



-AGENDA-

JENNIFER SORENSON, MAYOR

June 8, 2020

7:00 P.M.

THE TOWN OF EVANSVILLE

Council Members:

Chad Edwards

Joseph Knop

Aaron Vigneault

Sheena Hixson

Town Attorney Williams, Porter, Day & Neville

Town Engineer - WLC, Inc.

Town Clerk Janelle Underwood

Town Treasurer Lexi Erickson

Chief of Police Mike Thompson

Fire Chief Leo Malsom

P.W. Director Ron Emond

**Due to Covid-19, we ask that people maintain 6' distance. The meeting will be streamed live on YouTube. YouTube link <https://www.youtube.com/channel/UCB0HNSulhIk51ixwxexh55w>**

Meeting called to order

Roll call

Pledge of Allegiance

Approval of Agenda

1) Consent Agenda

A. Approval of Minutes for May 26, 2020

B. Approval of Business Licenses for CNJ Redneck Treazurez and Tactical Xteriors

C. Approval of June 27, 2020, Catering Permit for Butch's Happy Days

2) Award of Bid for New Truck for Public Works

3) Public Hearing – 7:05 p.m. 2019-2020 Budget Amendment and 2020-2021 Budget

4) Ordinance #8-2020 – An Ordinance Amending FY 2019-2020 Budget  
(2<sup>nd</sup> reading)

5) Ordinance #9-2020 – An Ordinance Adopting the FY 2020-2021 Budget  
(2<sup>nd</sup> reading)

6) Standard Life & AD&D, VSP, and Voluntary STD and LTD Insurance Options

7) Mountain West Proposal Discussion

8) Approval of Bills

9) Public Comments

**P.O. DRAWER 158, EVANSVILLE, WYOMING 82636-0158**

**(307) 234-6530 • FAX: (307) 266-5109**

**www.townofevansville.org • EMAIL: townclerk@evansvillewy.com**

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June 8, 2020 Agenda

10) Executive Session – W.S. 16-4-405 (ix) – Information Classified as Confidential

11) Adjournment

**AGENDA SUBJECT TO CHANGE WITHOUT NOTICE**

## RECORD OF PROCEEDINGS

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Meeting of the Evansville Town Council, Evansville, Wyoming

May 26, 2020

The regular meeting of the Evansville Town Council of the Town of Evansville, County of Natrona, State of Wyoming, was held at 7:00 p.m. in the Council Chambers of the Town Hall.

Council Meeting Livestreamed via You Tube.

The meeting was called to order by Mayor Jennifer Sorenson at 7:00 p.m. and upon roll call the following were present: Council Members Aaron Vigneault, Chad Edwards, and Joe Knop, Town Attorney Alia Scott, Town Planner Scott Radden, Chief of Police Mike Thompson, Fire Chief Leo Malsom, Public Works Director Ron Emond, Town Clerk Janelle Underwood.

Council Member Sheena Hixson asked to be excused.

Mayor Jennifer Sorenson led the Pledge of Allegiance.

APPROVAL OF AGENDA: Motion was made by Aaron Vigneault and seconded by Joe Knop to approve the agenda. Motion carried.

APPROVAL OF CONSENT AGENDA:

- A) Minutes for the Regular Meeting on May 11, 2020, and Work Sessions for May 12, 13, 14, 2020
- B) Approval of Business Licenses for Absolute Vinyl Fence and Elite Construction

Motion was made by Aaron Vigneault and seconded by Chad Edwards to approve the Consent Agenda. Motion carried.

307 FIRST PROCLAMATION: Mayor Jennifer Sorenson read the Proclamation aloud and declared June 2020 as 307 First month and encourage everyone to live, love and buy Wyoming.

Motion was made by Chad Edwards and seconded by Joe Knop to support the 307 First Proclamation. Motion carried.

APPROVAL OF SITE PLAN 1-2020 AND RESOLUTION #7-2020: Town Planner Scott Radden advised that Monomoy Properties, Evansville WY, LLC. is the owner of Lot 3A, Evansville Business Park III, Lots 2C & 3A, and has submitted a Site Plan to construct a 20,000 square foot industrial building (including Warehouse and Offices). He stated that the lot is currently zoned Light Industrial (I-L), which allows for "Oil and gas field supply, sales and storage" as a permitted use. He stated that it is surrounded by I-L zoning except across Lathrop Road to the south, which is zoned Mobile Home Residential (R-4). Town Planner Scott Radden stated that the site is expected to store pipes and parts on the north side of building and that no opaque fencing was required because it is not adjacent to commercial or residential zoning districts. He advised the Governing Body that the Planning and Zoning Commission met on May 19, 2020, and forwarded a "Do Pass" recommendation with the following conditions:

1. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk's office stating construction will comply with all design provisions as shown on the Site Plan including parking, lighting, landscaping, water and sanitary services, drainage and other improvements required by the Town of Evansville.
2. The Owner obtains all required building permits, and complies with all Evansville Code and inspection requirements, and State and Federal regulations.

## RECORD OF PROCEEDINGS

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Meeting of the Evansville Town Council, Evansville, Wyoming

May 26, 2020

3. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the Town Planner, Town Engineer, Public Works Director, Fire Inspector and Building Inspector.

Town Clerk Janelle Underwood read Resolution #7-2020 by title only. Motion was made by Aaron Vigneault and seconded by Chad Edwards to approve Site Plan #1-2020 and Resolution #7-2020. Motion carried.

ORDINANCE #7-2020: An Ordinance Establishing Animal Control. Third and final reading. Town Clerk Janelle Underwood read Ordinance #7-2020 by title only. Chief Thompson advised that discussion came up about allowing pot-bellied pigs and proposed to add language that would allow by permit any other animal not included in the proposed ordinance. The permit would then be presented for approval by the Animal Control authority and the Chief of Police after review from the Governing Body. He stated that the proposed added language would be Section 5-3-13 of the proposed Animal Control Ordinance. Also discussed were clarification of and grammatical changes in the proposed ordinance.

After the clarifications and proposed changes, motion was made by Chad Edwards and seconded by Joe Knop to approve Ordinance #7-2020 on third and final reading with the discussed amendments. Motion carried.

ORDINANCE #8-2020: An Ordinance Amending Fiscal Year 2019-2020 Budget. First reading. Town Clerk Janelle Underwood summarized Ordinance #8-2020 on first reading. Motion was made by Aaron Vigneault and seconded by Chad Edwards to approve Ordinance #8-2020 on first reading. Motion carried.

ORDINANCE #9-2020: An Ordinance Adopting the Fiscal Year 2020-2021 Budget. First reading. Town Clerk Janelle Underwood summarized Ordinance #9-2020 on first reading. Motion was made by Aaron Vigneault and seconded by Joe Knop to approve Ordinance #9-2020 on first reading. Motion carried.

PUBLIC COMMENTS: During public comments, Alona Vigneault, 411 Holmes called in and stated that pot-bellied pigs are not considered livestock. She asked if there would be a maximum amount of pot-bellied pigs allowed and how that would work if someone already has four dogs or cats. She also wanted to know if an animal such as a pot-bellied pig is going to be required to be spayed or neutered.

Chief Thompson stated that the request for something like a pot-bellied pig would not count towards the number of dogs and cats, it would be considered separate. He also stated that they would look at the pot-bellied pig or other animal being spayed or natured.

Mayor Sorenson stated that if someone comes in with something such as a pot-bellied pig, it falls under the registration with the Town, vet care, vaccinations, etc.

Calin Max, 676 Arrowhead Trail, called in and advised that the average size of a pig is bigger than a pot-bellied pig. She also stated that the USDA considers pot-bellied pigs as pets.

Mayor Sorenson stated that the allowance of pot-bellied pigs will be considered on each individual case and that the pot-bellied pigs are not classified as livestock in the ordinance.

**RECORD OF PROCEEDINGS**

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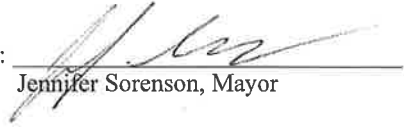
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Meeting of the Evansville Town Council, Evansville, Wyoming

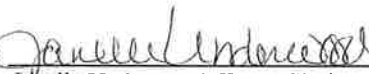
May 26, 2020

ADJOURNMENT: There being no further business, motion was made by Aaron Vigneault and seconded by Chad Edwards to adjourn at 7:47 p.m. Motion carried.

APPROVED:

  
Jennifer Sorenson, Mayor

ATTESTED:

  
Janelle Underwood, Town Clerk

# 24 HR ALCOHOLIC BEVERAGE SALES PERMIT APPLICATION

## To be completed by City/County Clerk

Date filed with clerk: 5 / 29 / 2020 Local Permit #: C-1-2020

Permit Fee Per Day: \$ 50.00 (\$50.00 maximum fee per day)

Number of Days: 1

Total Permit Fee: \$ 50.00 (Permit Fee Per Day X Number of Days)

Event Date(s): 06 / 27 / 2020 Through 06 / 27 / 2020

Applicant: Wyoming Gage, LLC

Business / Trade Name (D/B/A): Butchs Happy Days Liquors

577Contact Person: John Schmidt Phone: (307) 267-9606

Address: 1180 Oildale City: Evansville State: WY Zip: 82636

Mailing Address: PO Box 602 City: Evansville State: WY Zip: 82636

Business Phone: (307)577-5031 E-Mail Address: butchsbar@live.com

Name of Event: UMF Pick'em Flick'em Run

Event Location: Butchs Happy Days Liquors - 1180 Oildale Evansville WY

FILING IN (CHOOSE ONLY ONE) (Licensing Authority Jurisdiction)		FILING AS (CHOOSE ONLY ONE)	
<input checked="" type="checkbox"/> CITY / TOWN OF: <u>Evansville</u>	<input type="checkbox"/> INDIVIDUAL	<input type="checkbox"/> CORPORATION	
<input type="checkbox"/> COUNTY OF: <del>Netoska</del>	<input type="checkbox"/> PARTNERSHIP	<input type="checkbox"/> LTD PARTNERSHIP	
	<input type="checkbox"/> LP/LLP	<input type="checkbox"/> ORGANIZATION	
	<input checked="" type="checkbox"/> LLC	<input type="checkbox"/> OTHER _____	
TYPE OF PERMIT (CHOOSE ONLY ONE)			
NOTE: EACH PERMIT IS FOR ONLY THE ON-PREMISE SALES AND CONSUMPTION OF ALCOHOL AND ONLY AT THE PERMITTED EVENT			
<input type="checkbox"/> Malt Beverage Permit (W.S. 12-4-502(a) / W.S. 12-2-201(b))  Malt Beverage Permit Applicants receiving anything of value (i.e. money, goods, and or services from any Industry Representative must answer the following: (W.S. 12-5-402(a))  Nonprofit Corporation under the laws of Wyoming? Yes <input type="checkbox"/> No <input type="checkbox"/>  Tax Exempt Organization under the Internal Revenue Code? Yes <input type="checkbox"/> No <input type="checkbox"/>  And has the Applicant been in continuous Operation for not less than two (2) years? Yes <input type="checkbox"/> No <input type="checkbox"/>	<input checked="" type="checkbox"/> Catering Permit (W.S. 12-4-502(b))  For Currently Licensed Retail or Resort License Holders Only  <input type="checkbox"/> Malt Beverage Permit for Microbrewery (W.S. 12-4-412(j) / W.S. 12-4-502(a))  For the Sale of only the Microbrewery's own, Brewed Malt Beverage Products	<input type="checkbox"/> Manufacturer's Off-Premise Permit (W.S. 12-2-203(g)(iii))  For the Sale of only the Manufacturer's own, Wyoming Manufactured Products	

By filing this application, the Applicant and the Applicant's representatives agree to sell alcoholic beverages and operate in Wyoming under the requirements of all applicable Wyoming state laws and rules, local laws and rules, and to file required sales tax reporting documents and applicable sales taxes.

By signing this application, I acknowledge for the Applicant, that all of the information provided is true and correct. This application must be signed by an Owner, Partner, or a Corporate Officer, an LLC / LLP member, or an individual authorized by the Applicant to act on behalf of the Applicant.

Under penalty of perjury, and the possible revocation or cancellation of the license, I swear the above stated facts, are true and accurate.

Applicant Signature:  Printed Name: JOHN C. SCHMITT Date: 5 / 28 / 2020

\_\_\_\_\_  
Signature of Licensing Authority Official

\_\_\_\_\_  
Title / / Date

# UMF Pick'em Flick'em Run

Saturday June 27<sup>th</sup>, 2020

The UMF Pick'em Flick'em Run is an annual event which is sponsored the Central Wyoming UMF Group. This annual event is a motorcycle run where participants visit 5 different locations through out the day. Their final stop this year will be Butch's Happy Days. We would like to conduct various activities outdoors during this event. As we have done in past outdoor events, we would erect a snow fence to portion off a specific section of our parking lot. All alcoholic beverages will remain within the fenced area and the event will be limited to those who are 21yrs old and older. We also wish to sell alcoholic beverages outdoors as well.

## Event Highlights –

Expected attendance at event is about 50 people

All attendees will be 21yrs old and older

A tent will be utilized as a stage for a band – the tent will be located near the building or in the North East section of the parking lot.

Outdoor music will be limited between the hours of 2pm – 10pm

Outdoor liquor concession will be limited to the hours of 1pm – 10pm

No food vendor

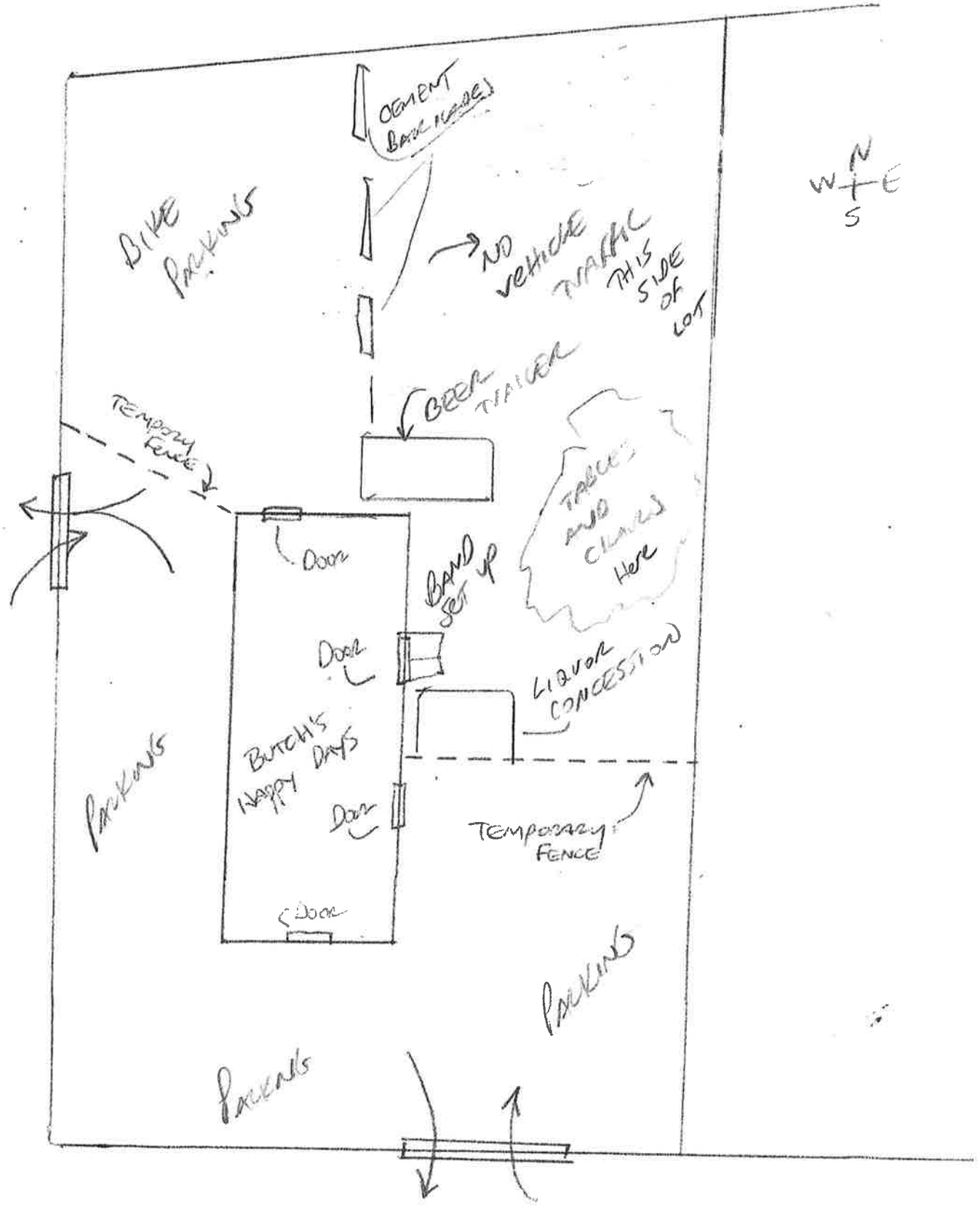
Bike show 3 – 6pm

All outdoor activities conclude by 10pm





WESTERN AVENUE



OILDALE AVENUE



## PUBLIC HEARING

The Town of Evansville is seeking public comments on the proposed FY 2019-2020 Budget Amendment and the FY 2020-2021 Budget of which copies are available at the Town Hall. The Public Hearing will be held on Monday, June 8, 2020, at 7:05 p.m. at the Evansville Town Hall.

**THE TOWN OF EVANSVILLE**

**P.O. DRAWER 158, EVANSVILLE, WYOMING 82636-0158**  
**(307) 234-6530 • FAX: (307) 266-5109**  
**[www.townofevansville.org](http://www.townofevansville.org) • EMAIL: [townclerk@evansvillewy.com](mailto:townclerk@evansvillewy.com)**

**ORDINANCE # 8-2020**

An Ordinance Providing for the Amendment of the Annual Budget for the Town of Evansville, Wyoming from July 1, 2019, through June 30, 2020.

Whereas, the Town Council has Adopted an Ordinance providing for such an Amendment; and

Whereas, the Town Council believes such an amendment is necessary to reflect unanticipated revenues and expenditures, to increase and decrease departmental expenditures, and to correct errors and omissions.

Be it further ordained by the Governing Body of the Town of Evansville, Wyoming as follows:

**SECTION I.** The following sums of money are anticipated as revenue for the General Fund, Enterprise Fund, Capital Improvement Fund, Debit Service, Trust & Agency Fund, June 30, 2020.

**GENERAL FUND:**

Taxes	\$	2,632,850
Fines and Forfeits		135,000
Ambulance		650,000
State Grants		0
Federal Grants		0
Special Revenues		199,282
Licenses and Permits		21,750
Pari-Mutual Commission		250,000
Interest		26,000
Impact Funds		217,136
Miscellaneous		249,600
<b>TOTAL</b>	<b>\$</b>	<b>4,381,618</b>
Anticipated Carry-Forward in Working Capital & Designated		2,535,277
<b>TOTAL</b>	<b>\$</b>	<b>6,916,895</b>

**ENTERPRISE FUNDS:**

Water Charges	\$	825,175
Water Fill Station		20,000
Waste Water Charges		280,662
Sanitation Charges		401,892
Interest		21,500
<b>TOTAL</b>	<b>\$</b>	<b>1,549,229</b>
Anticipated Carry-Forward in Revenues & Designated		2,342,620
<b>TOTAL</b>	<b>\$</b>	<b>3,891,849</b>

**CAPITAL IMPROVEMENT FUND:**

Secondary Access Road		10,000
Interest		40,000
<b>TOTAL</b>	<b>\$</b>	<b>50,000</b>
Anticipated Carry-Forward in Revenues & Designated		2,105,903
<b>TOTAL</b>	<b>\$</b>	<b>2,155,903</b>

**SECTION II** There is Hereby Appropriated for Expenditures from the  
General Funds:

General Fund	\$	345,000
Mayor and Council		22,715
Town Clerk Department		90,247
Finance Department		88,086
Emergency Management		788
Legal Department		108,355
Engineer and Planning		59,500
Municipal Court		152,983
Community Building		34,553
Police Department		1,520,569
Fire Department		1,550,000
Public Works-General		129,822
Public Works Streets, Alleys		197,395
Parks		96,583
Transfer Out		
	<b>TOTAL</b>	<b>\$ <u>4,396,596</u></b>

**SECTION III:** There is Hereby Appropriated for Expenditures from the  
Enterprise Fund:

Waste Water	\$	377,626
Water Treatment		480,478
Water Distribution		199,873
Sanitation		268,854
	<b>TOTAL</b>	<b>\$ <u>1,326,831</u></b>

Passed on First Reading on The \_\_\_\_\_ Day of MAY 26, 2020

Passed on Second Reading on The \_\_\_\_\_ Day of JUNE 8, 2020

Passed, Adopted and Approved This \_\_\_\_\_ Day of JUNE 22, 2020

Approved \_\_\_\_\_  
Jennifer Sorenson, Mayor

\_\_\_\_\_  
Councilman Vigneault

\_\_\_\_\_  
Councilman Edwards

\_\_\_\_\_  
Councilman Knop

**ATTESTED** \_\_\_\_\_  
**TOWN CLERK**

\_\_\_\_\_  
Councilman Hixson

**REVENUE**

**GENERAL FUND:**

	2019-2020 FUNDS ORDINANCE #3-2019	2019-2020 AMENDED FUNDS ORDINANCE #8-2020	DIFFERENCE
Taxes	\$2,632,850	\$2,632,850	\$0
Fines and Forfeits	\$135,000	\$135,000	\$0
Ambulance	\$650,000	\$650,000	\$0
State Grants	\$0	\$0	\$0
Federal Grants	\$0	\$0	\$0
Special Revenues	\$199,282	\$199,282	\$0
Licenses and Permits	\$21,750	\$21,750	\$0
Pari-Mutual Commission	\$0	\$250,000	\$250,000
Interest	\$20,000	\$26,000	\$6,000
Impact Funds	\$0	\$217,136	\$217,136
Miscellaneous	\$227,500	\$249,600	\$22,100
<b>TOTAL</b>	<b>\$3,886,382</b>	<b>\$4,381,618</b>	<b>\$495,236</b>

INCREASE IN GENERAL FUND REVENUE

**ENTERPRISE FUNDS:**

	2019-2020 FUNDS ORDINANCE #3-2019	2019-2020 AMENDED FUNDS ORDINANCE #8-2020	DIFFERENCE
Water Charges	\$825,175	\$825,175	\$0
Water Fill Station	\$20,000	\$20,000	\$0
Waste Water Charges	\$280,662	\$280,662	\$0
Sanitation Charges	\$401,892	\$401,892	\$0
Interest	\$21,500	\$21,500	\$0
<b>TOTAL</b>	<b>\$1,549,229</b>	<b>\$1,549,229</b>	<b>\$0</b>

**EXPENSES**

**GENERAL FUND:**

	2019-2020 FUNDS ORDINANCE #3-2019	2019-2020 AMENDED FUNDS ORDINANCE #8-2020	DIFFERENCE
General Fund	293,251.00	345,000.00	51,749
Mayor and Council	22,715.00	22,715.00	0
Town Clerk Department	90,247.00	90,247.00	0
Finance Department	88,086.00	88,086.00	0
Emergency Management	788.00	788.00	0
Legal Department	45,000.00	108,355.00	63,355

Please reference notes at the bottom

Engineer and Planning	59,500.00	59,500.00	0
Municipal Court	152,983.00	152,983.00	0
Community Building	34,553.00	34,553.00	0
Police Department	1,697,600.00	1,520,569.00	-177,031
Fire Department	1,467,412.00	1,550,000.00	82,588
Public Works-General	129,822.00	129,822.00	0
Public Works Streets, Alleys	197,395.00	197,395.00	0
Parks	96,583.00	96,583.00	0
Transfer Out			
<b>TOTAL</b>	<b>4,375,935.00</b>	<b>4,396,596.00</b>	<b>20,661</b>

DECREASE IN GENERAL FUND EXPENSES

**ENTERPRISE FUNDS:**

Waste Water	377,626.00	377,626.00	0.00
Water Treatment	480,478.00	480,478.00	0.00
Water Distribution	199,873.00	199,873.00	0.00
Sanitation	268,854.00	268,854.00	0.00
<b>TOTAL</b>	<b>1,326,831.00</b>	<b>1,326,831.00</b>	<b>0.00</b>

General Fund increase due to the design of the new Fire/Police/Town Hall through Stateline No. 7 in the amount of \$34,980 and Metro Animal Control fees being higher than anticipated

Legal Department increase due to policy changes and other legal issues that arose throughout the year

Police Department decrease due to open positions in the department and other expenditures being lower than anticipated

Fire Department increase due to Cardiac Monitors in the amount of \$93,221.07

**ORDINANCE # 9-2020**

An Ordinance Appropriating an Amount of Money Necessary to Defray all Expenses and Liabilities of the Town of Evansville, for the fiscal Year of July 1, 2020, Through June 30, 2021.

Be It Ordained by the Governing body of the Town of Evansville, Wyo as follows:

**SECTION I:** The Following Sums of Money are Anticipated as Revenue for the General Fund, Capital Improvements Fund, Debt Service Fund, and Trust & Agency Fund, June 30, 2021.

**GENERAL FUND:**

Taxes	\$	2,248,149
Fines and Forfeits		135,000
Ambulance		650,000
State Grants		0
Federal Grants		0
Special Revenues		197,126
Licenses and Permits		22,750
Pari-Mutual Commission		225,000
Interest		25,000
Impact Funds		314,886
Miscellaneous		190,500
<b>TOTAL</b>	<b>\$</b>	<b>4,008,411</b>
Anticipated Carry-Forward in Working Capital & Designated		2,561,534
<b>TOTAL</b>	<b>\$</b>	<b>6,569,945</b>

**ENTERPRISE FUNDS:**

Water Charges	\$	820,643
Water Fill Station		28,000
Waste Water Charges		318,253
Sanitation Charges		371,690
Interest		16,000
<b>TOTAL</b>	<b>\$</b>	<b>1,554,586</b>
Anticipated Carry-Forward in Revenues & Designated		2,360,812
<b>TOTAL</b>	<b>\$</b>	<b>3,915,398</b>

**CAPITAL IMPROVEMENT FUND:**

Secondary Access Road		950,000
Interest		40,000
<b>TOTAL</b>	<b>\$</b>	<b>990,000</b>
Anticipated Carry-Forward in Revenues & Designated		2,172,599
<b>TOTAL</b>	<b>\$</b>	<b>3,162,599</b>



**SECTION II** There is Hereby Appropriated for Expenditures from the  
General Funds:

General Fund	\$	255,968
Mayor and Council		22,715
Town Clerk Department		89,752
Finance Department		86,157
Emergency Management		788
Legal Department		80,000
Engineer and Planning		56,000
Municipal Court		156,713
Community Building		35,468
Police Department		1,549,601
Fire Department		1,376,517
Public Works-General		129,476
Public Works Streets, Alleys		177,287
Parks		90,755
Transfer Out		
<b>TOTAL</b>	<b>\$</b>	<b><u>4,107,197</u></b>

**SECTION III:** There is Hereby Appropriated for Expenditures from the  
Enterprise Fund:

Waste Water	\$	363,765
Water Treatment		420,175
Water Distribution		214,910
Sanitation		<u>263,098</u>
<b>TOTAL</b>	<b>\$</b>	<b><u>1,261,947</u></b>

**PAGE 3**

Passed on First Reading on The \_\_\_\_\_ Day of MAY 26 \_\_\_\_\_, 2020.

Passed on Second Reading on The \_\_\_\_\_ Day of JUNE 8 \_\_\_\_\_, 2020.

Passed, Adopted and Approved This \_\_\_\_\_ Day of JUNE 22 \_\_\_\_\_, 2020.

Approved \_\_\_\_\_  
Jennifer Sorenson, Mayor

\_\_\_\_\_  
Councilman Vigneault

\_\_\_\_\_  
Councilman Edwards

\_\_\_\_\_  
Councilman Knop

**ATTESTED** \_\_\_\_\_  
**TOWN CLERK**

\_\_\_\_\_  
Councilman Hixson