

**EVANSTON CITY COUNCIL**  
**First Regular Meeting**  
**April 1, 2014**

The official record of proceedings of the first regular meeting of the Evanston City Council for the month April was held in the Council Chambers of City Hall on the above date. These proceedings were video recorded.

Colby Farrens from Cub Scout Pack #83 led those in attendance in the pledge of allegiance to the Flag.

The roll was called and with a quorum being present, Mayor Joy Bell called the meeting to order at 5:30 p.m. and welcomed everyone present.

Those present from the governing body at the start of the meeting were: Mayor Bell; Councilmembers Tim Lynch, Curtis Rex, Evan Perkes, David Welling, Saundra Meyers, and Wendy Schuler.

Staff members present at the start of the meeting were: City Attorney, Dennis Boal; Director of Administrative Services/City Clerk, Amy Grenfell; Director of Planning & Development, Paul Knopf; City Treasurer, Kathy Defa; Police Chief, Jon Kirby; Director of Parks and Recreation, Dennis Poppinga; Public Works Director, Oop Hansen; Deputy City Clerk, Nancy Stevenson; Police Lieutenant, Ken Pearson; and Building Inspector, Bob Liechty. City Engineer, Brian Honey was excused. A group of interested citizens were also present.

**Approve Agenda**

**Mayor Bell suggested the following change to the agenda: Under Public Hearing/Special Orders, add Special Presentation – Prevention Management of Wyoming Award.**

**Councilmember Lynch moved, Councilmember Welling seconded, to approve the agenda with the suggested change.** The motion passed unanimously with 7 yes votes: Bell, Lynch, Rex, Perkes, Welling, Meyer, Schuler.

**Approve Minutes**

**The official record of proceedings for the City Council Meeting held March 18, 2014 and a Work Session Meeting held March 25, 2014 were approved as presented.**

**Bills**

**Councilmember Welling moved, Councilmember Schuler seconded, to approve the following bills for payment:**

March 19, 2014 to April 1, 2014

<b>VENDOR</b>	<b>FOR</b>	<b>AMOUNT</b>
AXA Equivest	Payroll	1,959.64
Flexshare	Payroll	2,519.00
ING Life Insurance	Payroll	29.20
Orchard Trust	Payroll	593.36
Parks & Recreation	Payroll	184.84
Uinta County Court	Payroll	101.91
Vantage Point	Payroll	1,055.43
Wells Fargo	Payroll	200.00
Wyoming Child Support	Payroll	770.05
EFTPS	Payroll	36,843.63
Wright Express	Fuel	18,940.14
Airgas	Supplies	75.00
Blyth Art Gallery	Supplies	100.00
Joy Bell	Reimbursement	163.23
Beacon Controls	Services	2,080.00
Brian's Muffler Shop	Repairs	960.00
CD's Electric	Electrical	624.60
Verizon Wireless	Cell Phones	797.87
Course Trends	Website	885.00
Cook Brothers Broadcasting	Promotional	1,400.00
Crum Electric	Supplies	55.23
Turf Solutions	Repairs	140.00
Wyo Dept of Transportation	License Plate	2.00
Elliingford's	Supplies	182.90
Energy Laboratories	Testing	60.00
Entenmann-Rovin Co	Supplies	108.50
Evanston Parks & Recreation	City Subsidy	91,575.00
Fastenal	Supplies	16.38
Freeway Tire	Tires	848.82
Hach Company	Supplies	2,781.25
Sara Hull	Services	175.00

Harris Law Office	Contract	4,000.00
Hogan & Associates	Contract	107,051.40
Holland Equipment	Parts	1,186.27
Nicholas Earl Horton	Contract	80.00
Hutchinson Oil	Supplies	190.95
Jeff Murdock	Reimbursement	125.00
Kallas Automotive	Parts	613.06
Mobile Golf Services	Parts	217.44
Modern Cleaners	Laundry Service	1,571.00
Morcon Industrial	Supplies	4,760.40
Mtn West Business Solution	Contract	778.13
Myers/Anderson Architects	Services	5,257.11
Myers Tire Supply	Parts	125.77
Nalco	Supplies	30,103.20
NGL Connection	Supplies	94.40
Office Products Dealer	Supplies	219.01
Patrick Towing	Towing	900.00
Pitney Bowes	Equipment	2,430.06
Safety Supply & Sign	Signs	349.56
Interwest Safety Supply	Parts	1,853.00
Sirchie Finger Print Lab	Supplies	370.00
Smith's Food & Drug	Supplies	590.62
Local Gov't Liability Pool	Insurance	36,391.00
Superior Rental	Parts	1,814.47
Tom's HVAC	Repairs	3,892.19
Team Laboratory Chemical	Road Patch	1,743.00
Uinta County Herald	Ads	136.40
Union Pacific Railroad	Land Lease	100.00
United Service and Sales	Parts	341.20
Century Link	Utilities	1,170.25
Rocky Mountain Power	Utilities	5,371.43
Valley Kubota	Parts	399.95
Mike Vranish	Reimbursement	178.74
Walmart	Supplies	734.79
Waterworks Industries	Parts	340.00
WEDA	Sponsorship	118.00
Westar Printing	Printing	591.75
One-Call Of Wyoming	Services	18.00
Yamaha Motor Corp	Contract	3,281.75
Creative Ink Images	Promotional	783.42
Richard McMurray	Reimbursement	158.01
Business Leadership Network	Training	70.00
Wyo Div of Victim Services	Tuition	100.00
Jeff Schneider	Excel Award	300.00
Vehicle Lighting Solutions	Parts	106.25
Symbol Arts	Supplies	25.00
Tammy's Hem House	Services	10.00
JC Electric	Repairs	63.95
Consolidated Plastics	Supplies	182.60
USA Blue Book	Supplies	286.20
Golden Rule Embroidery	Services	10.00
Utility Bill Solutions	Services	176.67
Paul Barnell	Supplies	95.00
Uinta County Sled Dog Committee	Reimbursement	895.46
Sharle Kaltenbach	Refund	450.00
Lisa or Josh Cox	Refund	100.00
NSFM Pizza Inc	Refund	100.00
Paul LeSarge	Refund	200.00
Jacob Nelson	Excel Award	300.00
Lucas or Mary Pickens	Refund	100.00
Teresa Sullivan	Refund	100.00
Shayne MacDonald	Refund	400.00
Dharmesh Amir	Fees	15.00
Terri Arnell	Reimbursement	1,483.80
Steve Regan Co	Chemicals	140.47

The motion passed unanimously with 7 yes votes: Bell, Lynch, Rex, Perkes, Welling, Meyer, Schuler.

#### Council Comments

Mayor Bell related that High County Behavioral have begun moving into the Medical Spec Building. She stated that the site visit with the Wyoming Business Council went well. The Mayor will be signing a proclamation for Sexual Assault Awareness Month later this week. Mayor Bell also stated that the budget process will begin soon.

### **EXCEL! Award Presentation**

Ken Pearson, CERC (City of Evanston Recognition Committee) Chairperson, recognized Community Service Officer, Jeff Schneider for his assistance in the arrest of a shoplifter. Officer Schneider was able to stop and retain the shoplifter until a Police Officer could arrive at the scene. Officer Schneider was presented with a certificate, an EXCEL! mug and coaster, an EXCEL! cap, and a monetary award.

Ken Pearson, CERC (City of Evanston Recognition Committee) Chairperson, recognized Police Officer, Jacob Nelson for his assistance in the rescue of an individual that had become stranded in a semi-remote location while repairing the City's emergency radio system that had failed due to harsh weather condition. Officer Nelson, upon learning of the situation, did not hesitate to retrieve his personal snow machine to rescue this individual. Officer Nelson was presented with a certificate, an EXCEL! mug and coaster, an EXCEL! challenge coin, and a monetary award.

### **Prevention Management of Wyoming Award**

Police Lieutenant, William Jeffers, Community Service Officer, Sylvia Moore and Field Training Officer, Rowdy Dean were recognized and received awards for their efforts as instructors in the TIPS Training Program. Tera Lawlar of the Prevention Management Organization of Wyoming expressed her gratitude for the dedication of these three individuals in providing alcohol server training and presented them with an award.

### **Motion/Approve ATM Card Transaction Authorization**

**Councilmember Lynch moved, Councilmember Perkes seconded, to approve and authorize ATM Card Transactions at Bank of the West.** The motion passed unanimously with 7 yes votes: Bell, Lynch, Rex, Perkes, Welling, Meyer, Schuler.

### **Motion/Award Bid/Birch Street Watermain Replacement Project**

**Councilmember Rex moved, Councilmember Meyer seconded, to award the bid for the Birch Street Watermain Replacement Project to Maxfield Construction, Inc., the apparent low bidder meeting all City specifications, in the amount of \$129,630.00.** The motion passed unanimously with 7 yes votes: Bell, Lynch, Rex, Perkes, Welling, Meyer, Schuler.

### **Resolution 14-19**

**Councilmember Meyer introduced Resolution 14-19. Councilmember Meyer moved, Councilmember Schuler seconded, to adopt Resolution 14-19.**

Resolution 14-19: RESOLUTION OF THE CITY OF EVANSTON, WYOMING, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH MAXFIELD CONSTRUCTION, INC., FOR THE COMPLETION OF ALL WORK AS SET FORTH IN THE AGREEMENT FOR THE BIRCH STREET WATERMAIN REPLACEMENT PROJECT.

WHEREAS, the City of Evanston has a need to replace a portion of the watermain line located in Birch Street; and

WHEREAS, Maxfield Construction, Inc., has submitted the low bid for the project; and

WHEREAS, the City of Evanston and Maxfield Construction, Inc., are prepared to enter into an agreement whereby Maxfield Construction, Inc., will provide all materials and labor specified in the plans and specifications and the bid documents for the Birch Street Watermain Replacement Project; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EVANSTON, WYOMING THAT:

Section 1: The Mayor is hereby authorized to execute, and the City Clerk attest, on behalf of the City of Evanston, the Agreement between the City of Evanston, as Owner, and Maxfield Construction, Inc., as Contractor, for completion of all work necessary for the Birch Street Watermain Project.

PASSED, APPROVED AND ADOPTED the 1<sup>st</sup> day of April, 2014.

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Joy Bell, Mayor

ATTEST:

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Amy L. Grenfell, City Clerk

The motion passed unanimously with 7 yes votes: Bell, Lynch, Rex, Perkes, Welling, Meyer, Schuler.

### **Resolution 14-20**

**Councilmember Meyer introduced Resolution 14-20 Councilmember Meyer moved, Councilmember Welling seconded, to adopt Resolution 14-20.**

Resolution 14-20: RESOLUTION OF THE CITY OF EVANSTON, WYOMING, AUTHORIZING THE EXECUTION OF A EMPLOYER PLAN SELECTION WITH THE WYOMING EDUCATOR'S BENEFIT TRUST (WEBT) TO PROVIDE ADMINISTRATIVE AND ADVISORY SERVICES WITH RESPECT TO THE CITY EMPLOYEE MEDICAL, VISION, LIFE INSURANCE PROGRAMS.

WHEREAS, one of the benefits the City provides to its employees is medical, vision and life insurance programs;

WHEREAS, the Wyoming Educator's Benefit Trust (WEBT) provides administrative and advisory services for the City, with respect to programs; and

WHEREAS, the City needs to make a plan selection for WEBT to administer;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EVANSTON, WYOMING THAT:

Section1: The Mayor is hereby authorized to execute, and the City Clerk attest, on behalf of the City of Evanston, the Employer Plan Selection between the City of Evanston and the Wyoming Educator's Benefit Trust (WEBT) a copy of which is attached hereto.

PASSED, APPROVED AND ADOPTED the 1<sup>st</sup> day of April, 2014.

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Joy Bell, Mayor

ATTEST:

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Amy L. Grenfell, City Clerk

The motion passed unanimously with 7 yes votes: Bell, Lynch, Rex, Perkes, Welling, Meyer, Schuler.

#### **Resolution 14-21**

**Councilmember Perkes introduced Resolution 14-21. Councilmember Perkes moved, Councilmember Rex seconded, to adopt Resolution 14-21.**

Resolution 14-21: A RESOLUTION OF THE CITY OF EVANSTON, WYOMING, RATIFYING THE APPLICATION TO OBTAIN FUNDS UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM FOR THE CONSTRUCTION OF A NEW ADDITION TO THE YOUTH SERVICES BUILDING FOR EARLY CHILDHOOD EDUCATION.

WHEREAS, the governing body recognizes there is a need to provide suitable facilities for the provision of a preschool education for the children in the community; and

WHEREAS, the Community Development Block Grant Program is designed to assist communities in providing such facilities; and

WHEREAS, the City of Evanston proposes to use CDBG grant funds to construct an addition to the Youth Services Building to provide space for early childhood education; and

WHEREAS, the grant application requests a grant be made to the City of Evanston in the sum of \$215,746.00 and provides for a city match and eligible project costs in the sum of \$666,190.00; and

WHEREAS, the City of Evanston will be responsible to pay any cost overruns that may be incurred in the construction of this project; and

WHEREAS, the City of Evanston will be responsible for paying the costs of major maintenance and repairs to the Youth Services Building; and

WHEREAS, the daily and routine operation and maintenance costs for the Building will be the responsibility of the Evanston Development Center, Inc., and

WHEREAS, a public hearing was held on January 7, 2014, by the governing body to explain the proposal and the rules and regulations applicable CDBG program, and to receive public input:

NOW, THEREFORE, BE IT RESOLVED by the governing body of the City of Evanston, Wyoming as follows:

Section 1. The City of Evanston hereby ratifies the submission of the above-described application to obtain funds under the Community Development Block Grant Program of the State of Wyoming to construct an addition to the Youth Services Building to provide space for early childhood education.

Section 2. The Mayor and City Clerk are authorized to sign and attest all documents which are necessary to submit and apply for the grant.

PASSED, APPROVED AND ADOPTED the 1<sup>st</sup> day of April, 2014.

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Joy Bell, Mayor

ATTEST:

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Amy L. Grenfell, City Clerk

The motion passed unanimously with 7 yes votes: Bell, Lynch, Rex, Perkes, Welling, Meyer, Schuler.

**Resolution 14-22**

**Councilmember Lynch introduced Resolution 14-22. Councilmember Lynch moved, Councilmember Welling seconded, to adopt Resolution 14-22.**

Resolution 14-22: RESOLUTION OF THE GOVERNING BODY OF CITY OF EVANSTON, WYOMING RATIFYING THE SUBMISSION OF A GRANT APPLICATION TO THE WYOMING BUSINESS COUNCIL TO FUND A COMMUNITY ENHANCEMENT PROJECT KNOWN AS BEAR MEADOW.

WHEREAS, the governing body for the City of Evanston has determined that developing a useable natural open space in the Bear River Greenway, to be known as Bear Meadow, will create recreation opportunities, improve the visual esthetics of the area and improve the business climate of the area; and

WHEREAS, the grant application requests a grant be made to the City of Evanston in the sum of \$498,654.86 and also provides for a city match and eligible project costs in the sum of \$750,000.00; and

WHEREAS, the City of Evanston will be responsible to pay any cost overruns that may be incurred in the construction of the project; and

WHEREAS, the City of Evanston will be responsible to pay all costs associated with the repair, maintenance and operation of the project; and

WHEREAS, a public hearing was held on February 18, 2014, by the governing body to explain the Bear Meadow Enhancement Project, and to receive public input;

WHEREAS, the Wyoming Business Council has grant funding available which could be used for this project;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EVANSTON, WYOMING THAT:

Section 1. The City of Evanston hereby ratifies the submission of the above-described grant application to the Wyoming Business Council to fund the Bear Meadow Enhancement within the Bear River Greenway in the City of Evanston.

Section 2. The Mayor and City Clerk are hereby authorized to sign and attest all documents may be necessary to timely submit the Grant Application to the Wyoming Business Council.

PASSED, APPROVED AND ADOPTED the 1<sup>st</sup> day of April, 2014.

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Joy Bell, Mayor

ATTEST:

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Amy L. Grenfell, City Clerk

The motion passed unanimously with 7 yes votes: Bell, Lynch, Rex, Perkes, Welling, Meyer, Schuler.

**Adjournment**

With no further business to be conducted at this time Mayor Bell adjourned the meeting at 6:28 p.m.

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Joy Bell, Mayor

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Amy L. Grenfell, City Clerk