

RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

February 27, 2023

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, Michael Scott, Dacia Edwards, and Greg Flesvig, Town Attorney Scott Murray, Chief of Police Mike Thompson, Fire Chief Leo Malsom, Public Works Director Robert Lewallen, Town Clerk Janelle Underwood, and interested citizens.

Mayor Chad Edwards led the Pledge of Allegiance.

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

APPROVAL OF CONSENT AGENDA:

- a) Approval of Minutes for February 13, 2023, and Executive Session for February 13, 2023
- b) Approval of Day Care Licenses – Imagination Station, Kids Kampus, and Wonderfully Made

Motion was made by Greg Flesvig and seconded by Dacia Edwards to approve the Consent Agenda. Motion carried.

ORDINANCE #1-2023: An Ordinance Setting the Tax Levy for 2023. Second reading. Town Clerk read Ordinance #1-2023 by title only.

Motion was made by Dacia Edwards and seconded by Michael Scott to approve Ordinance #1-2023 on second reading. Motion carried.

REPLAT 01-2023 – WYATT PLAT AND RESOLUTION #4-2023: Town Engineer Shane Porter stated that David and Priscilla Wyatt, the owner of record for said property located at 760 Second Street, have submitted an application for platting of a single described parcel into a single platted lot in the White Tract Ditching, which was never platted. He said that the entire White Tract Ditching was broken up into deeded properties years ago. He stated that there is currently a single shop with living quarters on the lot. Engineer Porter stated that notifications were sent to the utilities and Town Staff with no concerns. He stated that the Planning and Zoning Commission met on February 21, 2023, and forwarded a “Do Pass” recommendation to the Town Council. Engineer Porter stated that he also had Resolution #4-2023 – A Resolution Approving the Wyatt Addition, Lot 1, Town of Evansville.

There being no issues, motion was made by Greg Flesvig and seconded by Michael Scott to approve Resolution #4-2023. Motion carried.

PUBLIC HEARING – TA-01-2023 – TEXT AMENDMENT FOR ACCESSORY STRUCTURES: Town Engineer Shane Porter stated that the text amendment was to amend Articles 3, 4, 5 and 6 of the Evansville Zoning Ordinance to update requirements for Accessory Buildings. Engineer Porter reported that over the years, setback requirements and building offset requirements have been an issue related to Accessory Buildings and that often times setbacks and building offsets could not be met even for small dry accessory structures due to the size of the existing lots and the existing structures on the lot. He stated that the current setbacks require a five-foot setback and ten-foot separation between structures on the same or adjacent lot. Engineer Porter stated that Accessory Buildings are desirable as they provide a space to store items, especially for properties that do not have a garage and that this storage space allows property owners to keep items stored out of site rather than just all over the yard, allowing for a cleaner, nicer looking area. He stated that the current setbacks are preventing storage buildings from being used, which is definitely not the intent of the Town. Engineer Porter stated that Town Staff and the Natrona County Building Official met several times and discussed modifications to the Zoning Ordinance to establish setbacks that are less but still meet the building and fire code requirements. Engineer Porter stated

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that the Public Notice was advertised with the dates and locations of the Public Hearing and that the Planning and Zoning Commission met on February 21, 2023, and forwarded a "Do Pass" recommendation to the Town Council.

Mayor Chad Edwards opened the Public Hearing and asked for any comments for or against the Text Amendment changes for accessory structures. There were no public comments. The Public Hearing was closed.

ORDINANCE #2-2023: An Ordinance Amending the Evansville Zoning Ordinance Pertaining to Accessory Buildings. First reading. Motion was made by Greg Flesvig and seconded by Michael Scott to approve Ordinance #2-2023 on first reading. Motion carried.

MARK CORNETT, ASSISTANT FIRE CHIEF – FUNDING APPROVAL: Assistant Fire Chief Mark Cornett spoke to the Governing Body about the need for expanding and updating the living quarters of the Fire Hall. He provided a presentation of the current living situation and explained the need for additional exits and the lack of windows. He stated that he has been in contact with the structural engineer on what can be done as far as adding an addition to the existing building because of the type of construction of the building. Mr. Cornett stated that he received bids for architectural services and GSG provided the lowest bid of thirteen thousand two hundred dollars (\$13,200.00). He stated that with that, GSG will provide Evansville with a cost analysis and engineer stamped plans. Mark Cornett stated that the Fire Department has applied for some grants to assist in the expenses of an addition and we are just waiting to see if the Town will be awarded those grants.

Mayor Edwards stated that the Town has received some additional tax revenue that has been set aside to help with the funding.

After discussion, motion was made by Michael Scott and seconded by Dacia Edwards authorizing the award of the architectural services with GSG for thirteen thousand two hundred dollars. Motion carried.

ALONA VIGNEAULT – COMMUNITY GARDEN FUNDING REQUEST: Alona Vigneault handed out a drawing and cost estimate to construct a larger community garden. She stated that the Community Garden that the Town provided last summer went over extremely well and stated that they would like to expand on it this year as well as make it handicap accessible. She stated that they would like approval to construct a larger garden bed that is made out of cedar with the handicap accessibility and that the cost to construct is approximately eight thousand seven hundred dollars (\$8,700.00) along with some additional cost to amend the soil, seeds and plants. She stated that the majority of the cost is up front and then there will be a small cost each year to maintain the soil, seeds, and plants.

Mayor Edwards stated that the Town can utilize the Optional One Cent Tax for these types of projects and that there is money set aside for this.

Motion was made by Greg Flesvig and seconded by Candace Machado to approve the proposal for the Community Garden. Motion carried.

ENGINEER'S REPORT: Town Engineer Shane Porter stated that on the TAP Project, he had Grant Reimbursement #1 in the amount of three thousand eight hundred sixty-five dollars and ten cents (\$3,865.10). He stated that the TAP Project is for the Lathrop Road Pathway Project and that he did have the Mayor sign the reimbursement request a couple of weeks prior and asked that the Governing Body ratify the Mayor's signature.

Motion was made by Dacia Edwards and seconded by Michael Scott to ratify the Mayor signature to the TAP Project Reimbursement #1 in the amount of three thousand eight hundred sixty-five dollars and ten cents (\$3,865.10). Motion carried.

Town Engineer Shane Porter stated that he had Grant Reimbursement #2 for the Lathrop Road TAP Project in the amount of three thousand one hundred sixteen dollars and thirty-nine cents (\$3,116.39) and asked for authorization for the Mayor to execute.

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Motion was made by Greg Flesvig and seconded by Dacia Edwards authorizing the Mayor to execute Grant Reimbursement #2 for the Lathrop Road TAP Project in the amount of three thousand one hundred sixteen dollars and thirty-nine cents (\$3,116.39). Motion carried.

Engineer Porter stated that the really exciting news is that the Town received bids to finish paving Memorial Way. He stated that the Town received a total of eight bids and that the lowest bidder was Installation and Services with a total base bid of three hundred forty-six thousand two hundred and two dollars (\$346,202.00) and that weather permitting, the project should be completed by May 31, 2023. He stated that he needed authorization for the Mayor to execute the Notice to Award.

Motion was made by Michael Scott and seconded by Greg Flesvig authorizing the Mayor to execute the Notice to Award to Installation and Services for the paving of Memorial Way in the amount of three hundred forty-six thousand two hundred and two dollars (\$346,202.00). Motion carried.

Mayor Edwards stated that he would like to thank Engineer Porter for all the hard work that he has put into the Memorial Way Road project.


Motion was made by Michael Scott and seconded by Dacia Edwards to approve the Engineers report. Motion carried.

PUBLIC COMMENTS: During public comments, Mayor Edwards stated that the Town applied for a Community Development Block Grant – CV to construct a new park in the Reshaw Park area. He stated that the Town was approved for the grant, but that the Town has a lot of hurdles to get through. He stated that the Environmental Study was just completed and if all goes as hoped, the park will be completed this fall.

Councilmember Candace Machado stated that this year is Evansville's 100th Year Celebration. She stated that there will be a Parade on May 15, 2023, and then the Town will hold a celebration at the Reshaw Park on June 24, 2023, from 2:00 p.m. to 8:00 p.m. She stated that there will be vendors, food trucks, and bands as part of the celebration. Candace Machado stated that there is a need for volunteers for the celebration and if you are interested in serving on the committee to please contact her.

ADJOURNMENT: There being no further business, motion was made by Michael Scott and seconded by Greg Flesvig to adjourn at 7:42 p.m. Motion carried.

APPROVED:


Chad Edwards, Mayor

ATTESTED:


Janelle Underwood, Town Clerk