



-AGENDA-

CHAD EDWARDS, MAYOR

January 8, 2024

7:00 P.M.

THE TOWN OF EVANSVILLE

Council Members:

Candace Machado

Dacia Edwards

Greg Flesvig

Phil Gierke

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 Robert Lewallen

**YouTube Channel** <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 December 11, 2023

b. Approval of Business License – Crown Construction & Derive Concepts

c. Bills for Approval

2) Ordinance #7-2023 – An Ordinance Repealing the Town of Evansville Employee Handbook  
(2<sup>nd</sup> reading)

3) Ordinance #1-2024 – An Ordinance Setting the Tax Levy for 2024  
(1<sup>st</sup> reading)

4) Public Hearing – 7:05 p.m. – Renewal of Liquor Licenses for Outback Steakhouse, Texas Roadhouse, Taylor's Sports Bar & Spirits, Wyoming Downs OTB, Happy Days Liquor, Hooch's, Ash Premium Cigar, HQ Southern BBQ and Chili's Southwest Bar & Grill

5) Engineer's Report

6) Council Updates

7) Public Comments

8) Adjournment

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

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

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

**www.townofevansville.org • EMAIL: junderwood@evansville-wy.gov**

## RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

December 11, 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, Dacia Edwards, Greg Flesvig and Phil Gierke, Town Attorney Scott Murray, Town Engineer Shane Porter, 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.

Mayor Edwards led the Pledge of Allegiance.

APPROVAL OF AGENDA: Motion was made by Greg Flesvig and seconded by Phil Gierke to approve the agenda. Motion carried.

APPROVAL OF CONSENT AGENDA:

- a) Approval of Minutes for Regular Meeting November 27, 2023
- b) Approval of Business License – JL Construction and Landscaping
- c) Approval of Bills

Motion was made by Phil Gierke and seconded by Dacia Edwards to approve the Consent Agenda. Motion carried.

ORDINANCE #7-2023: An Ordinance Repealing the Town of Evansville Employee Handbook. First reading. Town Clerk Janelle Underwood read Ordinance #7-2023, by title only.

Mayor Edwards stated that this is to repeal the existing employee handbook that is old with at least five addendums to it. He stated that the plan is to repeal the current handbook and once that is repealed, a new handbook will be presented for approval by Resolution.

Motion was made by Greg Flesvig and seconded by Phil Gierke to approve Ordinance #7-2023 on first reading. Motion carried.

ENGINEER'S REPORT: Town Engineer Shane Porter that the Town received several bids for the 2023 Sidewalk Project. He stated that as they have been seeing, the bids are coming in higher than expected with the low bid from Crown Construction in the amount of four hundred ninety-three thousand two hundred fifty dollars (\$493,250.00). He stated that the estimated project cost for engineering and construction was five hundred thousand dollars (\$500,000.00) of which four hundred fifty thousand dollars (\$450,000.00) is from a WCDA Grant that the Town received. He stated that they are seeing an increase in the construction costs and do not see these costs going down anytime soon. He stated that the Town has the option to reject any and all bids, reduce the scope of the project and send it back out for bids or if the Town can afford the shortfall, then accept the low bid because he is afraid that the prices are not going to get any lower.

Mayor Edwards stated that the Town has been fortunate this year in seeing a little higher than anticipated Fifth Cent tax revenue and he checked with the Town Treasurer and the Town can manage the excess amount by utilizing the unallocated Fifth Cent monies. He stated that if the Council chooses to, the Town does have that revenue source to supplement the excess of the bid.

Town Engineer Shane Porter stated that the shortage is in the amount of forty-two thousand six hundred fifty-nine dollars (\$42,659.00), but he recommends that the approval of the overage be for fifty thousand dollars (\$50,000.00) just in case there are any issues that come up.

Council Member Phil Gierke asked when the contractor could get started on the project.

Engineer Porter stated that he would anticipate spring, but it is also weather permitting.

## RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

December 11, 2023

Mayor Edwards stated that Rocky Mountain Power has a couple of power poles that will need to be re-located before the sidewalk project can start.

Motion was made by Dacia Edwards and seconded by Phil Gierke to issue the Notice to Award to Crown Construction for the 2023 Sidewalk Project in the amount of four hundred ninety-three thousand two hundred fifty dollars (\$493,250.00). Motion carried.

Town Engineer Porter stated that they have reduced the scope of work for the Lathrop Road Pathway Project from Curtis Street to Texas Roadhouse and thinks that the Town should rebid the project to get as much completed as possible under the TAP Grant that the Town received. He also recommended that if the low bidder is significantly lower, he would like to stretch the funds as much as possible by including an add/alternate to install the pathway from Texas Roadhouse to Jump Craze if the bids come in low enough. He stated by doing this, it utilizes as much of the funds that the Town has received. Engineer Porter stated that the Town could apply for another grant to finish out the pathway.

Motion was made by Greg Flesvig and seconded by Dacia Edwards authorizing the rebid of the Lathrop Road Pathway Project. Motion carried.

Motion was made by Dacia Edwards and seconded by Greg Flesvig to approve the Engineer's report. Motion carried.

COUNCIL UPDATES: Council Member Phil Gierke stated that Burlington Northern Railroad is planning to do a temporary fix at the Curtis Street crossing on the northbound lane with a major overhaul in May.

Mr. Gierke stated that he is going to try and make some training tools out of lumber for the dog park. He stated that if anybody has any ideas, please reach out to him.

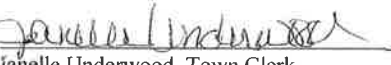
PUBLIC COMMENTS: There were no public comments.

ADJOURNMENT: There being no further business, motion was made by Dacia Edwards and seconded by Phil Gierke to adjourn at 7:16 p.m. Motion carried.

APPROVED: \_\_\_\_\_

  
Chad Edwards, Mayor

ATTESTED: \_\_\_\_\_

  
Janelle Underwood, Town Clerk

**ORDINANCE #7-2023**

**AN ORDINANCE REPEALING THE TOWN OF 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 has the authority under Wyoming Statutes to employ personnel to manage and carry out the functions of a municipal corporation, and

**WHEREAS**, the Town of Evansville previously passed and adopted The Town of Evansville Employee Handbook, dated October 2015, and

**WHEREAS**, the Town of Evansville has made amendments to The Town of Evansville Employee Handbook, which necessitate to repealing The Town of Evansville Employee Handbook, dated October 2015, in its entirety to bring the contents current, and

**WHEREAS**, the Town of Evansville has developed a new Handbook titled Evansville Employee Handbook – February 2024 to be adopted by Resolution, and

**WHEREAS**, the Town of Evansville excepted from the repeal of the old handbook and its amendments, the conditions, and provisions of “employment at will” which shall continue to be effective as to all employees who have signed the at will acknowledgement and agreement, and

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF EVANSVILLE, WYOMING**, the existing Town of Evansville Employee Handbook, and its various amendments are repealed with the exception of the “employee at will” clause signed by employees.

**PASSED AND APPROVED** on first reading this \_\_\_\_ day of \_\_\_\_\_, 2023.

**PASSED AND APPROVED** on second reading this \_\_\_\_ day of \_\_\_\_\_, 2024.

**PASSED, APPROVED AND ADOPTED** on third reading this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Chad Edwards, Mayor

\_\_\_\_\_  
Candace Machado, Council

\_\_\_\_\_  
Dacia Edwards, Council

\_\_\_\_\_  
Greg Flesvig, Council

\_\_\_\_\_  
Phil Gierke, Council

ATTESTED:

\_\_\_\_\_  
Janelle Underwood, Town Clerk

**ORDINANCE #1-2024**

**AN ORDINANCE FIXING THE TAX LEVY FOR 2023 AND PROVIDING AN EFFECTIVE DATE THEREFORE**

**BE IT ORDAINED BY THE GOVERING BODY OF THE TOWN OF EVANSVILLE, WYOMING**, as follows:

Section 1: There is hereby assessed upon real property located within the Town of Evansville, Wyoming, and 8 mill levy, known as general tax to meet the current expenses of the Town.

Section 2: Said taxes shall be collected in accordance with the laws of the State of Wyoming, by the County Treasurer of Natrona County, Wyoming.

Section 3: The Town Clerk of the Town of Evansville, Wyoming is hereby directed to make due certification over her signature as provided by law, of foregoing tax levies for amounts of money to be raised for the aforementioned municipal purpose, and to file the same with the Assessor of Natrona County, Wyoming, and the County Clerk of Natrona County, Wyoming, on or before the forth Monday in May 2024, as provided by law.

Section 4: If any provision of this ordinance or any section thereof in any circumstances is held to be in valid the validity of the remainder of the ordinance and the application of any of the other provisions or sections thereof shall not be affected thereby.

**PASSED** on first reading this \_\_\_\_ day of \_\_\_\_\_, 2024.

**PASSED** on seconded reading this \_\_\_\_ day of \_\_\_\_\_, 2024.

**PASSED, APPROVED AND ADOPTED** on third and final reading the \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Chad Edwards, Mayor

\_\_\_\_\_  
Candace Machado, Council

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Dacia Edwards, Council

\_\_\_\_\_  
Greg Flesvig, Council

\_\_\_\_\_  
Phil Gierke, Council

ATTESTED BY:

\_\_\_\_\_  
Janelle Underwood, Town Clerk



December 8, 2023

## NOTICE OF APPLICATION FOR LIQUOR LICENSE RENEWALS

Notice is hereby given that applicants whose names are set forth below filed applications, each for a Liquor License renewal in the Office of the Town Clerk of the Town of Evansville, WY, County of Natrona, the date of filing, the names of said applicants, and the description of the place or premises, to wit:

- 11/29/2023 Evergreen Restaurant, LLC 5010 dba Outback Steakhouse, License #1,  
229 Miracle St., Evansville, WY
- 11/20/2023 Texas Roadhouse Holdings, LLC, dba Texas Roadhouse, License #2,  
210 Miracle St., Evansville, WY
- 11/15/2023 T & W Taylor Enterprises dba Taylors Sports Bar & Spirits, License #3,  
37 Curtis St., Evansville, WY
- 11/30/2023 Wyoming Downs, LLC dba Wyoming Downs OTB 15, License #4, 359 Miracle St.,  
Evansville, WY
- 11/30/2023 Wyoming Gage Corporation dba Happy Days Liquor, License #5,  
1180 Oildale St., Evansville, WY
- 11/21/2023 Hooch's LLC dba Hooch's, License #6, 6985 Nugget, Evansville, WY
- 11/27/2023 Shuler Enterprises, LLC dba Ash Premium Cigar, License #7, 4410 & 4420  
E. Yellowstone Hwy, Evansville, WY
- 11/14/2023 HQ Southern BBQ LLC dba HQ Southern BBQ, License #8,  
70 S. Curtis St., Evansville, WY
- 11/27/2023 Bighorn Associates LC dba Chili's Southwest Grill & Bar #9,  
510 E. Lathrop Rd, Evansville, WY

Protest, if any against the issuance for such renewals of the Liquor Licenses, will be heard at the hour of 7:05 p.m. or as the agenda will allow on the 8<sup>th</sup> day of January 2024, in the Evansville Municipal Building, 235 Curtis St., Evansville, WY.

Janelle Underwood, Town Clerk

Publish: 12/14/2023 & 12/28/2023

**THE TOWN OF EVANSVILLE**