

RECORD OF PROCEEDINGS

Meeting of the Evansville Town Council, Evansville, Wyoming

October 13, 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 Jennifer Fowler and Ernie Blackford, Town Attorney Phil Willoughby, Town Engineer Shane Porter, Town Planner Scott Radden, Town Treasurer Peggy Nading, Chief of Police Tom Laughrey, Fire Chief Leo Malsom, Public Works Representatives Brian Boettcher and Dale Brown, Town Clerk Janelle Underwood, and interested citizens.

Council Member Doug White asked to be excused.

Mayor Hinds led the Pledge of Allegiance.

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

APPROVAL OF MINUTES: The minutes for the regular meeting on September 22, 2014, were presented for approval. Motion was made by Jennifer Fowler and seconded by Ernie Blackford to approve the minutes as written. Motion carried.

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.

SITE PLAN 8-2014: Site Plan Review of an 18,080 square foot Industrial Building on Lot 17, Evansville Business Park - aka 4761 Susan Court (Owner /Applicant: Invalesco Holdings, LLC). Town Planner Scott Radden provided a staff report and advised Invalesco Holdings, LLC, is the owner of Lot 17, Evansville Business Park II, and has submitted a Site Plan Application to construct an 18,080 foot Office / Warehouse industrial building. He stated that the Lot is currently zoned Light Industrial (I-L) and surrounded by other I-L lots. He stated that the Planning and Zoning Commission met on October 7, 2014, and forwarded a "do pass" recommendation to the Governing Body for the approval of the construction of a new building with the following conditions:

1. That prior to obtaining building permits to construct, the Owner signs a Site Plan Agreement which will be recorded with the Natrona County Clerk's office stating construction will comply with all design provisions as shown on the Site Plan including parking, lighting, landscaping, replanting, water and sanitary services, drainage and other improvements required by the Town of Evansville.
2. The Owner obtains all required building permits, and complies with all Evansville Code and inspection requirements and State and Federal regulations.
3. That prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the Town Planner, Town Engineer, Public Works Director, Fire Inspector, and Building Inspector.

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Motion was made by Ernie Blackford and seconded by Jennifer Fowler to approve Site Plan 8-2014, for an 18,080 square foot Industrial Building on Lot 17, Evansville Business Park - aka 4761 Susan Court (Owner /Applicant: Invalesco Holdings, LLC). Motion carried.

APPROVAL OF BUSINESS LICENSES: Business License applications for Bar D Signs, Riverview Deck and Landscape, The Industrial Company, and Trinity Contracting were presented to the Governing Body for approval. After review of the applications, motion was made by Ernie Blackford and seconded by Jennifer Fowler to approve the licenses for Bar D Signs, Riverview Deck and Landscape, The Industrial Company, and Trinity Contracting. Motion carried.

APPROVAL OF BUILDING PERMITS: Building Permit applications #4098 through #4108 were presented to the Governing Body for approval. The applications were for new house construction, re-roofs, a paint booth, a tank, and a remodel. After review of the applications, motion was made by Jennifer Fowler and seconded by Ernie Blackford to approve permits #4098 through #4108. Motion carried.

ENGINEER'S REPORT: Town Engineer Shane Porter stated that the Town received bids for the construction of a Fire Department Garage. He stated that the bids were due and received on October 7, 2014, and that the Town received a total of four bids. He stated that one of the bids was received at 2:14 p.m. that afternoon and that since the bids were due at 2:00 p.m., that bid was disqualified. He stated that the other three bids are as follows:

- Fuller Enterprises \$281,057.00
- Andreen Hunt Construction \$317,000.00
- Diamond Point Construction \$376,198.00

Engineer Porter advised that Fuller Enterprises is the apparent low bidder but that they failed to submit with the bid package Page 4 of the signed contract proposal, their proof of insurance, certificate of residency, and acknowledgement of addendum number one. He stated that these four items were not submitted with the bid proposal and that the bid specifications are very specific as to what must be submitted. He stated that it is part of the public bid requirements and because of that, his recommendation is to award the bid to Andreen Hunt Construction. He stated it is roughly a thirty-six thousand dollar (\$36,000.00) price difference. Engineer Porter stated that there are rules to be followed in the public bid process and that Fuller Enterprises did not follow all of the requirements. Engineer Porter stated that in the bid process, it also states that the Town of Evansville reserves the right reject any and all bids due to any minor irregularities. Engineer Porter also stated that Fuller Enterprises submitted a cashier's check for the bid bond and that in the bid process, the bidder is required to submit a bid bond for the full project costs.

Motion was made by Ernie Blackford to award the bid to Andreen Hunt Construction.

Council Member Jennifer Fowler asked what issues there would be if the Town went through the bid process again.

Mayor Hinds stated that it would delay the project which puts the project behind schedule and that this is something that hopefully can be completed before winter sets in.

Council Member Jennifer Fowler stated her only concern is that the thirty-six thousand dollar (\$36,000.00) price difference is a lot but she also understands if it is a contractor that has not done this type of work before and if they are bondable or not.

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Council Member Ernie Blackford stated that Andreen Hunt Construction does meet all of the qualifications.

Council Member Jennifer Fowler stated that she would second the motion to award the bid to Andreen Hunt construction in the amount of three hundred seventeen thousand dollars (\$317,000.00). Motion carried.

Engineer Porter stated that he had a Notice of Award to Andreen Hunt for the Fire Department Garage in the amount of three hundred seventeen thousand dollars (\$317,000.00). He stated that needed authorization for the Mayor to execute.

Motion was made by Jennifer Fowler and seconded by Ernie Blackford authorizing the Mayor to execute the Notice of Award to Andreen Hunt in the amount of three hundred seventeen thousand dollars (\$317,000.00) for the Fire Department Garage. Motion carried.

Engineer Porter stated that the Town received a grant agreement from the State Land and Investment Board for the Fire Station Garage for the Mayor to execute. He stated that the grant is in the amount of four hundred thousand dollars (\$400,000.00) and this project will be covered under that amount. He stated that there was hope that there would be a little more money left over to reconstruct the Town Hall parking lot but that until the project is complete, he won't know exactly how much is left over.

Motion was made by Ernie Blackford and seconded by Jennifer Fowler authorizing the Mayor to execute the State Land and Investment Board grant agreement in the amount of four hundred thousand dollars (\$400,000.00). Motion carried.

Engineer Porter stated that he needed authorization for the Mayor to execute a Certification Form that is required for Preference of Resident Contractors.

Motion was made Jennifer Fowler and seconded by Ernie Blackford authorizing the Mayor to execute the Certification Form. Motion carried.

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

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

PUBLIC COMMENTS: During public comments, Keith Tyler stated that he would like to ask the Governing Body to consider changing the side yard set backs on anything zoned in the Residential One areas. He stated that currently the side yard setback is at ten feet (10'), and he wondered if the Town Council would consider changing it to a side set back of five feet (5'). He stated that some of the lots in the Reshaw Subdivision will not be able to have basements because of the ground water levels so, therefore, they will need to build larger one level homes and possibly some homes to be constructed with a third car garage option. He stated that he has met with the Planning and Zoning Commission and that they seemed to be in favor of the proposed change.

Mayor Hinds stated that the Town will take this into consideration.

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Engineer Porter stated that KLJ will be presenting their findings on the study that they conducted for the Secondary Access at the October 27, 2014, Council Meeting. He stated that a draft of the study has been distributed and he would ask that everyone take a look at it.

ADJOURNNMENT: There being no further business, motion was made by Ernie Blackford and seconded by Jennifer Fowler to adjourn at 7:25 p.m. Motion carried.

APPROVED:



Phil Hinds, Mayor

ATTESTED:



Janelle Underwood, Town Clerk