

**MINUTES OF THE MEETING
TOWN COUNCIL
BAR NUNN, WYOMING**

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, January 19, 2016, 7:00 P.M., at 4820 N. Wardwell Industrial Avenue, Bar Nunn, Wyoming.

The meeting was called to order by Mayor Patrick Ford. The roll was taken by Carol Pendley, Clerk. Those present were, Mayor Ford, Councilmembers Teri Kelly, Josh Brown and Robert Hoover. Councilman Jake Bigelow was excused.

Mayor Ford led in the Pledge of Allegiance.

Councilmember Kelly made a motion seconded by Councilman Hoover to approve the minutes of the January 5, 2016 Council Meeting. Councilmembers Kelly and Hoover voted in favor with Councilman Brown abstaining not having been at the meeting. Motion carried by majority vote.

Councilman Hoover made a motion seconded by Councilmember Kelly to accept Financial Reports for December, 2015. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Stedillie reported having conveyed Council's acceptance of proposed terms for Bishop property transfer to the Town and paperwork is in progress. There are still some details to be worked through concerning 2016 taxes on the property.

Attorney Stedillie has e-mailed Kim Kihle about collaborating on zoning changes.

Attorney Stedillie and Heather Duncan-Malone sent a brief amendment to the Sheriff's MOU, to Lieutenant Steinberg. There is no bond for 'Reckless Endangerment' in Bar Nunn, another jailable offense. It was agreed by Mayor and Council to write the appropriate document (ordinance) and add to the Bail Bond Schedule, bond being the same as for 'Assault'. The MOU will be amended to include all additions.

The Metro employee required for the court case at the end of this month has been subpoenaed.

Councilmember Kelly volunteered to attend the Metro Quarterly Meeting, in the downstairs conference room in Casper City Hall, 2P.M., Friday, January, 29th. Mayor Ford has a prior engagement and will be unable to attend.

Town Engineer's report was next on the agenda. Engineer Bill Johnston having sent request for MPO projects via e-mail, has none to submit at this time for studies.

Mayor Ford stated he would like a traffic study done on the lower end of Antelope Drive to prove or disprove need for a lighted crosswalk at Antelope Park. The Mayor would like a planning study done on overlay zoning, as suggested by Mr. Nelson (MPO Director) in the area of the proposed gateway area of the Westwinds Interchange.

Engineer Johnston will submit the requests. If successful, Attorney Stedillie would be given information to draft a new zoning ordinance addressing "Form Based Zoning". Engineer Johnston will be in the MPO Meeting with Mr. Nelson Thursday (January 21st).

Engineer Johnston, stating it doesn't appear we will be receiving SLIB money for the New Town Hall this session, would like to proceed with the design and bidding for the infrastructure that has been approved and funding previously granted through the Countywide Consensus Funding process.

Engineer Johnston stated the electrical under supervision of an electrical engineer, waterline looping, sewer, storm sewer, curb and gutter, and asphalt overlay are estimated to cost 770 Thousand Dollars. Sprinkler system conduit should be installed at the same time. Councilman Hoover asked if the completion of the Antelope Park Pathway was included in Engineer Johnston's estimate. It is not.

Engineer Johnston clarified the overlay portion would be from the west side of Antelope to the park, the area north of the ballfield, and the new entrance to Arena Street. The completion of the design for Antelope Pathway would necessitate services of an additional engineer. Trenching instead of boring for the electrical service could save approximately 30 Thousand Dollars.

Councilman Hoover made a motion to have Engineer Johnston proceed with getting the new infrastructure on Palomino designed and put out to bid. Councilman Brown seconded and motion was unanimous.

Councilman Brown having stated the Antelope Park Pathway is a budgeted line item that has been discussed the last four years, needs to be completed. The pathway construction should begin immediately after the waterline is completed, and the pathway finished at the same time as the infrastructure is completed.

Engineer Johnston, citing several projects already planned, indicated an additional consultant may have to be engaged to finish the pathway design. Councilmember Kelly made a motion to have Engineer Johnston finalize the pathway extension and complete the project. Councilman Brown seconded and motion was unanimous. Mayor and Council agreed additional personnel should be utilized as needed to complete the project.

Engineer Johnston asked about a plan for completion of the Architectural Design for the New Town Hall. Engineer Johnston suggested completing then putting on the shelf to be pulled and bid at a later time.

Mayor Ford stated he is not in favor of having plans revised. His suggestion is to shelve them as they are. Mayor Ford believes the plans will be revised or redone in total at a later date.

Councilmember Kelly does not want to spend any more money on the plans. Councilman Hoover was in agreement.

Councilman Brown believes the plans will be drastically changed in the future and no need to spend any further time or money on the current plans.

Parks and Recreation Report was presented by Stacie Ross Co-Chairman and Secretary of Parks and Recreation. Ms. Ross read the Parks and Rec Mission Statement established at the first meeting of the year, January 14, 2016 and presented a written report (attached). Ms. Ross stated the Parks and Recreation Committee has voted to follow a formal meeting format.

The Annual Egg Hunt will be changed to the 'Spring Fling' which will include a tentative indoor program at the Bar Nunn School.

A garden clinic is planned in March. The date to be set upon notification from the UW Extension Service.

Parks and Rec would like to participate in the Casper downtown winter parade and wish to know if receipts for supplies and entry fees are reimbursable. Attorney Stedillie will research and report. Councilman Hoover asked Ms. Ross if Parks and Rec would coordinate a parade route through Bar Nunn following the Casper Parade.

Ms. Ross reported Parks and Rec is returning to one Town Garage Sale date annually. A Bar Nunn Days is being planned. Parks and Rec will be contacting the Fire Department to see about interest in a pancake breakfast or hamburgers and hot dogs. Other activities being considered

Next Parks and Rec Meeting is February 11, 2016.

Petitions and Public Comment was next on the agenda. Bar Nunn Fire Department Volunteer Matthew Stoneking was recognized and asked Town Council to consider a request for bid proposals for the Type 3 Wildland Fire Tender Engine tentatively budgeted for purchase in Fiscal Year 16-17 for 250 Thousand Dollars. The vehicle will be a back-up structural engine for the town and wildland fire engine. The cost is estimated to be less than the 200 Thousand Dollars approved to date in the current (15-16) fiscal budget. If approval to proceed is granted, the vehicle would be put out to bid with intent to award the contract by the end of February or early March. There is an approximate 150-day waiting period prior to delivery and ordering now would have it available for the fire season this summer. The vehicle will also serve to lower ISO (homeowner insurance) ratings for the town. Mr. Stoneking is very confident the truck will be under 200 Thousand Dollars, stating some convenience items have been eliminated from the specs. The additional 50 Thousand Dollars anticipated in Fiscal 16-17 Budget will not be needed. Councilmember Kelly made a motion seconded by Councilman Brown to allow the Fire Department to put the Type 3 Tender Specs out to bid, not to exceed 200 Thousand Dollars. Councilmembers Kelly, Brown, and Mayor Ford voted in the affirmative. Councilman Hoover, as Fire Chief of the Fire Department, recused himself from commenting and voting on the issue. Motion carried by majority vote.

Mr. Stoneking stated written/verbal invitations have been extended to Mayor and Council to attend the Fire Department's Second Annual Awards Banquet, Saturday, January 23rd, 6:00 P.M.

Council Miscellaneous was next on the agenda.

Councilmember Kelly made a motion seconded by Councilman Hoover to approve Business License Renewals; 2016 - xx

17. Real Deal Ecoblasting - Drew Metzler

18. ABC Enterprises - Tim Colman

19. Doodle Bugs Daycare - Janet Fawcett

20. Shirk's Enterprises - Pamela Schierkolk

Motion was unanimous.

Councilman Hoover made a motion seconded by Councilmember Kelly to approve Catering Permit Application #Jan-2016 - A, Jody Craig to cater the Ski Racers

Snowball Ball at the hangar building, Saturday, January 30, 2016. Mayor Ford will contact Ms. Craig to check on the hours. Councilman Brown asked Mayor Ford to contact the Sheriff to ensure adequate emergency coverage is in place for the event. Motion was unanimously approved.

Year-to-date Revenues are significantly less this year compared to last year.

There being no further business to come before the Council at this time, Councilmember Kelly made a motion seconded by Councilman Hoover to adjourn. Motion was unanimous.

Meeting adjourned 7:55 P.M., January 19, 2016.

Patrick Ford, Mayor

ATTEST: (seal)

Carol Pendley, Clerk

ATTORNEY REPORT

To: Mayor Ford and Town Council

From: John Masterson and Alaina Stedillie

Date: February 1, 2016

Bishop donation

Zoning ordinance

Town Hall contracts