

## RECORD OF PROCEEDINGS

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Meeting of the Evansville Town Council, Evansville, Wyoming

June 9, 2014

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 Philip G. Hinds at 7:00 p.m. and upon roll call the following were present: Mayor Philip G. Hinds, Council Members Doug White, Ernie Blackford, and Jennifer Fowler, Town Attorney Phil Willoughby, Town Planner Scott Radden, Town Treasurer Peggy Nading, Acting Chief of Police Tom Laughrey, Public Works Representative Brian Boettcher, Fire Chief Leo Malsom, Town Clerk Janelle Underwood, and interested citizens.

Mayor Hinds led the Pledge of Allegiance.

APPROVAL OF AGENDA: Motion was made by Jennifer Fowler and seconded by Ernie Blackford to approve the agenda. Motion carried.

APPROVAL OF MINUTES: The minutes for the regular meeting on May 27, 2014, were presented for approval. Motion was made by Doug White and seconded by Jennifer Fowler to approve the minutes as written. Motion carried.

BAR D SIGNS – READER SIGNS: Brad Moore with Bar D Signs spoke to the Governing Body concerning the Evansville Zoning Ordinances not allowing reader signs. He stated that he is currently working with the Loaf -N- Jug on changing their current reader sign to a digital reader sign. He stated that the new sign would create more business as well as increase the sales tax revenue for the Town since digital signs are much more user friendly. Mr. Moore stated that over the course of the last three months, Jerry Galles with Bar D Signs, along with other sign company representatives and local businesses, have been working with the City of Casper trying to set some controls on the digital reader signs. Some of the concerns have been the amount of the lumens or brightness of the lights, flashing of the signs, and the timing of a message so as to not distract drivers.

Mayor Hinds asked Town Planner Scott Radden what the best way to handle this issue was.

Town Planner Scott Radden stated that the Town could keep the regulation as is, make a change to the ordinance that would require a conditional use permit, or make a change to the ordinance stating that the reader signs are allowed if certain criteria is met. He stated that it is something that will take some time.

Town Attorney Phil Willoughby stated that a couple of things to consider are the brightness of the reader signs and the color scheme.

Jerry Galles with Bar D Signs stated that because they have been working with the City of Casper trying to set some guidelines, they would be willing to work with the Town to help set up some guidelines, too.

Council Member Jennifer Fowler asked Jerry Galles how big is too big when it comes to the digital signs and, given the potential sizes of some of the signs, if there are any chances of wind damage such as happened to the Perkins sign that then becomes an eyesore coming into town.

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Jerry Galles stated that the reader sign that Loaf-N-Jug is proposing is about seventy-seven inches tall by almost eight feet wide (77" x 8'). He stated that with what he mostly handles, rarely does he have trouble with the wind for the structure of the sign itself. He stated that usually it is an issue with the power supply and that the signs are sealed really well.

APPROVAL OF DEPARTMENTAL MONTHLY REPORT: The Treasurer's report, Police report, Emergency Services report, and the Public Works report were presented to the Governing Body in writing. Motion was made by Ernie Blackford and seconded by Jennifer Fowler to approve the departmental monthly reports. Motion carried.

ORDINANCE #2-2014: An Ordinance Amending Employee Handbook Pertaining to Health Insurance. Second reading. Town Clerk Janelle Underwood read Ordinance #2-2014 by title only on second reading. Motion was made by Jennifer Fowler and seconded by Ernie Blackford to approve Ordinance #2-2014 on second reading. Motion carried.

ORDINANCE #3-2014: An Ordinance Amending the Fiscal Year 2013-2014 Budget. Second reading. Town Clerk Janelle Underwood read Ordinance #3-2014 by title only. Motion was made by Ernie Blackford and seconded by Doug White to approve Ordinance #3-2014 on second reading. Motion carried.

ORDINANCE #4-2014: An Ordinance for the Fiscal Year 2014-2015 Annual Budget. Second reading. Town Clerk Janelle Underwood read Ordinance #4-2014 by title only. Motion was made by Ernie Blackford and seconded by Jennifer Fowler to approve Ordinance #4-2014 on second reading. Motion carried.

APPROVAL OF BUILDING PERMITS: Building Permit applications #4054 through #4057 were presented to the Governing Body for approval. The applications were for new construction of homes and a commercial building. After review of the applications, motion was made by Ernie Blackford and seconded by Doug White to approve permits #4054, permit #4057. Motion carried.

APPROVAL OF BUSINESS LICENSES: Business License application for Buffalo Construction, Inc. was presented to the Governing Body for approval. After review of the applications, motion was made by Doug White and seconded by Jennifer Fowler to approve the license for Buffalo Construction, Inc. Motion carried.

ENGINEER'S REPORT: Town Engineer Shane Porter stated that he had Pay Request number two to 71 Construction for the Fire Hydrant/Sewer Manhole Replacement Project. He stated the pay request was in the amount of fifty-five thousand eight hundred fifty-nine dollars and thirty-three cents (\$55,859.33). Motion was made by Jennifer Fowler and seconded by Ernie Blackford to approve Pay Request number two to 71 Construction in the amount of fifty-five thousand eight hundred fifty-nine dollars and thirty-three cents (\$55,859.33). Motion carried.

Engineer Porter advised that he had a Draw Down Request to the Wyoming Business Council for the Fire Hydrant/Sewer Manhole Replacement Project in the amount of sixty-three thousand eight hundred forty-seven dollars (\$63,847.00). He stated that he needed authorization for the Mayor to execute the Draw Down Request. Motion was made by Ernie Blackford and seconded by Jennifer Fowler authorizing the Mayor to execute the Draw Down Request to the Wyoming Business Council for the Fire Hydrant/Sewer Manhole Replacement Project in the amount of sixty-three thousand eight hundred forty-seven dollars (\$63,847.00). Motion carried.

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Engineer Porter stated that the Town had a Wyoming Business Council grant for a water main replacement project south of the railroad tracks last year. He stated that there was funding left over in the amount of fifty-one thousand nine hundred dollars (\$51,900.00). He stated that the Wyoming Business Council would like a Certificate of Completion which de-obligates the unused funds. He stated that he needed authorization for the Mayor to execute the Certificate of Completion. Motion was made by Doug White and seconded by Jennifer Fowler to authorize the Mayor to execute the Certificate of Completion. Motion carried.

Engineer Porter stated that the Town had advertised a Request for Proposals for Professional Services for the Secondary Access Study for the Town. He stated that two firms, Nelson Engineering and KLJ, had submitted proposals to conduct the study. He stated that a couple of weeks ago the proposals were reviewed by Town staff and they selected KLJ to conduct the study. He stated that a contract was presented to the Town for approval. He stated that Town Attorney Phil Willoughby reviewed the contract and suggested a few changes that KLJ was willing to make. Motion was made by Doug White and seconded by Jennifer Fowler to award the Secondary Access Study to KLJ. Motion carried.

Motion was made by Ernie Blackford and seconded by Doug White to approve the Engineer's report. Motion carried.

BILLS FOR APPROVAL: Bills were presented to the Governing Body for approval. Motion was made by Doug White and seconded by Ernie Blackford to pay all bills and draw treasury upon the same. Motion carried.

PUBLIC COMMENTS: There were no public comments.

ADJOURNMENT: There being no further business, motion was made by Doug White and seconded by Ernie Blackford to adjourn at 7:38 p.m. Motion carried.

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

*Phil Hinds*  
Phil Hinds, Mayor

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

*Janelle Underwood*  
Janelle Underwood, Town Clerk