

**TOWN OF MANILA WORK SESSION/SPECIAL MEETING  
MANILA TOWN MEETING ROOM  
145 E HWY 43  
TUESDAY, JANUARY 24, 2017 10:00 A.M.**

**MINUTES**

**MEETING CALLED TO ORDER:** Mayor Gretchen Northcott called the meeting to order at 10:06 A.M.

**PRESENT:** Mayor Gretchen Northcott, Council Member Greg Scott, Council Member Randall Browning, Council Member Ross Catron, and Town Clerk Marlena Connor. Council Member Ruby Hoover was excused.

**GUESTS:** No guests attended

**TOWN COUNCIL REPORTS & ASSIGNMENTS:**

**RUBY:** Mayor Gretchen Northcott explained that she has had 3 people interested in some of the Town of Manila's surplus such as: the senior van, the plow, and a loader. Town Council wants to know what the process of selling surplus is.

**GREG:** Council Member Greg Scott reported that the Town of Manila does not have a contract with DDI, and that the Town needs to have an updated contract with DDI. Rock Springs, Wyoming charges \$8.85 per yard. Town Council Member Ross Catron stated that the landfill needs to last as long as possible, and if the Manila landfill fills up too quickly it would be a detriment to the citizens of Manila. There needs to be a policy set in place & then to talk to Travis & Toni Pendleton to make a fair contract.

**RANDALL:** Council Member Randall Browning met with Planning & Zoning Chairman Layne Ferrin and started making a list and talked to the other Planning & Zoning Members to see what ordinances they feel need to be reviewed. Planning & Zoning has started putting a list together and when it is ready the Planning & Zoning Chairman will write an email to Kyle Slaughter and start moving forward with changing some of the ordinances.

**EASEMENT:** The Town Council would like for the landowners to maintain all easements, no long term storage on the easements. Some of the trees throughout the town need to be trimmed before they fall on someone or something. The Council talked about getting the roads surveyed to determine and establish where each easement lies.

**POLICIES:**

- 1. RETURN TO WORK POLICY (3<sup>rd</sup> Reading):** Council Member Greg Scott made a motion to approve the return to work policy. Council Member Randall Browning seconded the motion. All were in favor. The motion carried.

2. **RETIREMENT SYSTEMS POLICY:** Town Council Members went over the Retirement Systems Policy. It was suggested to talk to David Church to receive some help with some parts of this policy. When it is finished Mayor Gretchen Northcott will bring it back to Town Council for approval.

**ADJOURNMENT:** Council Member Randall Browning made a motion to adjourn the work session/special meeting. Council Member Greg Scott seconded the motion. All were in favor. The work session/special meeting was adjourned at 11:00 A.M.

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Gretchen Northcott, Mayor

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Marlena Connor, Town Clerk