

**EVANSTON CITY COUNCIL
Second Regular Meeting
January 18th, 2022**

The official record of proceedings of the second regular meeting of the Evanston City Council for the month of January was held in the Council Chambers of City Hall on the above date. These proceedings were video recorded and streamed live.

Council President Welling led those in attendance in the Pledge of Allegiance to the Flag.

The roll was called and with a quorum being present, Mayor Kent Williams 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 Williams; Council members Tim Lynch, Tib Ottley, Evan Perkes, Dave Welling, Mike Sellers and Mikal Welling.

Staff members present at the start of the meeting were: City Attorney, Dennis Boal; City Clerk, Diane Harris; Director of Parks and Recreation, Scott Ehlers; Community Development Director, Rocco O'Neill; Police Chief, Mike Vranish; City Treasurer, Trudy Lym; City Engineer, Dean Barker; Main Street Coordinator/Grant Writer, Mieke Madrid and Information Technology Coordinator, Preston Sheets. Public Works Director, Gordon Robinson was excused. A group of interested citizens were also present.

Approve Agenda

Council member M. Welling moved, Council member Welling seconded, to approve the agenda. The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

Approve Minutes

The official record of proceedings for the City Council Meeting held January 4th, 2022 and the City Council Work Session Meeting held January 11th, 2022 was approved as presented.

Bills

Council member Perkes moved, Council member Welling seconded, to approve the following bills for payment:

January 05, 2022 to January 18, 2022

VENDOR	FOR	AMOUNT
AXA Equivest	Payroll	458.00
Evanston Police Benevolent	Payroll	232.00
Hartford	Payroll	196.10
Flex Share	Payroll	2,648.88
IRS Tax Deposit	Payroll	46,641.28
NCPRS	Payroll	112.00
Orchard Trust	Payroll	1,103.88
Parks & Recreation	Payroll	1,159.37
Vantage Point	Payroll	109.44
Wyoming Child Support	Payroll	264.92
Payroll	Payroll	140,752.78
A-1 Diamond Cut	Services	350.00
All West	Internet/Phones	3,223.03
Best Kind Embroidery	Services	180.44
Evanston Youth Club	Contract	18,750.00
Blue Golf	Software	995.00
Dennis M. Boal	Services	4,558.50
Civic Plus	Contract	3,779.78
Caselle	Support/Maintenance	1,694.00
Yeti	Parts	876.28
Cazin's	Parts	662.59
Century Equipment	Parts	186.11
City of Evanston	Utilities	2,137.32
Clicgear	Supplies	208.44
Cleveland Golf	Supplies	249.25
Curtis Blue Line	Uniform	43.98
CCI Network	Utilities	82.86
Cook Brothers Broadcasting	Ads	495.00
Deru's	Parts	84.80
Energy Laboratories	Testing	3,092.00
Evanston Parks & Recreation	City Subsidy/Reimbursement	109,163.72
Evanston Uinta County Airport	Contract	18,750.00
Ferguson Enterprises	Parts	14,212.85

First Bank	Visa	8,661.07
Fastenal	Parts	435.86
Forsgren Associates	Contract	765.00
Golden West Industrial	Equipment	784.84
Murdoch's	Parts	501.65
Reladyne	Fuel	1,148.87
Floyd's Truck Center	Parts	263.04
JCOMM	Equipment	15,492.00
Kallas Automotive	Parts	1,232.95
Amanda R. Kirby	Services	1,552.50
Rhinehart Oil	Fuel	24,366.61
Morcon Industrial	Supplies	396.58
Mtn West Business Solutions	Service Agreement	111.60
Dominion Energy	Utilities	3,615.72
Myers/Anderson Architects	Contract	25,738.88
Office Products Dealer	Supplies	980.32
Personal Screening	Testing	295.00
Real Kleen Janitorial	Supplies	2,186.10
Stag Arms	Equipment	1,499.95
Salt Lake Wholesale Sports	Equipment	595.00
SESAC	License Renewal	513.00
Skaggs	Equipment	95.55
ALSCO	Laundry Services	451.68
Superior Rental	Parts	27.47
Thatcher Chemical	Supplies	1,205.87
The Huntington National Bank	Contract	4,445.39
Two Guys Flooring	Services	23,380.00
Uinta County	Jail Fees	17,952.96
Uinta County Herald	Public Notices/Ads	1,705.98
Uinta County Solid Waste	Landfill Fees	31,848.40
Century Link	Utilities	1,747.89
Rocky Mountain Power	Utilities	33,585.95
Wyoming Waste Systems	Dumpster Fees	314.91
XO Xtreme Marketing	Contract	1,500.00
Xylem Water Solutions	Parts	12,868.38
Westar Printing	Supplies	62.75
Willow Creek Salt Company	Supplies	1,755.60
The Lumberyard	Parts	76.95
Wyoming Department of Revenue	Sales/Use Tax	10.66
Dana Kepner	Parts	4,369.95
Taylor Made Golf	Supplies	938.00
U.S.A. Blue Book	Supplies	548.86
Frank Sheets	Reimbursement	500.00
Paul Dean	Refund	1,500.00
Thomas McCormick	Reimbursement	118.00
Jonathan Turner	Reimbursement	87.25
Dennis or Mary Hoagland	Refund	100.00
Utah Property Inspections	Services	600.00
Wright Express	Fuel	2,884.98

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

Revenue & Expenditure Report

Council member Ottley moved, Council member Sellers seconded, to approve the Revenue and Expenditure Reports for October and November, 2021. The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

Council Comments

Council member Welling reminded everyone that the Jumpstart Program will begin Thursday, January 19th, 2022 at the Roundhouse at 6:00 p.m. and continues for six weeks. He commented on what a great program it is and it is free of charge.

Council member Sellers recognized the Distribution and Collection crew for their hard work once again, due to a water line break on Sioux Drive.

Mayor Williams agreed with Council member Sellers, and also thanked all City employees for their hard work and dedication.

Public Hearing/Liquor License

City Attorney Dennis Boal conducted a public hearing to receive public comment regarding an application for a transfer of ownership of a Retail Liquor License from It's All Good, LLC, dba: Munchies to BAD Company, Inc., dba: Michael's Bar & Grill located at 1011 Front Street.

Transfer of Retail Liquor License

Council member Lynch moved, Council member Sellers seconded, to approve the transfer of ownership of a Retail Liquor License from It's All Good, LLC, dba: Munchies to BAD Company, Inc., dba: Michael's Bar & Grill located at 1011 Front Street.

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

Appointment to Boards/Commissions

Mayor Williams made appointments to the following boards. Council member Welling moved, Council member Sellers seconded, to confirm the following appointments:

Urban Renewal Board

Sara Pullins - January 2027

Revolving Loan Fund Board

Trudy Lym - January 2025

Urban Systems Board

Dean Barker - January 2024

Tim Lynch- January 2024

Uinta County Economic Development Commission

Tib Ottley - January 2025

Emergency Services Joint Powers Board

David Welling - January 2024

Lodging Tax Board

Evans Perkes - January 2025

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

ORDINANCE 21-06

Council member Lynch moved, Council member Ottley seconded, to pass Ordinance 21-06 on second reading.

AN ORDINANCE OF THE CITY OF EVANSTON, WYOMING AMENDING SECTION 7-7 OF THE CITY CODE TO AUTHORIZE THE GOVERNING BODY TO ADOPT NEEDED REGULATORY BUILDING CODES BY RESOLUTION.

WHEREAS, the governing body of the City of Evanston has historically adopted needed regulatory building codes for the City by undertaking the formal ordinance process of amending Section 7-7 of the City Code every few years; and

WHEREAS, it makes sense from an expediency standpoint to amend Section 7-7 of the City Code to enable the Governing Body to timely adopt needed regulatory building codes by Resolution;

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

Section 1: Section 7-7 of the Evanston City Code is hereby amended and reenacted as set forth below:

Sec. 7-7. Adoption of Regulatory Codes.

The governing body of the city is hereby authorized to adopt by Resolution, for the purpose of prescribing regulations for the minimum standards for building to safeguard life, health, property and public welfare, all needed regulatory building codes, for the City of Evanston, including without limitation, the International Building Code, the International Residential Code for One and Two Family Dwellings, the International Existing Building Code, the International Mechanical Code, the International Fuel Gas Code. the International Plumbing Code, and the National Electric Code.

PASSED AND APPROVED on Second Reading this 18th day of January, 2022.

CITY OF EVANSTON, WYOMING

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk

The motion to pass Ordinance 21-06 on second reading passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, D. Welling, Sellers, M. Welling.

Financial Disclosure Statements

Councilmember Perkes moved, Councilmember M. Welling seconded, to accept Financial Disclosure Statements from the Mayor, City Council members, City Clerk and City Treasurer. The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, D. Welling, Sellers, M. Welling.

RESOLUTION 22-03

Council member Welling introduced Resolution 22-03. Council member Welling moved, Council member Ottley seconded, to adopt Resolution 22-03.

RESOLUTION OF THE GOVERNING BODY OF THE CITY OF EVANSTON, WYOMING, OFFICIALLY DESIGNATING UINTA BANK, WELLS FARGO, 1ST BANK EVANSTON AND BANK OF THE WEST AS A DEPOSITORY FOR MONIES OF THE CITY.

WHEREAS, Wyoming Statute 9-4-817 requires the deposit of municipal funds in banks, to be fully insured by the Federal Deposit Insurance Corporation or otherwise secured by a pledge of collateral or surety bond; and

WHEREAS, Wyoming Statute 9-4-817 also requires the governing body of a city to officially designate any bank which may hold city funds as an approved depository; and

WHEREAS, pursuant to the statute there is a need for the governing body of the City of Evanston to designate its depositories of funds for the City of Evanston;

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

Section 1: Uinta Bank, Wells Fargo, 1st Bank Evanston and Bank of the West are hereby officially designated and approved as a depository for funds of the City of Evanston, Wyoming.

PASSED, APPROVED AND ADOPTED this 18th day of January, 2022.

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

RESOLUTION 22-04

Council member Ottley introduced Resolution 22-04. Council member Ottley moved, Council member Sellers seconded, to adopt Resolution 22-04.

RESOLUTION OF THE CITY OF EVANSTON, WYOMING, AUTHORIZING THE ACCEPTANCE OF A CASELLE PAYROLL YEAR END SERVICES PROPOSAL TO PROVIDE THE CITY WITH AFFORDABLE CARE ACT REPORTING AND DATA.

WHEREAS, the Caselle, Inc. has submitted to the City a proposal for computer software which will enable the City to provide required Affordable Care Act data and reporting;

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

Section 1: The City Director of Finance is hereby authorized to accept and execute on behalf of the City of Evanston the Caselle Payroll Year End Services Proposal, a copy of which is attached hereto, to enable the City to provide required Affordable Care Act data and reporting.

PASSED, APPROVED AND ADOPTED this 18th day of January, 2022.

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

RESOLUTION 22-05

Council member Lynch introduced Resolution 22-05. Council member Lynch moved, Council member M. Welling seconded, to adopt Resolution 22-05.

A RESOLUTION OF THE CITY OF EVANSTON, WYOMING AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH FORSGREN ASSOCIATES, INC. FOR ENGINEERING SERVICES FOR THE EVANSTON ROUNDHOUSE TRAILHEAD ACCESS IMPROVEMENT PROJECT.

WHEREAS, the City of Evanston and Forsgren Associates, Inc. have negotiated an agreement whereby Forsgren Associates, Inc., will perform the engineering services set forth in the Agreement for the Evanston Roundhouse Trailhead Access Improvement Project; and

WHEREAS, the City of Evanston and Forsgren Associates, Inc. have set their agreement in writing, a copy of which is attached hereto;

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 and Forsgren Associates, Inc., a copy of which is attached hereto, for engineering services necessary for the Evanston Roundhouse Trailhead Access Improvement Project.

PASSED, APPROVED AND ADOPTED this 18th day of January, 2022.

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

RESOLUTION 22-06

Council member Perkes introduced Resolution 22-06. Council member Perkes moved, Council member Welling seconded, to adopt Resolution 22-06.

A RESOLUTION OF THE CITY OF EVANSTON, WYOMING AUTHORIZING THE EXECUTION OF AN AMENDMENT TO THE CONTRACT WITH FORSGREN ASSOCIATES, INC. TO PROVIDE ENGINEERING SERVICES FOR THE SAGE STREET WATERLINE REPLACEMENT PROJECT.

WHEREAS, the City of Evanston and Forsgren Associates, Inc. have previously entered into a contract whereby Forsgren Associates, Inc., is to provide engineering and construction management services for the Sage Street Waterline Replacement Project; and

WHEREAS, there is a need to amend the contract for the reasons described in the attached Amendment to the Forsgren Associates, Inc Contract;

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 Amendment to the Forsgren Associates, Inc Contract, a copy of which is attached hereto, for the Sage Street Waterline Replacement Project.

PASSED, APPROVED AND ADOPTED this 18th day of January, 2022.

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

RESOLUTION 22-07

Council member Sellers introduced Resolution 22-07. Council member Sellers moved, Council member Lynch seconded, to adopt Resolution 22-07.

RESOLUTION OF THE CITY OF EVANSTON, WYOMING, AUTHORIZING THE EXECUTION OF A LICENSED TRAINING PROVIDER AGREEMENT WITH THE AMERICAN NATIONAL RED CROSS TO ENABLE THE POLICE DEPARTMENT TO CONTINUE RED CROSS TRAINING COURSES.

WHEREAS, to enable the Evanston Police Department to continue to provide Red Cross training courses, it is necessary to execute the attached Licenced Training Provider Agreement;

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

Section 1: The Chief of Police is hereby authorized to execute on behalf of the City of Evanston, the attached Licensed Training Provider Agreement between the City of Evanston and The American National Red Cross.

PASSED, APPROVED AND ADOPTED this 18th day of January, 2022.

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

RESOLUTION 22-08

Council member Lynch introduced Resolution 22-08. Council member Lynch moved, Council member Ottley seconded, to adopt Resolution 22-08.

RESOLUTION OF THE GOVERNING BODY OF THE CITY OF EVANSTON, WYOMING, SETTING GREEN FEES AND OTHER RELATED FEES FOR THE PURPLE SAGE MUNICIPAL GOLF COURSE FOR THE 2022 GOLF SEASON.

WHEREAS, the Golf Course Advisory Board has recommended that the City of Evanston set and charge the green fees and other related fees for the Purple Sage Municipal Golf Course for the 2022 golf season as set forth in the attached Recommendation; and

WHEREAS, the governing body for the City of Evanston concurs with the recommendation of the Golf Course Advisory Board;

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

Section 1: The City of Evanston shall set and charge the green fees and other related fees for the Purple Sage Municipal Golf Course for the 2022 golf season as set forth in the Golf Course Advisory Board Recommendation, which is attached hereto and incorporated herein.

Section 2: The green fees and other related fees for the Purple Sage Municipal Golf Course which are set forth in the Budget Resolution are hereby officially changed and amended by the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 18th day of January, 2022.

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

RESOLUTION 22-09

Council member Welling introduced Resolution 22-09. Council member Welling moved, Council member Sellers seconded, to adopt Resolution 22-09.

A RESOLUTION OF THE CITY OF EVANSTON AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR A GRANT TO THE ECONOMIC DEVELOPMENT ADMINISTRATION FOR THE BEAR RIVER GREENWAY WETLAND TRAILS AND INTERPRETATIVE PROJECT.

WHEREAS, Congress has provided funding through the Economic Development Administration for local governments to address the negative recreation impacts caused by the coronavirus pandemic; and

WHEREAS, the Bear River Greenway Wetland Trails and Interpretative Project would use grant funds to add several wetland trails and interpretive improvements to the Bear River Greenway; and

WHEREAS, the Project will significantly enhance and improve recreation for tourists and members of the community at the Bear River Greenway;

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

Section 1. The Mayor, City Clerk and the Community Development Director are hereby authorized and execute all documents necessary to submit an application for a grant to the Economic Development Administration for the Bear River Greenway Wetland Trails and Interpretative Project.

PASSED, APPROVED AND ADOPTED this 18th day of January, 2022.

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk

The motion passed unanimously with 7 yes votes: Williams, Lynch, Ottley, Perkes, Welling, Sellers, M. Welling.

RESOLUTION 22-10

Council member Perkes introduced Resolution 22-10. Council member Perkes moved, Council member Welling seconded, to adopt Resolution 22-10.

A RESOLUTION OF THE CITY OF EVANSTON AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR A GRANT TO THE ECONOMIC DEVELOPMENT ADMINISTRATION FOR THE IMPACT UINTA BUSINESS INCUBATOR PROJECT.

WHEREAS, Congress has provided funding through the Economic Development Administration for local governments to address the negative economic impacts caused by the coronavirus pandemic; and

WHEREAS, the Impact Uinta Business Incubator Project would use grant funds to restore the building known as Hotel Evanston and use it as a business incubator and entrepreneurial mentoring program; and

WHEREAS, the Project will accomplish several economic development objectives, including the creation of a dynamic entrepreneurial co-working space, the advancement of high-tech industry and regional workforce growth;

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

Section 1. The Mayor, City Clerk and the Community Development Director are hereby authorized and execute all documents necessary to submit an application for a grant to the Economic Development Administration for the Impact Uinta Business Incubator Project.

PASSED, APPROVED AND ADOPTED this 18th day of January, 2022.

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk

The motion passed unanimously with 6 yes votes: Williams, Lynch, Perkes, Welling, Sellers, M. Welling. Council member Ottley voted no.

Department Comments

Community Development Director Rocco O'Neill reminded everyone that the annual Jumpstart Program would start on Wednesday, January 19th at the Roundhouse at 6:00 p.m. He also recognized Main Street Coordinator/Grant Writer, Mieke Madrid; and Facilities/Business License Technician, Micki Cox for their hard work and dedication.

Public Participation

Aaron Healy, a citizen that just recently relocated to Evanston, spoke about how he found his way to Evanston and how much he loves living here. He expressed gratitude to the Mayor and Council for making this a great place to live.

Adjournment

With no further business to be conducted at this time Mayor Williams adjourned the meeting at 6:19 p.m.

Kent H. Williams, Mayor

ATTEST:

Diane Harris, City Clerk