

**MINUTES OF THE TOWN COUNCIL REGULAR MEETING HELD MARCH 11, 2025
AT 7:00 PM AT BYRON TOWN HALL**

Present: Mayor Allan Clark, Councilman Brandon Hessenthaler, Councilwoman Karma Sanders, and Councilman Mikey Brightly. Councilman Shae Abraham was absent. Others present: Clerk/Treasurer Kristin Sanders, Assistant Clerk/Treasurer Lexi Sanders, Public Works Director Jacob Gruell, Planning and Zoning Administrator Richard Hawley, Planning and Zoning Committee Member Dan Bodtke, and eight members of the public.

Mayor Clark called the meeting to order, Kristin Sanders took roll, and Mayor Clark asked Dan Bodtke to lead all present in saying the pledge of allegiance. The motion to approve the previous meeting minutes was made by Brandon Hessenthaler, and the motion was seconded by Karma Sanders. All in favor. Motion passed. The motion to approve the bills was made by Brandon Hessenthaler and was seconded by Karma Sanders. All in favor. Motion passed. The following items were added as the last three topics on the agenda: Summer Help for the Public Works Department, Town Bills, and The Water Shut-Off List. A motion was made to approve the agenda by Brandon Hessenthaler, and the motion was seconded by Mikey Brightly. All in favor. Motion passed.

Mayor Clark asked Jacob Gruell to give his report for the Public Works Department. Jacob explained a sewer hook-up situation he was working on earlier in the day. Jacob discussed other water and sewer issues that have come up since the last council meeting. In addition to the Public Works Report, the Council reviewed the Court Reports for both February and March and had no questions.

Compliance Permits were discussed by the Council, and Karma Sanders asked for the Council to consider rewording the compliance permit form to include the Planning and Zoning Administrator's signature when seeking a building permit as opposed to the Building Inspector's signature. A portion of the code book was read by Richard Hawley, and the permit section of code was discussed. Karma Sanders made the motion to change the wording on the compliance permit from "Building Inspector" to "Zoning Administrator" on the signature line. Brandon Hessenthaler seconded the motion. All in favor. Motion passed. Further possible changes to the compliance permit forms will be discussed at the April work meeting. Livestock permit fees were also added to the agenda for the April work meeting.

Dan Bodtke presented four updates regarding town planning and zoning. 1- Dan recommended a full survey of every street in town, and went on to explain that the center lines, right-of-ways, and other areas are concerning. Dan said it would help to have a streets master plan. 2 - Property surveys are still being tabulated. 3 - Morrison-Maierle did a study for the Town and the GIS map DVD has not been located in Town Hall so Dan asked the Council to request a new copy of that study from Morrison-Maierle for the town records. 4- Dan is still needing other members for the

committee and asked the Council to advertise for the committee in the monthly newsletter.

Mayor Clark introduced the topic of renting and scheduling the use of the Town Hall building. Concerns were brought up by various Council and audience members. Some organizations use the building monthly while other groups reserve it occasionally. There is currently no established deposit amount for reservations. The Council recommended that this topic needed further discussion and it was added to the April work meeting agenda.

The next topic discussed related to the current personnel policy for Town employees and what possible changes or additions need to be made to better clarify benefits and policies. The Council asked that this topic be discussed in the next work meeting in the interest of time.

Steph Ames from the Cowley Recreation Department asked the Town of Byron (via e-mail) to donate \$1000 to contribute to sporting equipment to benefit the children in Byron that play recreational sports. The motion to approve the \$1000 contribution was made by Karma Sanders, and was seconded by Brandon Hessenthaler. All in favor. Motion passed.

Kristin Sanders explained the recent WYDOT Streets Plan Proposal meeting that was held on March 4, 2025 at Town Hall and its benefits for Byron. When asked for his opinion by the Council, Dan Bodtke recommended that the Council approve it. Karma Sanders made the motion to approve the proposal. Mikey Brightly seconded the motion. All in favor. Motion passed.

Linda Waggoner from the Park County Critical Incident Stress Management Team presented information to the Council that would be helpful in times of crisis, as a follow-up to the recent tragedy in Byron. Linda explained how the Critical Incident Stress Management team is an acute response to trauma. Linda and her team presented flyers and information that can be shared by the office staff for interested visitors to Town Hall.

Beckie Bates presented to the Council an idea to revitalize the park on the south side of Byron, and possibly rename the park in honor of the little girls that died in the recent tragedy. Beckie spoke with both fathers of the girls, and both are in favor of the idea and feel it would be an appropriate memorial to the girls since they played at that park. Beckie said, "I'm not asking for money, just permission." The idea came with mixed opinions from the Council about whether or not this type of memorial is appropriate, or if it would be better suited in a different location. No actions were taken. Beckie asked to be added to the April Town Council meeting agenda for further discussion.

Mayor Clark thanked the guest presenters for their contributions, and proceeded to discuss the need for an additional water and/or sewer certified staff member as our current license holders will be retiring soon. Some Council members made suggestions

of residents that might be willing to become certified, but no decisions were made and the topic was moved to the work meeting agenda for April.

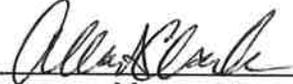
Mayor Clark explained that usually the liquor license for the Byron Bar is voted on in March, but the application from the Byron Bar had not yet been received so the vote will not be happening at this meeting. Kristin Sanders briefly explained the IJA (Infrastructure) grant that the town is applying for to help cover costs for the WYDOT TAP grant match funds. Mayor Clark also explained the next topic on the agenda, the debit card reconciliation, and suggested that the office staff may need help from the Town Attorney in order to attain some past records in order to reconcile the debit card.

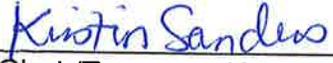
The Council discussed a timeline for setting the annual budget, and decided to hold the annual budget work meeting at 6:00 PM on May 13, 2025. It was also decided that there will be a work meeting at 6:00 PM on April 8, 2025 to discuss some of the unfinished business from tonight's meeting. Mayor Clark mentioned that the Council plans to send a thank you card to Governor Gordon.

Mayor Clark went on to address the need to hire help for the Public Works Department. Jacob Gruell explained that many of the Public Works duties are "two man" jobs so hiring summer help, or even full or part time year-round help, would be best to complete those tasks. Mayor Clark also explained that it would be good to have another person to help with emergency or weekend call-outs. Karma Sanders made a comment about hiring summer help for now and going from there. Karma Sanders made a motion to advertise for summer help, and Brandon Hessenthaler seconded the motion. All in favor. Motion passed.

Lexi Sanders discussed a few line items on the town utility bills with the Council, and explained the different fees listed on the bills (such as tap fee, infrastructure, etc). Lexi asked the Council how they would like to standardize the fees in a fair way, including on homes that have ditch access vs those that don't (for example). Lexi also explained that she is working on putting together a water shut off list for accounts with very high balances, and, as per town code, will notify residents before shutting off any water.

Joyce Zarate made a public comment about the agenda and how she would like it posted in the Post Office, in addition to the other three places the agenda was already posted. Linda Neville also made a public comment asking the Council if they would consider removing the older ice machine by March 19th and install the new one in its place. She also mentioned that some neighbor's ducks have been getting into her yard. The council did not go into an executive session. At 9:17 PM Brandon Hessenthaler made the motion to adjourn the meeting. Karma Sanders seconded the motion. All in favor. Motion passed.

PENDING APPROVAL: 
Mayor Allan Clark

ATTEST: 
Clerk/Treasurer Kristin Sanders