AFTON TOWN COUNCIL MEETING
JUNE 9, 2020
5:00 P.M.

Mayor Jason C. Inskeep called the regular meeting of the Afton Town Council to order at 5:00 p.m. and welcomed those in attendance.

Those present included Mayor Jason C. Inskeep, Council Member Will Wilkes, Council Member Barbara Sessions, Council Member Tom Davis, Council Member Abby Johnson, Town Attorney Dale Cottam, Town Administrator Violet Sanderson, Town Clerk Lisa Hokanson, and Public Works Director Joshua Peavler. Others present included Conner O'Brien, Liz Cottam, Bradford Cottam, Jeff Jensen, Jason Linford, Tyson Holbrook, Cody Myers, Marlowe Scherbel, Daphne Arbizu, David Allred, Robert Anglesey, Bethann Call, Joyce Kennington, Cache Kennington, Victoria Hale, Rob K. Erickson, Jerry Harmon, and Gretchen Kennington.

Mr. Bradford Cottam led those present in the Pledge of Allegiance.

Mayor Inskeep presented the agenda for the Afton Town Council meeting. Council Member Sessions requested that the star hill project update be added to the agenda. At the call of the Mayor, Council Member Sessions made a motion to approve the agenda with the changes as noted, seconded by Council Member Wilkes. Motion carried unanimously.

Mayor Inskeep presented the consent agenda, which included:

Approval of the minutes from the regular Afton Town Council meeting held May 12, 2020.

Approval of the business licenses and building permits issued for May, 2020.

Approval of the bills against the Town of Afton for the period ending May 31, 2020.

The bills against the Town of Afton for the period ending May 31, 2020, are as follows:

Johnson Grain, Inc.- Supplies	$ 75.00
Intermountain Traffic Safety- Supplies	90.16
WSFA- Fire Dept. Mutual Aid	550.00
Blue Cross Blue Shield of Wyoming- Insurance	15,637.86
Valley Auto- Parts & Supplies	212.37
CNA Surety- Bond	500.00
L.N. Curtis & Sons- Supplies	12,795.96
Hastings Hardware- Parts & Supplies	852.20
Lower Valley Energy- Electricity & Gas Exp.	5,887.47
Afton Point S- Services	252.69
Peavler Mountain Star, Inc.- Topsoil & Parts	1,007.06
Petty Cash- Town of Afton- Misc. Exp.	12.00
Caselle, Inc.- Software Support	978.00
SVI Media- Public Notices	2,810.63
Sunrise Engineering, Inc.- Services	3,505.75
Printstar- Supplies	339.63
Wyoming Workers Compensation- Workers Comp.	2,785.02
Wyoming Retirement Systems- Retirement	13,025.80
NCPERS Group Life Insurance- Payroll Deduction	96.00
Volunteer Fireman's Retirement Fund- Pension Fund	510.00
Bank of Star Valley- FICA & Fed/W	14,958.27
Wells Fargo Remittance Center- Expenses & Supplies	3,029.41

Office Depot- Supplies	38.47
Gardner's Country Store- Fuel Exp.	258.22
Triple H Landscaping- Services	227.50
High Country Linen- Services	71.01
Wyoming Child Support Enforcement- Payroll Deduction	1,500.00
Freedom Mailing Services- Services	504.63
Upper Case Printing, Ink.- Supplies	220.50
Quality Quick Lube LLC- Service & Supplies	565.14
JP's Water & Sewer Service- Services	3,600.00
Municipal Emergency Services- Services	1,991.20
Skaggs Companies, Inc.- Supplies	67.80
Great- West Trust Company- Payroll Deduction	300.00
R & R Products, Inc.- Supplies	430.97
Broulim's - Supplies	31.73
VSP of Wyoming- Insurance	185.80
Wyoming Educators Benefit Trust- Insurance	58.50
NAPA All Star Auto Parts- Parts & Supplies	101.47
B & H Auto Repair, LLC- Services	563.83
One- Call of Wyoming- Services	31.50
Desktop Design- Supplies	138.00
Tolman, Pam- Services	825.00
GCSAA- Membership Fees	455.00
Wex Bank- Fuel Exp.	1,374.97
The Radar Shop Inc.- Services	412.50
Tractor Supply Credit Plan- Parts & Supplies	108.60
Ferguson Waterworks- Parts	442.31
Purchase Power- Postage Exp.	500.00
Miles Beverage, Inc.- Supplies	105.82
Candy Hower Insurance Agency- Insurance	1,026.59
The Burron Firm P.C.- Legal Services	3,480.00
Yamaha Motor Finance Company- Lease Payment	1,631.84
Simplot Turf & Horticulture- Supplies	967.31
Center for Education- Supplies	124.95
USA Bluebook- Supplies	766.95
Yost Pacific Office Automation- Lease Payment & Supplies	77.94
Rich, Cheryl B.- Services	800.00
U.S. Bank Equipment Finance- Lease Payment	201.94
Hire Right, LLC- Services	118.00
The Jagged Edge- Supplies- Tourism Board	50.00
Payroll	97,654.38

At the call of the Mayor, Council Member Johnson made a motion to accept the consent agenda as presented, seconded by Council Member Sessions. Motion carried unanimously.

Mr. Joshua Peavler, Public Works Director, discussed the proposed 2020 Street Improvement Project. He presented a plan of roads that need to be re-paved as well as the roads that are in need of crack sealing. Discussion of drainage issues located in front of the County Office building located on Jefferson Street was held. He stated that he would research this

matter further before pavement is put in that area. He advised that due to the bus traffic on First Avenue, the road is not holding up as well as expected. The Council asked that the capital improvement plan be revisited pertaining to this matter in order to schedule which roadways need to be considered and improved in the future as well as which roadways have recently been completed and will need to be added to the maintenance schedule. Mr. Peavler stated that he would work on this matter.

Mrs. Violet Sanderson, Town Administrator, advised that she has been in contact with the Forest Service regarding the permit application pertaining to the placing of lights on the star located on the hill. She stated that the Forest Service is continuing to work on this matter. She will keep the Council updated as this item proceeds.

Mayor Inskeep presented Ordinance 662 for third and final reading, an ordinance for the Town of Afton, County of Lincoln, State of Wyoming, for the annual appropriation for fiscal year July 1, 2020, through June 30, 2021, pursuant to Wyoming Statute §16-4-104. Mrs. Sanderson discussed the possible shortfalls of revenue that the Town receives from the State of Wyoming due to the recent pandemic. The Council also requested that if there are additional funds remaining in the current year's budget, that they be placed in the street fund for road improvements. The Council thanked Mrs. Sanderson for her dedicated work on the budget. At the call of the Mayor, Council Member Wilkes made a motion to pass Ordinance 662 on third and final reading, seconded by Council Member Davis. Motion carried unanimously.

Ordinance 662

AN ORDINANCE FOR THE TOWN OF AFTON, COUNTY OF LINCOLN, STATE OF WYOMING, FOR THE ANNUAL APPROPRIATION FOR FISCAL YEAR JULY 1, 2020, THROUGH JUNE 30, 2021, PURSUANT TO WYOMING STATUTE §16-4-104.

Be it ordained, by the Town of Afton, this ordinance shall be in full force and effect from and after passage on three readings, and published as required by law.

BY: Jason C. Inskeep, Mayor
(ATTEST:)
BY: Lisa Hokanson, Afton Town Clerk

Passed, Approved, and Adopted this 9th day of June, 2020.

First Reading:	April 14, 2020
Second Reading:	May 12, 2020
Third Reading:	June 9, 2020
Published:	July 1, 2020

GENERAL FUND REVENUES

Taxes	$1,417,200
Licenses & Permits	24,700
Intergovernmental	312,358
Charges for Services	105,250
Fines & Forfeitures	20,000
Miscellaneous Revenues	48,508
Total Revenues	1,928,016

GENERAL FUND EXPENDITURES	
Municipal Court	13,778
Mayor Expenses	7,000
Town Council Expenses	6,167
Human Resources	10,000
Administration	322,161
Civic Center Expenses	35,139
Legal Expenses	25,000
Building Operations	46,906
Other Government Expenses	45,362
Police Department	436,039
Fire Department	121,000
Public Works/ Streets	241,850
Professional Services	9,075
Parks	135,083
Cemetery	34,800
Airport	40,000
Recreation Department	28,800
Community Development	9,000
Transfer to Other Funds	136,856
Capital Projects	224,000
Total Expenditures	1,928,016

WATER DEPARTMENT REVENUES	
Utility Revenues	544,201
Total Revenues	544,201

WATER DEPARTMENT EXPENDITURES	
Utility Expenses	544,201
Total Expenses	544,201

SEWER DEPARTMENT REVENUES	
Sewer Revenues	201,500
Total Revenues	201,500

SEWER DEPARTMENT EXPENDITURES	
Sewer Expenses	201,500
Total Expenses	201,500

WATER LAB REVENUES	
Water Lab Revenues	11,860
Total Revenues	11,860

WATER LAB EXPENDITURES	
Water Lab Expenses	11,860
Total Expenses	11,860

GOLF COURSE REVENUES	
Golf Course Revenues	226,856
Total Revenues	226,856

GOLF COURSE EXPENDITURES	
Pro Shop Expenses	44,556
Maintenance Expenses	172,300
Capital Outlay	10,000
Total Expenditures	226,856

FOREST SERVICE PROPERTY REVENUES	
Lease Revenues	225,333
Total Revenues	225,333

FOREST SERVICE PROPERTY EXPENDITURES	
Property Expenses	122,047
Total Expenses	122,047

TOURISM BOARD REVENUES	
Tourism Revenues	50,035
Total Revenues	50,035

TOURISM BOARD EXPENDITURES	
Tourism Expenses	50,035
Total Expenses	50,035

Mr. Tyson Holbrook, Afton property owner, once again addressed the Council regarding the possibility of placing apartments on the main level in the back of the Elkhorn Restaurant located at 461 S. Washington Street. The Council advised that the current ordinance states that apartments are allowed on the upper level of the buildings located within the Central Business District but are prohibited on the main level. Mr. Holbrook had previously applied for a variance to build apartments on the main level of the building which was approved by the Planning & Zoning Board but was later revoked by the Council. Mr. Holbrook stated that Council Member Johnson had reached out to him and encouraged him to apply for another variance. He stated that he was concerned that it would be denied once again. The Council once again expressed concerns regarding housing on the main level of the buildings located on Main Street due to the fact that they want to keep the district available for commercial space. Mayor Inskeep advised that the Town has been following the current ordinances pertaining to this matter and a public hearing would need to be held to allow for public comments and input. Mr. Holbrook stated that he would begin to build apartments on the upper level of the building after a building permit has been issued, which are allowed under the current land use ordinance. After some discussion, the Council advised that a strategic workshop meeting would be held on July 14, 2020, at 4:00 p.m. to discuss possible changes to the Afton Land Development Code in regards to the Central Business Zoning District. A public hearing would be held at the next Town Council meeting on July 14, 2020, at 6:00 p.m. to allow for public input pertaining to this same matter. The public is invited and encouraged to attend to discuss this item.

Mrs. Victoria Hale, Afton Youth Sports Director, inquired if the Town would be accepting sign-ups for youth sports in the near future due the recent pandemic. The Council advised that the current health order does not currently allow contact sports. Mayor Inskeep advised that the Town is continuing to follow the Governor's health orders and guidelines. However, once they are lifted, the Council encouraged Mrs. Hale to begin the sports programs once again.

Mrs. Sanderson advised that Adult Softball Leagues have been granted a variance from the County and they have begun playing at the Simplot ballfields. She stated that Mrs. Hale could apply for a variance and if granted, the Town would allow the sports programs to be played. She also stated that sign-ups are being held for the youth junior golf clinic. The Town will be allowing a smaller number of individuals to participate and the health order guidelines will be followed.

Mrs. Sanderson presented the Afton financial statements for the period ending May 31, 2020.

Mr. Cache Kennington, representing Call Family LLC, presented a variance application for Lot E of Block 34 located at 790 Jefferson Street. He advised that he recently applied for a zone change for this lot as well as other lots in the vicinity at the May Town Council meeting, which would have allowed him to build an apartment building. However, the Planning & Zoning Board denied the application due to traffic density and visibility as well as snow removal concerns. He stated that they are requesting to build one four-plex unit, which would allow for more affordable housing. There is currently one four-plex unit located on Lot E. He advised that the unit would be fully landscaped, have room for snow removal, and have adequate parking. He stated that when they push snow, it would be kept within the confines of the lot. There would be no windows on the west side of the building and trees would be planted to preserve the privacy of the neighbors. Mrs. Sanderson stated that the Planning & Zoning Board denied the variance application due to the concerns that were expressed last month pertaining to the zone change application including traffic density and visibility and snow removal concerns. Mrs. Sanderson presented a letter of support for the variance application received from Mr. Bryant McKen.

Mr. David Allred, Afton property owner, expressed support of the proposed four-plex unit. He advised that he owns property in the vicinity which allows apartment buildings due to a recent zone change. He advised that the property already has a four-plex unit on it and years ago the property was zoned properly for apartment buildings. However, the permitted uses in the zone has been changed throughout the years. He stated that at one time a building permit was issued, which states that apartments were allowed in the area. However, it was later revoked due the neighbors expressing concerns. He expressed that the Town needs additional housing and he stated that he is in favor of the proposed variance.

Mr. Robert Anglesey, Afton business owner, stated that the Call family does maintain their property and buildings in a respected manner. He expressed that the Town needs additional housing and he is in favor of the variance as well.

Mr. Cody Myers, Afton resident, stated that he is currently a tenant of the Call apartments. He stated that he enjoys living in the apartments and the individuals that live in them are respected individuals.

Mrs. Sanderson stated that she recommended approval of the variance based upon the findings and facts in her staff report that states that public utilities are available, Lot E cannot be subdivided into two smaller lots and a four-plex unit already exists on the lot, two four-plex units

are currently located across the street of the property which are located in the (R-2) zone, and the definition of the zone that the property is located in has been changed throughout the years, which previously allowed four-plex units.

After some discussion, Council Member Sessions made a motion to deny the recommendation of the Afton Planning & Zoning Board and approve the variance application as presented. Council Member Johnson seconded the motion. Motion carried unanimously.

Mayor Inskeep opened the public hearing at 6:20 p.m. to accept public comments and input regarding a petition for partial vacation of Lincoln Street submitted by Surveyor Scherbel on behalf of Mr. & Mrs. Kevin Kilroy. Mr. Marlowe Scherbel, representing Surveyor Scherbel, stated that Mr. & Mrs. Kilroy have title to the land adjoining the west side of Lincoln Street between 2nd Avenue and 3rd Avenue. He stated that Lincoln Street has been constructed, used, and maintained by the Town of Afton at a width less than the width shown on the original plat. There is an existing home, fence lines, and other signs of possession located on Mr. & Mrs. Kilroy's property that are lying within Lincoln Street or within the setback allowed by the Town.

Town Attorney Cottam disclosed that he does legal work for Mr. & Mrs. Kilroy but is not involved with this project. However, he discussed the possibility of the Town setting a precedence if a partial vacation is granted.

Mr. Josh Peavler stated that the right of ways is used for snow removal purposes and expressed concerns if the Town gives them to the property owners. He discussed that Lincoln Street was moved years ago due to the placement of the existing sewer line and a decision was made to not pave over the top of it.

Mr. Jeff Jensen, Afton resident, inquired about giving the property away for free and also expressed concerns that a precedence may be set for future matters. Council Member Davis stated that an appraisal would need to be done on the partial vacation which would possibly cost more than what the property was worth. After no further comments, Mayor Inskeep closed the public hearing at 6:40 p.m.

Mayor Inskeep presented Ordinance 663 for first reading, an ordinance authorizing the partial vacation of Lincoln Street to Mr. & Mrs. Kevin Kilroy as discussed. At the call of the Mayor, Council Member Sessions made a motion to pass Ordinance 663 on first reading, seconded by Council Member Johnson. Council Member Wilkes and Council Member Davis voted in favor of the motion. Mayor Inskeep voted nay. Motion carried.

Mrs. Sanderson discussed the Swift Creek Hydro power project contract. She advised that under the current second addendum, Lower Valley Energy has agreed to house the Town losses at one percent. She stated that the proposed third addendum states that if the Town signs the agreement, the potential losses as well as the gains would remain with Lower Valley Energy. At the call of the Mayor, Council Member Davis made a motion to authorize the Mayor to sign the third addendum as discussed to potentially be in effect for ten years at which time it would be reviewed once again. Council Member Wilkes seconded the motion. Motion carried unanimously.

Mayor Inskeep presented the master plan submitted by Mr. Marlowe Scherbel for the proposed Honeybee Ranch re-zone. He stated that he is requesting the property be re-zoned to (R-2) Mixed Single Family Residential. He advised that the plans include to build single family residential homes on the lots. Mayor Inskeep presented Ordinance 661 for third and final reading, an ordinance re-zoning Honeybee Ranch located in the Town of Afton within the S1/2SW1/4 of Section 6, T31N R118W, in Lincoln County, Wyoming, from its present zoning of (R-1) Single Family Residential to (R-2) Mixed Single Family Residential. At the call of the

Mayor, Council Member Johnson made a motion to pass Ordinance 661 on third and final reading as presented, seconded by Council Member Davis. Motion carried unanimously.

Mayor Inskeep presented the Afton Municipal Court docket for May, 2020.

At the call of the Mayor, Council Member Wilkes made a motion to go into executive session at 7:15 p.m. to discuss legal issues. Council Member Davis seconded the motion. Motion carried unanimously.

At the call of the Mayor, Council Member Johnson made a motion to reconvene the regular meeting of the Afton Town Council at 8:00 p.m., seconded by Council Member Davis. Motion carried unanimously. Legal issues were discussed with no action taken.

Mrs. Sanderson discussed the proposed lights to be placed on the Elkhorn Arch. She advised that the cost estimates of the lights are coming in higher than expected and she is continuing to research different lighting options.

The official signatures of the Mayor, Town Administrator, Town Clerk, and Town Treasurer for the Town of Afton are published annually as follows:

_____
Jason C. Inskeep, Mayor

_____
Violet Sanderson, Town Administrator

_____
Lisa Hokanson, Town Clerk

_____
Sadie Phillips, Town Treasurer

At the call of the Mayor, Council Member Wilkes made a motion to adjourn the regular meeting of the Afton Town Council, seconded by Council Member Davis. Motion carried unanimously. The regular meeting of the Afton Town Council adjourned at 8:10 p.m.

A strategic workshop meeting will be held on Tuesday, July 14, 2020, at 4:00 p.m. with the regular Afton Town Council meeting beginning at 5:00 p.m. to be held at the Afton Town Hall.

Jason C. Inskeep, Mayor
(ATTEST:)
/s/ Lisa Hokanson, Afton Town Clerk

Publish July 1, 2020.