	10,500.00	8,136.72	22.5
10-44-265 TIRES	54.00	1,632.64	4,000.00	2,367.36	40.8
10-44-267 EQUIPMENT REPAIR & MAINTENANC	2,083.34	2,799.96	15,000.00	12,200.04	18.7
10-44-270 INSURANCE	.00	.00	4,400.00	4,400.00	.0
10-44-285 D & A TESTING	.00	.00	250.00	250.00	.0
10-44-290 OTHER MISCELLANEOUS	.00	132.00	250.00	118.00	52.8
10-44-320 MATERIALS & SUPPLIES	1,728.36	2,546.53	2,500.00	( 46.53)	101.9
10-44-335 UNIFORMS	.00	.00	500.00	500.00	.0
10-44-990 SAFETY	.00	62.45	600.00	537.55	10.4
<b>TOTAL STREETS AND ALLEYS</b>	<b>10,599.63</b>	<b>44,414.88</b>	<b>135,500.00</b>	<b>91,085.12</b>	<b>32.8</b>
<u>MUNICIPAL JUDGE</u>					
10-45-110 SALARIES & WAGES	1,456.00	10,530.00	27,500.00	16,970.00	38.3
10-45-150 EMPLOYEE BENEFITS	370.10	1,864.12	5,000.00	3,135.88	37.3
10-45-220 LEGAL FEES	1,275.00	6,612.00	20,000.00	13,388.00	33.1
10-45-280 TRAVEL & TRAINING	.00	.00	2,000.00	2,000.00	.0
10-45-290 OTHER MISCELLANEOUS	.00	.00	200.00	200.00	.0
10-45-320 MATERIALS & SUPPLIES	212.79	505.81	2,000.00	1,494.19	25.3
10-45-350 JURY TRIALS	.00	.00	500.00	500.00	.0
<b>TOTAL MUNICIPAL JUDGE</b>	<b>3,313.89</b>	<b>19,511.93</b>	<b>57,200.00</b>	<b>37,688.07</b>	<b>34.1</b>



TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>MOSQUITO CONTROL</u>					
10-46-110 SALARIES & WAGES	.00	3,244.83	10,750.00	7,505.17	30.2
10-46-150 EMPLOYEE BENEFITS	.00	1,736.09	8,000.00	6,263.91	21.7
10-46-250 REPAIR & MAINTENANCE	.00	.00	500.00	500.00	.0
10-46-260 VEHICLE EXPENSE	.00	10.00	500.00	490.00	2.0
10-46-261 GASOLINE	.00	363.69	1,500.00	1,136.31	24.3
10-46-267 EQUIPMENT REPAIR & MAINTENANC	.00	.00	500.00	500.00	.0
10-46-280 TRAVEL & TRAINING	.00	.00	250.00	250.00	.0
10-46-290 OTHER MISCELLANEOUS	.00	.00	750.00	750.00	.0
10-46-310 PRINTING & ADVERTISING	.00	.00	100.00	100.00	.0
10-46-320 MATERIALS & SUPPLIES	.00	21.00	500.00	479.00	4.2
10-46-325 CHEMICALS	.00	14,505.83	15,000.00	494.17	96.7
10-46-335 UNIFORMS	.00	.00	100.00	100.00	.0
10-46-990 SAFETY	.00	.00	100.00	100.00	.0
<b>TOTAL MOSQUITO CONTROL</b>	<b>.00</b>	<b>19,881.44</b>	<b>38,550.00</b>	<b>18,668.56</b>	<b>51.6</b>
<u>PARKS &amp; RECREATION</u>					
10-47-110 SALARIES & WAGES	.00	6,488.10	21,500.00	15,011.90	30.2
10-47-115 SALARIES - MUSEUM	846.12	5,795.97	18,500.00	12,704.03	31.3
10-47-150 EMPLOYEE BENEFITS	80.55	4,034.64	17,500.00	13,465.36	23.1
10-47-210 UTILITIES	1,190.38	6,141.68	15,000.00	8,858.32	40.9
10-47-220 PROFESSIONAL SERVICES	1,750.67	8,753.35	40,000.00	31,246.65	21.9
10-47-250 REPAIR & MAINTENANCE	192.37	1,408.56	2,000.00	591.44	70.4
10-47-260 VEHICLE EXPENSE	.00	24.29	2,500.00	2,475.71	1.0
10-47-261 GASOLINE	271.78	1,708.73	4,500.00	2,791.27	38.0
10-47-267 EQUIPMENT REPAIR & MAINTENANC	.00	913.24	1,500.00	586.76	60.9
10-47-270 INSURANCE	.00	.00	1,210.00	1,210.00	.0
10-47-290 OTHER MISCELLANEOUS	.00	58.65	500.00	441.35	11.7
10-47-320 MATERIALS & SUPPLIES	231.02	2,172.08	6,500.00	4,327.92	33.4
10-47-335 UNIFORMS	.00	.00	300.00	300.00	.0
10-47-810 NEW EQUIPMENT	.00	1,440.93	1,500.00	59.07	96.1
10-47-990 SAFETY	.00	.00	600.00	600.00	.0
<b>TOTAL PARKS &amp; RECREATION</b>	<b>4,562.89</b>	<b>38,940.22</b>	<b>133,610.00</b>	<b>94,669.78</b>	<b>29.1</b>

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ANIMAL CONTROL</u>					
10-48-110 SALARIES & WAGES	1,236.00	5,562.00	16,750.00	11,188.00	33.2
10-48-150 EMPLOYEE BENEFITS	117.68	537.64	1,500.00	962.36	35.8
10-48-210 UTILITIES	291.90	1,372.23	5,000.00	3,627.77	27.4
10-48-222 VETERINARY EXPENSE	.00	.00	150.00	150.00	.0
10-48-260 VEHICLE EXPENSE	.00	10.00	500.00	490.00	2.0
10-48-261 GASOLINE	.00	.00	1,500.00	1,500.00	.0
10-48-280 TRAVEL & TRAINING	.00	.00	250.00	250.00	.0
10-48-290 OTHER MISCELLANEOUS	.00	.00	750.00	750.00	.0
10-48-310 PRINTING & ADVERTISING	.00	.00	500.00	500.00	.0
10-48-320 MATERIALS & SUPPLIES	289.31	1,312.49	1,500.00	187.51	87.5
10-48-335 UNIFORMS	.00	101.43	250.00	148.57	40.6
10-48-810 NEW EQUIPMENT	.00	519.99	500.00	( 19.99)	104.0
<b>TOTAL ANIMAL CONTROL</b>	<b>1,934.89</b>	<b>9,415.78</b>	<b>29,150.00</b>	<b>19,734.22</b>	<b>32.3</b>
<u>FLOOD CONTROL</u>					
10-49-110 SALARIES & WAGES	1,891.31	5,862.36	13,750.00	7,887.64	42.6
10-49-150 EMPLOYEE BENEFITS	769.17	2,503.32	5,500.00	2,996.68	45.5
10-49-210 UTILITIES	211.04	919.16	2,000.00	1,080.84	46.0
10-49-220 PROFESSIONAL SERVICES	.00	.00	500.00	500.00	.0
10-49-250 REPAIR & MAINTENANCE	.00	1,500.00	2,000.00	500.00	75.0
10-49-290 OTHER MISCELLANEOUS	.00	.00	200.00	200.00	.0
10-49-320 MATERIALS & SUPPLIES	.00	472.86	1,500.00	1,027.14	31.5
10-49-990 SAFETY	.00	.00	600.00	600.00	.0
<b>TOTAL FLOOD CONTROL</b>	<b>2,871.52</b>	<b>11,257.70</b>	<b>26,050.00</b>	<b>14,792.30</b>	<b>43.2</b>
<u>MISCELLANEOUS</u>					
10-50-110 SALARIES & WAGES	1,000.00	5,000.00	12,500.00	7,500.00	40.0
10-50-150 EMPLOYEE BENEFITS	174.70	845.45	1,061.50	216.05	79.7
10-50-220 PROFESSIONAL SERVICES	25,950.00	25,950.00	25,000.00	( 950.00)	103.8
10-50-225 PLANNING & ZONING	.00	.00	500.00	500.00	.0
10-50-290 OTHER MISCELLANEOUS	689.14	4,248.58	5,000.00	751.42	85.0
10-50-780 ECONOMIC DEVELOPMENT	1,109.33	6,213.14	12,000.00	5,786.86	51.8
10-50-785 CHAMBER OF COMMERCE	.00	.00	5,000.00	5,000.00	.0
10-50-795 HOLIDAZZLE	279.00	1,143.24	3,000.00	1,856.76	38.1
10-50-800 DAYS OF '49	.00	.00	1,000.00	1,000.00	.0
10-50-805 FIREWORKS	.00	2,000.00	3,000.00	1,000.00	66.7
<b>TOTAL MISCELLANEOUS</b>	<b>29,202.17</b>	<b>45,400.41</b>	<b>68,061.50</b>	<b>22,661.09</b>	<b>66.7</b>

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>BUILDING MAINTENANCE</u>					
10-51-100 TOWN HALL	489.00	2,842.50	4,000.00	1,157.50	71.1
10-51-250 FIRE HALL	.00	.00	2,000.00	2,000.00	.0
10-51-300 REC CENTER	1,747.81	3,913.60	3,000.00	( 913.60)	130.5
10-51-400 POUND	.00	33.99	500.00	466.01	6.8
10-51-500 LIBRARY	115.86	269.84	1,500.00	1,230.16	18.0
10-51-800 CALL CENTER	.00	908.96	1,000.00	91.04	90.9
10-51-900 P&R BLDGS	.00	120.00	1,500.00	1,380.00	8.0
10-51-950 GENERAL PROPERTY	.00	1,364.00	2,500.00	1,136.00	54.6
10-51-990 PROPERTY TAXES PAYABLE	.00	5,301.94	5,500.00	198.06	96.4
<b>TOTAL BUILDING MAINTENANCE</b>	<b>2,352.67</b>	<b>14,754.83</b>	<b>21,500.00</b>	<b>6,745.17</b>	<b>68.6</b>
<u>POOL</u>					
10-52-110 SALARIES & WAGES	.00	11,761.38	21,500.00	9,738.62	54.7
10-52-150 EMPLOYEE BENEFITS	.00	1,119.69	2,250.00	1,130.31	49.8
10-52-210 UTILITIES	227.70	5,327.30	12,000.00	6,672.70	44.4
10-52-250 REPAIR & MAINTENANCE	86.59	598.92	1,000.00	401.08	59.9
10-52-270 INSURANCE	.00	.00	1,210.00	1,210.00	.0
10-52-280 TRAVEL & TRAINING	.00	310.00	1,500.00	1,190.00	20.7
10-52-290 OTHER MISCELLANEOUS	505.05	716.40	500.00	( 216.40)	143.3
10-52-320 MATERIALS & SUPPLIES	97.37	809.38	6,000.00	5,190.62	13.5
10-52-325 CHEMICALS	.00	9,657.03	10,000.00	342.97	96.6
<b>TOTAL POOL</b>	<b>916.71</b>	<b>30,300.10</b>	<b>55,960.00</b>	<b>25,659.90</b>	<b>54.2</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>111,623.09</b>	<b>511,568.79</b>	<b>1,355,717.00</b>	<b>844,148.21</b>	<b>37.7</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>1,297.24</b>	<b>159,236.50</b>	<b>.00</b>	<b>( 159,236.50)</b>	<b>.0</b>

TOWN OF GREYBULL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

CAPITAL PROJECT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUND REVENUE</u>					
30-30-320 SALES TAX - OPTIONAL	39,037.14	182,349.42	350,000.00	167,650.58	52.1
30-30-667 INTEREST - CAPITAL DEPRECIATIO	12.42	65.89	50.00	( 15.89)	131.8
30-30-670 INTEREST - SALES TAX	1,108.36	6,268.52	5,500.00	( 768.52)	114.0
30-30-800 INTEREST - GDF	.00	.00	75.00	75.00	.0
30-30-805 INTEREST - FIRE SIREN FUND	7.81	41.40	75.00	33.60	55.2
30-30-822 INTEREST - DEV TRUST FUND	77.40	393.91	500.00	106.09	78.8
30-30-840 SALE OF OBSOLETE EQUIPMENT	.00	.00	2,500.00	2,500.00	.0
30-30-865 SALE OF TOWN LAND	.00	157,607.50	50,000.00	( 107,607.50)	315.2
30-30-884 SHSP- FIRE SIREN GRANT	.00	.00	21,000.00	21,000.00	.0
30-30-889 INTEREST ARPA FUNDS	.00	233.11	.00	( 233.11)	.0
30-30-892 ARPA FUNDS 1033	.00	31,047.62	.00	( 31,047.62)	.0
TOTAL FUND REVENUE	40,243.13	378,007.37	429,700.00	51,692.63	88.0
TOTAL FUND REVENUE	40,243.13	378,007.37	429,700.00	51,692.63	88.0

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

CAPITAL PROJECT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMINISTRATION</u>					
30-41-815 OFFICE IMPROVEMENTS/EQUIPMENT	.00	8,495.00	9,000.00	505.00	94.4
30-41-826 CAPITAL IMPROVMENT PLAN	.00	29,302.59	8,000.00	( 21,302.59)	366.3
30-41-836 GREYBULL RESIDENTIAL DEV PROJ	330.00	1,012.00	4,500.00	3,488.00	22.5
30-41-900 TRANSFER TO GENERAL FUND	.00	.00	41,892.00	41,892.00	.0
30-41-920 CAPITAL RESERVE	.00	.00	35,558.00	35,558.00	.0
<b>TOTAL ADMINISTRATION</b>	<b>330.00</b>	<b>38,809.59</b>	<b>98,950.00</b>	<b>60,140.41</b>	<b>39.2</b>
<u>POLICE DEPARTMENT</u>					
30-42-810 DEBT SERVICE - VEHICLES	.00	.00	23,000.00	23,000.00	.0
<b>TOTAL POLICE DEPARTMENT</b>	<b>.00</b>	<b>.00</b>	<b>23,000.00</b>	<b>23,000.00</b>	<b>.0</b>
<u>FIRE DEP'T. GRANTS/DONATIONS</u>					
30-43-815 FIRE SIRENS	.00	.00	21,000.00	21,000.00	.0
<b>TOTAL FIRE DEP'T. GRANTS/DONATIO</b>	<b>.00</b>	<b>.00</b>	<b>21,000.00</b>	<b>21,000.00</b>	<b>.0</b>
<u>STREETS AND ALLEYS</u>					
30-44-815 EQUIPMENT REPLACEMENT SWEEPE	.00	.00	50,000.00	50,000.00	.0
30-44-822 EQUIPMENT - BRUSH HOG ATTACHM	.00	2,848.95	6,000.00	3,151.05	47.5
30-44-830 ROAD MAINT PROJECTS	.00	.00	25,000.00	25,000.00	.0
30-44-880 STREETS/CURBS/GUTTERS MAINT	.00	.00	35,000.00	35,000.00	.0
30-44-890 MAINSTREET/DOWNTOWN ENHANCE	110.94	5,865.22	15,000.00	9,134.78	39.1
30-44-891 MAINSTREET CHRISTMAS DECOR	5,590.22	9,650.22	25,000.00	15,349.78	38.6
<b>TOTAL STREETS AND ALLEYS</b>	<b>5,701.16</b>	<b>18,364.39</b>	<b>156,000.00</b>	<b>137,635.61</b>	<b>11.8</b>
<u>PARKS &amp; RECREATION</u>					
30-47-835 TREE BOARD PROJECT	.00	84.95	3,500.00	3,415.05	2.4
30-47-880 BALLFIELD/PLAYGROUND IMP	2,361.25	4,253.73	2,500.00	( 1,753.73)	170.2
<b>TOTAL PARKS &amp; RECREATION</b>	<b>2,361.25</b>	<b>4,338.68</b>	<b>6,000.00</b>	<b>1,661.32</b>	<b>72.3</b>
<u>FLOOD CONTROL</u>					
30-49-820 FLOOD PLAIN REMEDIATION	.00	6,703.08	10,000.00	3,296.92	67.0
<b>TOTAL FLOOD CONTROL</b>	<b>.00</b>	<b>6,703.08</b>	<b>10,000.00</b>	<b>3,296.92</b>	<b>67.0</b>

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

CAPITAL PROJECT FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>BUILDING IMPROVEMENTS</u>					
30-51-100 TOWN HALL	.00	13,123.75	30,000.00	16,876.25	43.8
30-51-200 TOWN SHOP	.00	.00	7,000.00	7,000.00	.0
30-51-250 FIRE HALL	.00	.00	1,500.00	1,500.00	.0
30-51-300 REC CENTER	.00	3,321.00	20,000.00	16,679.00	16.6
30-51-400 POUND	.00	.00	250.00	250.00	.0
30-51-500 LIBRARY	6,404.00	8,502.89	9,000.00	497.11	94.5
30-51-800 CALL CENTER	.00	.00	1,000.00	1,000.00	.0
30-51-900 P&R BLDGS	.00	.00	10,000.00	10,000.00	.0
30-51-910 SOCCER FIELD	.00	.00	1,000.00	1,000.00	.0
30-51-920 POOL	.00	18.58	20,000.00	19,981.42	.1
30-51-950 GENERAL PROPERTY	71.94	2,969.71	15,000.00	12,030.29	19.8
TOTAL BUILDING IMPROVEMENTS	6,475.94	27,935.93	114,750.00	86,814.07	24.4
TOTAL FUND EXPENDITURES	14,868.35	96,151.67	429,700.00	333,548.33	22.4
NET REVENUE OVER EXPENDITURES	25,374.78	281,855.70	.00	( 281,855.70)	.0

TOWN OF GREYBULL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

LODGING TAX FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUND REVENUE</u>						
46-30-610	LODGING TAX REVENUE	2,980.46	16,587.42	25,000.00	8,412.58	66.4
46-30-615	GRANT REVENUE	.00	10,000.00	.00	( 10,000.00)	.0
46-30-630	INTEREST INCOME	20.65	86.65	200.00	113.35	43.3
	TOTAL FUND REVENUE	3,001.11	26,674.07	25,200.00	( 1,474.07)	105.9
	TOTAL FUND REVENUE	3,001.11	26,674.07	25,200.00	( 1,474.07)	105.9

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

LODGING TAX FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUND EXPENDITURES</u>					
46-40-610 PROMOTIONAL EXPENSE	5,050.00	18,303.10	25,200.00	6,896.90	72.6
TOTAL FUND EXPENDITURES	5,050.00	18,303.10	25,200.00	6,896.90	72.6
TOTAL FUND EXPENDITURES	5,050.00	18,303.10	25,200.00	6,896.90	72.6
NET REVENUE OVER EXPENDITURES	( 2,048.89)	8,370.97	.00	( 8,370.97)	.0



TOWN OF GREYBULL  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUND REVENUE</u>					
71-30-410 METERED WATER SALES	64,843.26	403,690.31	880,000.00	476,309.69	45.9
71-30-450 OTHER WATER SALES	275.00	1,655.00	4,500.00	2,845.00	36.8
71-30-510 WATER TAPS	1,500.00	9,000.00	8,000.00	( 1,000.00)	112.5
71-30-620 WATER SERVICE CHARGES	450.00	535.00	1,000.00	465.00	53.5
71-30-640 WATER TURN-ON CHARGES	25.00	235.00	1,000.00	765.00	23.5
71-30-645 B.H COUNTY AIRPORT ASSESSMENT	.00	7,710.96	7,710.00	( .96)	100.0
71-30-650 SALE OF MATERIALS	.00	3,449.60	1,500.00	( 1,949.60)	230.0
71-30-671 INTEREST - 2015 BOND FUND	36.39	192.94	250.00	57.06	77.2
71-30-672 INTEREST - 2017 BOND FUND	.97	2.18	5.00	2.82	43.6
71-30-685 INTEREST - WATER MAINTENANCE	104.15	552.36	750.00	197.64	73.7
71-30-705 INTEREST - '15 BOND RESERVE	.00	1,768.25	500.00	( 1,268.25)	353.7
71-30-710 INTEREST - '15 BOND ASSET RES	28.18	147.72	200.00	52.28	73.9
TOTAL FUND REVENUE	67,262.95	428,939.32	905,415.00	476,475.68	47.4
TOTAL FUND REVENUE	67,262.95	428,939.32	905,415.00	476,475.68	47.4

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUND EXPENDITURES</u>					
71-40-110 SALARIES & WAGES	14,711.74	72,610.27	199,000.00	126,389.73	36.5
71-40-150 EMPLOYEE BENEFITS	5,303.63	26,825.95	81,500.00	54,674.05	32.9
71-40-170 FIREMEN/EMT BENEFITS	106.03	536.95	1,500.00	963.05	35.8
71-40-210 UTILITIES	1,739.08	7,227.41	21,500.00	14,272.59	33.6
71-40-221 ENGINEERING	1,050.00	2,175.00	5,000.00	2,825.00	43.5
71-40-225 PROFESSIONAL SERVICES	8,013.40	8,086.90	17,000.00	8,913.10	47.6
71-40-250 REPAIR & MAINTENANCE	.00	1,557.56	5,000.00	3,442.44	31.2
71-40-253 WATERLINE & STORAGE IMPROVE	79.32	12,405.64	75,000.00	62,594.36	16.5
71-40-260 VEHICLE EXPENSE	103.83	1,231.75	3,000.00	1,768.25	41.1
71-40-261 GASOLINE	570.79	2,338.51	7,500.00	5,161.49	31.2
71-40-265 TIRES	40.92	40.92	2,500.00	2,459.08	1.6
71-40-267 EQUIPMENT REPAIR & MAINTENANC	126.73	850.58	1,000.00	149.42	85.1
71-40-270 INSURANCE	.00	498.00	15,200.00	14,702.00	3.3
71-40-280 TRAVEL, TRAIN , MEMBERSHIP	1,304.06	2,249.37	5,000.00	2,750.63	45.0
71-40-285 D & A TESTING	.00	181.00	500.00	319.00	36.2
71-40-290 WATER BILLING	256.04	1,730.28	3,500.00	1,769.72	49.4
71-40-310 PRINTING & ADVERTISING	393.46	1,208.15	2,500.00	1,291.85	48.3
71-40-320 MATERIALS & SUPPLIES	1,093.98	4,569.97	15,000.00	10,430.03	30.5
71-40-325 METERS/AIR VALVES/RADIO READ	.00	9,081.00	25,000.00	15,919.00	36.3
71-40-330 CHEMICALS	60.00	3,391.70	7,000.00	3,608.30	48.5
71-40-335 UNIFORMS	.00	.00	1,500.00	1,500.00	.0
71-40-340 WATER TESTING	.00	304.21	5,000.00	4,695.79	6.1
71-40-400 WATER BUILDINGS	.00	.00	1,500.00	1,500.00	.0
71-40-410 TOWN SHOP	.00	.00	1,500.00	1,500.00	.0
71-40-720 WATER MAINTENANCE - TELEMETRY	.00	2,251.46	20,000.00	17,748.54	11.3
71-40-735 DEBT SERVICE - 14 H2O UPGRADE	.00	.00	48,000.00	48,000.00	.0
71-40-736 DEBT SERVICE - TANK TIE-IN	.00	81,023.27	85,000.00	3,976.73	95.3
71-40-755 B.H. REGIONAL	18,380.45	91,902.25	225,500.00	133,597.75	40.8
71-40-920 DEPRECIATION	.00	.00	20,915.00	20,915.00	.0
71-40-950 BAD DEBT EXPENSE	.00	2,373.89	1,500.00	( 873.89)	158.3
71-40-990 SAFETY	890.96	1,490.96	1,800.00	309.04	82.8
TOTAL FUND EXPENDITURES	54,224.42	338,142.95	905,415.00	567,272.05	37.4
TOTAL FUND EXPENDITURES	54,224.42	338,142.95	905,415.00	567,272.05	37.4
NET REVENUE OVER EXPENDITURES	13,038.53	90,796.37	.00	( 90,796.37)	.0

TOWN OF GREYBULL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUND REVENUE</u>					
72-30-410 SEWER SERVICE REVENUE	30,170.29	154,803.80	360,000.00	205,196.20	43.0
72-30-670 INTEREST - SEWER BOND FUND	45.10	213.84	200.00	( 13.84)	106.9
72-30-675 INTEREST - SEWER BOND ASSET R	.00	40.89	.00	( 40.89)	.0
72-30-680 INTEREST INCOME-SEWER BOND RE	.00	815.78	200.00	( 615.78)	407.9
72-30-690 INTEREST - WASTEWATER	15.23	80.82	150.00	69.18	53.9
TOTAL FUND REVENUE	30,230.62	155,955.13	360,550.00	204,594.87	43.3
TOTAL FUND REVENUE	30,230.62	155,955.13	360,550.00	204,594.87	43.3

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUND EXPENDITURES</u>					
72-40-110 SALARIES & WAGES	11,839.92	54,972.26	147,500.00	92,527.74	37.3
72-40-150 EMPLOYEE BENEFITS	3,351.50	18,008.83	50,750.00	32,741.17	35.5
72-40-210 UTILITIES	656.18	4,076.24	11,000.00	6,923.76	37.1
72-40-221 ENGINEERING	.00	1,600.00	1,000.00	( 600.00)	160.0
72-40-222 PROFESSIONAL SERVICES	6,749.00	7,499.00	15,000.00	7,501.00	50.0
72-40-250 REPAIR & MAINTENANCE	74.83	416.81	15,000.00	14,583.19	2.8
72-40-260 VEHICLE EXPENSE	.00	110.00	1,500.00	1,390.00	7.3
72-40-261 GASOLINE	446.96	2,704.97	4,000.00	1,295.03	67.6
72-40-267 EQUIPMENT REPAIR & MAINTENANC	.00	.00	2,500.00	2,500.00	.0
72-40-270 INSURANCE	.00	.00	9,900.00	9,900.00	.0
72-40-280 TRAVEL, TRAIN, MEMBERSHIP	1,636.82	1,766.25	1,500.00	( 266.25)	117.8
72-40-285 D & A TESTING	.00	.00	450.00	450.00	.0
72-40-290 SEWER BILLING	203.55	1,320.92	2,500.00	1,179.08	52.8
72-40-310 PRINTING & ADVERTISING	129.46	209.64	1,000.00	790.36	21.0
72-40-320 MATERIALS & SUPPLIES	91.98	675.00	2,000.00	1,325.00	33.8
72-40-330 CHEMICALS	10,496.28	10,496.28	10,000.00	( 496.28)	105.0
72-40-345 TOWN SHOP	.00	.00	1,000.00	1,000.00	.0
72-40-750 DEBT SERVICE - '20 SEWER BONDS	.00	.00	33,400.00	33,400.00	.0
72-40-760 '24 SEWER BOND	.00	.00	15,500.00	15,500.00	.0
72-40-820 SEWER BUILDINGS	.00	.00	14,000.00	14,000.00	.0
72-40-850 SEWER TESTING	.00	3,733.10	10,000.00	6,266.90	37.3
72-40-920 DEPRECIATION	.00	.00	9,250.00	9,250.00	.0
72-40-990 SAFETY	1,233.50	1,233.50	1,800.00	566.50	68.5
TOTAL FUND EXPENDITURES	36,909.98	108,822.80	360,550.00	251,727.20	30.2
TOTAL FUND EXPENDITURES	36,909.98	108,822.80	360,550.00	251,727.20	30.2
NET REVENUE OVER EXPENDITURES	( 6,679.36)	47,132.33	.00	( 47,132.33)	.0

TOWN OF GREYBULL  
 REVENUES WITH COMPARISON TO BUDGET  
 FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

SANITATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUND REVENUE</u>					
73-30-410 SANITATION CUSTOMER SERVICE	33,119.61	165,953.30	380,000.00	214,046.70	43.7
73-30-650 RECYCLING REVENUE	.00	.00	500.00	500.00	.0
73-30-670 INTEREST - SANITATION DEPREC	34.81	184.64	250.00	65.36	73.9
TOTAL FUND REVENUE	33,154.42	166,137.94	380,750.00	214,612.06	43.6
TOTAL FUND REVENUE	33,154.42	166,137.94	380,750.00	214,612.06	43.6

TOWN OF GREYBULL  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2024

SANITATION FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>FUND EXPENDITURES</u>					
73-40-110 SALARIES & WAGES	7,442.52	33,776.07	91,250.00	57,473.93	37.0
73-40-150 EMPLOYEE BENEFITS	3,571.40	18,562.18	50,500.00	31,937.82	36.8
73-40-210 UTILITIES	140.07	500.14	4,500.00	3,999.86	11.1
73-40-250 REPAIR & MAINTENANCE	131.04	369.36	4,500.00	4,130.64	8.2
73-40-260 VEHICLE EXPENSE	22.78	1,406.17	2,500.00	1,093.83	56.3
73-40-261 GASOLINE	1,405.07	5,975.36	16,000.00	10,024.64	37.4
73-40-265 TIRES	35.00	105.00	5,000.00	4,895.00	2.1
73-40-270 INSURANCE	.00	.00	13,600.00	13,600.00	.0
73-40-285 D & A TESTING	.00	.00	250.00	250.00	.0
73-40-290 SANITATION BILLING	203.54	1,320.88	2,500.00	1,179.12	52.8
73-40-295 LANDFILL ASSESSMENT	14,077.85	68,113.95	160,000.00	91,886.05	42.6
73-40-310 PRINTING & ADVERTISING	.00	297.50	1,000.00	702.50	29.8
73-40-320 MATERIALS & SUPPLIES	409.03	562.78	2,000.00	1,437.22	28.1
73-40-335 UNIFORMS	.00	.00	500.00	500.00	.0
73-40-340 GARBAGE CONTAINERS	.00	9.99	15,000.00	14,990.01	.1
73-40-360 TOWN SHOP	.00	.00	1,000.00	1,000.00	.0
73-40-920 SANITATION DEPRECIATION FUND	.00	.00	9,450.00	9,450.00	.0
73-40-990 SAFETY	( 600.00)	.00	1,200.00	1,200.00	.0
TOTAL FUND EXPENDITURES	26,838.30	130,999.38	380,750.00	249,750.62	34.4
TOTAL FUND EXPENDITURES	26,838.30	130,999.38	380,750.00	249,750.62	34.4
NET REVENUE OVER EXPENDITURES	6,316.12	35,138.56	.00	( 35,138.56)	.0

	6/30/2024	7/31/2024	8/31/2024	9/30/2024	10/31/2024	11/30/2024
CASH IN CHECKING - COMBINED	\$ 577,403.99	\$ 683,668.10	\$ 847,256.48	\$ 990,848.97	\$ 1,064,194.69	\$ 1,068,513.40
PETTY CASH	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00	\$ 125.00
CHANGE FUND	\$ 230.00	\$ 230.00	\$ 230.00	\$ 230.00	\$ 230.00	\$ 230.00
CASH - INVESTMENT FUNDS (XX2678)	\$ 1,025,302.40	\$ 1,025,302.40	\$ 1,025,302.40	\$ 1,025,302.40	\$ 1,275,302.40	\$ 1,275,302.40
UTILITY CASH CLEARING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CASH - SALES TAX ACCOUNT	\$ 1,517,817.92	\$ 1,548,692.98	\$ 1,592,060.22	\$ 1,628,355.09	\$ 1,416,290.36	\$ 1,456,435.86
CASH--CAPITAL DEPRECIATION	\$ 31,198.86	\$ 31,212.97	\$ 31,225.80	\$ 31,239.06	\$ 31,252.33	\$ 31,264.75
CASH-FIRE SIREN	\$ 10,306.61	\$ 10,315.47	\$ 10,323.53	\$ 10,331.86	\$ 10,340.20	\$ 10,348.01
CASH - DEV TRUST FUND	\$ 78,154.36	\$ 78,234.01	\$ 78,313.74	\$ 78,390.98	\$ 78,470.87	\$ 78,548.27
CASH- ARPA FUNDS	\$ 96,221.57	\$ 96,304.22	\$ 96,379.42	\$ -	\$ -	\$ -
CASH - LODGING TAX	\$ 16,103.32	\$ 10,358.49	\$ 10,476.15	\$ 23,395.93	\$ 26,523.18	\$ 24,474.29
CASH - WATER MAINTENANCE FUND	\$ 174,280.70	\$ 174,398.92	\$ 174,506.46	\$ 174,617.65	\$ 174,728.91	\$ 174,833.06
CASH - SALES TAX ACCOUNT	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
CD - SERIES 15/17 BOND RESERVE	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$ 101,768.25	\$ 101,768.25	\$ 101,768.25
CASH - SERIES 15 BOND ASSET RESERVE	\$ 38,550.89	\$ 38,578.98	\$ 38,607.10	\$ 38,642.27	\$ 38,670.43	\$ 38,698.61
CASH - SERIES '15 BOND FUND	\$ 48,056.60	\$ 48,097.88	\$ 48,135.44	\$ 48,174.28	\$ 48,213.15	\$ 48,249.54
CASH - SERIES '17 BOND FUND	\$ 49,600.65	\$ 49,601.07	\$ 49,601.49	\$ 6,578.33	\$ 49,578.59	\$ 49,579.56
CASH - WASTEWATER FACILITIES	\$ 34,784.54	\$ 34,801.84	\$ 34,817.58	\$ 34,833.85	\$ 34,850.13	\$ 34,865.36
CASH - SALES TAX ACCOUNT	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
20 SEWER BOND RESERVE	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,815.78	\$ 50,815.78	\$ 50,815.78
2020 SEWER BOND ASSET RESERVE	\$ 14,748.67	\$ 14,748.67	\$ 14,748.67	\$ 14,789.56	\$ 14,789.56	\$ 14,789.56
20 SEWER BOND FUND	\$ 34,068.98	\$ 34,104.08	\$ 34,150.36	\$ 34,192.68	\$ 34,237.72	\$ 34,282.82
CASH-SANITATION DEPRECIATION	\$ 67,233.48	\$ 67,273.00	\$ 67,308.95	\$ 67,346.12	\$ 67,383.31	\$ 67,418.12
CASH - SALES TAX ACCOUNT	\$ 8,140.84	\$ 8,140.84	\$ 8,140.84	\$ 8,140.84	\$ 8,140.84	\$ 8,140.84
Total Assets	\$ 3,984,829.38	\$ 4,116,688.92	\$ 4,324,209.63	\$ 4,380,618.90	\$ 4,538,405.70	\$ 4,581,183.48

## **Public Works**

### **Council Report for December 2024**

#### **Completed Tasks**

- Put up more of the main street light poles. The rest should be done this month.
- Put up Christmas decorations.
- Two meter pit installations at Frontier Subdivision.
- For meter reading this month Bob and I went to every meter pit between Greybull and Shell. Every pit was located, marked via gps if there wasn't already a point, assigned an address and a customer ID number. We also pulled up every meter and confirmed the size and condition of the meter which was then entered into the GIS system. A more detailed report of our findings will follow.

#### **Upcoming Tasks**

- Make PSV repairs.
- Finish light poles.
- Continue coursework to get water and sewer licenses for the crew.
- Resume washing storm drains under the levee.



# Greybull Police Department

24 South 5<sup>th</sup> Street, Greybull, Wyoming 82426



Phone 307-765-2308

Fax 307-765-2384

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December 3, 2024

Dear Mayor and Council,

The Department made a drug arrest, getting 8 Fentanyl pills off the streets. We look forward to making more arrests of this type in the future.

I would like to express my department's gratitude to the mayor and council for the increase in our salaries. Your support is greatly appreciated.

The Department is looking forward to the upcoming Holidazzle.

The following information is the approximate stats for the month of November:

**Calls for Service: 327**

**Traffic Stops: 19**

**EMS Calls: 5**

**New Cases: 10**

**Arrests: 5**

Please feel free to contact me with any questions.



Chief Travis Davis  
Greybull Police Department

**December 9, 2024**  
**Greybull Town Council Meeting**  
**Engineer's Report**

**Water Tank Inspection Report Summary:**

In April of 2024 divers from Liquid Engineering, aka Pittsburg Tank and Tower, performed inspections of all the Town's finished water storage tanks. They prepared individual reports for each tank with recommended repair work listed for each. The repair work was organized into the following categories: Critical Deficiencies, Structural Deficiencies, OSHA Deficiencies, AWWA/NFPA Deficiencies, and Preventative Maintenance. Within the Critical Deficiencies category some of the recommended work is labeled as an emergency. The tank inspector is also a tank maintenance contractor and, at the Town's request, provided cost estimates for each recommended repair.

In general, the work labeled as an emergency at each tank is regarding a lack of frost proof vacuum-pressure vents on top of the welded steel tanks. The EPA also noted related vent screening deficiencies in a recent sanitary survey of the tanks. We are currently working with Public Works to get DEQ permits to modify the tanks and install different venting and screening than what was originally in place. The ones of highest priority are the Airport Tank and the West Tank due to their inclusion on the EPA deficiency list. Although the inspection reports list these critical deficiencies as "emergencies", the fact is that they have all been in service as is with no observable damage. Although these modifications should be made as soon as funding and permitting allow, it is unlikely that any structural damage will occur in the near term. Replacement of the existing vents with vacuum-pressure, frost-proof vents was estimated at \$4,280.00 per tank.

The other Critical Deficiency that was observed at nearly all the tanks was that the interior coating is failing/has failed. The recommendation of the inspector is to abrasive blast abraded interior surfaces, apply a spot coat of epoxy primer, stripe coat the weld seams, and pain a new epoxy liner on the entire interior surface of the East Tank, West Tank, Airport Tank, Trapper Tank, and Shell Tank. The only tanks not recommended for interior recoating were the Airport Bench Tanks. Estimated costs to reapply epoxy coatings to the tank interiors ranged from \$100,000.00 to \$230,000.00 depending on the size of the tanks and including preventative maintenance sealing items. The recoating work is important and should be performed as funding allows, beginning with the oldest tank and working forward. The cost estimated for each tank is high enough that this work would require advertised open bidding.

A lone structural deficiency was noted at the Airport Tank. The inspector observed that the nuts on the foundation anchor bolts appeared to be loose. The recommendation made was simply to tighten the loose nuts and tack weld them in place to prevent future movement. I would agree with this recommendation, but this is something that could be easily handled in-house by Public Works or contracted out to a local.

OSHA deficiencies ranged from missing signage to lack of handrails and safety devices. Although not critical for physical operation of the tanks, not complying with OSHA regulations leaves the Town open to lawsuits from injured employees. Most of the recommended work is minor in nature and cost estimates are generally \$1000 and less and is work that could easily be carried out by Public Works staff and/or local contractors without the need for bidding. The exceptions to this are the Trapper, Shell, and East tanks that do not currently have any handrails around the rooftops. Those were estimated to cost between \$21,000.00 and \$45,500.00, depending upon the tank diameter. None of these items are identified in the EPA sanitary surveys and are not strictly required by them or the DEQ.

AWWA/NFPA deficiencies include upgrading existing manways, hatches, signage, exterior paint, caulk, and grout. Some of these deficiencies have been taken care of by Public Works this year and many others could be added to routine maintenance schedules. Others are, in my opinion, not necessary. The existing manways and hatches are serviceable and were permitted prior to current code requirements, which are not retroactive. The largest item in this category is a recommendation to clean, spot prime, and paint the exterior surfaces as needed. At a minimum spot maintenance of the exterior finish coating should be completed as necessary at each tank.

Preventative maintenance items included some sealing in conjunction with recommended interior coating, which would be required when the coating was completed. Other items largely consisted of small modifications to existing hatches and ladders. A mixing system to enhance water quality was also recommended. Most of these maintenance items are unnecessary, but it would be prudent to address foundation concrete cracks and spalling by sealing as recommended in the report.

My recommendation would be to address the tank vent upgrades as soon as possible. Especially those that were flagged by the EPA as significant deficiencies; and to prioritize securing funding for re-coating the interior of the tanks, beginning with the 1,000,000-gallon East Tank and working forward in age. Other minor repairs and upgrades, especially those that are structural or safety related should be completed as time and budget allows. Modifications to the tanks will require DEQ permits, while maintenance of existing facilities can be undertaken without permits. Construction projects with costs in excess of \$75,000.00 must be put out for public bids.

**Demolition Estimate for 536 Greybull Ave:**

I have contacted a contractor in Sheridan that specializes in structural demolition. They are going to assist in coming up with an estimated cost to remove the building and perform asbestos abatement. We will have some numbers prior to next month's council meeting.

Respectfully submitted,

Jacob L. Wright, PE

# GREYBULL VOLUNTEER FIRE DEPARTMENT

MONTHLY FIRE REPORT FOR NOVEMBER, 2024

## FIRE CALLS

<b>NUMBER OF FIRE INCIDENTS</b>		<b>1</b>	
<b>MEMBER:</b>	<b>#</b>	<b>HOURS</b>	
ALLEN, COLTON		0	
BROWN, EDDIE		1	
COYNE, JOHN III		0	
EMMETT, ROBERT		0	
HALE, MARK		1	
HETZEL, MATHEW		0	
HETZEL, NATHAN		0	
HOWE, ROBB		1	
KERN, NICK		1	
KOTTMAN, JEREMY		0	
MAZUR, MAX		0	
MILLER, MIKE		0	
MULLEY, BRADY		0	
MURDOCH, PRESTON		0	
MURPHY, SKYLAR		0	
NUTTALL, ROB		1	
OGG, BRANT		1	
PATRICK, SEAN		1	
SPRAGG, CHUCK		1	
SPRAGG, KYLE		1	
SUKUT, JEFF		1	
		0	
<b>FIRE CALL DURATION</b>		<b>1</b>	
<b>FIRE CALL HOURS</b>		<b>10</b>	
<b>TRAINING HOURS</b>		<b>29</b>	
<b>TOTAL FIRE HOURS</b>		<b>39</b>	
<b>TOTAL DEPT. HRS</b>		<b>39</b>	
Total Water Usage Estimate	500	gallons	

## ORDINANCE #902

AN ORDINANCE OF THE TOWN OF GREYBULL, BIG HORN COUNTY, WYOMING, AMENDING THE OFFICIAL ZONING MAP PROVIDED FOR IN GREYBULL MUNICIPAL CODE SECTION 18.16.110 BY ZONING THE REAL PROPERTY DESCRIBED BELOW. ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH ARE HEREBY REPEALED.

BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF GREYBULL, BIG HORN COUNTY, WYOMING:

**SECTION 1:** The following parcels of real property located within an **UNZONED DISTRICT** are hereby zoned to an **AGRICULTURAL DISTRICT (AD) ZONE:**

1. 52930820016000 – 6.18 AC in NE Cor TR 53 7/8 52 93 SD89-955/SD89-957
2. 52930820016100 – 10 AC in NW Cor lot 53 8 52 93 SD169-681 – 3425 Cemetery Road
3. 52930710004688 – 271.4' X 446.1' NW Cor TR-53 7 52 93 BK379-77, 2.78 Acres
4. 52930830005800 – 8.42 AC in Lot 53 Beg 603.25' S of Cor #6 8 52 93 SD152-304 – 3441 Cemetery Road
5. 52930830021500 – 6.53 AC in Lot 53 Beg 2.166.3' N From Cor #5 8 52 93 SD158-325 – 3456 Cemetery Road
6. 52930830005700 – Lot 53 Beg 1783.3' N of Cor #5 of Lot 53 RS (383X558.8X383.6X581.7) 8 52 93 5 (unplatted Greybull) SD63-1934 – 3460 Cemetery Road

**SECTION 2:** Public hearing was held by the Town of Greybull Governing Body regarding this matter, after published notice thereof in the manner prescribed by Greybull Municipal Code Section 18.64.030, on October 14, 2024. Greybull Town Council considered the zoning change and unanimously approved the recommendation.

**SECTION 3:** After due deliberation, the Greybull Town Council found that the real property described in Section 1 above should be and are hereby zoned from an **UNZONED DISTRICT** to **AGRICULTURAL DISTRICT** as described above, and that the Official Zoning Map provided for in Section 18.16.110 of the Greybull Municipal Code is hereby amended to reflect said zoning changes.

**SECTION 4:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION 5:** If any portion of this ordinance is held or found to be invalid, the remainder of the ordinance shall continue to be in full force and effect.

**SECTION 6:** This Ordinance shall take effect and be in full force and effect on December 20, 2024, after having been published in the Greybull Standard.

First Reading: October 14, 2024

Second Reading: November 11, 2024

Third Reading: December 9, 2024

Passed, approved, and adopted this 9<sup>th</sup> day of December 2024.

/s/ \_\_\_\_\_  
Myles Foley, Mayor

ATTEST: \_\_\_\_\_  
Hailey Winkler, Town Clerk

## ORDINANCE #903

**AN ORDINANCE OF THE TOWN OF GREYBULL, BIG HORN COUNTY, WYOMING, AMENDING CHAPTER 13.04 OF THE GREYBULL TOWN CODE, BY AMENDING SECTIONS 13.04.400 AND 13.04.410 PROVIDING FOR PENALTY FOR NONPAYMENT AND DELINQUENT ACCOUNT. ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith ARE HEREBY REPEALED.**

**IT IS HEREBY ORDAINED** by the governing body of the Town of Greybull, Big Horn County, State of Wyoming as follows:

**Section 1. Section 13.04.400** of the Greybull town code is hereby amended to provide as follows:

### 13.04.400 – Penalty for nonpayment

- A. A graduated penalty will be added to all account's delinquent by more than ~~60~~90 days, said penalties to be determined by the council at its annual budget meeting.
- B. The property owner(s) of tap(s) no longer in service, account(s) in delinquent status where no payment has been received for more than ~~six months one year~~ or account(s) owing a total of \$~~500.00~~~~1,000.00~~, or more, shall be notified by USPS certified return receipt mail of the council's intentions to confiscate and remove the tap(s) from the water system.

Notice of a hearing to confiscate and remove tap(s) from the water system shall be published in a newspaper of general circulation in the town for three consecutive weeks prior to the hearing.

After granting the property owner(s) of the tap(s) for confiscation and removal from the water system an opportunity to be heard, and the council determine that there is no adequate reason for the delinquency, it shall be the duty of the council to cause all water to be shut off from delinquent tap(s) and the tap(s) to be removed from the system.

The council shall enforce payment of the lawful charges for all delinquent accounts by all lawful means, including filing of liens against the property, and shall refuse to furnish water to such premises, and/or to the person or persons chargeable with the payment of such charges, until delinquent accounts are paid in full, and a new tap(s) is purchased.

**Section 2. Section 13.04.410** of the Greybull town code is hereby amended to provide as follows:

- A. Once an account becomes delinquent by more than 60 days, the utility clerks shall attempt to contact the property owner via phone call, email, or USPS mail to give them notice that they are in arrears and may lose water service if they do not bring their account current. The utility clerk and property owner may enter into a payment agreement once the account is delinquent for more than 60 days. Payment

agreement shall not extend beyond 90 days. If the account is not current within 90 days, the account shall be considered for shut-off as identified in subsection B. below.

- B. It shall be the duty of the utility clerk to send a notice of hearing to property owners of accounts that will be delinquent by more than ~~6~~90 days on the date of the next regular council informing them they are entitled to a hearing at said council meeting. After granting the delinquent account holder an opportunity to be heard, and the council determines that there is not adequate reason for the delinquency, it shall be the duty of the council to cause all water to be shut off from the premises after the hearing on the delinquent account, and the council shall enforce payment of the lawful charges for all delinquent accounts by all lawful means and shall refuse to furnish water to such premises, and/or to the person or person chargeable with the payment of such charges, until such delinquent accounts are paid in full. An additional charge of \$25.00 shall be collected in such cases for administrative fees. The water shall not be furnished to any such premises until such payment has been made.

Section 3: This Ordinance shall be in full force and effect on January 24<sup>th</sup>, 2025, after having been published in the GREYBULL STANDARD.

First Reading: November 11, 2024

Second Reading: December 9, 2024

Third Reading: January 13, 2025

Passed, approved, and adopted this 13<sup>th</sup> day of January 2025

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Myles Foley, Mayor

ATTEST: \_\_\_\_\_

Hailey Winkler, Town Clerk



**ORDINANCE #904**

**AN ORDINANCE OF THE TOWN OF GREYBULL, BIG HORN COUNTY, WYOMING, AMENDING CHAPTER 18.44 OF THE GREYBULL TOWN CODE, BY AMENDING SECTIONS 18.44.050 PROVIDING FOR PROHIBITED MATERIALS. ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH ARE HEREBY REPEALED.**

**IT IS HEREBY ORDAINED** by the governing body of the Town of Greybull, Big Horn County, State of Wyoming as follows:

**Section 1. Section 18.44.050** of the Greybull town code is hereby amended to provide as follows:

18.44.050 – ~~Prohibited Materials:~~

Fencing materials are limited to wood, vinyl, masonry, wrought iron, decorative metal, wire mesh (e.g., chain-link), bamboo, and similar materials. Pallets, tarps, scrap metal, tires, signs, and materials are not permitted for fencing purposes. All fences shall be constructed from approved fencing materials and shall not be constructed from railroad ties, rubble, or salvage.

Section 2: This Ordinance shall be in full force and effect on January 24<sup>th</sup>, 2025, after having been published in the GREYBULL STANDARD.

First Reading: November 11, 2024

Second Reading: December 9, 2024

Third Reading: January 13, 2025

Passed, approved, and adopted this 13<sup>th</sup> day of January 2025

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Myles Foley, Mayor

ATTEST: \_\_\_\_\_

Hailey Winkler, Town Clerk

## **NOTICE TO BIDDERS**

Sealed bids entitled "**LOT 2 FRONTIER SUBDIVISION**" will be received by the Town of Greybull, Wyoming, at the office of the Town Clerk, 24 South 5th Street, Greybull, Wyoming 82426, until **MONDAY, December 09 , 2024, at 5:00 P.M.**, for the purpose of purchasing the vacant lot located in the Frontier Subdivision. The bid will be awarded to the highest responsible bidder with a minimum bid requirement of **\$35,280**.

The special bidding procedures, building requirements and zoning information can be obtained at Greybull Town Hall and can found online at [www.townofgreybull.com](http://www.townofgreybull.com) .

The legal description of the real property is as follows:

**LOT 2, FRONTIER SUBDIVISION,  
TOWN OF GREYBULL, BIG HORN COUNTY, STATE OF WYOMING.**

Each bid must be submitted in a sealed envelope addressed to the Town of Greybull and must be plainly marked on the outside describing the item being bid on. Emailed bids will not be accepted.

All bids duly received by Monday, December 09, 2024, at **5:00 P.M.**, will be publicly opened and read during the regularly scheduled meeting. The highest responsible bid will be awarded at that time. The Town reserves the right to reject all bids.

**DATED** this 18<sup>th</sup> day of November 2024.

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**Hailey Winkler**  
**Town Clerk**

**PUBLISH:** November 21, 2024  
November 28, 2024  
December 5, 2024

TOWN OF GREYBULL  
24 South 5<sup>th</sup> St  
Greybull, WY 82426  
Telephone: 307-765-9431 Fax: 307-765-2409

**NOMINATION FOR BID FORM**




\_\_\_\_\_ hereby nominates the following lot in the Frontier Subdivision to be published in the Greybull Standard for 3 weeks.

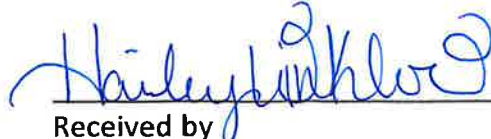

Date: 11/13/24  
Lot number: 2  
Acreage: 1.96

I hereby agree to pay a \$300 deposit to cover the publications costs. This fee is nonrefundable if there is no bid; is refundable if the bidder bids but is unsuccessful.

I understand that speculation is not allowed. Building milestones will be required with each bid with the following minimum requirement: 750 square foot dwelling ready for occupation and connected to municipal water within 5 years, and Big Horn REA electric service within one (1) year of closing or pay the appropriate assessment relating to Big Horn REA's billing. The real property will revert to the Town of Greybull for Failure to meet milestones. Purchaser shall execute a quitclaim deed in favor of the Town of Greybull at closing which will be filed for failure to meet the milestones after due notice requiring council action. My proposed milestone shall be:

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

Phone: 307-921-3854  
Signature of requesting party: 

 11.14.24  19 Nov 2024  
Received by \_\_\_\_\_ Date \_\_\_\_\_ Mayor \_\_\_\_\_ Date \_\_\_\_\_

## **NOTICE TO BIDDERS**

Sealed bids entitled "**LOT 6 FRONTIER SUBDIVISION**" will be received by the Town of Greybull, Wyoming, at the office of the Town Clerk, 24 South 5th Street, Greybull, Wyoming 82426, until **MONDAY, December 09 , 2024, at 5:00 P.M.**, for the purpose of purchasing the vacant lot located in the Frontier Subdivision. The bid will be awarded to the highest responsible bidder with a minimum bid requirement of **\$34,740**.

The special bidding procedures, building requirements and zoning information can be obtained at Greybull Town Hall and can found online at [www.townofgreybull.com](http://www.townofgreybull.com) .

The legal description of the real property is as follows:

**LOT 6, FRONTIER SUBDIVISION,  
TOWN OF GREYBULL, BIG HORN COUNTY, STATE OF WYOMING.**

Each bid must be submitted in a sealed envelope addressed to the Town of Greybull and must be plainly marked on the outside describing the item being bid on. Emailed bids will not be accepted.

All bids duly received by Monday, December 09, 2024, at **5:00 P.M.**, will be publicly opened and read during the regularly scheduled meeting. The highest responsible bid will be awarded at that time. The Town reserves the right to reject all bids.

**DATED** this 18<sup>th</sup> day of November 2024.

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**Hailey Winkler**  
**Town Clerk**

**PUBLISH:** November 21, 2024  
November 28, 2024  
December 5, 2024

TOWN OF GREYBULL  
24 South 5<sup>th</sup> St  
Greybull, WY 82426  
Telephone: 307-765-9431 Fax: 307-765-2409

**NOMINATION FOR BID FORM**

Pat Casad \_\_\_\_\_ hereby nominates the following lot in the Frontier Subdivision to be published in the Greybull Standard for 3 weeks.

Date: 11/7/2024

Lot number: # 6

Acreage: 1.93

I hereby agree to pay a \$300 deposit to cover the publications costs. This fee is nonrefundable if there is no bid; is refundable if the bidder bids but is unsuccessful.

I understand that speculation is not allowed. Building milestones will be required with each bid with the following minimum requirement: 750square foot dwelling ready for occupation and connected to municipal water within 5 years, and Big Horn REA electric service within one (1) year of closing or pay the appropriate assessment relating to Big Horn REA's billing. The real property will revert to the Town of Greybull for Failure to meet milestones. Purchaser shall execute a quitclaim deed in favor of the Town of Greybull at closing which will be filed for failure to meet the milestones after due notice requiring council action. My proposed milestone shall be:

Two years is my proposed milestone.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: 360-477-9777

Signature of requesting party: Pat Casad

Carrie Hunt 11-18-24  
Received by Date

Mayor Hunt 19 Nov 2024  
Mayor Date

### What is Wyoming CLASS?

Wyoming Cooperative Liquid Assets Securities System (Wyoming CLASS) is a local government investment pool that emphasizes safety, liquidity, convenience, and competitive yield. The program was organized in 2020 pursuant to the laws of the state of Wyoming and strives to provide political subdivisions with a safe and competitive investment alternative. Wyoming CLASS provides a professionally managed investment program that invests only in instruments allowable under W.S. 9-4-831 "Legal Investments" governing investment options for political subdivisions. Funds of the Participants are invested in prime or high-grade, short-term fixed income instruments selected to provide for program safety, liquidity, and competitive rates of return as further defined by the Board's Investment Policy.

### Who oversees and manages Wyoming CLASS?

Investments made on behalf of the Participants are subject to the overall direction of the Wyoming CLASS Board of Trustees. Comprised of public finance professionals who represent political subdivisions that participate in Wyoming CLASS, the Board approves the program's investment parameters that must also fall within the investment stipulations mandated under Wyoming State Law for the investment of surplus funds of the Participants. The Board of Trustees has entered into an Investment Advisor and Administrator Agreement with Public Trust Advisors, LLC. Public Trust is responsible to the Board for all program investment and administrative activities as well as many of the services provided on behalf of the Participants.

### How can you participate in Wyoming CLASS?

Enrolling in Wyoming CLASS is simple. After reading the Indenture of Trust and Information Statement available at [www.wyomingclass.com](http://www.wyomingclass.com), follow these steps:

- 1 Pass a resolution approving the Wyoming CLASS Indenture of Trust (a model resolution is provided in the registration packet for your convenience).
- 2 Complete the Wyoming CLASS Registration Packet.
- 3 Submit the above items to the Wyoming CLASS Client Service team for processing at [clientservices@wyomingclass.com](mailto:clientservices@wyomingclass.com).
- 4 Upon review and approval, you will receive confirmation that you have been accepted as a Wyoming CLASS Participant.



### What Features Does Wyoming CLASS Offer?

As a Wyoming CLASS Participant,  
you have access to many  
convenient features:

- Same-day availability of funds (1:00 p.m. MT cut-off)
- Deposits by wire or ACH
- Professionally managed portfolio
- Competitive daily yields
- Unlimited subaccounts
- No minimum balance requirements
- No transaction fees\*
- Direct deposit of state and Federal payments
- Dedicated client service representatives available via phone, fax, or email on any business day

\*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no fees charged from Wyoming CLASS for such transactions.





## What are the objectives of Wyoming CLASS?

### Safety

The primary investment objective of Wyoming CLASS is the safety of public funds. The Wyoming CLASS portfolio is professionally managed by a team of investment professionals who are solely focused on the management of public funds nationwide. The custodian for all Wyoming CLASS investment holdings is U.S. Bank, N.A.

### Liquidity

When you invest with Wyoming CLASS, you have access to your funds on any business day. You must notify Wyoming CLASS of your funds transaction requests by 1:00 p.m. MT via the Internet, phone, or fax. By offering daily liquidity, we provide you with the flexibility you need to meet your daily cash needs.

### Convenience

To make cash management simple and efficient, Wyoming CLASS includes many features that make it easy to access account information and simplify record keeping. Participants may make account transactions on any business day using the Wyoming CLASS phone number (866) 987-4445, fax number (866) 987-4446, email [clientservices@wyomingclass.com](mailto:clientservices@wyomingclass.com) or via the Wyoming CLASS Online Transaction Portal at [www.wyomingclass.com](http://www.wyomingclass.com).

### Flexibility

You may establish multiple Wyoming CLASS accounts to track and parallel your own internal fund accounting structures. You will receive comprehensive monthly statements via email that show all of your transaction activity, interest postings, and rate summaries. These statements have been specifically designed to facilitate public sector fund accounting and to establish a clear accounting and audit trail for your investment records.

### Competitive Returns

The Wyoming CLASS philosophy is to provide competitive returns while adhering to the objectives of safety and liquidity. Participants will receive daily compounding interest on each individual Wyoming CLASS account that has been established.

### Legality

Wyoming CLASS invests only in investments legally permitted under Wyoming state law.

### Have Questions?

Contact us or visit [www.wyomingclass.com](http://www.wyomingclass.com) for more information.



**Troy Hunsucker**

Regional Director, Marketing  
[troy.hunsucker@wyomingclass.com](mailto:troy.hunsucker@wyomingclass.com)  
(307) 222-3790



**Robert Casaceli**

Regional Director, Marketing  
[robert.casaceli@wyomingclass.com](mailto:robert.casaceli@wyomingclass.com)  
(307) 222-0884

## WYOMING CLASS BOARD OF TRUSTEES

Comprised of eligible Participants, Wyoming CLASS is supervised by a Board of Trustees that administers the affairs of the program and enters into contracts and agreements.

**Bill Novotny** | Chairman  
County Commissioner  
Johnson County

**Matthew McBurnett**  
Director of Administrative Services  
City of Rock Springs

**Johnathan Teichert**  
City Administrator  
City of Douglas

## SERVICE PROVIDERS

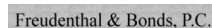
Administrator &  
Investment Advisor



Distribution Agent



Legal Counsel



## CONTACT US

Our team of dedicated professionals are committed to assisting Wyoming political subdivisions with their cash investment needs.



**Troy Hunsucker**  
Regional Director  
(307) 222-3790



**Robert Casaceli**  
Regional Director  
(307) 222-0884



[www.wyomingclass.com](http://www.wyomingclass.com)



[info@wyomingclass.com](mailto:info@wyomingclass.com)



1603 Capitol Avenue, Suite 315  
Cheyenne, WY 82001

Join today;  
begin earning tomorrow.



# Wyoming CLASS

An Investment Solution for Public Funds



**Created for Wyoming  
Political Subdivisions**

Investing with your peers can mean  
more investment income for your  
local community.



## WHAT IS WYOMING CLASS?

Wyoming CLASS is a local government investment pool (LGIP) that allows Wyoming political subdivisions to pool funds together collectively while earning interest on their investments.

## WHO CAN PARTICIPATE?



Counties



Cities



Towns



Special Districts



Educational Entities



Health Districts

Participation is available to any political subdivision or school district under Wyoming state statute.

## PERMISSIBLE INVESTMENTS

Investments are made in accordance with Wyoming State Law and the Wyoming CLASS Investment Policy.

U.S. Government Securities

Repurchase Agreements

Highly Rated Commercial Paper

## WHAT FEATURES DOES WYOMING CLASS OFFER?

### SAFETY

'AAAm' rated by S&P Global Ratings

Investments are made in accordance with Wyoming State Law

Overseen by a Board of Trustees comprised of eligible Participants

### LIQUIDITY

Same-day availability of funds

No minimum balance requirements or transaction fees

### YIELD

Competitive daily yields

Interest compounds and pays daily

Professionally managed portfolio

### CONVENIENCE

Deposits by wire or ACH

Online access for transactions and account statements

Unlimited subaccounts

## GET STARTED TODAY

Enrolling in Wyoming CLASS is simple.

Go to [wyomingclass.com/join](https://wyomingclass.com/join) for a step-by-step guide on how to become a Participant.

A Few Questions to Ask Yourself When Evaluating an LGIP

- 1 Check the rating of the fund; is it rated 'AAAm'?
- 2 Does the LGIP provide daily liquidity?
- 3 How often does interest compound?
- 4 Are there minimum balance requirements?
- 5 Are transaction fees incurred?
- 6 How does the rate compare to other daily liquid investment options?



You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no fees charged from Wyoming CLASS for such transactions. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. Ratings are subject to change and do not remove credit risk. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.

**ORDINANCE #905**

**AN ORDINANCE OF THE TOWN OF GREYBULL, BIG HORN COUNTY, WYOMING, AMENDING CHAPTER 13.08 OF THE GREYBULL TOWN CODE, BY AMENDING SECTION 13.08.010 PROVIDING FOR SEWER RATE INCREASES. ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH ARE HEREBY REPEALED.**

**WHEREAS, the Town of Greybull recently conducted a rate study with Carl Brown from Getting Great Rates. From this study it was determined the following rates should be adopted in order to adjust for inflation and to maintain the appropriate reserves, as required by Wyoming Statutes Section 15-7-407, which have been declining, and to cover all operations, maintenance, and depreciation.**

**IT IS HEREBY ORDAINED** by the governing body of the Town of Greybull, Big Horn County, State of Wyoming as follows:

**Section 1. Section 13.08.010** of the Greybull Town code is hereby amended to provide as follows (amendments in **BOLD**):

**Section 13.08.010 schedule of charges**

A basic charge, hereafter referred to as minimum charge, shall be charged to each residence and business monthly. The minimum charge for each service shall be as follows:

1. The sanitary sewer rates effective after the **February 2025** utility meter reading will be as follows:
  - a. Minimum rates based on tap size

Sewer Monthly Minimum	
Tap Size	Rate
3/4"	<del>\$32.50</del> <b>\$34.53</b>
1"	<del>\$58.79</del> <b>\$63.40</b>
1 1/2"	<del>\$102.60</del> <b>\$108.07</b>
2"	<del>\$155.18</del> <b>\$165.62</b>
3"	<del>\$295.38</del> <b>\$310.93</b>

- b. Unit charge rates

Gallons Used	Rate per 1,000
All Usage	<del>\$3.03</del> <b>\$3.94</b>

- c. Unit charge calculations

Calculation Method for Sewer Usage	
Time of Year	Method
Winter	Water Meter Reading
Summer	Avg Monthly Winter Use

- d. Time of year definitions
  - a. Winter Billing – occurs during the months of November thru April
  - b. Summer Billing – occurs during the months of May thru October
- 2. The “snowbird”/inactive rates for sewer utilities effective after the February 2025 utility meter reading will be as follows:

Snowbird/Inactive In-town	
Tap	Sewer minimum
<u>3/4"</u>	<del>\$26.83</del> <b>16.94</b>
<u>1"</u>	<del>\$52.89</del> <b>17.94</b>
<u>1 1/2"</u>	<b>\$96.57</b>
<u>2"</u>	<b>\$149.09</b>
<u>3"</u>	<b>\$289.23</b>

Section 2. This Ordinance shall be in full force and effect on March 20<sup>th</sup>, 2025, utility billing and after the adopting and publication as required by law.

1<sup>st</sup> reading – December 9, 2024

2<sup>nd</sup> reading – January 13, 2025

3<sup>rd</sup> reading – February 10, 2025

PASSED, APPROVED AND ADOPTED this 10<sup>TH</sup> day of February 2025.

\_\_\_\_\_  
Myles Foley, Mayor

ATTEST: \_\_\_\_\_  
Hailey Winkler, Town Clerk

**ORDINANCE #906**

**AN ORDINANCE OF THE TOWN OF GREYBULL, BIG HORN COUNTY, WYOMING, AMENDING CHAPTER 13.04 OF THE GREYBULL TOWN CODE, BY AMENDING SECTION 13.04.370 PROVIDING FOR WATER RATE INCREASES. ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH ARE HEREBY REPEALED.**

**WHEREAS, the Town of Greybull recently conducted a rate study with Carl Brown from Getting Great Rates. From this study it was determined the following rates should be adopted in order to adjust for inflation and to maintain the appropriate reserves, as required by Wyoming Statutes Section 15-7-407, which have been declining, and to cover all operations, maintenance, and depreciation.**

**IT IS HEREBY ORDAINED** by the governing body of the Town of Greybull, Big Horn County, State of Wyoming as follows:

**Section 1. Section 13.04.370C** of the Greybull Town code is hereby amended to provide as follows (amendments in **RED**):

**Section 13.04.370C schedule of charges**

A basic charge, hereafter referred to as minimum charge, shall be charged to each residence and business monthly. The minimum charge for each service shall be as follows:

1. The water rates effective with the **March 2025** utility meter reading will be as follows:
  - a. Minimum rates based on tap size.

	Meter Size	¾	1	1 ½	2	3
Water In-town Active	Rate EDU	<del>\$35.3925.</del> 93 \$12.65	<del>\$70.8136.</del> 44 \$12.65	<del>\$129.8553.</del> 07 \$12.65	<del>\$200.69127.</del> 70 \$12.65	<del>\$389.60344.</del> 26 \$12.65
Water In-town Inactive	Rate EDU	<del>\$27.0220.</del> 70 \$12.65	<del>\$62.4428.</del> 27 \$12.65	<del>\$121.4742.</del> 50 \$12.65	<del>\$192.32131.</del> 94 \$12.65	<del>\$381.23324.</del> 07 \$12.65
Water Out of town Active	Rate EDU	<del>\$47.4035.</del> 58 \$12.65	<del>\$91.6848.</del> 34 \$12.65	<del>\$165.4769.</del> 50 \$12.65	<del>\$254.02162.</del> 79 \$12.65	<del>\$490.17403.</del> 93 \$12.65
Water Out of town	Rate EDU	<del>\$36.9329.</del> 03 \$12.65	<del>\$81.2140.</del> 03 \$12.65	<del>\$155.0058.</del> 35 \$12.65	<del>\$243.56139.</del> 00 \$12.65	<del>\$479.70340.</del> 57 \$12.65

town Inactiv e		\$12.65	\$12.65	\$12.65	\$12.65	\$12.65
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b. Unit charge rates

Gallons Used	0 – 9.99	10 – 39.99	40 and up
Rate Per 1,000	<del>\$1.60</del> \$-91	<del>\$2.00</del> 1.14	<del>\$2.51</del> 1.43

Section 2. This Ordinance shall be in full force and effect on March 20, 2025 utility billing and after the adopting and publication as required by law.

1<sup>st</sup> reading – December 9, 2024

2<sup>nd</sup> reading – January 13, 2025

3<sup>rd</sup> reading – February 10, 2025

PASSED, APPROVED AND ADOPTED this 10<sup>th</sup> day of February 2025.

\_\_\_\_\_  
Myles Foley, Mayor

ATTEST: \_\_\_\_\_  
Hailey Winkler, Town Clerk

**RESOLUTION #514**

**WHEREAS**, The Council of the Town of Greybull, Wyoming, did adopt on the second day of April 1984, Charter Ordinance #586 which permits the amendment by resolution of the annual budget, and

**RESOLUTION INCREASING FUNDS IN**

**CAPITAL PROJECT FUND – ADMINISTRATION – CIP  
(30-41-826)**

**BY APPROPRIATING FUNDING FROM**

**CAPITAL PROJECT FUND – ARPA FUNDS 1033 (30-30-892)**

**A RESOLUTION INCREASING FUNDS IN THE CAPITAL PROJECT FUND – ADMINISTRATION - CIP BY APPROPRIATING FUNDS FROM CAPITAL PROJECT FUND –ARPA FUNDS 1033.**

**BE IT RESOLVED** by the Governing Body of the Town of Greybull, Big Horn County, Wyoming:

**WHEREAS**, there is a need to increase the CIP project fund with grant money received through ARPA Grant 1033,

**WHEREAS**, The Town of Greybull Council desires to appropriate the grant money received for the payment of the Capital Improvement Plan,

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Town of Greybull, Big Horn County, Wyoming, that the Capital Project Fund – Administration - CIP be amended by increasing the account by \$21,302.59 from the ARPA Funds 1033.

The mayor is authorized, on behalf of the Town of Greybull, to execute all documents which may be necessary to accomplish this matter, including this Resolution.

Passed, approved, and adopted this 9<sup>th</sup> day of December 2024.

/s/ \_\_\_\_\_  
Myles Foley, Mayor

ATTEST:

\_\_\_\_\_  
Carrie Hunt, Town/Finance Administrator

## RESOLUTION #515

**WHEREAS** the Governing Body of the Town of Greybull wishes to designate Bank of Greybull as a depository for the Town of Greybull and authorizes the following personnel to be signers with Bank of Greybull on the Town of Greybull accounts for the calendar year 2025: Myles Foley, Mayor; Carrie Hunt, Administrator; Chris Dooley, Mayor Pro Tem; and Hailey Winkler, Town Clerk.

**IT IS THEREFORE RESOLVED**, the Governing Body of the Town of Greybull authorizes the effective date of this resolution as December 9<sup>th</sup>, 2024.

Approved this 9<sup>th</sup> day of December 2024.

\_\_\_\_\_  
Myles Foley, Mayor

\_\_\_\_\_  
Chris Dooley, Councilmember

\_\_\_\_\_  
Gerald Crist, Councilmember

\_\_\_\_\_  
Blaine Jolley, Councilmember

\_\_\_\_\_  
Jeremy Kottman, Councilmember

ATTEST: \_\_\_\_\_  
Hailey Winkler, Town Clerk

**RESOLUTION #516**

**WHEREAS**, the Governing Body of the Town of Greybull wishes to designate Big Horn Federal as a depository for the Town of Greybull and authorizes the following personnel to be signers with Big Horn Federal on the Town of Greybull accounts for the calendar year 2025: Myles Foley, Mayor; Carrie Hunt, Administrator; Chris Dooley, Mayor Pro Tem; and Hailey Winkler, Town Clerk.

**IT IS THEREFORE RESOLVED**, the Governing Body of the Town of Greybull authorizes the effective date of this resolution as December 9<sup>th</sup>, 2024.

Approved this 9<sup>th</sup> day of December 2024.

\_\_\_\_\_  
Myles Foley, Mayor

\_\_\_\_\_  
Chris Dooley, Councilmember

\_\_\_\_\_  
Gerald Crist, Councilmember

\_\_\_\_\_  
Blaine Jolley, Councilmember

\_\_\_\_\_  
Jeremy Kottman, Councilmember

ATTEST: \_\_\_\_\_  
Hailey Winkler, Town Clerk



## RESOLUTION 517

**WHEREAS**, the Governing Body of the Town of Greybull wishes to designate Security State Bank as a depository for the Town of Greybull and authorizes the following personnel to be signers with Security State Bank on the Town of Greybull accounts for the calendar year 2025: Myles Foley, Mayor; Carrie Hunt, Administrator; Chris Dooley, Mayor Pro Tem; and Hailey Winkler, Town Clerk.

**IT IS THEREFORE RESOLVED**, the Governing Body of the Town of Greybull authorizes the effective date of this resolution as December 9<sup>th</sup>, 2024.

Approved this 9<sup>th</sup> day of December 2024.

\_\_\_\_\_  
Myles Foley, Mayor


\_\_\_\_\_  
Chris Dooley, Councilmember

\_\_\_\_\_  
Gerald Crist, Councilmember

\_\_\_\_\_  
Blaine Jolley, Councilmember

\_\_\_\_\_  
Jeremy Kottman, Councilmember

ATTEST: \_\_\_\_\_  
Hailey Winkler, Town Clerk

	<b>Policy Title:</b> Statement of Investment Policy	<b>Policy Number:</b> 2024-03	Page 1 of 4
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<b>Effective Date:</b> December 9, 2024  <b>Responsible Department Head:</b> Town/Finance Administrator  <b>Approval Authority:</b> Governing Body	<b>Policy Contact:</b> Town Administrator's Office 307-765-9431 <a href="mailto:admin@greybullwy.gov">admin@greybullwy.gov</a>  <b>Creation Date:</b> November 14, 2024  <b>Council Approval Date:</b> December 9, 2024  <b>Next Review Date:</b> June 30, 2025
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1. **General:** This Statement of Investment Policy is adopted pursuant to the requirements of W.S. 9-4-831 (h). It is the policy of the Town of Greybull to invest public funds in a manner which will provide a reasonable rate of investment return with the maximum security while meeting the daily cash flow demands of the Town of Greybull, and conforming to all federal, state, and local laws and regulations governing the investment of public funds.
2. **Scope:** This investment policy applies to all financial assets of the Town of Greybull. These funds are accounted for in the Town's general purpose financial statements and include:
  - a. General Fund
  - b. Capital Project Fund
  - c. Enterprise Funds
    - i. Water Fund
    - ii. Sewer Fund
    - iii. Sanitation Fund
  - d. Loan & Maintenance Funds
    - i. Waterline Replacement Fund
    - ii. Sewerage Bond Series Fund
    - iii. Sewer Bond Reserve Fund
    - iv. Water Maintenance Fund
    - v. Wastewater Facilities Replacement Fund
  - e. Trust and Agency Funds
    - i. Waterline Replacement Fund Escrow
    - ii. Utility Deposits Fund
    - iii. Funds held for other agencies

3. **Prudence:** Investments shall be made with judgement and care, under circumstances then prevailing, which people of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital, as well as the probable income to be derived.

The standard of prudence to be used by investment officials shall be the “prudent person” standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided deviations from expectations are reported in a timely manner and appropriate action is taken to control adverse developments.

4. **Objective:** The primary objective, in order of priority, shall be:
  - a. Legality – The Town of Greybull shall remain in conformance with federal, state and other legal requirements
  - b. Safety – Investments of the Town shall be undertaken in a manner that seeks to ensure the preservation of capital and protection of investment principal. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
  - c. Liquidity – The Town’s investment portfolio will remain sufficiently liquid to meet all operating requirements which might be reasonably anticipated.
  - d. Yield – The Town’s investment portfolio shall be designed with the objective of attaining a reasonable rate of return throughout budgetary and economic cycles, considering the Town’s investment risk constraints and the cash flow characteristics of the portfolio.

The portfolio should be reviewed periodically as to its effectiveness in meeting the entity’s needs for safety, liquidity, rate of return, diversification and its general performance.

5. Management and administrative responsibility for the investment program is hereby delegated to the Town/Finance Administrator who, under the delegation of the Town of Greybull Governing Body, shall establish written procedures for the operation of the investment program. Procedures should include reference to safekeeping, Public Securities Association (PSA) repurchase agreements, wire transfer agreements, collateral/depository agreements and banking service contracts. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Town/Finance Administrator. The Town/Finance Administrator shall be responsible for all transactions undertaken and shall establish a system of controls to regulate investing activities.

6. **Investment Committee:** To facilitate direct communication with the Council, the Town of Greybull finance Committee shall be established. The committee shall be composed of:
  - a. The mayor
  - b. One member of the Council
  - c. The Town/Finance Administrator

The purpose of the committee as it relates to the investing program shall be:

1. The periodic review of and report of the Town's investment activities
  2. The periodic review of the Town's investment policy
  3. Review and comment on any amendments of the Town's investment policy as proposed by the Town/Finance Administrator
7. **Ethics and Conflicts of Interest:** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Officers and employees shall not conduct any personal investment business with the same branch office of the same firm through which the Town conducts any investment activity. "Personal investment business" used here does not mean checking accounts, savings accounts, money market mutual funds, time deposits of five year or less, insurance products, or deferred compensation programs. Members of the Investment Committee and investment officials employed by the municipality shall disclose to the mayor any material personal financial interests in financial institutions that conduct business within the jurisdictions, and they shall further disclose any large personal financial/investment positions that could be related to the performance of the Town's portfolio.
  8. **Authorized Financial Dealers and Institutions:** The Town/Finance Administrator will maintain a list of financial institutions authorized to provide investment services. No public deposit shall be made except in a qualified public depository as established by W.S. 9-4-817 through 9-4-822.
  9. **Authorized and suitable investments:** The Town/Finance Administrator is authorized to invest in those types of securities as allowed in W.S. 9-1-416, W.S. 9-4-831, and any other state law authorizing a type of investment.
  10. **Collateralization:** Funds on deposit (checking accounts, certificates of deposit, etc.) more than FDIC limits must be secured by some form of collateral, witnessed by a written agreement and held at an independent – third party institution in the name of the municipality.
  11. **Safekeeping and Custody:** All security transactions, including collateral for repurchase agreements, entered by the Town of Greybull, shall be conducted on a delivery versus payment (DVP) basis. Securities will be held by an independent third-party custodian designated by the Town/Finance Administrator and evidenced by safekeeping receipts and a written custodial agreement.

12. **Diversification:** The town shall diversify its investments to the best of its ability based on the type of funds invested and the cash flow needs of those funds. Diversification can be by type of investment, number of institutions invested in, and length of maturity.
13. **Maximum Maturities:** To the extent possible, the Town of Greybull shall attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the Town of Greybull will not directly invest in securities maturing more than 2 years from the date of purchase.

Reserve funds may be invested in securities exceeding 5 years if the maturity of such investments is made to coincide as nearly as practicable with the expected use of the funds.

14. **Internal Control:** The Town/Finance Administrator is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the entity are protected from loss, theft or misuse. The internal control structure should be designed to provide reasonable assurance that these objectives are met. The internal controls should address the following points:
  - a. Control of collusion
  - b. Separation of transaction authority from accounting
  - c. Custodial safekeeping
  - d. Written confirmation of telephone transactions for investments and wire transfers
15. **Performance Standards:** This investment portfolio will be managed in accordance with parameters specified within this policy. The portfolio should obtain a comparable rate of return during a market/economic environment of stable interest rates. Portfolio performance should be compared to benchmarks with similar maturity, liquidity and credit quality as the portfolio.
16. **Reporting:** The Town/Finance Administrator shall prepare an investment report at least quarterly. The report should be provided to the Town of Greybull Governing Body and available on request. The report should be in a format suitable for review by the public. An annual report should also be provided.
17. **Investment Policy Adoption:** The investment policy shall be adopted by the Town of Greybull Governing Body. The policy shall be reviewed on an annual basis by the Finance Committee and any modifications made thereto must be approved by the Town Council.

**RESOLUTION #518**

**A RESOLUTION OF THE GOVERNING BODY OF THE TOWN OF GREYBULL, BIG HORN COUNTY, WYOMING, ESTABLISHING AN “INVESTMENT POLICY” FOR THE GOVERNING BODY OF THE TOWN OF GREYBULL.**

WITNESSETH

**WHEREAS**, Wyoming State Statute, 9-4-831(h) requires every political subdivision of the state to adopt a “statement of investment policy”.

**WHEREAS**, the statute requires that the governing body review and approve the Investment Policy not less than annually; and

**WHEREAS**, the written Investment Policy will continue to protect Town assets by identifying investment objectives, addressing the issues of investment risks versus rewards, and providing the framework for the establishment of controls, limitations and responsibilities of the Town employees in the performance of their fiduciary responsibilities;

**NOW, THEREFORE, BE RESOLVED BY THE GOVERING BODY OF THE TOWN OF GREYBULL, WYOMING,**

That the Town of Greybull Governing Body does hereby adopt the attached “Statement of Investment Policy” for the Town of Greybull and declares it in effect immediately.

PASSED, APPROVED, AND ADOPTED this 9<sup>th</sup> day of December 2024.

\_\_\_\_\_  
Myles Foley, Mayor

\_\_\_\_\_  
Hailey Winkler, Town Clerk

	<b>Policy Title:</b> Grants Management Policy & Procedures	<b>Policy Number:</b> 2024-04	Page 1 of 5
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<b>Effective Date:</b> December 9, 2024  <b>Responsible Department Head:</b> Town/Finance Administrator  <b>Approval Authority:</b> Governing Body	<b>Policy Contact:</b> Town Administrator's Office 307-765-9431 <a href="mailto:admin@greybullwy.gov">admin@greybullwy.gov</a>  <b>Creation Date:</b> November 19, 2024  <b>Council Approval Date:</b> December 9, 2024  <b>Next Review Date:</b> June 30, 2025
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**Purpose:**

With continued decreases in local government revenues, grant revenues have become an even more important part of the Town’s overall resource picture, especially in funding capital improvements. Although grant programs themselves are competitive, actively seeking out grant revenues that assist in achieving identified goals within the Town of Greybull and should play a key role in the Town’s overall financial health strategies.

The purpose of this policy is to set forth an overall framework for guiding the Town’s use and management of grant resources.

**Definition:**

1. Grant – a monetary award of financial assistance or property provided to the Town to conduct an activity or project for a public purpose or public good.
2. Grant Manager – The Grant Manager is the individual responsible for the administration of the project as stated in the grant proposal. The Grant Manager shall be listed on the grant application as the primary contact when there are co-grantees.

**General Concepts and Framework**

1. The Town will pursue grant funding from federal, state, and other sources, consistent with identified Town goals and objectives.
2. Aside from entitlement grants, the Town should focus on securing grants for capital improvements. This approach will allow the Town to compete for projects

we might not otherwise be able to afford while maintaining financial independence should future grant sources diminish.

Grants for operating purposes may be considered on a case-by-case basis after careful consideration of the benefits of the programs and the ongoing impacts on the Town if grant funding is no longer available.

3. Indirect costs of administering grant programs will be recovered to the maximum extent feasible.

## **Roles and Responsibilities**

### **Town Council**

1. Approves all grant applications of more than \$10,000 and delegates receipt and contract execution to the Town/Finance Administrator if delegation is allowed by the grantor agency.
2. Approves resolutions accepting grant funds and matching funds, if required.
3. Approves appropriate budget amendments to increase revenues and increase appropriations of expenditures to proper general ledger accounts.

### **Town/Finance Administrator**

The Town/Finance Administrator is the only authorized person to sign contracts, agreements, and grants on behalf of the Town. If the grant is to be submitted electronically then the Town/Finance Administrator shall be listed as the authorizing agent or person. The **Town of Greybull** is the Grantee, not the specific department.

1. Receives grants and executes related contract documents when delegated to do so by the Council.
2. Approves all grant applications under \$10,000 and delegates receipt and contract execution to the department head requesting the grant application if delegation is allowed by the grantor agency.
3. Provide technical assistance to operating departments in preparing grant applications and completing the fiscal impact section of the Council agenda report.
4. Upon approval by the Town Council, increase revenues and expenditure appropriations.
5. Coordinate the accounting and recording for all receipts and disbursements related to the grant.
6. Provide technical support to the operating departments preparing and submitting requests for funds, drawdowns, advances, financial performance reports, close out, etc.
7. Schedule meetings, as necessary, to review the financial status of the grants.
8. Schedule Single Audit and coordinate preparation and distribution of single audit reports.



## **Operating Departments (Public Works, Police Department, & Administrative)**

1. Develop systems for maintaining ongoing information regarding grant availability within their functional areas of responsibility.
2. Evaluate benefits and costs of specific grant programs on a case-by-case basis:
  - a. Purpose of the grant program and its consistency with identified Town goals and objectives.
  - b. Ongoing impacts of the grant program after it is completed.
  - c. Amount of indirect costs to be recovered from the grant.
  - d. Total program costs, including portion funded through grant revenues and any required Town contribution.
  - e. Source of funding for any required Town share.
  - f. Compliance and audit requirements, paying special attention to those areas where the grantor's administrative procedures are different than the Town's.
3. Prepare grant application.
  - a. Work with the grantor agency in identifying special program requirements and developing strategies for preparing a successful grant application.
  - b. Complete grant application documents.
  - c. Coordinate with the Town/Finance Administrator, as necessary.
  - d. For grants more than \$10,000, prepare a report for the Town Council requesting authorization to seek grant funding. This report should describe the grant program's conformance with this policy, including the results of the cost/benefits analysis.
  - e. The fiscal impact of the Report for the Town Council must be approved, prior to Town Council review, by the Town/Finance Administrator.
  - f. For grants of \$10,000 or less, requesting department may submit the grant application without further approval, subject to the following conditions:
    - i. There are no changes to existing staff.
    - ii. Matching funds or in-kind contributions are already available within existing resources, and no additional appropriation of unreserved, undesignated fund balance or working capital is required.
    - iii. At the conclusion of the grant, there will be no ongoing commitments or obligations to continue the program.
    - iv. The purpose of the grant program is clearly consistent with current Town plans, policies, and goals.
4. Administer grant programs if awarded.
  - a. For grants more than \$10,000, prepare a report for the Town Council accepting the grant award, including a budget adjustment request in the fiscal impact section, and attaching the grant summary form signed by the Town/Finance Administrator.
  - b. Coordinate execution of grant documents by the Town/Finance Administrator and return executed documents to grantor agency.

- c. For grants of \$10,000 or less, execute and return grant documents to grantor agency.
  - d. Provide the Town/Finance Administrator with electronic copies of the following:
    - i. Grant Award Letter;
    - ii. Grant Contract;
    - iii. Grant Summary Form;
    - iv. Grant Amendments;
    - v. Reimbursement/Drawdown request;
    - vi. Close Out Reports
  - e. Maintain financial and other records in accordance with grant requirements.
  - f. Complete and submit required reports, including requests for funds (reimbursements, drawdowns, advances).
  - g. Monitor grant expenditures and receipt of revenues. All methods of payment shall be made payable to the Town of Greybull and not to specific departments or employees.
  - h. Coordinate on-site management reviews by the grantor agency during the grant term.
  - i. Ensure compliance with grant requirements, paying special attention to those areas with the grantor's administrative procedures are different than the Town's.
  - j. Perform the grant work scope.
5. Complete grant closeout.
- a. Complete the grant work scope.
  - b. Notify the Town/Finance Administrator, in writing, that the project is completed and schedule a "close-out" meeting if necessary to resolve any final procedural issues.
  - c. Ensure final receipt of grant revenues.
  - d. Prepare and submit and required grant close-out documents.
  - e. Return unobligated funds, if applicable, to funding agency.
  - f. Review grant file for completeness.
  - g. Retain all necessary program and financial records for the period required by the grantor agency, but not less than five (5) years after the Town audit.
  - h. Coordinate with the Town/Finance Administrator any on-site management reviews or audits by the grantor.
  - i. Resolve any audit findings.

### **Single Audit Act Requirement**

#### **Background**

The Town is subject to the financial and compliance requirements of the Single Audit Act of 1984, which is applicable to all local and state governments expending more than

\$1,000,000 in federal financial assistance during a fiscal year. The purpose of the Act is to:

1. Improve the fiscal management and accountability of state and local governments with respect to federal financial assistance programs.
2. Establish uniform requirements for audits of federal grants.
3. Promote efficient and effective use of audit resources.
4. Assure that federal departments and agencies rely upon and use audit work performed during a single audit rather than performing the audit work themselves.

Under this Act, federal grants are included under an inclusive single audit program that is incorporated in the Town's annual audit and financial report preparation process. During the audit, tests are made to determine the adequacy of the internal control structure, including that portion related to federal financial assistance programs, as well as to determine that the Town has complied with applicable laws and regulations.

#### **Town of Greybull's Policy Regarding the Single Audit Approach**

For federal grants included in the scope of the Town's single audit approach, it is the Town's policy that all financial and compliance issues have been met through the single audit, and follow-up audits to determine these issues are not necessary unless specifically related to findings or recommendations included in the single audit report.

As noted above, the purpose of the Act is to establish uniform audit requirements, promote efficient use of audit resources, and ensure that federal agencies rely upon audit work already completed; its purpose is not to audit local agencies twice.

**RESOLUTION #519**

**A RESOLUTION OF THE GOVERNING BODY OF THE TOWN OF GREYBULL, BIG HORN COUNTY, WYOMING, ESTABLISHING A “GRANTS MANAGEMENT POLICY & PROCEDURES” FOR THE GOVERNING BODY OF THE TOWN OF GREYBULL.**

WITNESSETH

**WHEREAS**, the Town of Greybull is the recipient of grant funds from different grant agencies, including the State and Federal governments; and

**WHEREAS**, all grant funds received are provided to the Town subject to many requirements, one of which is adequate financial procedures being followed in the administration of the grants; and

**WHEREAS**, all non-federal entities that are in receipt of federal awards must have written financial procedures for the determination of allowable costs to ensure that federal funds are spent only in accordance with CFR Part 200 Subpart E, other special terms or conditions of the grant award, and/or other applicable state and Federal guidelines, and

**NOW, THEREFORE, BE RESOLVED BY THE GOVERNING BODY OF THE TOWN OF GREYBULL, WYOMING,**

That the Town of Greybull Governing Body does hereby adopt the attached “Grants Management Policy & Procedures” for the Town of Greybull and declares it in effect immediately.

PASSED, APPROVED, AND ADOPTED this 9<sup>th</sup> day of December 2024.

\_\_\_\_\_  
Myles Foley, Mayor

\_\_\_\_\_  
Hailey Winkler, Town Clerk

## LEASE

Lease made this 1st day of January 2025, between the Town of Greybull, herein referred to as Lessor, and the Greybull Recreation District, herein referred to as Lessee.

### RECITALS

- 1) Lessor is the sole owner of property on which is situated a building containing a community hall.
- 2) Lessee agrees to lease the community hall subject to the terms and conditions set forth herein.
- 3) The parties agree to enter a written lease specifying the terms and conditions of a lease agreement between them.

In consideration of the mutual covenants contained herein, the parties agree as follows:

### SECTION ONE – DESCRIPTION OF PROPERTY, RENT, TERM

Lessor leases to Lessee the premises located at 527 1<sup>st</sup> Avenue South, Town of Greybull, County of Big Horn, State of Wyoming. The demised premises consist of a single-story building of log construction commonly referred to as the community hall. Total rent hereunder is \$120.00 per year.

### SECTION TWO – TAXES AND UTILITIES

Lessee shall pay all required personal property, business and sales taxes incurred in the operation of the premises. Lessor shall pay all gas and electrical utility charges for the said building.

### SECTION THREE – REPAIRS

Lessor shall be responsible for maintaining the interior and exterior of the premises in its present condition and for making all repairs thereof. Lessor shall keep the sidewalks free from snow, ice and debris and shall maintain the grounds around the community hall and keep same free from trash, weeds and other debris. However, Lessee shall make all repairs, which result from damage caused to the building as the result of Lessee-sponsored events. In the event repairs are required to the building or fixtures in an amount that the Lessor determines in its sole discretion to be in excess of the Lessor's financial ability to accomplish, this lease shall terminate upon 30 days' written notice to Lessee.

### SECTION FOUR – ALTERATIONS AND MODIFICATIONS

No alterations or modifications to the premises in excess of \$500.00 shall be made by Lessee without prior written consent of Lessor. Any alterations or improvements made by Lessee shall remain at the termination of this lease.

### SECTION FIVE – DEFAULT

A default of Lessee by failure to pay the rent required under the provisions of the lease shall give Lessor the right to either: 1) re-enter and re-let the demised premises for the benefit of Lessee without terminating this lease, or 2) declare a forfeiture of the lease in its entirety by giving Lessee written notice of Lessor's intention to terminate. Lessee shall have 30 days from receipt of notice of termination to correct the breach or commence corrective action if the correction cannot be made in 30 days.

## SECTION SIX – TERMINATION

The lease shall terminate at midnight on December 31, 2025, unless sooner terminated as provided herein.

## SECTION SEVEN – SURRENDER

Lessee shall immediately surrender possession of the demised premises to Lessor on the termination of the lease for any reason, and Lessee shall pay any costs or expenses incurred by Lessor to regain possession where Lessee fails to comply with this provision. Lessee shall surrender the demised premises in good order and condition, ordinary wear and tear and damage by the elements excepted.

## SECTION EIGHT – UNLAWFUL OR DANGEROUS ACTIVITY

Lessee shall neither use nor occupy the demised premises or any part thereof for any unlawful, disreputable or ultra-hazardous business purpose, nor operate or conduct its business in a manner constituting a nuisance of any kind. Lessee shall immediately, on discovery of any unlawful, disreputable or ultra-hazardous use, take action to halt such activity.

## SECTION NINE – INDEMNITY

Lessee shall indemnify Lessor against all injuries, damages, expenses, liabilities and claims of every kind, including reasonable counsel fees, by or on behalf of any person or entity arising out of either: 1) a failure by Lessee to perform any of the terms or conditions of this lease, 2) failure to comply with any law or any governmental authority, or 3) claims arising from injuries or damages to any individual using the demised premises.

## SECTION TEN – DESTRUCTION OF PREMISES

In the event of a partial destruction of the premises during the term from any cause, Lessor shall forthwith repair the same, provided the repairs can be made within 30 days. Any partial destruction shall neither annul nor void this lease, except that Lessee shall be entitled to a proportionate reduction of rent while the repairs are being made, any proportionate reduction being based on the extent to which the making of repairs shall interfere with the business carried on by Lessee in the premises. If the repairs cannot be made in the specified time, Lessor may, at Lessor's option, make repairs within a reasonable time, this lease continuing in full force and effect and the rent to be proportionately rebated as previously set forth in this section. In the event the Lessor does not elect to make repairs that could be made in the specified time, this lease may be terminated at the option of either party. Should the building in which the demised premises is situated be destroyed to the extent of not less than 50% of the replacement cost thereof, this lease shall be terminated.

## SECTION ELEVEN – QUIET ENJOYMENT

Lessor warrants that Lessee shall be granted peaceable and quiet enjoyment of the demised premises free from any eviction or interference by Lessor if Lessee pays the rent and other charges provided herein, and otherwise fully and punctually performs the terms and conditions imposed on Lessee.

## SECTION TWELVE – REMEDIES OF LESSOR

- 1) In the event of a breach or a threatened breach by Lessee of any of the terms or conditions hereof, Lessor shall have the right of injunction to restrain Lessee and the right to invoke any remedy allowed by law or in equity, as if the specific remedies of indemnity or reimbursement were not provided herein.
- 2) The rights and remedies given to Lessor in this lease are distinct, separate, and cumulative, and not one of them, whether or not exercised by Lessor, shall be deemed to be in exclusion of any of the others herein, by law, or by entity provided.
- 3) In all cases hereunder, and in any suit, action or proceeding of any kind between the parties, it shall be presumptive evidence of the fact of the existence of a charge being due if Lessor shall produce a bill, notice or certificate of any public official entitled to give that notice to the effect that such charge appears of record on the books in his office and has not been paid.
- 4) No receipt of money by Lessor from Lessee after default of cancellation of this lease in any lawful manner shall: 1) reinstate, continue or extend the term or effect any notice given to Lessee, 2) operate as a waiver of the right of Lessor to enforce the payment of rent and additional rent then due or falling due, or 3) operate as a waiver of the right of Lessor to recover possession of the demised premises by proper suit, action, proceeding or other remedy. After 1) service of notice of termination and forfeiture as herein provided and the expiration of the time specified herein, 2) the commencement of any suit, action, proceeding or other remedy, or 3) final order or judgment for possession of the demised premises, Lessor may demand, receive and collect any monies due, without in any manner affecting such notice, order or judgment. Any and all such monies so collected shall be deemed to be payment on account of the use and occupation of the demised premises or at the election of Lessor, on account of the liability of Lessee hereunder.

## SECTION THIRTEEN – TOTAL AGREEMENT, APPLICABLE TO SUCCESSORS

This lease contains the entire agreement between the parties and cannot be changed or terminated except by a written instrument subsequently executed by the parties hereto. This lease and the terms and conditions hereof apply to and are binding on the successors of both parties.

## SECTION FOURTEEN – APPLICABLE LAW

This agreement shall be governed by and construed in accordance with the laws of the State of Wyoming.

## SECTION FIFTEEN – USE OF PREMISES

Lessee shall use the demised premises solely for the purpose of recreation activities. Lessee shall permit use of the community hall for other community activities provided Lessee receives notice of such use 5 days prior to the use from Lessor.

**SECTION SIXTEEN – ACCOUNTING**

Lessee shall furnish to Lessor, on an annual basis, an accounting of all receipts and expenditures relating to the community hall and Lessee shall furnish a copy of the Greybull Recreation District Budget upon its adoption by the District Board.

**SECTION SEVENTEEN – NON-ASSIGNMENT**

Neither this lease nor any interest herein shall be assigned by Lessee.

**SECTION EIGHTEEN – RIGHT OF INSPECTION**

Lessor shall have access to the demised premises and each part thereof during Lessee's regular business or operating hours for the purpose of inspecting the same and making repairs.

**SECTION NINETEEN**

Lessee's duties and obligations as defined herein shall extend only to Lessee-sponsored events and not to community activities permitted under Section Fifteen.

Dated this 9<sup>th</sup> day of December 2024.

ATTEST:

TOWN OF GREYBULL

\_\_\_\_\_  
Town Administrator

\_\_\_\_\_  
Mayor

**GREYBULL RECREATION DISTRICT**

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Chairman



## **Full List of 2025 Public Holidays**

January 1	Wednesday	New Year's Day
February 17	Monday	President's Day
April 18	Friday	Good Friday
May 26	Monday	Memorial Day
July 4	Friday	Independence Day
September 1	Monday	Labor Day
November 11	Tuesday	Veterans' Day
November 27	Thursday	Thanksgiving
November 28	Friday	Day after
December 24	Wednesday	Christmas Eve
December 25	Thursday	Christmas