



-AGENDA-

CHAD EDWARDS, MAYOR

January 22, 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 January 8, 2024

2) Ordinance #7-2023 – An Ordinance Repealing the Town of Evansville Employee Handbook (3rd and final)

3) Resolution #1-2024 – A Resolution Adopting the Evansville Employee Handbook

4) Ordinance #1-2024 – An Ordinance Setting the Tax Levy for 2024 (2nd reading)

5) Council Updates

6) Public Comments

7) Adjournment

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

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RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

January 8, 2024

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 Dacia Edwards and seconded by Greg Flesvig to approve the agenda. Motion carried.

APPROVAL OF CONSENT AGENDA:

- a) Approval of Minutes for Regular Meeting December 11, 2023
- b) Approval of Business Licenses – Crown Construction and Derive Concepts
- c) Approval of Bills

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

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

Motion was made by Dacia Edwards and seconded by Phil Gierke to approve Ordinance #7-2023 on second reading. Motion carried.

ORDINANCE #1-2024: An Ordinance Fixing the Tax Levy for 2024 and Providing an Effective Date Therefore. First reading. Town Clerk Janelle summarized Ordinance #1-2024 and advised that the mill levy was set at eight (8) mills known as the general tax which is the same amount that has been set in previous years.

Motion was made by Greg Flesvig and seconded by Phil Gierke to approve Ordinance #1-2024 on first reading. Motion carried.

PUBLIC HEARING – 7:05 P.M. LIQUOR LICENSE RENEWALS: Liquor License renewals for Outback Steakhouse, Texas Roadhouse, Taylor's Sports Bar and Spirits, Wyoming Downs OTB, Happy Days Liquor, Hooch's, Ash Premium Cigar, HQ Southern BBQ, and Chili's Southwest Grill and Bar were presented to the Governing Body for approval. Town Clerk Janelle Underwood said that all licensees submitted renewal applications and that the applications had been reviewed and approved by the Wyoming Liquor Commission. A representative for each license holder was present to represent their license.

Moved on to the Engineer's report since it was not yet 7:05 p.m. for the Public Hearing.

ENGINEER'S REPORT: Town Engineer Shane Porter stated that he had Contractor's Pay Request in the amount of one hundred ninety thousand five hundred ninety-one dollars and thirty-eight cents (\$190,591.38) for the sewer main replacement at the Evansville Town Hall and they will continue with the remainder of the work that needs completed down there.

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Motion was made by Phil Gierke and seconded by Greg Flesvig to approve Contractor's Pay Request in the amount of one hundred ninety thousand five hundred ninety-one dollars and thirty-eight cents (\$190,591.38). Motion carried.

Engineer Shane Porter stated that Crown Construction had been awarded the bid for the 2023 Sidewalk Project and needed authorization for the Mayor to execute the Construction Agreement and issue the Notice to Proceed.

Motion was made by Greg Flesvig and seconded by Phil Gierke authorizing the Mayor to execute the Construction Agreement and issue the Notice to Proceed for the 2023 Sidewalks Project. Motion carried.

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

RETURN TO LIQUOR LICENSE RENEWALS PUBLIC HEARING: Mayor Edwards opened the Public Hearing and asked for any public comments for or against the renewal of the liquor licenses. There were no comments for or against. Mayor Edwards closed the Public Hearing.

Chief of Police Mike Thompson said that his department conducted compliance checks for underage drinking and that there were a couple of establishments that failed. He said that he then got a phone call about an issue with a third establishment so moving forward, the establishments need to make sure that they are checking the identifications before they serve alcohol and that his department will be conducting more compliance checks in the future.

Mayor Edwards asked that the liquor establishments need to be more vigilant in checking for identifications for underage drinking because this is a major issue that could be the cause for removal of a liquor license and asked that everyone be very cognitive of this issue.

Motion was made by Dacia Edwards and seconded by Greg Flesvig to approve the liquor license renewals for Outback Steakhouse, Texas Roadhouse, Taylor's Sports Bar and Spirits, Wyoming Downs OTB, Happy Days Liquor, Hooch's, Ash Premium Cigar, HQ Southern BBQ, and Chili's Southwest Grill and Bar. Motion carried.

COUNCIL UPDATES: Council Member Phil Gierke said that recently there was an issue with kids climbing over the fence at the dog park, so he went over there and walked around and was disappointed over the amount of dog poop in the park. He stated that the park is a wonderful thing to have and does not feel that maintenance should be the ones that have to keep the dog park clean.

Mayor Edwards stated that the Dog Park is an amenity that the Town provides, and it is unfortunate that people are not picking up after their dog. He stated that people using the park are expected to clean up after their dog and asked that people keep this in mind when using the park.

Councilmember Gierke stated that the Town is still working on the current mailbox issues for the boxes along Platte Park Road and stated that the plan may be to move the boxes to where they all face Platte Park Road so that people will not have to pull off into the dirt parking lot. He stated this is something that will probably take place in the spring.

Mayor Edwards asked Councilmember Gierke if he has discussed this with the postmaster and Councilmember Gierke stated yes.

Mayor Edwards said that he has asked the Town Attorneys to look at what the Town's liability is in this area as well as any requirements so it can be discussed at the next work session.

PUBLIC COMMENTS: During public comments, Annie Dundas said that she works with the Natrona County Suicide Prevention Task Force and a school district teacher that contract with the Wyoming Behavioral Institute in their acute care as well as she was the widow of Lt. Danny Dundas who died by suicide on September 27, 2021.

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She said that they are trying to do a county wide 988 Suicide Crisis Lifeline magnetic vinyl sticker for all the emergency police and fire vehicles. She stated this would be at no cost to the Town and wondered if the Town would approve this to place them on the emergency vehicles.

After discussion, motion was made by Dacia Edwards and seconded by Greg Flesvig to approve the placement of the decals on the Town's emergency vehicles. Motion carried.

ADJOURNMENT: There being no further business, motion was made by Dacia Edwards and seconded by Phil Gierke to adjourn at 7:23 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 11th day of December, 2023.

PASSED AND APPROVED on second reading this 8th day of January, 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

RESOLUTION #1-2024

**A RESOLUTION ADOPTING 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 repealed the Town of Evansville Employee Handbook dated October 2015, in its entirety to bring the contents current on January 22, 2024, 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.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF EVANSVILLE, WYOMING, the Evansville Employee Handbook dated February 1, 2024, shall be in full force and effect February 1, 2024.

PASSED, APPROVED AND ADOPTED 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 2024 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 8th day of January, 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

Dacia Edwards, Council

Greg Flesvig, Council

Phil Gierke, Council

ATTESTED BY:

Janelle Underwood, Town Clerk