



Town of Bar Nunn

TOWN COUNCIL

MEETING MINUTES

Tuesday, February 6, 2018 - 7:00 P.M.

4820 N. Wardwell Industrial Avenue,

Bar Nunn, Wyoming

1) **Roll Call:** Mayor Patrick Ford called the meeting to order Tuesday, February 6, 2018 at 7:00 p.m. Roll was called which determined the presence of a quorum.

Present: Mayor Patrick Ford; Council Members: Steven Clark, Robert Hoover, Josh Brown
Excused Absence: Councilmember Teri Kelly.

2) **Pledge of Allegiance:** The Town Council and all present stood in service to the United States Flag and pledged allegiance to the United States of America.

3) **Minutes of January 16, 2018:** Moved by Steven Clark, seconded by Robert Hoover to accept the Council Minutes of the January 16, 2018, the motion carried without dissent.

4) **Payable List for January 2018, Checks #27756-27808, VOID Check #27460, Direct Deposits #01-28, VOID Direct Deposit #04, ACH payments #02032665 & #54704089:** Moved by Robert Hoover, seconded by Steven Clark and carried without dissent to accept the Payable List for January 2018, Discussion on the motion: Josh Brown made a reference to check#27788 payable to Wendy Owens for judicial services. Mr. Brown noted the amount charged by Ms. Owens for judicial services was considerably higher than the rate charged by the previous Town Judge. Josh Brown requested that Mayor Ford inquire from Ms. Owens if a set fee for judicial services could be obtained via a negotiated letter of agreement. Mayor Ford confirmed he will pursue a letter of agreement for judicial services with Ms. Wendy Owens.

5) **Attorney's Report:** Ms. Amy Taheri was absent due to illness. Attorney Taheri submitted a written report. Josh Brown remarked on the first item on the Attorney's report where Ms. Taheri confirmed the municipal Judge for the Town of Mills will serve for Bar Nunn if Judge Owens has a conflict of interest. Mr. Brown inquired if the service will need to be reciprocal where Ms. Owens will serve as Judge for the Town of Mills if there is a conflict of interest for their municipal Judge. Mayor Ford stated he will ask Attorney Taheri if reciprocal services will be required.

6) **Engineer's Report:** Mr. Ray Catellier was present and submitted a written report. Additionally, Mr. Catellier reported that the school will be changing the bus stop route to the shelter site beginning February 12th. Mr. Catellier next discussed the curb options available for the new town hall lot. Ray had visual presentations of the curb options. One option was the drive over lower curb and the other was the taller curb whereby the cars would have to stop at the curb. In effort to maintain the lot from traffic deterioration the council felt the option that provided the actual curb stop was the best for that area. Engineer Catellier then presented photos of the school zone speed limit sign located on Antelope. The Attorney asked for his assistance in making the sign more visually noticeable as several individuals cited for speeding claimed the school zone speed limit sign was not noticeable. The photos provided by Mr. Catellier from

school zone speed limit sign was not noticeable. The photos provided by Mr. Catellier from several directions established that the sign was noticeable and visual for drivers. Engineer Catellier mentioned the options of a flashing school zone sign or L.E.D. lighting on the sign, but these options due require solar or electrical service. Chuck Johnson mentioned that there are two flashing school zone signs North and South of this sign. Josh Brown felt that there was no precedent within the court system of anyone having a citation dismissed due to the speed limit sign not being visual and that expending the cost of installing electrical or solar devices was not warranted. Mr. Brown suggested having an inexpensive orange flag or triangle installed on the sign. Chuck Johnson agreed that this would be a good option and will investigate ordering the orange flag or constructing an orange triangle from a recycled sign.

7) **Fire Department Report:** Mr. Josh Freeman was present and referred to the submitted written report. There were no additional questions or comments from council on the Fire Dept. Report. Josh Freeman made an addition to the report with mention of a grant the Volunteer Fire Department received to purchase a LUCAS Device. This device assists in performing automatic CPR compressions.

8) **Zoning & Planning Report:** Mr. Gary Geiger was present and referred to the submitted written report. There were no additional questions from council on the Zoning & Planning Report. Josh Brown noted in the report that James Bogart resigned from the Zoning & Planning Commission and asked Mr. Geiger how long Mr. Bogart served on the commission. Mr. Geiger thought Mr. Bogart served for approximately two years on the commission.

9) **Code Enforcement Report:** A written report was submitted by Marshall Wyatt. Josh Brown noted that a trailer parked on a corner lot has been moved. Code Enforcement Officer Marshall Wyatt stated he notified the Sheriff's Department about the trailer and they contacted the owner and he complied with the request to move the trailer.

10) **Maintenance Report:** Head of Maintenance, Chuck Johnson was present and reviewed the written report. Chuck Johnson also mentioned that both Paul Watson and Brian Compton from the Maintenance Department have received their CDL Licenses. This opens more rotation for snow plowing schedules and Mr. Johnson would like to pursue possible wage advancements for them. Chuck Johnson then discussed the snow fence erected near Silvertip Street. Due to the slant of the snow fence and wind stream there is snow build up beyond the fence. Several options were discussed. Josh Brown felt that vertical privacy sleeves could be inserted into the openings of the snow fence. Robert Hoover also mentioned installing the plastic vertical snow fencing beyond the existing fence. Chuck Johnson will investigate the cost of the vertical blinds that could be inserted in the snow fence and Robert Hoover mentioned he would contact Centennial Woods for pricing on the vertical snow fencing.

11) **Office Staff Report:** A written report was submitted. There were no questions from council on the Office Staff Report. Mr. Brown stated he appreciated having the convenience of direct deposit available.

12) **Petitions and Public Comment:**

Mr. Ken Carpenter, representing Greenbird & Assoc., came before the council to discuss his code enforcement violation letter he received regarding Lot 22, located on Bel Vista Drive. Mr. Carpenter is scheduled for a code enforcement hearing on February 22nd and would like to

have the council consider rescinding the violation letter as Mr. Carpenter strongly feels that disturbing the areas of undeveloped prairie land by mowing will damage the root system of the established grass, dry up the lot, invite the growth of more noxious weeds and is an economical burden for lot owners of the undevelopable area along Bel Vista. Mr. Josh Brown noted that this lot is located within a residential area and that adjoining vacant lots have complied with the code in the mowing of their lots. Additionally, mowed lots harbor less rodents as there is less foliage to provide coverage. Robert Hoover did stress the importance of maintained lots in the mitigation of wild land fire danger. Mr. Carpenter thanked the council for considering his opinions and will follow up with a letter to council to encourage their consideration of the environmental and legal ramifications of mowing the prairie within town limits.

13) **Council Miscellaneous:**

A. Business License Renewal #2018 – 24

DOODLE BUGS DAYCARE – Janet Fawcett

Robert Hoover moved, seconded by Steven Clark and carried without dissent to accept Business License Number 24 renewal application for the Year 2018.

B. Natrona County Recreation Joint Powers Board

Grant Award \$8,285 – High Plains Park Shelter Project

Robert Hoover moved, seconded by Steven Clark and carried without dissent to have Mayor Ford sign the acceptance letter for the grant awarded by Natrona County Recreation Joint Powers Board.

Supplemental: Mayor Ford did speak with Jason from Shirks Sanitation about his lot and clean up issues. Mr. Johnson from maintenance was asked about the missing stop sign at the Antelope and Salt Creek Highway Intersection. Chuck Johnson responded that he has contacted WY DOT who is responsible for the Stop Sign replacement and unfortunately, the area is not flat enough for placement of the temporary stop sign that maintenance uses. Robert Hoover requested the assistance of Mayor Ford in scheduling a meeting with Mr. Fleenor from WYDOT to discuss traffic impacts during interchange construction and emergency access in and out of town. Robert Hoover then asked Mr. Johnson for his opinion about mowing of undeveloped lots and the experience of town maintenance in the mowing of town lots. Mr. Johnson reported he found no adverse effects from mowing and the town has a very good root system of crested wheat and rye grasses which are aided by mowing.

14) **Adjournment:** Moved by Josh Brown, seconded by Steven Clark and carried unanimously that there being no further business the meeting of February 6, 2018 be adjourned at 8:08 P.M.

Patrick R. Ford, Mayor

ATTEST: (seal)

Carisa Hensley, Clerk Treasurer