



-AGENDA-

CHAD EDWARDS, MAYOR

March 28, 2022

7:00 P.M.

THE TOWN OF EVANSVILLE

Council Members:
Joseph Knop
Candace Machado
Michael Scott

Town Clerk Janelle Underwood
Town Treasurer Lexi Erickson
Chief of Police Mike Thompson
Fire Chief Leo Malsom
P.W. Director Robert Lewallen

Town Attorney Williams, Porter, Day & Neville
Town Engineer - WLC, Inc.

The meeting will be streamed live on YouTube.

YouTube link <https://www.youtube.com/channel/UCB0HNSulh1k51ixwxexh55w>

Meeting called to order

Roll call

Pledge of Allegiance

Approval of Agenda

- 1) Consent Agenda
 - A. Approval of Minutes for Regular Meeting March 14, 2022, & Workshop March 21, 2022
- 2) Ordinance #2-2022 – An Ordinance Amending Employee Handbook – Fire Department Personal Sick Time (3rd & final)
- 3) Public Comments
- 4) Adjournment

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

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RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

March 14, 2022

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.

The meeting was called to order by Mayor Chad Edwards at 7:00 p.m. and upon roll call the following were present: Council Members Candace Machado, and Michael Scott, Town Attorney Alia Scott, Town Treasurer Lexi Erickson, Chief of Police Mike Thompson, Fire Chief Leo Malsom, Public Works Director Robert Lewallen, Town Clerk Janelle Underwood, and interested citizens.

Council Member Joe Knop asked to be excused.

Mayor Chad Edwards led the Pledge of Allegiance.

APPROVAL OF AGENDA: Motion was made by Michael Scott and seconded by Candace Machado to approve the agenda. Motion carried.

APPROVAL OF CONSENT AGENDA:

- A) Minutes for Regular Meeting February 28, 2022
- B) Approval of Bills

Motion was made by Michael Scott and seconded by Candace Machado to approve the Consent Agenda. Motion carried.

RESOLUTION #4-2022: A Resolution Authorizing the Town of Evansville, State of Wyoming, to Lease, with an Option to Purchase, Certain Equipment from Platte Valley Bank of Casper, Wyoming. Town Clerk Janelle Underwood summarized Resolution #4-2022 and advised that the lease purchase was for two 2021 Dodge Durango Patrol Units and that the price totaled sixty-one thousand seven hundred twenty-two dollars and sixty-one cents (\$61,722.61) for each unit.

Motion was made by Michael Scott and seconded by Candace Machado to approve Resolution #4-2022. Motion carried.

ORDINANCE #1-2022: An Ordinance Setting the Tax Levy for 2022. Third and final reading. Town Clerk Janelle Underwood summarized Ordinance #1-2022. Motion was made by Michael Scott and seconded by Candace Machado to approve Ordinance #1-2022 on third and final reading. Motion carried.

ORDINANCE #2-2022: An Ordinance Amending and Updating the Evansville Employee Handbook. Second reading. Town Clerk Janelle Underwood summarized Ordinance #2-2022. Motion was made by Michael Scott and seconded by Candace Machado to approve Ordinance #2-2022 on second reading. Motion carried.

ENGINEER'S REPORT: Town Engineer Shane Porter advised that the Town received a Wyoming Office of Homeland Security Grant for a Video Surveillance Project in the amount of twenty-five thousand five hundred eighteen dollars (\$25,518.00). He advised that this is to install video surveillance cameras at the Fire Station, Water Treatment Plant, and the two water storage tanks. Engineer Porter stated that the Town received bids for the project and that the lowest bidder was Hitek Communications in the amount of twenty-three thousand nine hundred eighteen dollars (\$23,918.00) and that he needed authorization for the Mayor to execute the Notice of Award, Notice to Proceed and the agreement with Hitek Communications for the Video Surveillance Project.

Motion was made by Michael Scott and seconded by Candace Machado authorizing the Mayor to execute the Notice of Award, Notice to Proceed and the agreement with Hitek Communications for twenty-three thousand nine hundred eighteen dollars (\$23,918.00) for the Video Surveillance Project. Motion carried.

RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

March 14, 2022

Motion was made by Michael Scott and seconded by Candace Machado to approve the Engineer's report. Motion carried.

PUBLIC COMMENTS: During public comments, Jim Rubel with the Sinclair Refinery spoke to the Governing Body about the ownership change of the Sinclair Refinery. He stated that he will still be the point of contact if anyone has questions or concerns, and that Sinclair Refinery wants to continue being a good neighbor.

ADJOURNMENT: There being no further business, motion was made by Michael Scott and seconded by Candace Machado to adjourn at 7:07 p.m. Motion carried.

APPROVED:


Chad Edwards, Mayor

ATTESTED:


Janelle Underwood, Town Clerk

RECORD OF PROCEEDINGS

Evansville Town Council Meeting, Evansville, Wyoming

March 21, 2022

Work Session

A Work Session was held on March 21, 2022, at 7:00 p.m. Present were Mayor Chad Edwards, Council Members Candace Machado, and Michael Scott. Also present were Chief of Police Mike Thompson, Community Service Officer Brandy Nester, Public Works Director Robert Lewallen, Town Attorney Alia Scott, and Town Clerk Janelle Underwood.

Discussion of Animal Control Facility: Chief of Police Mike Thompson reported that the Town had discontinued its use of City of Casper Metro Animal Control services in July 2020 due to the high costs. He stated that the Town hired its own Community Service-Animal Control Officer and had arrangements with the Casper Humane Society and the City of Mills for the housing and care of the animals. He stated that the Town received notification from the Casper Humane Society and the City of Mills that they have decided to end their joint effort with the Town of Evansville for those services effective June 30, 2022. Chief Thompson went through statistics and offered two options for the Town to consider. The first option would be to construct its own facility, and the second option would be to work with the City of Casper to house the animals in their facility. A great deal of discussion took place and members of the Governing Body liked the idea of Evansville having its own facility, but that the Town may have to look at utilizing the Casper Metro Facility and explore the costs to build its own facility.

Citizen Committee to Organize Evansville's 100 Year Anniversary Celebration: The Town of Evansville was incorporated May 15, 1923. Mayor Edwards stated that he thought it would be nice to get citizens involved in putting together a 100 Year Celebration. Council Member Candace Machado stated that she would like to take the lead on this event and will also ask for volunteers that might be interested.

The Work Session was adjourned at 8:57 p.m. No action was taken.

APPROVED:

Chad Edwards, Mayor

ATTESTED: _____

Janelle Underwood, Town Clerk

ORDINANCE # 2-2022

**AN ORDINANCE AMENDING AND UPDATING THE
EVANSVILLE EMPLOYEE HANDBOOK**

WHEREAS, the Town of Evansville is a Municipal Corporation under the laws of the State of Wyoming; and

WHEREAS, the Town of Evansville passed an ordinance establishing an Employee Handbook; and

WHEREAS, the Town of Evansville has determined that the accrual of sick time for full-time firemen working the 48/96 shift shall be eleven (11) hours of sick leave per month; and

WHEREAS, the Town of Evansville has also determined that hours of sick leave may be accumulated for a maximum of 192 hours, except full-time firemen working the 48/96 shift whose maximum will be 256 hours; and

WHEREAS, one-half (½) of unused accumulated sick leave shall be paid upon termination, which shall be capped at a maximum of 96 hours, pursuant to Chapter IV, Section 10 of the Town of Evansville Employee Handbook.

NOW, THEREFOR, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF EVANSVILLE, WYOMING that all full-time firemen working the 48/96 shift shall accrue eleven (11) hours of sick time per month and sick leave hours may be accumulated to a maximum of 256 hours with a maximum payout of 96 hours upon termination.

PASSED on 1st reading this 28th day of February, 2022.

PASSED on 2nd reading this 14th day of March, 2022.

PASSED on 3rd and final reading this ____ day of _____, 2022.

Chad Edwards, Mayor

Joe Knop, Council

Candace Machado, Council

Michael Scott, Council

Vacant

ATTESTED BY:

Janelle Underwood, Town Clerk