RECORD OF PROCEEDINGS

Evansville Town Council Meeting, Evansville, Wyoming

October 28, 2019

Work Session

A Work Session was held on October 28, 2019, at 5:36 p.m. Present were Mayor Jennifer Sorenson, Council Members Chad Edwards, Aaron Vigneault and Sheena Hixson. Also present were Town Attorney Scott Murray, Treasurer Lexi Erickson, Town Clerk Janelle Underwood, Police Chief Mike Thompson, Fire Chief Leo Malsom, Assistant Fire Chief Mark Cornett, Public Works Director Ron Emond, and interested citizens.

Council Member Joe Knop asked to be excused.

Credit Card Policy: Town Treasurer Lexi Erickson handed out a proposed Credit Card Policy. Town Attorney Scott Murray advised that he reviewed the proposed policy and that he had no issues with it. He stated that he would like to add a Reimbursement Policy to it because it is something that isn't really addressed in the current Employee Handbook. He stated that he will have the Reimbursement Policy out in a couple of weeks. In the meantime, there are no objections for getting a couple more Department Heads credit cards.

Update to Employee Handbook: Town Attorney Scott Murray handed out a draft Fraternization Policy. Discussion was held about the importance of having such a policy in place. Town Clerk Janelle Underwood advised that if there are changes that are going to be made to the Employee Handbook that another area to consider changes on is the Bereavement Leave – to better define the days allowed off because of the different shifts that the departments work such as 8 hour days, 12 hour days or a 48 hour schedule. Everyone agreed that it was something that needs to be looked at.

Community Development Update: Town Clerk Janelle Underwood advised that their will be a Public Hearing on November 12, 2019, to as for Public Comments on a Community Development Block Grant that the Town will apply for up to $50,000 for the Evansville Community Development Update Project. She advised that the last one was completed and adopted in 2005. She stated that the Town's match would be 25% of the total project cost.

Firearms Training Range: Police Chief Mike Thompson spoke to the Governing Body about the importance of having a Firearms Training Range and the need of training for day and night shooting. He stated that if you have an officer involved in a shooting that has not qualified in a few years, a defense attorney will pick apart their firearms training. The Town has the option of trying to lease State Land or purchase some acreage perhaps in the BB Brooks area. Discussion was held on the need for some fencing, a shed, dolomite for the road and the overall expenses to get started. The shooting range would not be open to the public and possibly the Mills Police Department could utilize it for their training. Public Works Director Ron Emond spoke of the cost of dolomite and that Knife River sells crushed cement for roughly $10.00 per ton. Ron Emond advised that he doesn't have a way to get the heavy equipment out there. The City of Casper shooting range has lots of improvements and maybe the Town of Evansville could look at a MOU. There is concern about any budget deficit that the Town may face.

Metro Animal Control: Discussion took place on Metro Animal Control and if Evansville should stay with Metro Animal Control or try to go it alone. If Evansville is looking at trying to purchase land for a shooting range, then maybe now is not the time to pull out of Metro Animal Control. Chief of Police Mike Thompson stated that the Town of Mills is still interested in Evansville joining them but maybe wait while Mills continues to work out its issues. Currently the Town of Evansville is looking at $115,000.00 annually for Metro Animal Control. Discussion took place on maybe utilizing our own personnel to respond to the animal calls to start cutting cost down with Metro and watch when the City of Casper replaces their trucks and the animal carrier and Evansville could place a bid on a carrier and purchase a truck.

Revisit Current Fiscal Year Budget – Hiring of Additional Police Officer and Fire Fighters: Town Treasurer Lexi Erickson handed out the Year to Date Financial report on Revenues versus Expenses and currently the expenses are $201,000.00 in the hole over revenues. She stated that the revenues are running right at what was anticipated. The question was raised as to when the Town will start seeing the revenue from the off-track betting and Treasurer Lexi Erickson stated that the Town won't see funds until sometime in January 2020. Fire Chief Leo Malsom stated that as much as he would like to bring on three

new fulltime fire fighters, now is not the time. He stated that the cost would be approximately $175,000.00 for three new firefighters and that he doesn't want to hire additional staff and then if things don't turn around have to lay them off. He stated that it be devastating. Chief of Police Mike Thompson stated the same thing. He stated that he can look at moving staff around and hold off hiring another police officer. It was also discussed to wait on purchasing an additional patrol vehicle since an additional officer is not going to be hired and maybe look at a truck if the Town of Evansville starts handling some of its own animal calls.

Work Session ended at 6:56 p.m. No action was taken.

APPROVED:

Jennifer Sorenson, Mayor

ATTESTED:

Janelle Underwood, Town Clerk