



**AGENDA
CITY OF SHERIDAN
OCTOBER 17, 2022
REGULAR COUNCIL MEETING START 7:00 P.M.**

1. Call to Order
2. Pledge of Allegiance
3. Invocation to be given by Mike Evers, St Peter's Episcopal Church.
4. Roll Call of Members
5. Consideration of Agenda
6. Community Update
 - A. Primary Care Clinic - Holly Zajic, Chief Ambulatory Officer, Dr. Kristopher Schamber, Primary Care Medical Director and Tyler Crossley, Primary Care Manager, Sheridan Memorial Hospital.
7. Comments from the Public
8. Public Hearings
 - A. Public Hearing for PL-22-25, Resolution 48-22, McDougall Minor Subdivision - Community Development Director Wade Sanner
 - i. Consideration of PL-22-25, Resolution 48-22, McDougall Minor Subdivision
9. Consent Agenda
 - A. Consideration of a Bid Award to BusTech Computing, LLC in the amount of \$74,124.00 for the City's FY23 Computer Replacements - Utilities Director Dan Roberts
 - B. Consideration of Award to Engineering Associates for Updating and Revising the Standard Specifications & Details for Street & Utility Construction in the Amount of \$30,000
 - C. Minutes of Regular Council Meeting October 3, 2022
 - D. Claims

- E. Re-appointment of Jack Livingston to the Board of Adjustments for a term ending 10/17/25.
- 10. Staff Update
 - A. Quarterly Building & Planning Update - Community Development Director Wade Sanner
 - B. Army Corp of Engineers (ACOE) Ecosystem Update - Public Works Director Hanns Mercer

OLD BUSINESS

- 11. Consideration of Third and Final Reading of PL-22-30, Ordinance 2254, Cottonwood Rezone - Community Development Director Wade Sanner

NEW BUSINESS

- 12. Consideration of Resolution 52-22, Authorizing the Submission of a Clean Water State Revolving Fund (CWSRF) Loan Application for the Sheridan Landfill Cell 10 Phase I Project - Utilities Director Dan Roberts
- 13. Consideration of Resolution 53-22, Submission of a Clean Water State Revolving Fund (CWSRF) Loan Application - Utilities Director Dan Roberts
- 14. Council Comments and Requests for Future Agenda Items
- 15. Executive Session per Wyoming State Statute 16-4-405 (ii) To consider the appointment, employment, right to practice or dismissal of a public officer, professional person or employee.
- 16. Adjournment



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801

Ph (307) 674-6483 Fax (307) 674-2195

Planning

MEMORANDUM

Project Name: Public Hearing for PL-22-25, Resolution 48-22, McDougall Minor Subdivision - Community Development Director Wade Sanner

From: Wade Sanner, Community Development Director

To: Mayor and Council

CC:

Date: 10/17/2022

Recommendation:

Public Hearing for PL-22-25, Resolution 48-22, McDougall Minor Subdivision. The applicants, Walter and Tammy McDougall, are requesting to subdivide 0.87 acres (37,897 square feet) into 2 lots, zoned Urban Residential. Located at 1555 West 17th Street (PIN 56842110100320).

Background:

The applicants, Walter and Tammy McDougall, are requesting a joint County / City subdivision, a request to subdivide 0.87 acres (37,897 square feet) of unplatted land into 2 lots on the property located at 1555 West 17th Street (PIN 56842110100320). The property is zoned Urban Residential (UR) in the County. The property is located at the east terminus of 17th Street, surrounded by large lot single-family homes.

The applicant is proposing to divide the existing lot into the following two lots:

Lot #	Sq. Ft.	Acres
1	30,805	0.71
2	7,163	0.16

According to the Sheridan County Assessor, the following structures exist on the property: a 932 square foot preformed metal home built in 1936, and a 728 square foot stick frame home built in 1933, with a 1,500 square foot pole shed built in 2005. The two homes are located at the southern portion of the property, with access onto 17th Street.

A sewer main runs east to west across the middle portion of the property and the sewer lines for both homes connect to this main in the middle of the property. Access to the homes is from 17th Street to the south. Access to the shed in the northwest is via an unimproved drive on access by 17th Street to the southeast. The proposed subdivision will portion off each home onto their own separate lot.

EASEMENTS

The applicant is proposing to place the sewer lines in two 20-foot sewer line and utility easements. The applicant is also proposing a 15-foot utility easement that runs along the southern portion of Lot 2. The applicant is also proposing a 5-foot underground irrigation easement along the western portion of Lot 1.

NOTICES

The property lies outside the Sheridan City limits but within the one-mile requirement for City review. Three

nearest neighbor letters were sent to property owners within a 300-foot radius. The staff have received no inquiries or comments on this application.

Discussion:

Staff offers the following comments on final plat required findings:

- The City shall not certify any proposed county subdivision of land which, by itself, or as a part of a larger tract, is contiguous to or completely surrounded by the boundaries of the City, unless the application is accompanied by a properly-acknowledged petition for annexation to the City.

Per the Sheridan City Municipal Code, Appendix B, Section 111, Joint Approval Subdivision: Any subdivision involving land outside the City limits, but within one mile of the corporate boundary requiring certification by both the City Council and County Commissioners. The City shall not certify any proposed county subdivision of land which is within one mile of the corporate limits of Sheridan but not, at the time of submittal, eligible for annexation, unless the application is accompanied by a properly-acknowledged agreement not to contest future annexation proceedings. The property is not contiguous, thus a pre-annexation agreement is attached.

This property falls completely within one mile of the city limits.

- Every plat shall conform to the Zoning Ordinance currently adopted at the time of final plat approval.

The proposed subdivision conforms to the City of Sheridan Zoning Ordinance.

- All new subdivision developments within the Airport Influence Area within the city limits of the City of Sheridan shall grant an Avigation Easement to the Sheridan County Airport.

This proposed subdivision is outside the Airport Influence Area.

- No county subdivision shall be certified within one mile thereof, unless City Public Works staff concludes that an adequate long-term water supply exists to support the proposed use and density of the subdivision in accordance with the City-adopted policy. City elected officials acting as Council representatives on other boards or committees that review development shall likewise consider long-range water supply in making any determination. The property has adequate water supply, and is connected to SAWS water.

Prior to approving the final plat, the City Council will need to make the following findings per Sheridan City Code Appendix B §202:

- The City shall not certify any proposed county subdivision of land which, by itself, or as a part of a larger tract, is contiguous to or completely surrounded by the boundaries of the City, unless the application is accompanied by a properly-acknowledged petition for annexation to the City.
- The City shall not certify any proposed county subdivision of land which is within one mile of the corporate limits of Sheridan but not, at the time of submittal, eligible for annexation, unless the application is accompanied by a properly-acknowledged agreement not to contest future annexation proceedings.
- Every plat shall conform to the Zoning Ordinance currently adopted at the time of final plat approval.
- All new subdivision developments within the Airport Influence Area within the city limits of the City of Sheridan shall grant an Avigation Easement to the Sheridan County Airport.

No subdivision shall be certified within one mile thereof, unless City Public Works staff concludes that an adequate long-term water supply exists to support the proposed use and density of the subdivision in accordance with the City-adopted policy. City elected officials acting as Council representatives on other boards or committees that review development shall likewise consider long-range water supply in making any determination.

Attachments

Pre Annexation Agreement

Resolution 48-22

Subdivision Plat

Easement

PRE-ANNEXATION AGREEMENT

THIS PRE-ANNEXATION AGREEMENT, made this _____ day of September, 2022, by Walter S. McDougall and Tammy McDougall the land owners, or their successors in ownership to the lands affected hereby (referred to as LANDOWNER) and the City of Sheridan, Wyoming, a municipal corporation (referred to as CITY).

WHEREAS, the LANDOWNER is the record owner of a certain tract of land, described as follows: See Exhibit A, attached hereto, and this tract of land, or any smaller part or parcel which may be conveyed as a separate tract, whether or not subdivided, shall hereinafter be referred to as the LAND; and

WHEREAS, for the purposes of this agreement, the term "contiguous" and "contiguous to the rest of the City" shall mean real property in which the City incorporated limits extend or surround 75% of the real property; and

WHEREAS, the parties recognize that the LAND is unique as it is surrounded by County Residential-zoned and Agricultural-zoned lands used for agriculture and standard policy goals and requirements of the City regarding pre-annexation agreements are not in the best interest of the CITY or LANDOWNER; and

WHEREAS, the LAND will receive no CITY services at the time of this Agreement nor are any municipal services anticipated to be available to the LAND at any time in the foreseeable future; and

WHEREAS, City of Sheridan Code, Appendix B, Section 202.B requires that the City shall not approve any proposed subdivision of land which is within one mile of the corporate limits of Sheridan but not, at the time of submittal, eligible for annexation, unless the application is accompanied by a properly acknowledged agreement not to contest future annexation proceedings.

NOW, THEREFORE, the parties above named have decided to set forth all of their agreements concerning the annexation of the property as follow:

1. The parties acknowledge that the LAND is currently not contiguous to the City limits of the CITY but may, at some future date, be within the growth area of the CITY. The LANDOWNER agrees not to contest future annexation proceedings, if the LAND becomes contiguous to the CITY's corporate boundaries and municipal water, sewer and other City-services become available for connection to and within 400 feet of the LAND.

2. If future annexation proceedings are implemented, LANDOWNER will take all remaining actions necessary at the time, at the direction of the CITY, to comply with State annexation law and to complete the annexation of the LAND into the CITY. To the extent the LAND is included in them, the LANDOWNER shall adhere to the **City Comprehensive Plan**, appropriate restrictions pertaining thereto, and the **2001 City of Sheridan Traffic Study**, and all amendments thereto. A notice of this Agreement shall be recorded and noting that the parcel "shall annex to the CITY without protest, at the discretion and direction of the Sheridan City Council upon becoming contiguous to the City limits and City water and sewer being made available to the LAND". The commitment to annex shall be recorded against the LAND a covenant running with the property known as the LAND, enforceable by the CITY.

3. Upon annexation to the CITY and upon City services being within 400 feet of the LAND, the CITY shall provide municipal services, including but not limited to water and sewer services, on the same level as provided to other areas of the CITY, according to state statutes and local ordinances. The CITY shall not be responsible for the installation of water and sewer lines or connection lines within the LAND. LANDOWNERS shall be responsible for all installation costs of municipal utilities, up to a maximum of 400 feet from the LAND, per City of Sheridan Ordinance and recapture agreements.

4. LANDOWNER agrees to sign any petition(s) or any other document(s) reasonably required to comply with State annexation law as they may be required by the CITY to facilitate the annexation. LANDOWNER further waives any irregularities in the annexation process which would permit it to protest the said annexation. The parties acknowledge that the CITY may choose not to complete the annexation of

LANDOWNER's LAND until additional logical and adjacent properties may be annexed simultaneously. The LANDOWNER specifically agrees and acknowledges that the timing of the annexation is within the sole discretion of the CITY, and the CITY may initiate the annexation of the LAND described above at any time after the LAND qualifies for annexation and municipal services are available.

5. The term "LANDOWNER" shall refer to Walter S. McDougall and Tammy McDougall only for so long as they are the record owners of any lot within the LAND being subdivided at the time of this Agreement, and shall refer to only to its successor record owners of any and all lots conveyed after the date hereof and not to Walter S. McDougall and Tammy McDougall.

6. This AGREEMENT shall be governed by the laws of the State of Wyoming. The District Court of the Fourth Judicial District in Sheridan County, Wyoming, shall have venue and jurisdiction exclusively for any action in law or equity which may be instituted to enforce the terms of this AGREEMENT.

7. If any legal action is instituted to resolve a dispute over any of the terms of this AGREEMENT, the unsuccessful party shall pay the successful party's reasonable attorneys' fees and all costs of the action including court costs, expert witness fees and all other actual expenses incurred in the prosecution of the action.

8. If any section, clause, or portion of this AGREEMENT is for any reason held invalid or unconstitutional by any Court or other authority of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and shall not affect the validity of any remaining portions hereof that remain lawful.

DATED this _____ day of September, 2022.

CITY OF SHERIDAN:

Richard Bridger, Mayor

ATTEST:

Cecilia Good, City Clerk

STATE OF WYOMING)
)ss.
COUNTY OF SHERIDAN)

LANDOWNER:

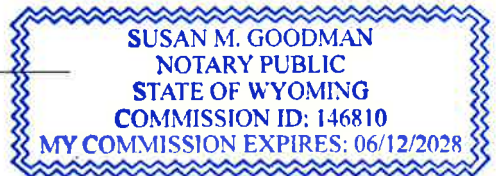
Walter and Tammy McDougall
W S McD / 1

On September 16, 2022, Walter and Tammy McDougall personally appeared before me.

Susan M. Goodman

Notary Public
My Commission Expires:

STATE OF WYOMING)
)ss.
COUNTY OF SHERIDAN)



On September, _____, 2022, personally appeared before me Richard Bridger, mayor of the City of Sheridan, Wyoming.

Notary Public
My Commission Expires:

CITY OF SHERIDAN
RESOLUTION 48-22

A RESOLUTION certifying PL-22-25, is in accordance with the Sheridan Joint Planning Area Land Use Plan Appendix adopted in 2017, and the Memorandum of Understanding between Sheridan County and the City of Sheridan regarding extra-territorial jurisdiction within one mile of the contiguous corporate limits dated December 04, 2007.

WHEREAS, Sheridan County has jurisdiction and final approval of the proposed McDougall Minor Subdivision; and

WHEREAS, the final plat of the McDougall Minor Subdivision has been reviewed for consistency with Appendix B (Subdivision Regulations) and other applicable City code; and

WHEREAS, all applicable requirements for a final plat, have been met and all documents meet the applicable requirements in Appendix B (Subdivision Regulations); and

WHEREAS, the McDougall Minor Subdivision is a joint City-County subdivision due to its location within 1 mile of City limits requiring City Council approval; and

WHEREAS, the Sheridan County Planning and Zoning Commission recommended the approval of the proposed final plat; and

Now, therefore, be it resolved by the City Council of the City of Sheridan:

This RESOLUTION finds the review of the final plat of McDougall Minor Subdivision, a joint City-County subdivision, subdividing 0.87 acres into 2 lots, located at 1555 West 17th Street to be complete.

In approving McDougall Minor Subdivision, the City Council finds the following as required by Sheridan City Code Appendix B §202:

- A. The plat, while outside the City limits, is accompanied by a signed pre-annexation agreement.
- B. The lots as platted conform to the requirements of the City Zoning Ordinance.
- C. The subdivision falls outside of the Airport Influence Area.
- D. As concluded by City Public Works staff, there is adequate long-term water supply to serve this subdivision as of the time of this resolution.

PASSED, CERTIFIED, AND ADOPTED this the 3rd day of October 2022.

Richard Bridger, Mayor

Attest:

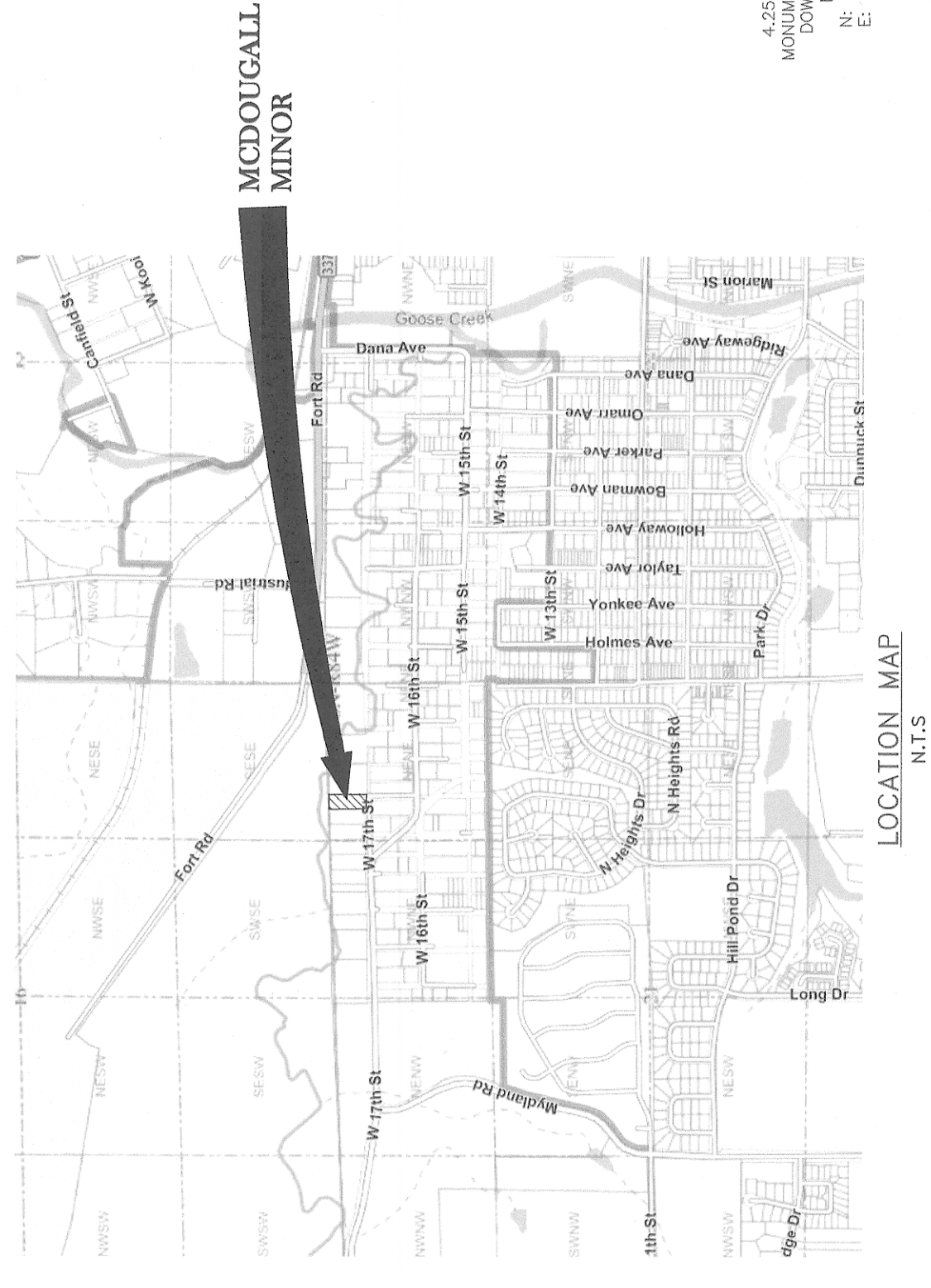
Cecilia Good, City Clerk

State of Wyoming)
)SS
County of Sheridan)

Subscribed and sworn to (or affirmed) before me this _____ day of _____, 2022 by _____.

Notary Public

My commission expires _____.



EASEMENT

Deed made this 10th day of May, 2001, by and between David I. Armour, of 1075 Road 16, Lovell, Wyoming 82431-9708, hereinafter referred to as "Grantor", and the Downer Neighborhood Improvement and Service District (DNISD) and the City of Sheridan, Wyoming, hereinafter referred to as "Grantees".

For and in consideration of Ten and no/100 Dollars (\$10.00), and other good and valuable consideration, receipt of which is acknowledged, Grantor conveys and warrants to Grantee an easement and right-of-way across and under the following described real property, described as:

SEE EXHIBITS "A" AND "B"

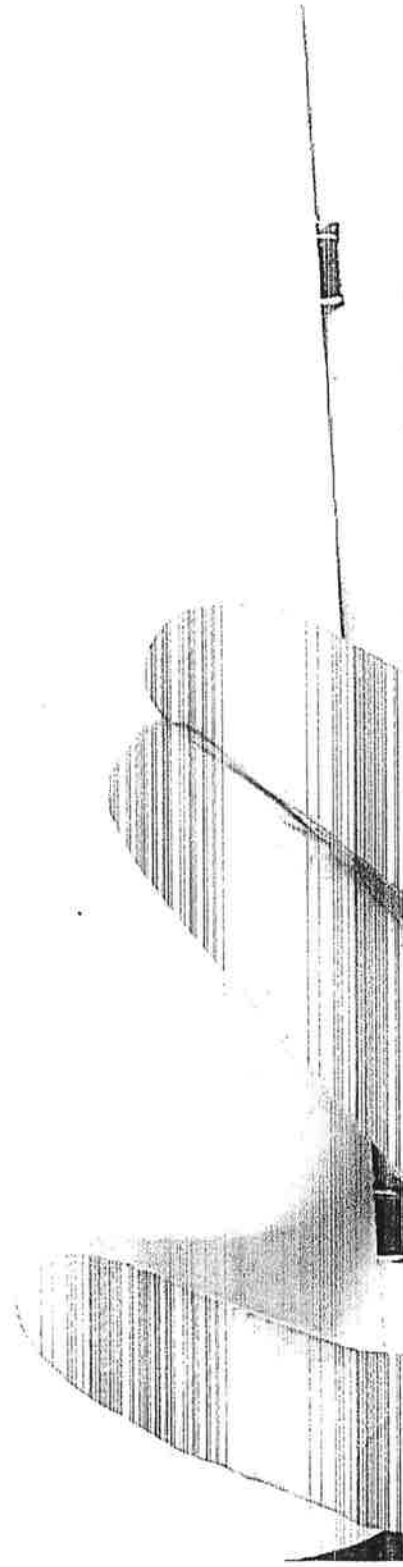
for the purposes of surveying, construction, installing, inspecting, operating, maintaining, repairing and replacing a sanitary sewer line and/or water line, together with all appurtenances that may be necessary and convenient for the lines, together with the right of ingress and egress upon and across the real property of Grantor at reasonable places and routes for the aforesaid purposes. Grantor's conveyances is solely for the purposes defined above for said sanitary sewer and/or water, and is not intended for use for any other purposes.

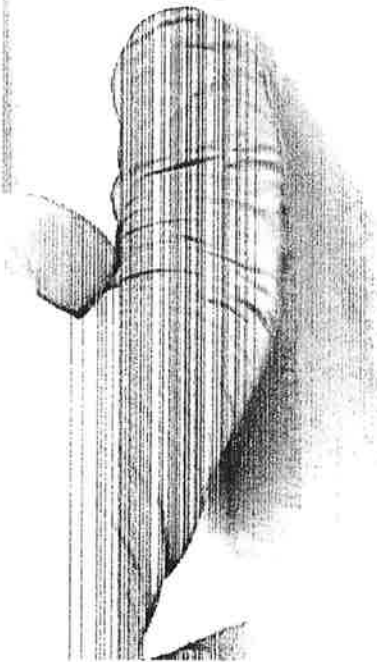
Grantee agrees to reshape, reseed and blend to the level of the adjacent property all areas disturbed by the construction within the easement and right-of-way in a workmanlike manner. Grantee shall also provide and maintain temporary fencing during the time of construction, if necessary.

This deed of easement shall be binding upon Grantor's heirs and assigns and shall be perpetual so long as the easement is used for the purposes above recited. If Grantee fails to construct said sanitary sewer line and/or water lines within a period of five (5) years from the date of execution of this Deed, this easement shall become null and void. Furthermore, said construction easement defined in Exhibits "A" and "B" shall be valid for a period of one (1) year from the date of the substantial completion of the construction of the embankment to allow for warranty repairs.

Grantor shall be held harmless from any legal actions or claims of any form that involve the easement conveyed by Grantor to Grantee, unless they are the result of the Grantor's sole negligence. Notwithstanding the above, Grantee does not waive any rights it may retain with respect to the Wyoming Governmental Claims Act.

In witness whereof, Grantor signs this Deed on the date above written.





David I. Armour
David I. Armour

STATE OF Wyoming)
COUNTY OF Big Horn) : ss

The foregoing instrument was acknowledged before me by David I. Armour this 10th day of May, 2001.



Cheryl Jolley
Notary Public

My Commission Expires: 9/15/01

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EXHIBIT "A"

Re: 20.0' Perpetual Sanitary Sewer Line Easement
February 23, 2001

A perpetual sanitary sewer line easement being a strip of land twenty (20.0) feet wide, ten (10.0) feet each side of the following described centerline situated between the east and west lines of Tract 30, Downers Addition to Sheridan County, Wyoming, as shown on Exhibit "B" attached hereto and by this reference made a part hereof; said centerline of said strip being more particularly described as follows:

BEGINNING at a point on the east line of said Tract 30, said point being S00°44'45"E, 186.15 feet from the northeast corner of said Tract 30; thence N38°10'08"W, 65.99 feet along said centerline to a point; thence S87°50'20"W, 84.74 feet along said centerline to the **POINT OF TERMINUS**, said point lying on the west line of said Tract 30 and being S00°44'45"E, 131.85 feet from the northwest corner of said Tract 30.

Said easement contains 3,015 square feet of land more or less.

Re: Temporary Construction Easement
February 23, 2001

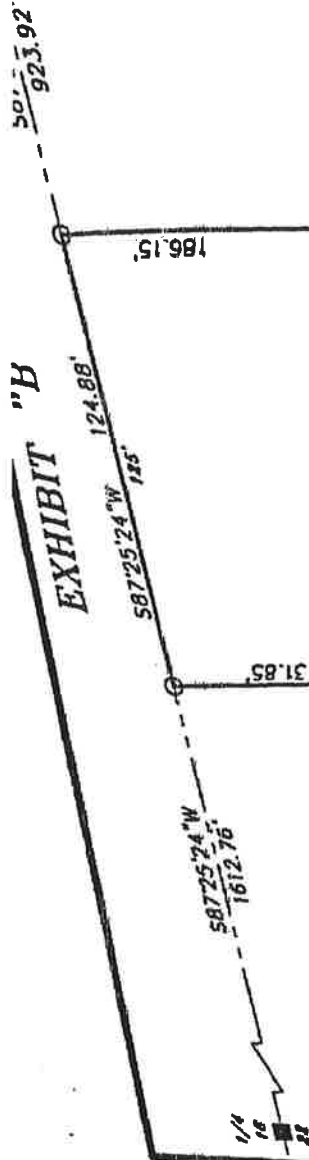
A temporary construction easement being two (2) strips of land ten (10) feet wide situated between the east and west lines of Tract 30, Downers Addition to Sheridan County, Wyoming, as shown on Exhibit "B" attached hereto and by this reference made a part hereof: said easement being more particularly described as follows:

The southerly line of said strip being the northerly line of said twenty (20.0) feet wide sanitary sewer easement in Tract 30, Downers Addition to Sheridan County, Wyoming.

The northerly line of said strip being the southerly line of said twenty (20.0) feet wide sanitary sewer easement in Tract 30, Downers Addition to Sheridan County, Wyoming.

Said temporary construction easement contains 3,015 square feet of land more or less, and will become null and void at the time the project contractor's one year contractual warranty expires.

Basis of Bearings is Wyoming State Plane (East Central Zone).



TRACT 30

17th STREET



SCALE: 1"=50'

BASIS OF BEARINGS IS WYOMING STATE PLANE
(EAST CENTRAL ZONE)

- LEGEND:**
- FOUND ALUMINUM CAP PER PE & LS 551
 - FOUND BRASS CAP (MILITARY MONUMENT No. 22)
 - CALCULATED CORNER
 - LOT/BLOCK LINE
 - CENTERLINE SANITARY SEWER LINE EASEMENT
 - SANITARY SEWER/WATER/CONSTRUCTION EASEMENT LINE
 - SECTION LINE
 - 20.0' SANITARY SEWER LINE EASEMENT
 - 10.0' TEMPORARY CONSTRUCTION EASEMENT
- ALL LOT DIMENSIONS ARE RECORD AS SHOWN ON THE
MAP OF DOWNERS ADDITION TO SHERIDAN WYOMING.
DATED OCTOBER 1912.

SURVEYOR'S CERTIFICATE

STATE OF WYOMING
COUNTY OF SHERIDAN

I, RONALD W. PRESTFELDT A ONLY REGISTERED LAND SURVEYOR IN THE STATE OF WYOMING, DO HEREBY STATE THAT THIS PLAT REPRESENTS THE RESULTS OF A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION.



"SURVEY IS VALID ONLY IF PRINT HAS ORIGINAL
REAL AND SIGNATURE OF SURVEYOR SEALED AND DATED"

EXHIBIT "B"
20.0' SANITARY SEWER EASEMENT

CLIENT: HKM ENGINEERING, INC.
ENGINEER FOR THE DOWNER NEIGHBORHOOD
WATER AND SANITARY SEWER IMPROVEMENTS

LOCATION: TRACT 30, DOWNERS ADDITION, SHERIDAN
COUNTY, WYOMING.



PO BOX 3082
SHERIDAN, WY 82801
307-672-7415
FAX 674-5000

JN: 99126
DN: 99/99126S.130
FEBRUARY 23, 2001



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Utilities

MEMORANDUM

Project Name: Consideration of a Bid Award to BusTech Computing, LLC in the amount of \$74,124.00 for the City's FY23 Computer Replacements - Utilities Director Dan Roberts

From: Dan Roberts, Utilities Director

To: Mayor and Council

CC: City Administrator Stu McRae

Date: 10/17/2022

Recommendation:

Staff recommends that the Mayor and City Council award a bid to BusTech Computing, LLC in the amount of \$74,124.00 for the City of Sheridan's FY23 Computer Replacements.

Background:

The City utilizes a total of 238 desktop computers, laptops, and tablets as key tools in carrying out its day-to-day activities. These devices are updated regularly on an annual, rotating replacement cycle (5-years) to ensure these critical tools are available and operating effectively every day. Through its annual procurement process, the Information Technology (IT) Division has continued to analyze equipment specifications and pricing in order to determine the best value equipment they can acquire for our organization. The intended objective has been to acquire systems that provide the best price/performance ratio from a vendor that will meet the City's requirements while providing exceptional service after the sale.

Discussion:

In order to conduct our FY23 Computer Replacements, the City solicited bids from qualified vendors to replace seventy-three (73) pieces of computer equipment consisting of desktops, laptops, mobile computers/tablets and toughbooks (used by our Police Department patrol). An advertisement for bids was published in the Sheridan Press on September 2nd, 9th, and 17th. Sealed bids were opened on September 21st at 2:00 PM in Council Chambers.

The City received bids from the following Vendors, with the following results. A 5% Wyoming Preference was added to each out of state bid, located in the parentheses below.

● BusTech Computing, LLC	\$ 74,124.00	(WY)
● Sterling Computer Corps	\$ 78,514.49	(\$82,440.21)
● H.P.I Int'l	\$ 81,546.62	(\$85,623.95)
● DHE Computer Specialists	\$ 81,660.54	(\$85,743.57)
● Buffalo Computer Consulting	\$ 101,790.00	(WY)
● Marlor & Co, Inc	\$ 120,450.95	(\$126,473.50)

After a thorough review of the bids, Staff determined additional information was required from BusTech Computing, LLC regarding product specifications in order to make the most informed decision. BusTech responded quickly with the detailed specifications for each type of equipment being bid. The equipment specifications offered met or exceeded the minimum requirements of the bid. As such, BusTech Computing, LLC, with their bid of \$74,124.00, is considered the lowest responsive, responsible bidder and is recommended for bid award by the Mayor and City Council.

Staff also requests that for this bid award, the Mayor and City Council authorize the Utilities Director, Dan Roberts, to act and sign on behalf of the Mayor and City Council on all matters related to this purchase.

Funding:

Each department due for computer replacements in FY23 has budgeted for their specific replacements. The total budget authorized by the Mayor and City Council for these computer replacements is \$94,300 which is more than sufficient to cover the \$74,124 replacement cost offered by BusTech Computing, LLC.



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801

Ph (307) 674-6483 Fax (307) 674-2195

Public Works

MEMORANDUM

Project Name: Consideration of Award to Engineering Associates for Updating and Revising the Standard Specifications & Details for Street & Utility Construction in the Amount of \$30,000
From: Hanns Mercer, Public Works Director
To: Mayor and Council
CC:
Date: 09/02/2022

Recommendation:

Staff recommends that the Mayor and City Council award updating and revising the Standard Specifications and Details for Street and Utility Construction to Engineering Associates in the amount of \$30,000.

Staff requests that Mayor and City Council authorize the Public Works Director, Hanns Mercer, to act on behalf of the Council and Mayor on all matters related to this project.

Background:

The Specifications Update Project includes updating the most recently adopted edition of the Standard Specifications and Details for Street and Utility Construction. The Request for Proposals was advertised in the Sheridan Press on September 2, 9, and 16, and proposals were due on September 23.

Three firms submitted proposals:

- Engineering Associates
- Trihydro
- CDG Engineers

A selection committee conducted evaluations on September 29, based upon the following criteria:

- Experience
- Approach
- Schedule
- Key-Staff

Funding:

This project is funded with Engineering Department Professional Services funds.



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Clerk

MEMORANDUM

Project Name: Minutes of Regular Council Meeting October 3, 2022
From: Candace Ainslie, Assistant Clerk
To: Mayor and Council
CC:
Date:

Discussion:

Please see attached minutes from the Regular City Council Meeting on October 3, 2022.

Attachments

Minutes

COUNCIL CHAMBERS

- | | |
|--------------------|-----|
| Mayor Rich Bridger | Aye |
| Kristen Jennings | Aye |
| Shawn Day | Aye |
| Steven Brantz | Aye |
| Clint Beaver | Aye |
| Jacob Martin | Aye |
| Aaron Linden | Aye |

- | | |
|--------------------|-----|
| Mayor Rich Bridger | Aye |
| Kristen Jennings | Aye |
| Shawn Day | Aye |
| Steven Brantz | Aye |

Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

B. Public Hearing for PL-22-31, Resolution 46-22 Bender Subdivision. Mayor Bridger opened the Public Hearing at 7:11 P.M. Community Development Director Wade Sanner updated the Council. Sarah Rohrer, representing the developer, stated that the subdivision has been worked out in a manner acceptable to City standards. Mayor Bridger closed the Public Hearing at 7:16 P.M.

i. Consideration of PL-22-31, Resolution 46-22 Bender Subdivision. Councilmember Linden moved, seconded by Councilmember Day, to approve PL-22-31, Resolution 46-22 Bender Subdivision. Voice Vote, unanimous.

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

C. Public Hearing for PL-22-32, Resolution 51-22, Sheridan Motors Subdivision. Mayor Bridger opened the Public Hearing at 7:17 P.M. Community Development Director Wade Sanner updated the Council. Mayor Bridger closed the Public Hearing at 7:20 P.M.

i. Consideration of PL-22-32, Resolution 51-22, Sheridan Motors Subdivision. Councilmember Linden moved, seconded by Councilmember Jennings, to approve PL-22-32, Resolution 51-22, Sheridan Motors Subdivision. Voice Vote, unanimous.

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

9. Consent Agenda

- A. Consideration of Final Acceptance of Public Infrastructure for Wilkerson Little Goose No 2B.
- B. Consideration of WYDOT Bridge Formula Program Project Agreement to Replace E. Works St. Bridge

E. Claims

Councilmember Day moved, seconded by Councilmember Linden, to approve the consent agenda.

Voice vote: unanimous.

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

10. Staff Update

- A. Fire Chief Gary Harnish gave an update on Fire Prevention Week
- B. City Arborist Clark Vanhoosier gave an update on Weed and Pest activities.

OLD BUSINESS

11. Consideration of Second Reading of PL-22-30, Ordinance 2254, Cottonwood Rezone. Community Development Director Wade Sanner updated the Council.
Councilmember Beaver moved, seconded by Councilmember Linden, to approve Ordinance 2254 on Second Reading. Roll call vote, unanimous.

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

NEW BUSINESS

12. Consideration of City Property Use Agreement with AXE, LLC. Public Works Director Hanns Mercer updated the Council.
Councilmember Linden moved, seconded by Councilmember Martin, to approve the City Property Use Agreement with AXE, LLC. Voice vote: unanimous.

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Aye

Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

13. Consideration of Resolution 47-22; Submission of the Wyoming Outdoor Recreation Grant (WORG) Application for the Black Tooth Park All-Inclusive Playground Equipment in the Amount of \$500,000. Director of Public Works Hanns Mercer updated the Council. Councilmember Martin moved, seconded by Councilmember Linden, to approve Resolution 47-22, submission of the Wyoming Outdoor Recreation Grant (WORG), voice vote, unanimous.

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

14. Consideration of Amendment #2 to the Contract between the City of Sheridan and Interstate Engineering for the Design of Kendrick Pool in the Amount of \$547,000. Director of Public Works Hanns Mercer updated the Council. Councilmember Linden moved, seconded by Councilmember Martin, to approve Amendment #2 to the Contract between the City of Sheridan and Interstate Engineering for the Design of Kendrick Pool in the amount of \$547.000. Councilmember Beaver moved, seconded by Councilmember Jennings, to reduce the contract with Interstate Engineering by \$172,000 to reflect the design fees for the three amenities. Voice vote, 4-3 the amendment fails.

Mayor Rich Bridger	Aye
Kristen Jennings	Nay
Shawn Day	Aye
Steven Brantz	Nay
Clint Beaver	Nay
Jacob Martin	Aye
Aaron Linden	Aye

Voice vote on the main motion, 5-2.

Mayor Rich Bridger	Aye
Kristen Jennings	Nay
Shawn Day	Aye

Steven Brantz	Nay
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

15. Consideration of Resolution 54-22, a Grant Application to the National Historical Publications & Records Commission for Cemetery Historical Data Preservation Project (ARCHIVAL - 202210). City Clerk Cecilia Good updated the Council.

Councilmember Brantz moved, seconded by Councilmember Day, to approve Resolution 54-22, a Grant Application to the National Historical Publications & Records Commission for Cemetery Historical Data Preservation Project (ARCHIVAL-202210). Voice vote, unanimous

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

16. Consideration of Resolution 55-22, a Grant Application to the National Historical Publications & Records Commission for Cemetery Historical Data Preservation Project (ENGAGEMENT- 202210). City Clerk Cecilia Good updated the Council.

Councilmember Brantz moved, seconded by Linden, to approve Resolution 55-22, a Grant Application to the National Historical Publications & Records Commission for Cemetery Historical Data Preservation Project (ENGAGEMENT -202210). Voice vote, unanimous

Mayor Rich Bridger	Aye
Kristen Jennings	Aye
Shawn Day	Aye
Steven Brantz	Aye
Clint Beaver	Aye
Jacob Martin	Aye
Aaron Linden	Aye

17. Council Comments and Requests for Future Agenda Items.

A. Mayor Bridger updated the Council on boards and commissions. There was not much to report.

18. Councilman Linden moved, seconded by Councilman Beaver, to enter Executive Session Per W.S. 16-4-405 (a)(vii) To consider the selection of a site or the purchase of real estate when the publicity regarding the consideration would cause a likelihood of an increase in price; and Executive Session per Wyoming State Statute 16-4-405 (ii) To consider the appointment, employment, right to practice or dismissal of a public officer, professional person or employee.

Council adjourned into Executive Session at 8:20 P.M.

Council returned from Executive Session at 8:54 P.M.

18. Mayor Bridger adjourned the meeting at 8:54 P.M.

APPROVED:

Richard Bridger, Mayor

ATTEST:

City Clerk, Cecilia Good



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Treasurer

MEMORANDUM

Project Name:

Claims

From:

Karen Burtis, City Treasurer

To:

Mayor and Council

CC:

Date:

Discussion:

Attached is the Claims, Prepaids and Payroll

Attachments

Payroll

Prepaids

Claims

City of Sheridan

Regular Payroll paid on 10/07/2022

Sum of Amount		
Vendor Name	Description	Total
497-874-NCPERS Wyoming	Regular Payroll 10.07.22	368.00
Aflac	Regular Payroll 10.07.22	1,138.29
CITCO FCU	Regular Payroll 10.07.22	2,320.13
First Federal Savings Bank	Regular Payroll 10.07.22	9,723.94
First Northern Bank of Wyoming	Regular Payroll 10.07.22	1,184.58
HealthEquity, Inc.	Regular Payroll 10.07.22	2,285.46
IRS 941	Regular Payroll 10.07.22	81,679.97
LegalShield	Regular Payroll 10.07.22	15.95
LOCAL 276, IAFF	Regular Payroll 10.07.22	850.00
MissionSquare	Regular Payroll 10.07.22	6,402.97
Nationwide	Regular Payroll 10.07.22	21.37
Optum Bank, Inc.	Regular Payroll 10.07.22	461.59
Orchard Trust	Regular Payroll 10.07.22	3,792.28
Police Protective Assoc.	Regular Payroll 10.07.22	40.00
Security State Bank	Regular Payroll 10.07.22	854.18
Sunlight Federal Credit Union	Regular Payroll 10.07.22	1,897.51
WEBT	Regular Payroll 10.07.22	111,856.27
Workers' Safety &	Regular Payroll 10.07.22	10,443.56
Wyoming Retirement System	Regular Payroll 10.07.22	81,229.72
Wyoming State Disbursement Unit	Regular Payroll 10.07.22	1,435.60
Grand Total		318,001.37

City of Sheridan
Prepays paid on 09/30/2022

Sum of Amount		
Vendor Name	Description	Total
Caterpillar Financial	CAT 314CLCR Excavator Um Payment #7	19,734.11
Mary Chidester	Settlement for Claim #GL230001	10,253.94
Montana Dakota Utilities	pump stations, lift stations, UM shop/Numerous electric bills	20,394.69
Pitney Bowes Global Financial Services LLC	Lease for postage machine 07.30 - 10.29.22	893.94
Grand Total		51,276.68

City of Sheridan
Prepays paid on 10/06/2022

Sum of Amount		
Vendor Name	Description	Total
Montana Dakota Utilities	Pumpstations, cathodic protection/Numerous electric bills	21,269.61
Grand Total		21,269.61

City of Sheridan
Claims paid on 10/18/2022

Sum of Amount		
Vendor Name	Description	Total
A Plus Plumbers & Appliance Repair, LLC	jetter machine repair 806 coffeen	260.00
Accuproducts International	Digital gauge for mower	277.19
Ace Hardware-Newkirk	Irrigation repair supplies	64.91
AlphaGraphics of Wyoming	Social Media and supplies	2,024.61
Amazon Capital Services #A33MIR27FEZN42	Supplies	4,135.65
Ameri -Tech Equipment Company	cylinders #HC01388 + freight 3.10 w/c	12,229.62
American Engineering Testing, Inc.	BGWTP Utilidor #4757	2,963.50
American Maid	Cleaning	4,075.00
American Welding & Gas, Inc.	snow supplies - shanks, cutting oil, tap magic	158.15
A-Plus Services, LLC / East Ridge Towing	tow unit 25 to Sheridan Motor	150.00
AT&T Mobility	First Net Aircards	160.16
Bag Man LLC	12 AgBags for Compost Yard	7,860.00
Bear's Paw Embroidery	Jacket Embroidery for Trevor E and Jesse S - SWR	20.00
Big Horn Sanitation	Port a Potty	1,444.50
Bluemel Plumbing & Heating	Replace Drinking Fountain at Recycling Center	2,850.00
Brian's Boot & Shoe	Boots	908.80
Buggy Bath Unlimited LLC	September 2022 - Monthly SWR Truck Washing	121.95
Bustech Computing, LLC	Monthly Service Agreement - Oct 22	300.00
C & K Equipment	shop tool - spout, fil	42.33
Carolina Software	Quarterly Support Ending 12/31/22	550.00
Carquest Auto Parts	Parts	474.52
CED- Consolidated Electrical Distributers Inc.	syl mp70umed	103.52
Cedars Health LLC	Occupational Health Testing	112.50
CHS Inc., By-Products	23 tns pg58-28	13,559.68
CMI-Teco	vehicle parts - rec & w/c	3,832.25
Cobra Crete, LLC	kendrick concrete repairs	2,300.00
Crescent Electric	Milwaukee multi tool, UPC batter back up	690.37
David Dewey	RM water conference reimbursement	276.50
Dowl	Misc Projects	45,923.87
Drew Chase	ERF Payment	300.00
Dustbusters Enterprises Inc.	Snow - Ice melt + freight & fuel surcharge	4,783.96
Earth Work Solutions	T678 Landfill Closure #4713	108,324.27
Ed Hammer Inc	a/c recharge tractless MT51 st	244.01
Employ, LLC	Temporary Labor	13,833.19
Engineering Associates	Sewer Rehab CIPP #4758	910.01
Farmers Co-op Oil Co.	Fuel for September 2022	62,337.64
Fastenal Company	Supplies	575.75
Fire Safety Education	Assortment of public education handouts ZM	1,405.00
First Interstate Bank - Mastercard	Credit card charges for September 2022	27,620.98
Front Range Fire Apparatus, LTD	Repair fire supply hose Inv 74999	334.61
Gayle Banks	refund overpayment / #3672	120.48
Grainger, Inc.	hose reel & air comp for asphalt silo	10,933.76
Green Side Up	sod cemetery	76.00
Greenfold Services LLC	Janitorial Services Sept 2022	1,960.00
Greensky Commercial Cleaning	cleaning service - csc	1,240.00
Hach Company	BOD Probe Replacement	2,814.52
Hawkins Inc	chemical	6,183.32
Heather Doke	RMPEX Travel Reimbursement	297.09
HUB International Limited	Bond for Darla Hawkins	350.00
Ideal Mfg. Inc.	City Service Gate Replacement	7,112.20
InfoSend, Inc.	9.2022 Billing Distribution Services	5,699.66
J & JK, LLC	concrete repair 308 parkway vail approach concrete	17,388.00
JC Contracting Inc	R&O For 2022 Misc Fire Hydrats - #4701	11,203.49
Jim's Electric Service	Motor Fan	345.00
John Deere Financial #1111308145	Supplies	1,613.58
John King	Per Diem 9.27-9.30 Snow & Ice Conference	201.50
KCR Enterprises LLC	shop tool - terminal tool set w/handle	76.60
Kerns & Bunting, LLC	September 2022 attorney fees	17,636.71
Kilpatrick Creations Inc.	Uniform polos and jackets for records/admin	460.00
Kinnaird Law Office, PC	Keller- special prosecution September 2022	200.00
Kois Brothers Equipment, Co.	Parts and supplies	2,184.44
Les Schwab Tire Centers of Montana, LLC	flat tire repair 3.42 st	20.00

Vendor Name	Description	Total
LN Curtis & Sons	Chlorine Gas 34 Liter 10PPM ALindberg SO 755232	509.69
Long Building Technologies , Inc.	Replacement part Admin HVAC Unit	260.00
Mac's Moving Acquisition, Inc	City Hall - Garbage Day Services	910.00
Memorial Hospital of Sheridan County	Occupational Testing	203.00
Michael Bennett	Per Diem 9.27-9.30 Snow & Ice Conference	201.50
Midland Implement Co Inc	toro tine solid rear roller asm 2 in	899.41
Mile-Hi Fire Apparatus, Inc	bracket & stop rubers E2 fire	220.37
Montana Dakota Utilities	Lights at Brundage Dropsite	5,427.00
Motor Power Equipment Co	Freight and parts	147.71
Mountain View Building, Inc	Gateway Park Pathway #5701	271,129.76
Mullinax Concrete Service & Irrigation	washed sand delivery	12,435.47
Napa Auto Parts	Parts and supplies	2,541.36
Narwhal Met, LLC	Monthly Weather Services-Oct 2022	550.00
Norco, Inc	Parts and supplies	756.90
Northwest Pipe Fittings, Inc.	20inch repair glands	280.00
Office of the Attorney General	Crime Victim Surcharges - September 2022	550.00
Office Shop Inc	Copy charges	181.17
Office Shop Leasing	3rd Floor 28-60 #390-Lease	102.71
One-Call of Wyoming	One Call Tickets for Sept 22 CDC	396.00
O'Reilly Auto Parts	shop supplies - syn grease & brush kit	69.94
Pace Analytical Services, LLC	BacT Testing 540193422/9-29-22	380.10
Pavement Markings LLC	Main St Dow to Burkitt #5319	8,375.00
Peak Pest Solutions LLC	Monthly pest control/152377,378/10-4-22	210.00
Pfizer Pest Control, LLC	pest control - mice and boxelder bugs	138.00
Polydyne Inc.	Polymer	3,150.00
Powder River Heating & Air Conditioning, Inc	Grease facility air handler and controls	38,735.00
Powder River Power Co	fittings/seals/coupler/hyd hoses	499.43
QA Balance Services, Inc	Annual Balance Calibration	210.00
Randall Engineering Surveys	Survey of South Clarifier	3,790.00
Range	Crime Stoppers Oct 2022	33.86
Ricoh USA, Inc.	Copier Charges Oct 2022	472.01
Ridgepoint Consulting, LLC	R&O Design, Bidding, and CA #4701	14,400.00
Rocky Mountain Discount Sports	Reimbursement for gun purchase	140.00
Rocky Mountain Sign, Design & Print	2nd Got Wood Scale House Window Perf	508.75
Rubi Lock and Key LLC	Changed Locks on Scale House	310.00
Rugged Solutions America LLC	21 - Vehicle Docks for Panasonic MDC's	14,675.00
SAWSJPB	SAWS 20inch Pipeline Loan Payment #14	95,090.98
SCS Engineers	Waster/Sewer PIF Analysis Sept 22	3,990.00
Security State Bank	Gateway Park Pathway #5701	14,269.99
Servall Uniform & Linen Supply	Rug cleaning	812.50
Servicewear Apparel Inc	uniform jeans	97.75
Shaunessey Reeves	Bathrooms, workshop and weed and pest janitorial	1,950.00
Shawn Day	Working lunch w/Councilmembers Beaver & Jennings	61.62
Sheridan Artist Guild Et al	SPAC administration September 2022	1,000.00
Sheridan Commercial Co.	Supplies	2,850.82
Sheridan Econ-O-Wash	shop - laundry service	98.00
Sheridan Motor Inc	Parts and services	664.66
Sheridan Newspapers Inc	Ads for September 2022	2,011.70
Sheridan Seed Co., Inc.	Stormwater Super Sacks	30.00
Sheridan Transportation Taxi	Safe Rides Sept 2022	1,238.00
Simon Contractors	R&O Design, Bidding & CA #4701	447,552.13
Source Office & Technology	tab dividers - 3	55.77
Stantec Consulting Services Inc.	Sheridan Main St Dow to Burkitt #5319	1,955.00
Steady Stream Hydrology, Inc.	ACOE 1135 Design #5705	5,430.33
Stuart J. McRae	Sublimation Coasters	156.00
Tabitha Fort	Per Diem 9.27-9.30 Snow & Ice Conference	201.50
Tele-Works, Inc	6750 Prepaid Minutes Package for IVR calls	1,215.00
Thomas J Klepperich	Judge's hours September 2022	2,520.00
Thomas Morneau	Reimb - renewal app fee - WY BoP Eng & Prof Land S	90.00
Tire Rama	tires and repairs	2,727.95
Torgerson's, LLC	9.8 - 10.5 compaction roller rental	4,703.38
Toro NSN	KGC irrigation software	155.00
Transaction Warehouse, Inc	Online payments Sep 2022	4,015.80
Trihydro Corporation	Monitoring Well Sampling and Reporting - July 2022	448.25
TW Enterprises, Inc	City Hall - annual generator maintenance	928.82
Tyler Gay	RM water conference reimbursement	394.50
Tyler Technologies, Inc	SJ - 9/23/22	652.00
Van Diest Supply Company	Q-4 herbicide	2,073.75

Vendor Name	Description	Total
Veolia ES Technical Solutions, LLC	Household Hazardous Waste Disposal - July 2022	32,027.34
VRM, Inc.	Parts and labor	2,989.00
WAM	FY23 Window loan - 2nd pymt	2,500.00
Wamco Lab Inc.	Wet Tests	1,500.00
Water Products & Solutions	Water	18.75
Weed Warriors	Contract Mowing	1,405.00
Winsupply of Sheridan Wy Co	Parts and supplies	10,631.46
Wyoming Dept of Revenue	Vendor 41-1 September 2022	226.10
Wyoming Electric, Inc.	Marshall Park bathroom sensor	251.57
Wyoming Machinery Co	teeth 4.63 um	381.59
Wyoming Rents	SWTP - Trencher 36	570.00
Wyoming Water Quality	WWQPCA Conference - K. Outland	1,125.00
YMCA	Body Scan for Wellness Program	50.00
Yonkee & Toner, LLP	Judge Kessner Hours September 2022	100.00
Zowada Plumbing & Heating Inc	wall mount toilet repair kendrick park	588.45
Zowada Recycling & Steel, LLC	Flat Steel for 300-Gallon Can Project - SW	106.00
Grand Total		1,454,365.95



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Executive

MEMORANDUM

Project Name: Re-appointment of Jack Livingston to the Board of Adjustments for a term ending 10/17/25.

From: Bev Leichtnam, Governmental Relations Admin. Specialist

To: Mayor and Council

CC:

Date:

Attachments

Jack Livingston Reappointment



Office of the Mayor
55 Grinnell Plaza
Sheridan, WY 82801
307-675-4202



DATE: October 13, 2022
FROM: Mayor Richard Bridger
TO: City Council
RE: Re-Appointment of Jack Livingston to the Board of Adjustments

Fellow Council Members:

I hereby recommend the re-appointment of Jack Livingston to the Board of Adjustments for a 3-year term expiring 10/17/25.

BOA term

2 messages

Sue Goodman <sgoodman@sheridanwy.gov>

Mon, Oct 10, 2022 at 9:14 AM

To: Jack Livingston <jandkliving@gmail.com>, Bev Leichtnam <bleichtnam@sheridanwy.gov>

Good morning Jack,
I spoke to Bev and let her know you are interested in renewing your term on the Board of Adjustment. She is asking for written verification.
A reply email will do. I have included her in this email for you.
Thanks for sticking with us.
See you Thursday.

Sue Goodman
Planning Technician
City of Sheridan
307.675.4226



jandkliving@gmail.com <jandkliving@gmail.com>

Tue, Oct 11, 2022 at 12:32 PM

To: Sue Goodman <sgoodman@sheridanwy.gov>

Cc: Bev Leichtnam <bleichtnam@sheridanwy.gov>

To whom it may concern:
This is to verify that I will continue on the Board of Adjustment, if you wish.
Jack Livingston.

Sent from my iPhone

On Oct 10, 2022, at 9:14 AM, Sue Goodman <sgoodman@sheridanwy.gov> wrote:

[Quoted text hidden]



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801

Ph (307) 674-6483 Fax (307) 674-2195

Planning

MEMORANDUM

Project: Consideration of Third and Final Reading of PL-22-30, Ordinance 2254, Cottonwood Rezone -
Name: Community Development Director Wade Sanner
From: Wade Sanner, Community Development Director
To: Mayor and Council
CC:
Date: 10/17/2022

Recommendation:

Staff recommends approval of Third and Final Reading of PL-22-30, Ordinance 2254, Cottonwood Rezone. The applicant, SSR Construction, Inc., is requesting to rezone 2.34 acres from R-3 Residence District to R-4 Residence District. Located from 372 to 598 Frank St. PIN 56842640003800, 56842640003700, 56842640006000, 56842640003600, 56842640003500, 56842640003400, 56842640003300, 56842640003200, 56842640003100, 56842640003000, 56842640002900, 56842640002800, 56842640002700, 56842640002600, and 56842640002500.

Background:

The applicant, SSR Construction, Inc., is requesting to rezone 2.34 acres from R-3 Residence District to R-4 Residence District, located from 372 to 598 Frank Street (PIN 56842640003800, 56842640003700, 56842640006000, 56842640003600, 56842640003500, 56842640003400, 56842640003300, 56842640003200, 56842640003100, 56842640003000, 56842640002900, 56842640002800, 56842640002700, 56842640002600, and 56842640002500).

The properties to the east are mobile homes zoned R-4. The properties to the north are single-family homes under County jurisdiction, and zoned Urban Residential. Properties to the west are multi-family homes zoned R-3. Properties to the south are multi-family homes zoned M-1. The applicant is proposing the rezone in order to continue the zoning to the east. The subject properties are currently vacant.

As part of the request to rezone this property, staff sent notices to the 40 property owners within 300 feet, placed a legal notice in the newspaper, and posted a sign on the property. At the time of writing this staff report, no objections or inquiries were received by staff.

PLANNING COMMISSION

The Planning Commission unanimously approved this item on Monday, September 13, 2022. No public were in attendance to comment on this item.

Discussion:

Neither the State Statute nor the City Code contains required findings that must be made in changing a property's zoning designation. The State statute does provide some requirements for zoning regulations in general, which the Planning Commission and City Council should be aware of:

WS §15-1-601(d)

d) All regulations shall be made:

In accordance with a comprehensive plan and designed to:

- A. Lessen congestion in the streets;*
 - B. Secure safety from fire, panic and other dangers;*
 - C. Promote health and general welfare;*
 - D. Provide adequate light and air;*
 - E. Prevent the overcrowding of land;*
 - F. Avoid undue concentration of population; and*
 - G. Facilitate adequate provisions for transportation, water, sewage, schools, parks and other public requirements.*
- ii. With reasonable consideration, among other things, of the character of the district and its peculiar suitability for particular uses;*
- iii. With a view to conserving the value of buildings and encouraging the most appropriate use of land throughout the city or town; and*
- iv. With consideration given to the historic integrity of certain neighborhoods or districts and a view to preserving, rehabilitating and maintaining historic properties and encouraging compatible uses within the neighborhoods or districts, but no regulation made to carry out the purposes of this paragraph is valid to the extent it constitutes an unconstitutional taking without compensation.*

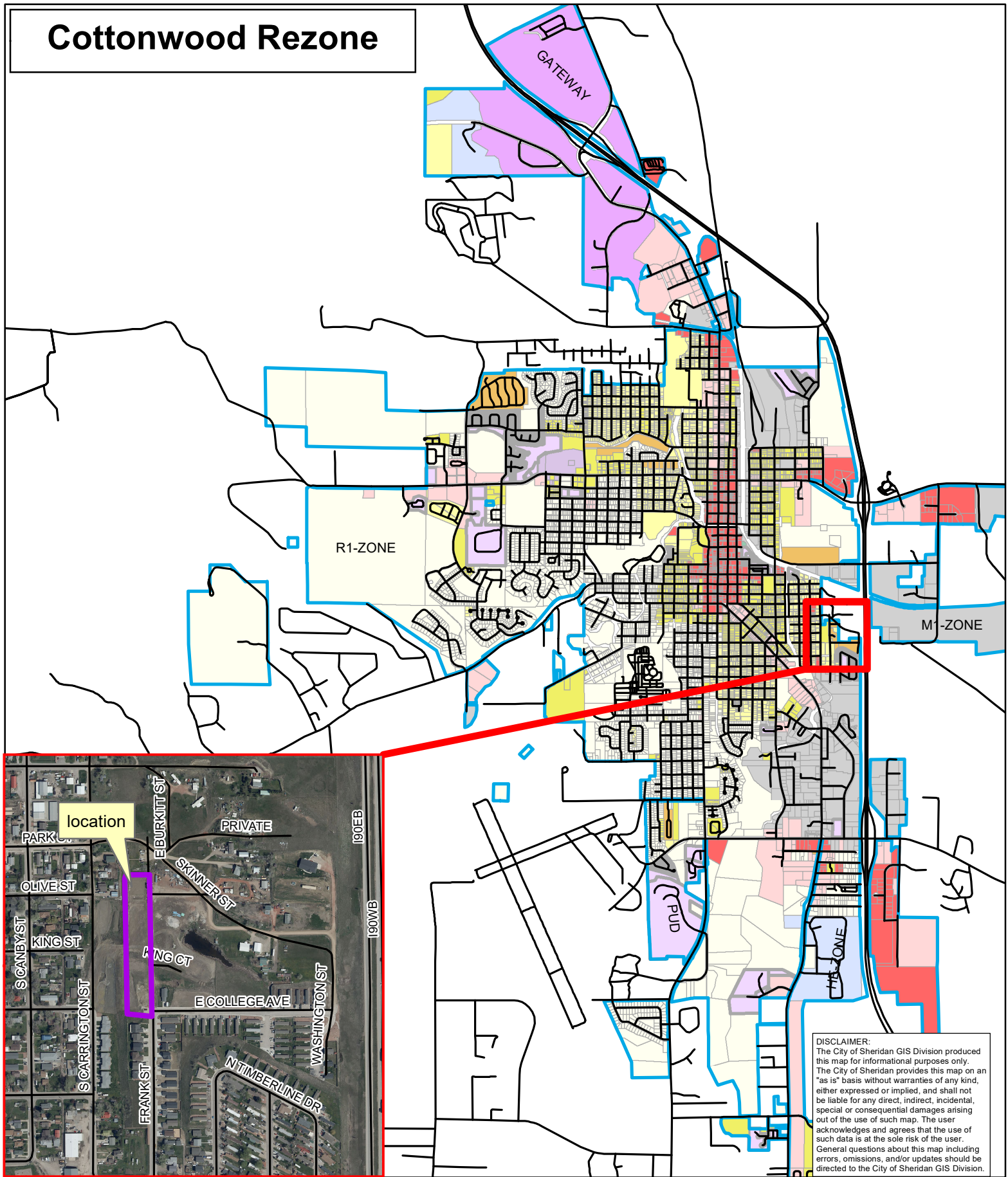
The Preamble of the City's Zoning Ordinance (Appendix A) states that the purpose of the zoning ordinance is to, "*promoting the health, safety, morals and general welfare of the inhabitants of the City of Sheridan by lessening congestion in the streets; securing safety from fire, panic and other dangers providing adequate light and air; preventing the overcrowding of land; avoiding the undue concentration of population, facilitating the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements.*"

The future land use map designates this area for commercial use, so the proposed rezone is in accordance with the future land use map.

Attachments

Aerial
Rezone Petition
Rezone Exhibit
Ordinance 2254

Cottonwood Rezone



DISCLAIMER:
The City of Sheridan GIS Division produced this map for informational purposes only. The City of Sheridan provides this map on an "as is" basis without warranties of any kind, either expressed or implied, and shall not be liable for any direct, indirect, incidental, special or consequential damages arising out of the use of such map. The user acknowledges and agrees that the use of such data is at the sole risk of the user. General questions about this map including errors, omissions, and/or updates should be directed to the City of Sheridan GIS Division.

Legend	
— Roads	B2 - Business District
□ City of Sheridan Boundary	M1 - Industrial District
□ R1 - Residence District	MA - Medical Arts District
□ R2 - Residence District	HE - Higher Education District
□ R3 - Residence District	RUCA - Restricted Use Control Area
□ R4 - Residence District	PUD - Planned Unit Development
□ B1 - Business District	GATEWAY - Gateway District



0 0.25 0.5 1 Miles

PETITION FOR REZONING

TO THE CITY COUNCIL OF THE CITY OF SHERIDAN, WYOMING:

Pursuant to the provisions of W.S. 15-1-601, 15-1-602, 15-1-603 et. seq., and other applicable statutes, and Appendix A, Sec. 16 of the Sheridan City Code, the undersigned landowner(s) respectfully petition and show the City Council as follows:

1. This is a petition for the rezoning of parcels of land within the city limits of Sheridan, Wyoming, having a legal description as follows:
Lots 25 through 38 and Tract B of Cottonwood Subdivision in the City of Sheridan
Sheridan County, Wyoming
2. SSR Construction, Inc are the owners or authorized agents of said described land proposed to be rezoned.
3. A map of the area sought to be rezoned is attached hereto and made a part hereof.
4. Petitioners hereby request that said lands be zoned
R-4.

Therefore, Petitioners pray said parcel(s) be rezoned R-4, pursuant to and in accordance with the applicable Wyoming Statutes and City Ordinances after proper notice and public hearing.

Dated this _____ day of _____, 20__.

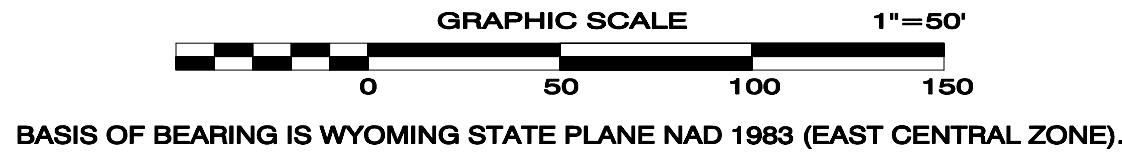
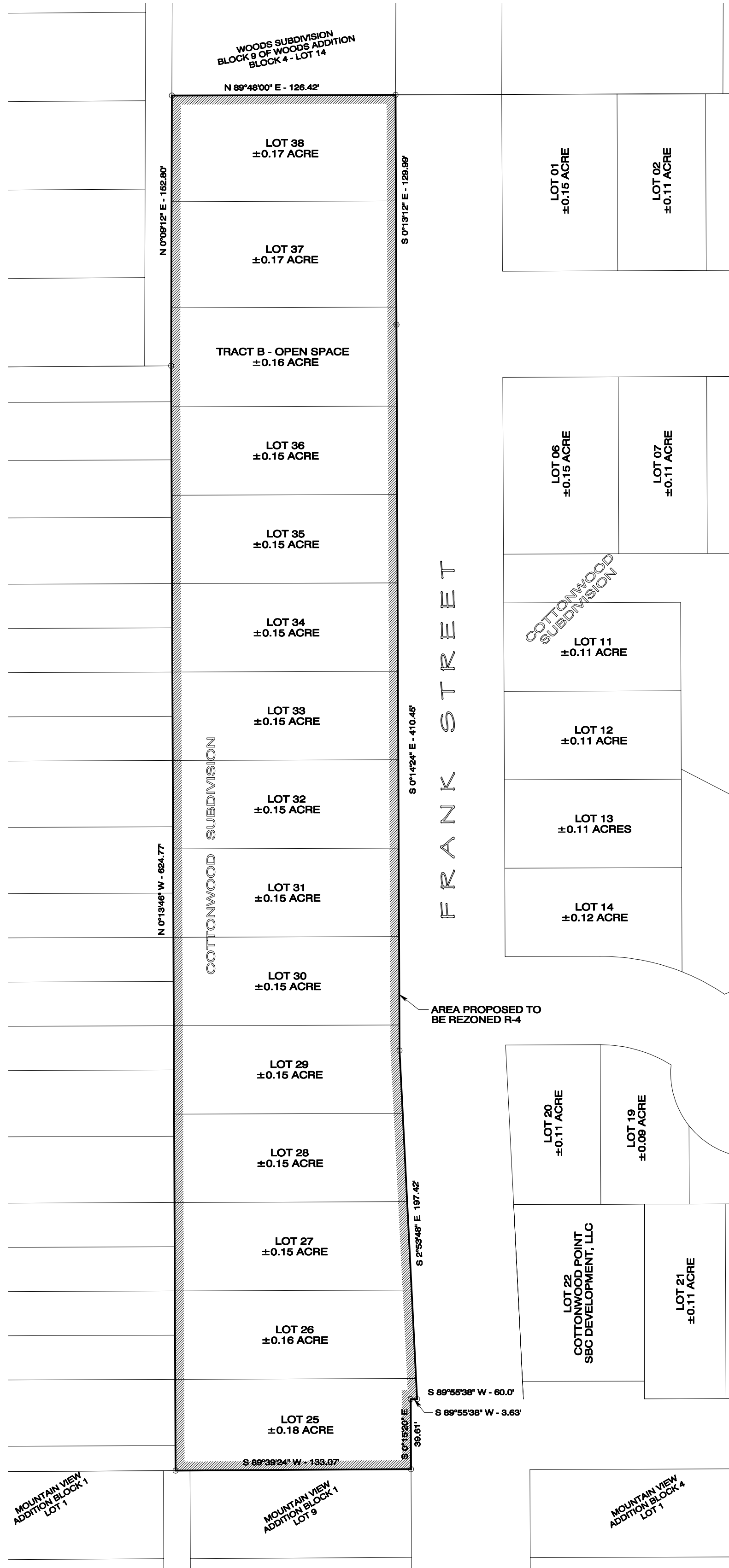
Signed by the Petitioners:

Subscribed and Sworn before me this _____ day of _____, 20__

Notary Public

My commission expires: _____

DETAIL



CERTIFICATE of SURVEYOR

State of Wyoming } ss
County of Sheridan }

I, David L. Randall, of Sheridan, Wyoming do hereby certify that I am a duly registered Professional Engineer and Land Surveyor, licensed under the laws of the State of Wyoming, that this map was made from records in the Sheridan County Clerk's Office, Sheridan County, Wyoming and from information and records in the City Engineering Office, Sheridan, Wyoming.
This map correctly represents all of the information shown hereon.

Registration No. 3159 PE & LS

CIVIL ENGINEER and LAND SURVEYOR

CERTIFICATE of RECORDER

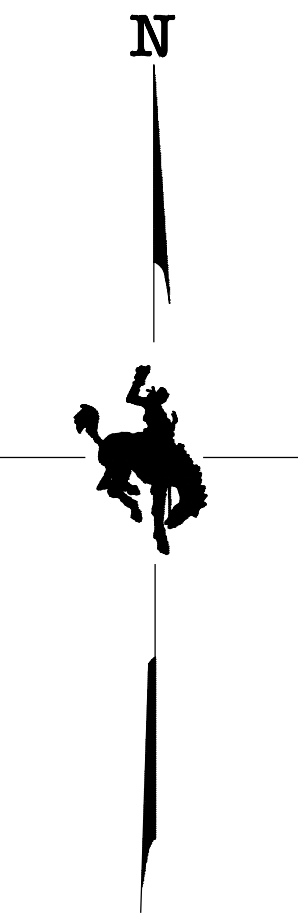
State of Wyoming } ss
County of Sheridan }

This plat was filed for record in the Office of the Clerk and Recorder at _____ O'Clock _____ M., this _____ day of _____, 2022, and is duly recorded in Book _____, Page No. _____, Receiving Number _____.

COUNTY CLERK

LOCATION
SHOWING ADJACENT ZONING WITHIN 1000'

SCALE : 1" = 300'



MAP

to accompany

PETITION to REZONE PROPERTIES

being
LOTS 25 through 38
and
TRACT B

of
COTTONWOOD SUBDIVISION

in the
CITY of SHERIDAN
SHERIDAN COUNTY, WYOMING

for

SSR CONSTRUCTION, INC
12 BIG HORN MEADOWS
SHERIDAN, WYOMING 82801

ORDINANCE NO 2254

AN ORDINANCE amending Ordinance No. 826, the Zoning Ordinance of the City of Sheridan, to zone the entirety of the land more particularly described in Appendix A Section 1., and shown on the attached Exhibit, from an R-3 Residence District to a R-4 Residence District; for the properties located at 372 to 598 Frank Street.

WHEREAS, the owner of the following described land has petitioned the City Council to rezone the same from an R-3 Residence District to a R-4 Residence District, and a public hearing having been held thereon by the City Council; THEREFORE

BE IT ORDAINED BY THE CITY COUNCIL OF SHERIDAN, WYOMING:

Section 1.

The following described land is hereby rezoned from an R-3 Residence District to the R-4 Residence District, to wit:

Lots 25 through 38 and Tract B of the Cottonwood Subdivision in the City of
Sheridan, Sheridan County, Wyoming.

Section 2.

That Ordinance No. 826, The Zoning Ordinance of the City of Sheridan is hereby amended to conform herewith.

Section 3.

If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, than all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 4.

That this ordinance shall be in full force and effect immediately upon its passage and publication as provided by law.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2022

ATTEST:

Richard Bridger, Mayor

Cecilia Good, City Clerk
State of Wyoming)
)SS
County of Sheridan)

Subscribed and sworn to (or affirmed) before me this _____ day of
_____, 2022 by _____.

Notary Public

My commission expires _____.



CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
Ph (307) 674-6483 Fax (307) 674-2195

Utilities

MEMORANDUM

Project Name: Consideration of Resolution 52-22, Authorizing the Submission of a Clean Water State Revolving Fund (CWSRF) Loan Application for the Sheridan Landfill Cell 10 Phase I Project - Utilities Director Dan Roberts

From: Dan Roberts, Utilities Director

To: Mayor and Council

CC: City Administrator Stu McRae

Date: 10/17/2022

Recommendation:

Staff recommends that the Mayor and City Council approve Resolution 52-22 authorizing a Clean Water State Revolving Fund (CWSRF) loan in the amount of \$4,115,000 to fund the construction of Cell 10, Phase I at the Sheridan Landfill.

Background:

Sheridan is currently disposing of its municipal solid waste within Cell 9 (see attached map) which will reach the end of its disposal life in 2024. For many years, the City staff has been planning and preparing for the construction of our community's next solid waste disposal site. This disposal site, or cell, has been identified within our current landfill boundary and has been commonly referred to as Cell 10. The attached map depicts the various phases (there are 4 in total) of Cell 10 that are planned to be developed for our community's waste disposal over the next 56 years.

Discussion:

In order to be ready to dispose of waste in Cell 10, Phase 1 (Project) upon the completion of Cell 9 disposal in 2024, we must initiate construction of the Project in the spring of 2023. The design of the Project is presently being completed and seeking permitting approval through the Wyoming Department of Environmental Quality (WDEQ) Solid and Hazardous Waste Division. It is expected that the Project will be ready for bidding in February 2023.

Funding for the Project has been planned to be obtained through the Clean Water State Revolving Fund Loan Program (CWSRF) in the amount of \$4,115,000.00 to cover the cost of bidding, construction, and construction administration services.

Resolution 52-22 being presented to City Council for consideration, will authorize the submission of a CWSRF loan for funding to bid and construct Cell 10, Phase I at the City of Sheridan Landfill. The City's CWSRF loan application will request 25% principal forgiveness or 1.25% interest on the loan (vs. 2.5%) if principal forgiveness is not available.

Funding:

The cost of this project and funding approach is reflective of the recently completed Financial Plan and Rate Study for the Solid Waste Fund. The repayment of the loan will come from landfill rate revenues and capital reserves.

Attachments

Resolution 52-22

Landfill Map

**CITY OF SHERIDAN
RESOLUTION 52-22**

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD FOR A LOAN THROUGH THE STATE REVOLVING FUND ON BEHALF OF THE GOVERNING BODY FOR THE CITY OF SHERIDAN, WY FOR THE PURPOSE OF: *Sheridan Landfill Cell 10, Phase I (Project)*.

WHEREAS, the Governing Body for the City of Sheridan, WY desires to participate in the State Revolving Fund program to assist in financing this project; and

WHEREAS, the Governing Body on behalf of the City of Sheridan, WY recognizes the need for the Project; and

WHEREAS, the State Revolving Fund program required that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations, governing the program and to the best of our knowledge, this application meets those criteria; and

WHEREAS, the Governing Body of the City of Sheridan, WY plans to repay the requested State Revolving Fund Loan from the following source(s) Solid Waste Capital Reserve Fund and Landfill Revenue from Rates and Fees; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SHERIDAN, WY:

that a loan application in the amount of Four-Million One-Hundred Fifteen-Thousand and 00/100 Dollars (\$4,115,000.00) be submitted to the State Loan and Investment Board for consideration at the State Loan and Investment Board meeting to assist in funding Sheridan Landfill Cell 10 Phase I Project.

BE IT FURTHER RESOLVED, that Dan Roberts, Utilities Director, is hereby designated as the authorized representative of the City of Sheridan, WY to act on behalf of the Governing Body on all matters relating to this loan application.

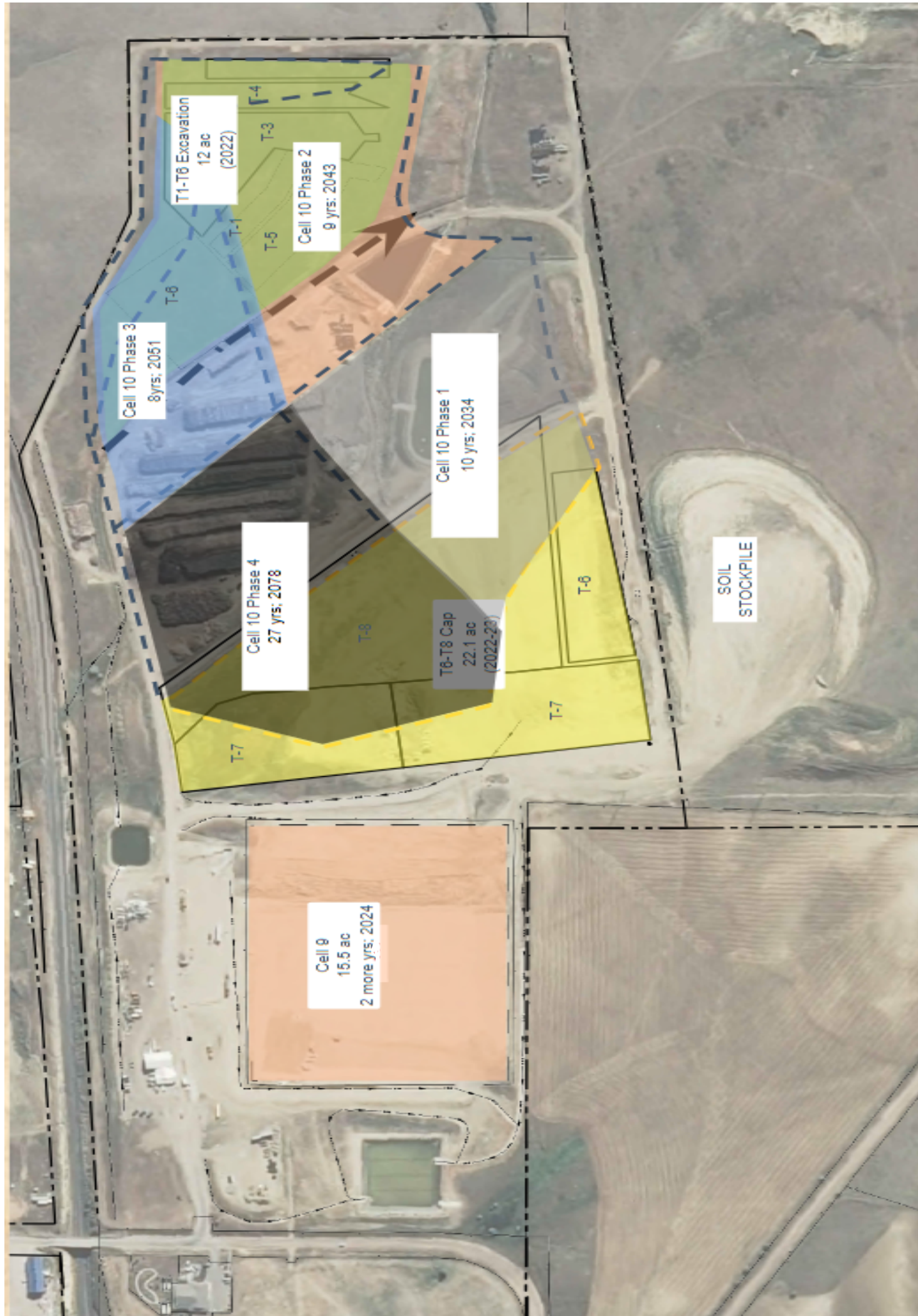
PASSED, APPROVED AND ADOPTED this 17th day of October, 2022.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Cecilia Good, City Clerk





CITY OF SHERIDAN, WYOMING

55 Grinnell Street, P.O. Box 848, Sheridan Wyoming 82801
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Utilities

MEMORANDUM

Project Name: Consideration of Resolution 53-22, Submission of a Clean Water State Revolving Fund (CWSRF) Loan Application - Utilities Director Dan Roberts
From: Dan Roberts, Utilities Director
To: Mayor and Council
CC: City Administrator Stu McRae
Date: 10/17/2022

Recommendation:

Staff recommends that the Mayor and City Council approve Resolution 53-22 authorizing the submission of a Clean Water State Revolving Fund (CWSRF) loan application for the Sheridan Landfill Remediation Corrective Measures Construction (Project).

Background:

In 2015, the City of Sheridan entered into the State of Wyoming's Landfill Remediation Program (Remediation Program) which is being administered by the Wyoming Department of Environmental Quality's (WDEQ) Solid and Hazardous Waste Division. Through this program, the State of Wyoming provides funding (75% of the costs) to Wyoming landfills for the investigation, study, and correction of groundwater impacts being caused by old, unlined landfills. Wyoming is a "No Impact" State which means that groundwater from one site, which exceeds any Groundwater Protection Standards, cannot leave the site and impact another until the impact is mitigated and brought to below Groundwater Protection Standards.

In partnership with WDEQ, the City of Sheridan entered into the Remediation Program committing itself to 25% of the costs incurred to further investigate and study the nature and the extent of the groundwater impacts our unlined landfill cells are causing. This initial study concluded in 2019, but the findings of the prescribed "corrective measures" to fix those groundwater impacts were not adequately resolved.

In 2021, the City, with approval from WDEQ, entered into a contract with Burns & McDonnell to further confirm the nature of the groundwater impacts, develop corrective measures, and then design and construct them.

The groundwater impacts are being caused by the Old Sheridan Landfill (OSL) located where the Dog and Cat Shelter sits and extending south and west; an old landfill trench located directly north of the Landfill's administrative building; and the T1 - T6 disposal cells located along the northwestern boundary of the existing landfill site (see attached map). This work is still underway and its focus is to ultimately arrive at the best construction solution to correct, or mitigate, the groundwater impacts of these sites. After the more detailed investigation and study, Burns & McDonnell, in conjunction with feedback from WDEQ Staff and City Staff, have developed recommended solutions for remediation construction. They are:

Old Sheridan Landfill

This remedy consists of leaving waste in place and installing a vertical wellfield through the old waste in order to dewater it (dry waste does not impact groundwater). A total of 14 total vertical wells will be placed throughout the waste and connected by a force main collection pipe that is then discharged to an evaporation pond. The evaporation pond will be constructed on the cover of the Old Landfill and the area regraded as necessary.

Trench North of Administrative Building (ABT)

The complete volume of waste present in the ABT, approximately 48,000 CY, will be removed and placed into Cell 10 for final disposal. Excavation will be performed to the bottom of waste at a 1.5:1 slope except in the administration building area which cannot be disturbed. Once waste is excavated, the area will be backfilled to existing grades using clean excavated soil to the greatest extent possible. Excavated soil determined to be impacted by waste will be disposed of in Cell 10, Phase 1. This alternative will disturb the existing sanitary sewer line, so the project includes its realignment of the sewer line.

T1-T6 Disposal Cells

The third alternative evaluated for the T1 - T6 remediation is complete waste removal and placement into Cell 10. The total excavation volume to achieve the required grades is 496,000 CY, of which 315,000 CY is emplaced waste and 181,000 CY is overburden soil. Once waste is removed, the native subgrade will be graded to an approximate surface slope of 1.5% for surface runoff drainage. Future phases of Cell 10 will be constructed in the excavation area. The excavated waste will be placed in Cell 10, Phase 1.

Discussion:

All solutions/ remedies developed for these old landfill disposal sites, from which the above recommended solutions were derived, were evaluated based on which solution had the least lifecycle costs.

It is now time to secure funding to support moving into design, bidding and construction of these defined remediation projects.

The State of Wyoming will be funding 75% of the costs associated with constructing these remedies. The City is responsible for the 25% match.

Resolution 53-22 being presented to City Council for consideration, will authorize the submission of a CWSRF loan for funding to design, bid, and construct the Project. The City's CWSRF loan application will be in the amount of \$3,696,500.00 which is 25% of the total project costs. The City's application will also request 25% principal forgiveness or 1.25% interest on the loan (vs. 2.5%) if principal forgiveness is not available.

Funding:

The cost of this project and funding approach is reflected in the recently completed Financial Plan and Rate Study for the Solid Waste Fund. The repayment of the loan will come from landfill rate revenues and the Landfill Closure/Post Closure Fund.

Attachments

Resolution 53-22

Landfill Remediation Map

**CITY OF SHERIDAN
RESOLUTION 53-22**

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE STATE LOAN AND INVESTMENT BOARD FOR A LOAN THROUGH THE STATE REVOLVING FUND ON BEHALF OF THE GOVERNING BODY FOR THE CITY OF SHERIDAN, WY FOR THE PURPOSE OF: ***Sheridan Landfill Remediation Corrective Measures Construction (Project)***.

WHEREAS, the Governing Body for the City of Sheridan, WY desires to participate in the State Revolving Fund program to assist in financing this project along with WDEQ under the Municipal Solid Waste Landfill Remediation Program; and

WHEREAS, the Governing Body on behalf of the City of Sheridan, WY recognizes the need for the Project; and

WHEREAS, the State Revolving Fund program required that certain criteria be met, as described in the State Loan and Investment Board's Rules and Regulations, governing the program and to the best of our knowledge, this application meets those criteria; and

WHEREAS, the Governing Body of the City of Sheridan, WY plans to repay the requested State Revolving Fund Loan from the following source(s) Solid Waste Closure/Post Closure Fund and Landfill Revenue from Rates and Fees; and

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF SHERIDAN, WY:

that a loan application in the amount of Three-Million Six-Hundred Ninety-Six Thousand Five-Hundred and 00/100 (\$3,696,500.00) be submitted to the State Loan and Investment Board for consideration at the State Loan and Investment Board meeting to assist in funding Sheridan Landfill Remediation Corrective Measures Construction Project.

BE IT FURTHER RESOLVED, that Dan Roberts, Utilities Director, is hereby designated as the authorized representative of the City of Sheridan, WY to act on behalf of the Governing Body on all matters relating to this loan application.

PASSED, APPROVED AND ADOPTED this 17th day of October, 2022.

City of Sheridan

Richard Bridger, Mayor

ATTEST:

Cecilia Good, City Clerk

