

Clearmont Town Council
Regular Council Meeting
September 15, 2025
6:00 PM

CALL MEETING TO ORDER

The Clearmont Town Council met for a regular meeting at the Clearmont Town Hall, September 15, 2025. Mayor Chris Schock called the meeting to order at 6:00 PM.

ATTENDANCE OF COUNCIL

Council members present were as follows: Mayor Schock, Councilman Haring, Councilman Rowe, and Councilman Rohrer. Councilman Miller was absent. Also present were Pete Bassett, Maintenance and Water Treatment Operator, and Kirstie Auzqui, Town Clerk/Treasurer and the new Town Clerk, Shelby Fennema.

PLEDGE OF ALLEGIANCE

VISITORS

The Town Council Meeting had two visitors: Sheriff Levi Dominguez and Lt. Doug Sanders.

APPROVAL OF CURRENT AGENDA

Councilman Haring made a motion to approve the Agenda as presented. Motion seconded by Councilman Rowe. Motion carried 3-0.

APPROVAL OF MINUTES

Councilman Rohrer made a motion to approve the August 18, 2025, Regular Meeting minutes. Motion seconded by Councilman Haring. Motion carried 3-0.

REPORT OF TREASURER AND APPROVAL OF BILLS

Reports shared and reviewed: Utility payment report of Past Due and Shut-off Notifications (9 total, including 1 shut-off) with a 89% Collection Rate, Summary of Receipts and Deposits, Current Balance Sheet and Profit and Loss Budget vs. Actual for FY 25-26.

Councilman Haring made a motion to approve the August 2025 Claims Paid & Summary of Receipts. Motion seconded by Councilman Rowe. Motion carried 3-0.

Councilman Rohrer made a motion to approve the Claims to be Approved for September 15, 2025. Motion seconded by Councilman Haring. Motion carried 3-0.

REPORTS OF MAYOR, COUNCIL, CLERK, and MAINTENANCE

Items discussed during the Mayor's Report:

- WAM Board Meeting in Pinedale Oct. 8-10
- Pro-Tem Kaelan Haring October 8-10
- Clearmont Community Foundation Dinner & Silent Auction Sept. 28th
- Meade Ave Waterline Replacement SRF Application Oct. 2, 2025, will be on the consent list for the State Land and Investment Board meeting.
- Turkey Season is open. Hunters must notify the town hall of their interest, provide a driver's license and proof of a hunting permit with conservation stamp. Michelena's will notify the Town Hall when livestock will be moved into the Thompson Creek (lagoon/sewer) property.

Items discussed during the Council and/or Clear Creek Recreation District Report:

- Councilman Haring asked the council to consider lowering the listed rent for the mobile lot at 1710 Meade Ave. Council recommended that a new poster be updated/posted and no rental fee will be listed. A new rental fee will be determined when interest is expressed.
- Councilman Rohrer asked if the town would be interested in changing the type of credit card we use to Business First Rewards, with First Interstate Bank. Clerk Auzqui will do some research and determine the value of changing credit card.

- Clear Creek Recreation District announced that they are trying to secure a contractor to put on a new roof. And on October 31, 2025, the Recreation District will host their annual Trunk and Treat.

Items discussed during the Clerk's Report:

- Utility Balance Update was provided by Clerk Auzqui. All outstanding balances presented at the last meeting, have been updated, balances corrected and deposits applied.
- A list of audit findings from 2019 to 2024 Report were provided to the council members for the reason of providing guidance with future policy and procedures that need to be created and/or updated.
- Credit Card Fraud was discovered when a purchase from Google Ads was placed against an employee credit card. The card was cancelled and a new card has been reissued.
- A Park Site Visit was conducted by the State Parks and Cultural Resources office for the State of Wyoming. The Town of Clearmont sponsored a grant from Land & Water Conservation Grant Funding. Due to our sponsorship, we need to complete the required documentation to conversion of use for the old tennis courts that were built on the SCSD #3 property.
- Clerk/Treasurer Auzqui reported that the FY 2025 Audit was almost completed. The remaining documents that need to be submitted will be completed before her departure.

Items discussed during the Maintenance Report:

- Pete Bassett reported that the Town Water Storage Tank is worse than expected. Paint is peeling from the top of the tank as well as the sides; plus, the center support welds are cracking. Midco Diving will be submitting a report on the condition of the tank and making recommendations. The sediment was reported to be 3/8 inch this year during the inspection.
- Pete also discussed the progress made for the Garbage Bin Replacements. He is contact with County Trash, but a date has not been shared when the replacements will be delivered. County Trash will also be sending an update to our contract, including the cost to customers who abuse their garbage bins. Additional bins will be kept in storage and older reusable garbage bins will be sold to the Town of Kaycee who is interested in purchasing our older bins that will be replaced.
- Pete has received the new Water Well Timer for the Pump House but has not had adequate time to install the new meter.

UNFINISHED BUSINESS

- Clerk Auzqui provided the application to be approved for an Address Assignment at 1438 Devon Street. Councilman Rohrer made a motion to approve the address assignment for 1438 Devon Street. Motion seconded by Councilman Rowe. Motion carried 3-0.

NEW BUSINESS

- New Town Clerk, Shelby Fennema was introduced to the public.
- New Town Hall Office Hours will begin October 6th, from 8 am to 4 pm Monday through Thursday.
- Mayor Schock recommended the Old Mosquito Sprayer be donated to the Ucross Foundation. The sprayer is not of value or use for the Town of Clearmont. And the cost to repair and make the sprayer usable is not reasonable. Councilman Rohrer made a motion to approve the recommendation to donate the sprayer to Ucross Foundation. Motion seconded by Councilman Rowe. Motion carried 3-0.
- New Residential Water Meter Pit was installed on property outside of the town boundaries. Clerk Auzqui asked what rate the new 1 in meter pit should be charged for the water rate and usage. Following discussion, Councilman Haring made a motion to charge the customer the commercial rate of 1 inch. Councilman Rowe seconded the motion. Motion carried 3-0.

- Clerk Auzqui provided the proposal from American Legal to move the Town Codes to an online platform for publication purposes. After discussion, it was recommended to table the proposal for a future budget work session. If the council decided to move to a new website, the platform could be reconsidered.
A resolution will need to be written and presented to the council in March 2026 to increase the rates of utilities so that it can be available for the new fiscal year budget, FY2026-2027.
- Clerk/Treasurer Auzqui presented the council members with the current CD rates from Wyoming Government Investment Fund (WGIF). After discussion and review of current interest rates gained, the council recommended that no action be taken because our current interest rate matches or equals the rates of the CD.

EXECUTIVE

None was held.

NEXT MEETING

- Regular Council Meeting, October 20, 2025, at 6 PM.

ADJOURNMENT

Councilman Rowe made a motion to adjourn at 7:09 PM. Motion seconded by Councilman Haring. Motion carried 3-0. Meeting adjourned.

Mayor, Chris Schock

Town Clerk, Shelby Fennema

Posted at Town Hall, U.S. Post Office, and Clearmont Community Center and Library: September 17, 2025.