

TOWN COUNCIL PROCEEDINGS

MAY 21, 2018

JACKSON, WYOMING

The Jackson Town Council met in regular session in the Council Chambers of the Town Hall at 150 East Pearl at 6:00 P.M. Upon roll call the following were found to be present:

MAYOR: Pete Muldoon.

COUNCIL: Jim Stanford, Hailey Morton Levinson, Don Frank and Bob Lenz.

STAFF: Bob McLaurin, Roxanne Robinson, Audrey Cohen-Davis, Lea Colasuonno, Tyler Sinclair, Paul Anthony, Tyler Valentine, Brendan Conboy, Michael Palazzolo, Roger Shultz, Kelly Thompson, Brian Lenz, Rich Ochs, Johnny Ziem, Brian Schilling, Carl Pelletier, and Sandy Birdyshaw

Public Comment: Keith Gingery of the Teton County School Board made comment on the reading program called One Book, One Read, One Community and presented each Councilmember with a copy. Patrick Starich made comment on home delivery service by the U.S. Postal Service.

Consent Calendar. A motion was made by Don Frank and seconded by Hailey Morton Levinson to approve the consent calendar including items A-H as presented with the following motions.

- A. To approve the meeting minutes for the May 7 special workshop, May 7 regular meeting, May 9 special meeting, and the May 14 special workshop as presented.**
- B. Disbursements.** To approve the disbursements as presented. Carquest \$11.08, Ace Hardware \$3283.60, Circ \$2890.00, Teton County Sheriff \$360.00, Thyssen Krupp Elevator \$288.39, Airgas Intermountain \$296.07, High Country Linen \$407.44, Interstate Battery \$468.75, Jackson Lumber \$8532.23, Jackson Paint & Glass \$232.46, Jim & Greg Locksmiths \$12.00, Jackson Hole News & Guide \$5704.23, LVPL \$17053.91, Nelson Engineering \$975.00, Michelle Weber \$700.00, O'Ryan Cleaners \$404.17, St John's Hospital \$455.00, Napa \$60.72, Antler Motel \$164.00, Wyoming Law Enforcement \$275.00, Animal Care Clinic \$875.44, White Glove Cleaning \$1706.80, On Site Land Surveyors \$519.01, Wam \$100.00, Quick Brown Fox \$715.00, Westbank sanitation \$647.70, Freedom Mailing \$1815.48, USA Blue Book \$341.80, Rotary Club \$300.00, Metroquip \$1706.09, Jack's Tire & Oil \$2199.96, Energy Laboratories \$212.00, Motorola \$4196.40, Teton County Transfer Station \$47.00, Spring Creek Animal Hospital \$133.10, Blue Spruce Cleaners \$569.31, Glock \$9.00, Division of Victim Services \$100.00, Teton County Sheriff \$10920.58, Kenworth \$760.38, Russ Ruschill \$700.00, Bob McLaurin \$683.19, Ameriwest Water Service \$9226.67, Yellow Iron Excavation \$770.00, LDA Inc \$49.75, Meridian Engineering \$2391.25, Ferguson Enterprises \$42.16, MCI Fleet Support \$1582.31, ER Office Express \$256.04, Visa \$30148.14, Auto Detail \$175.00, Architectural Building Supply \$1175.72, UPS \$92.03, Advanced Glass Trim \$240.00, Tracey Trefren \$76.50, Mike's Oil Field Service \$3300.00, Stinky Prints #38.72, Lacal Equipment \$11307.66, ICMA Membership \$1109.29, Respond First Aid \$197.80, Gillig \$21813.92, Commercial Tire \$1697.92, Eleaven Food \$171.05, Michael Palazzolo \$792.75, Meyring & Associates \$962.01, Bliss Cargo \$25.75, Silver Creek Supply \$2.32, MSC Industrial Supply \$851.73, Breakfast Rotary \$175.00, Jim Corsi \$100.00, Snake River Roasting \$145.35, Fleetpride \$403.86, Evco \$261.76, Big R Ranch \$156.96, Wamco \$180.00, Standard Drywall \$125.00, Control System Technology \$250.00, Kois Brothers Equipment \$4579.55, Dean's Pest Control \$140.00, Premier Vehicle Installation \$124.68, HD Fowler \$1757.49, Melissa Owens \$136.00, Jackson Animal Hospital \$704.18, Francisca Marquina \$25.00, Westmatic Corporation \$2633.83, The Radar Shop \$67.50, Jessica Chitwood \$136.00, American Public Transportation \$124.50, Kellerstrass \$31964.78, John Tighe \$81.40, Ashley Blair \$657.80, Shellie Morillo \$136.00, Premier Powder Coating \$14357.50, Wyoming Garage Door \$2411.66, Burkes \$2775.00, Crown Trophy \$33.38, Kathryn Brackenridge \$1251.62, Dash Medical Gloves \$231.60, Amy Faicco \$300.00, Outlaw Brothers Construction \$2382.07, Bluffs Development Group \$5477.00, Gregco \$79714.80, Rachelle Rhodes \$100.00, Summit Safety \$393.72, Outline Industries \$575.00, Brendan Conboy \$234.79, Doug Eggers \$250.00, Paul Smith \$250.00, Mutt Mitt \$208.73
- C. Temporary Sign Permit: JH Historical Society (P18-151).** To approve the temporary banners in conjunction with StoryCorp Mobile Studio, subject to three (3) conditions of approval.
- D. Temporary Sign Permit: White Horse Social (P18-152).** To approve the temporary banners in conjunction with White Horse Social, subject to three (3) conditions of approval.
- E. Temporary Sign Permit: Young Life 5K (P18-153).** To approve the temporary banners in conjunction with Young Life 5K Color Run, subject to three (3) conditions of approval.
- F. Special Event: 4th of July – Rotary Club and People's Market.** To approve the special event application made by Slow Foods of the Tetons for the People's Markets, including the use of Phil

Baux Park in the case of an overlap date of a JH Live Concert as well as the extended hours on July 4th, subject to the conditions and restrictions listed in the staff report.

- G. **Special Event: Old West Days – Additional Request.** To approve the additional request made by the Jackson Hole Chamber of Commerce to serve food and wine on Deloney Street on Sunday, May 27, as part of the 2018 Old Ways Days art demonstration, subject to the conditions and restrictions listed in the staff report.
- H. **Teton County / Town of Jackson All-Hazards Recovery Plan.** To approve and adopt the Teton County / Town of Jackson All Hazards Recovery Plan.

Mayor Muldoon called for the vote on the motion to approve the consent calendar. The vote showed all in favor and the motion carried.

April 2018 Municipal Court Report. A motion was made by Don Frank and seconded by Jim Stanford to accept the April 2018 Municipal Court Report into the record. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Temporary Sign Permit: Jackson Hole Shoot Out (P18-155). Skylar Bean of the Jackson Hole Playhouse made comment. Anna Olsen of the Chamber of Commerce made comment.

A motion was made by Bob Lenz and seconded by Hailey Morton Levinson to approve the temporary banners in conjunction with Jackson Hole Shoot Out, subject to three (3) conditions of approval, and allow the banner to be put on the elk arch between June 1 and September 3, Monday through Saturday, during the event from 5:45 to 6:30 p.m. Mayor Muldoon called for the vote. The vote showed 4-1 in favor, with Stanford opposed. The motion carried.

Special Event: SnoCross. Carl Pelletier made staff comment. Public comment was given by John Santaniello of Snow King Mountain Resort, Anna Olsen of the Chamber of Commerce, Brian Hasenack, Anne Buckley of Snow King Hotel, and Kaden Woodie.

A motion was made by Bob Lenz and seconded by Don Frank to approve the special event application made by the Snow King Mountain Resort, the Central Reservations Board, Snow King Hotel and ISOC Racing for the 2018 ISOC Championship SnoCross at Snow King Mountain, subject to the conditions and restrictions listed in the staff report. Mayor Muldoon called for the vote. The vote showed 4-1 in favor, with Stanford opposed. The motion carried.

Town Attorney Contract. A motion was made by Bob Lenz and seconded by Hailey Morton Levinson to approve the Town Attorney's contract as presented. Mayor Muldoon called for the vote. The vote showed 3-2 in favor, with Muldoon and Stanford opposed. The motion carried.

Amendment to Contract with Clarion Associates to revise the Nexus Study. Tyler Sinclair made staff comment.

A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to approve Amendment #1 to the Agreement of Housing Requirements Amendment Services with Clarion Associates for the update of the 2013 Nexus Study, with Town's responsibility of \$11,600. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Affirmation of Authorization for Outdoor Liquor Service at Snake River Grill. Sandy Birdyshaw made staff comment. Midge Simpson, owner of Chet's Way, made public comment on use of the stairs.

A motion was made by Don Frank and seconded by Jim Stanford to affirm the authorization for Snake River Grill to serve alcohol and malt beverages on their 2nd story outdoor decks only, and to provide appropriate insurances and easements to access and protect their customers, and the applicant abide by any restrictions or easements in place with the neighbors. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Item P18-126: Encroachment Agreement at 45 S. Cache Street. Brendan Conboy and Brian Lenz made staff comment. Arne Jorgensen made public comment on behalf of the applicant.

A motion was made by Don Frank and seconded by Hailey Morton Levinson to authorize staff to prepare an Encroachment Agreement between the Town of Jackson and property owner Coulter House / Midge Simpson for the existing boardwalk canopy and to allow the replacement of gutters which will

encroach a total of approximately 10 feet 5 inches on the northwest corner of Broadway Avenue and 9 feet 5 inches on the southeast corner of Cache Street into the Town right-of-way from the property at 45 South Cache Street, subject to final review and approval by the Town Attorney. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Item P18-125: Encroachment Agreement at 875 Snow King Court. Brendan Conboy and Brian Lenz made staff comment.

A motion was made by Don Frank and seconded by Hailey Morton Levinson to authorize staff to prepare an Encroachment Agreement between the Town of Jackson and property owners WAF, Inc. to allow a soil nails and a retaining wall for a new driveway to encroach 15.3 feet into the Town right-of-way to access the property at 875 Snow King Court, subject to final review and approval by the Town Attorney. Mayor Muldoon called for the vote. The vote showed 4-0 in favor, with Stanford absent. The motion carried.

Item P18-124: Encroachment Agreement at 785 Snow King Drive. Tyler Valentine made staff comment.

A motion was made by Hailey Morton Levinson and seconded by Don Frank to authorize staff to prepare an Encroachment Agreement between the Town of Jackson and property owner Bob Owens to allow an existing single-family home with new basement to be located 27.5 feet from the front property line which encroaches 2.5 feet into a Town right-of-way easement, subject to final review and approval by the Town Attorney and one (1) condition of approval:

1. If a building permit for the garage and associated retaining elements is not submitted within the one (1) year timeframe that was approved with variance Item P18-052, this encroachment agreement shall expire. Such language shall be written into the encroachment agreement subject to the final review of the Town Attorney.

Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Resolution 18-12: A Resolution of Appreciation to Bob McLaurin. Mayor Muldoon read a Resolution of Appreciation to Mr. Bob McLaurin into the record. A motion was made by Jim Stanford and seconded by Don Frank and Hailey Morton Levinson to approve Resolution 18-12, A Resolution of Appreciation as presented.

RESOLUTION 18-12

WHEREAS, Town Manager Bob McLaurin has lead the employees of the Town of Jackson, served the elected officials of the Town and the citizens and guests to our community as Town Administrator from 1991 to 1993 and again as Town Manager from 2003 to 2018, and prior to that serving as Assistant Town Administrator and Town Planner; and

WHEREAS, Bob McLaurin has helped facilitate the acquisition, completion, and management of several of the major projects and amenities in the Town of Jackson in the last 30+ years including the Snow King Center, the Karns Meadow purchase, the parking garage, the comprehensive plan in the 1990s and the current update to the comprehensive plan and land development regulations; and

WHEREAS, Bob McLaurin stepped into the provision of employee housing with the initial purchase of homes on the Snow King Maple Way realignment route and the purchase of the Brown Property, and since that time has continued to see the critical importance of providing and continuing to increase Town of Jackson employee rental units, partnering with the Housing Trust for home ownership opportunities for Town employees, and supported creative initiatives to partner with employees for home ownership; and

WHEREAS, Bob McLaurin has transformed the culture of the Town of Jackson organization by introducing, reinforcing, and cementing the concepts of Core Values, Mission and Purpose for the Town of Jackson and by providing the leadership necessary for employees to develop to their highest potential and by leaving a legacy of positive team culture and the establishment of the strongest team of leaders the Town of Jackson has ever developed; and

WHEREAS, Bob McLaurin has successfully represented the Town of Jackson's interests to the Wyoming State Legislature as well as developed key relationships across the state and further brought the Town into the CAST organization to learn from our counterparts in resort communities on issues facing each of us; and

WHEREAS, Bob McLaurin was a strong advocate of the START Bus System and was instrumental in bringing the transit system into Town and County operations in the 1990s and has continued to

support and provide leadership regarding the purchase and acquisition of property that allowed the Town to obtain ownership of the parcel of land where the current transit facility is located; and

WHEREAS, Bob McLaurin's vision surrounding employee development has always been one of creating future leaders to either move up in our organization or become leaders in another organization and further that Bob always supported employees on issues related to a healthy work/life balance, taking time out of the workday to enjoy the beautiful area we live by skiing a couple of runs on a powder day and always being an example to others in terms of making family a priority; and

WHEREAS, Bob McLaurin's leadership and management surrounding the Town of Jackson general fund and enterprise fund budgets has placed the Town in a very good position moving into the future; and

WHEREAS, it is people such as Bob McLaurin that do not come around so often, for when they do we are truly fortunate and blessed and Jackson is notably a better place because of Bob McLaurin having served and shaped the strong municipal organization we have today;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Mayor and Town Council of the Town of Jackson in regular session duly assembled, that the Mayor and Town Council on behalf of all of the employees in the organization, as well as all of the people of the Town of Jackson and Jackson community, shall and do hereby take this opportunity to express their sincere gratitude and appreciation and offer a heartfelt thank you to Bob McLaurin for his many years of dedicated service to the Town of Jackson government and community and his lasting leadership legacy.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be maintained in the official records of the Town of Jackson as a permanent record and memorandum of the many years of fine service given by Bob McLaurin.

DATED THIS 21st DAY OF MAY, 2018.

Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Ordinances. A motion was made by Jim Stanford and seconded by Hailey Morton Levinson to read ordinances by short title. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

ORDINANCE E

AN ORDINANCE ADDING CHAPTER 12.32 TO THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGULATING USE OF AND ON THE PATHWAYS IN THE TOWN OF JACKSON, AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

ORDINANCE F

AN ORDINANCE ADDING CHAPTER 10.13 TO THE MUNICIPAL CODE OF THE TOWN OF JACKSON PROVIDING FOR THE USE AND REGULATION OF ELECTRIC BICYCLES ON THE STREETS AND PATHWAYS OF THE TOWN OF JACKSON, AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

ORDINANCE H

AN ORDINANCE AMENDING AND REENACTING SECTION 1 OF TOWN OF JACKSON ORDINANCE NO. 661 AND SECTION 10.04.205 OF THE MUNICIPAL CODE OF THE TOWN OF JACKSON REGARDING ELECTRIC BICYCLES WITHIN ON-STREET BIKE LANES AND PATHWAYS IN THE TOWN OF JACKSON; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF JACKSON, WYOMING, IN REGULAR SESSION DULY ASSEMBLED THAT:

Public comment was given by John Clark, Mark Memmer, Jake Elkins, and Wilastar Delea.

A motion was made by Hailey Morton Levinson and seconded by Don Frank to approve Ordinance E on second reading. Mayor Muldoon called for the vote. The vote showed 4-1 in favor, with Stanford opposed. The motion carried.

A motion was made by Hailey Morton Levinson and seconded by Don Frank to approve Ordinance F on second reading. Mayor Muldoon called for the vote. The vote showed 4-1 in favor, with Stanford opposed. The motion carried.

A motion was made by Hailey Morton Levinson and seconded by Bob Lenz to approve Ordinance H on second reading. Mayor Muldoon called for the vote. The vote showed 4-1 in favor, with Stanford opposed. The motion carried.

Matters from Mayor and Council. Jim Stanford made comment on airport services. Mayor Muldoon and Brian Schilling made comment on the Wyoming Bike Walk Trails Summit. There was discussion on home mail delivery and creating a taskforce to work with the Post Office on home delivery – this will be brought back for discussion.

Town Manager's Report. A motion was made by Hailey Morton Levinson and seconded by Bob Lenz to accept the Town Manager's Report. The Town Manager's Report contained an update on sales and lodging tax. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried.

Adjourn. A motion was made by Hailey Morton Levinson and seconded by Jim Stanford to adjourn the meeting. Mayor Muldoon called for the vote. The vote showed all in favor and the motion carried. The meeting adjourned at 7:57 p.m.

TOWN OF JACKSON

ATTEST:

Pete Muldoon, Mayor

Sandra P. Birdyshaw, Town Clerk
minutes: spb
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