

RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

March 13, 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 Michael Scott, Dacia Edwards, and Greg Flesvig, 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 Candace Machado and Town Attorney Scott Murray asked to be excused.

Mayor Edwards led the Pledge of Allegiance.

Mayor Edwards stated that the Town continues to improve the audio and video system for the Council Meetings and have some problems with the equipment in need of repair and asked that people be patient while we wait given the supply chain issues we face these days. He asked that people be sure to speak into the microphones so that everyone can hear.

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 Regular Meeting February 27, 2023
- b) Approval of Business License – Satellite Shelters, Inc.
- c) Approval of Bills

Motion was made by Greg Flesvig and seconded by Michael Scott to approve the Consent Agenda. Motion carried.

APPOINTMENT OF NATRONA COUNTY TRAVEL AND TOURISM REPRESENTATIVE: Mayor Chad Edwards advised that Jim Rubel represented Evansville on the Natrona County Travel and Tourism Board and had to resign due to him recently moving. He stated that Tassma Powers is interested in representing Evansville.

Tassma Powers introduced herself to the Governing Body and stated that she has lived here since 1997 and is employed by the McMurry Companies. She stated that she is interested and looks forward to representing the Town of Evansville if she is appointed.

Motion was made by Michael Scott and seconded by Greg Flesvig to appoint Tassma Powers as Evansville representative to the Natrona County Travel and Tourism Board. Motion carried.

MELISSA BILBY, HUB INTERNATIONAL – EMPLOYEE HEALTH INSURANCE: Melissa Bilby with Hub International spoke to the Governing Body regarding the upcoming renewal of the Town's Employee Health Insurance. She stated that they have represented the Town since 2019. Ms. Bilby went through the costs analysis since 2019 and stated that Evansville has offered rich benefits to its employees. She stated that the average deductible around the State of Wyoming is three thousand five hundred dollars (\$3,500.00) and that Evansville has offered two plans for the employees with one plan deductible setting at seven hundred fifty dollars (\$750.00) with a higher dependent coverage and the other plan setting at two thousand dollars deductible (\$2,000.00) with a little bit lower dependent coverage. She stated that it is her understanding that the Town recently had a wage study and one of the things that came of it is the insurance rates for dependent coverage needed to be more competitive. She stated that in the proposal, there is an Option One that if an employee chooses to have the lower deductible plan, the employee would pay 5% of the premium cost and the Town will pick up the remainder and that by doing this, the premium that the employee pays can be shifted to the higher deductible plan to help offset the cost of the dependent insurance. She said that even by adopting the current proposal, the Town insurance plan is still a rich plan.

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After discussion, motion was made by Greg Flesvig and seconded by Michael Scott to approve Option One where the employee pays five percent (5%) of the premium if they choose the seven hundred and fifty dollar (\$750.00) deductible in order to shift some of the dependent costs on the higher deductible health plan to make it more competitive. Motion carried.

LAURIE GRAVES, GRAVES CONSULTING – EMPLOYEE COMPENSATION STUDY: Laurie Graves with Graves Consulting introduced herself and thanked the Town for the opportunity to conduct the survey on the Town's Compensation Study. She stated that this was a really good project for the Town of Evansville that allows the Town to continue and retain employees and to ensure that they are paid competitively to the market. She stated that in the study, they found some compression in wages between employees and supervisors. She also stated that the labor market has been really volatile and with the continued increase in the cost of living, now is a good time to look at and implement a new wage structure. Ms. Graves stated that with a labor market like this, municipalities are going to be forced to incur wage costs whether it is to retain employees or continue to hire and train new employees. She stated that surveys were sent out to 37 municipal organizations and they were able to collect current wage and benefits information. She stated after looking at the Town's employee positions and making sure they understood each of those positions, it was recommended that there be three pay structures that are step based to align to the market which would be General Government, Police and Fire.

Ms. Graves stated that one of the other findings in the study is that the Town offers very rich benefits to its employees, but while the Town's health insurance is very robust and rich, it does fall short and out of balance in the costs for employee's dependents. She also noted that another area that the Town falls short on is vacation time for new employees that have less than one year and the employees that have ten years of service or more. Ms. Graves stated that its really important that the employees understand how seriously the Town takes the employees compensation and the amount of resources and effort that the Town put into this project to ensure that the Town is competitive. She stated that the next step was working with Mayor Edwards, the Town Clerk and Town Treasurer to make sure that an implementation was created that was appropriate and sustainable for the Town's current and future budgets. She stated that with the proposed implementation, all employees will see pay increases that will better align their wages to the current market. She stated that some pay increases will be lower over others because those positions were not that far off from the market.

Mayor Edwards stated that we have worked really hard to look at each of the employees and some areas were a bit of an issue with employees and supervisors' wages compressed because for many years when the Town authorized raises it was based on a set dollar amount rather than a percentage. He stated that by adopting a step plan, it gives the employee room to grow year after year but maintains a separation in wages between supervisors and employees. He stated that his recommendations would be that as the Town moves forward, that the Town look at applying a Cost-of-Living Adjustment to the pay structure each year in order to move all of the bands up. Mayor Edwards stated that with the full implementation, all employees would be looking at a minimum of a five percent (5%) raise and if approved, the employees would see a letter by the end of March with the wage increase in April. He said that the Town set aside money this last budget cycle to cover this implementation and that this will be something to keep in mind as we prepare the next budget cycle. He stated that if full implementation was approved, the Town would be looking at about a two hundred and eight thousand dollar (\$208,000.00) increase to the wages. He also stated that if full implementation was approved the wage increase would only be dependent on approval of Governing Body each year and would start in July 2024 so that if there was a downturn in the economy, it can be addressed at that time.

After discussion, motion was made by Dacia Edwards and seconded by Greg Flesvig to approve a full implementation of wage increases for the employees. Motion carried.

ORDINANCE #1-2023: An Ordinance Fixing the Tax Levy Fees for 2023 and Providing an Effective Date Therefore. Third and final reading. Town Clerk Janelle Underwood read Ordinance #1-2023 by title only and advised that the proposed tax levy fee was set at 8 Mill, known as the General Tax and that is the same amount that the Town has adopted in previous years.

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

ORDINANCE #2-2023: An Ordinance Amending the Evansville Zoning Ordinance Pertaining to Accessory Buildings. Second reading. Town Clerk Janelle Underwood read Ordinance #2-2023 by title only.

Mayor Edwards stated that this proposed ordinance would be adjusting the setback requirements for accessory buildings off the property lines and between buildings.

Motion was made by Greg Flesvig and seconded by Michael Scott to approve Ordinance #2-2023 on second reading. Motion carried.

PUBLIC COMMENTS: During public comments, Fire Chief Leo Malsom along with other Department Heads thanked Mayor Edwards and members of the Governing Body for their support in the Employee Compensation Study and implementation.

ADJOURNNMENT: There being no further business, motion was made by Michael Scott and seconded by Dacia Edwards to adjourn at 7:47 p.m. Motion carried.

APPROVED:



Chad Edwards, Mayor

ATTESTED:



Janelle Underwood, Town Clerk