

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, February 16, 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 unexcused.

Mayor Ford led in the Pledge of Allegiance.

Mayor Ford called for a motion to close the regular Council meeting to go to a Public Hearing for renewal of Chatter's Liquor License. Motion to adjourn was made by Councilmember Kelly, seconded by Councilman Hoover. Motion was unanimous. Meeting adjourned, 7:05 P.M.

Councilmember Kelly made a motion seconded by Councilman Brown to open the Public Hearing for the purpose of considering the Liquor License Renewal for Chatters, Inc. Motion was unanimous.

Mayor Ford declared the Public Hearing open, and asked the Clerk to call the roll. Mayor Ford and Councilmembers Kelly, Brown and Hoover present. Councilman Bigelow was unexcused.

Mayor Ford called for anyone present to speak in favor of the Renewal of the Liquor License for Chatters, Inc. Ed Kienzle, Owner, spoke in favor and asked Council to renew the license. Mayor Ford reported having received a letter from Sheriff Holbrook which stated there were no incidents at the establishment in the past year. Mayor Ford called twice more for anyone to speak in favor of the renewal. There were none.

Mayor Ford called thrice for anyone to speak in opposition to the Renewal of the Liquor License for Chatters, Inc. There were none.

Councilman Brown made a motion to close the Public Hearing, seconded by Councilman Hoover. Motion was unanimous.

Public Hearing for the consideration of the Renewal of the Liquor License for Chatters, Inc. was closed, 7:15 P.M.

Councilmember Kelly made a motion to reconvene the regular Council Meeting, seconded by Councilman Hoover. Motion was unanimous.

Mayor Ford called for the Clerk to take roll. Mayor Ford, Councilmembers Kelly, Brown and Hoover were present. Councilman Bigelow was unexcused.

Mayor Ford called for a motion on the Renewal of the Liquor License for Chatters, Inc. Councilman Hoover made a motion seconded by Councilman Brown to renew the Liquor License for Chatters Inc. Motion was unanimous.

Councilman Hoover made a motion seconded by Councilman Brown to approve the minutes of the February 2, 2016 Council Meeting. Motion carried unanimously.

Councilman Hoover made a motion seconded by Councilman Brown to accept Financial Reports for January, 2016. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Stedillie reported having spoken with Lieutenant Steinberg and asking him to direct Deputies to pay special attention to vehicles/RVs illegally parked on snow routes.

Attorney Stedillie, following contact with Mr. Coffman, should be receiving the Title Policy and Deeds (Bishop land donation) by the end of this week.

Attorney Stedillie has spoken with Kim Kihle about zoning, but since the medical marijuana bill did not advance, has not pursued related zoning changes. Councilman Brown expressed need to have changes ready to be put in place, (an ordinance revision will take three readings), when the issue comes up again. Attorney Stedillie will outline provisions and have ready to implement when needed.

A signed original of the completed Growth Boundary has been returned to Bar Nunn.

Councilmember Kelly asked if there will be a change to the (franchise) agreement since Black Hills Power has purchased Source Gas. Nothing has been presented to date.

Mayor Ford stated he has spoken with the CMAR (Greg Pope) and Mr. Pope will review what he has done to date. Mayor Ford does not anticipate an invoice soon for charges to date from Mr. Pope. Mayor Ford said he indicated to Mr. Pope he did not want to leave him hanging pending a decision on proceeding with the New Town Hall. Mayor Ford said Mr. Pope would get back to him.

Next on the agenda was second reading of Ordinance #2016-01 "AN ORDINANCE OF THE TOWN OF BAR NUNN, WYOMING, IDENTIFYING THE PROCEDURE FOR ADOPTING UNIFORM BOND SCHEDULE, AND SETTING A BOND FOR RECKLESS ENDANGERMENT". Councilman Brown made a motion seconded by Councilmember Kelly to approve Ordinance #2016-01 on second reading. Motion was unanimous.

Town Engineer's report was next on the agenda. Engineer Bill Johnston is continuing on the New Town Hall utility design. In a recent discussion with Rocky Mountain Power, the cost has increased approximately \$5,000 from the original cost estimate, and there could be development bonuses lost which could mean the \$10,000 cost of the transformer would be borne by Bar Nunn. Engineer Johnston will have more information as it is made available. The project is close to being able to be put out to bid.

Engineer Johnston hasn't seen anything in response to Greg Pope's e-mail request whether the Town wanted to look at an alternate building plan. There is not a figure out there of what the available funding is for an alternate plan, since infrastructure is no

longer included. Engineer Johnston did not respond to Mr. Pope's e-mail, feeling he did not have the information necessary.

Mayor and Council were in agreement, they do not know what the budget is going to be and are not prepared to discuss plans to proceed with the building at this point. Mayor Ford, in response to a request from Engineer Johnston, said he would relay the information to Mr. Pope.

Attorney Stedillie said a written notice needs to be submitted to both the CMAR and the Architects, preceded by a phone call, mindful of the 7-day written notification clause in both contracts, of the Mayor and Council's decision. Attorney Stedillie said the Council's plans need to be very clear as to future intentions with this project... table for future consideration, continue holding construction funds... but let them know so they are not left wondering.

Mayor Ford said he is uncertain until closer to the end of this (fiscal) year and into budgeting for next year. Mayor Ford anticipates a minimum eighteen month holding pattern before determining how to proceed. Mayor Ford said he will have conversation with Mr. Pope and the Architects to obtain their thoughts before formally killing or suspending the project.

Engineer Johnston has been asked by Chuck Johnson, Head of Maintenance, to research cost of snow fence as an aid in future snow events. Engineer Johnston reviewed WYDOT costs for 2010 which are between \$25 and \$40 per foot, depending on material and installation. Proposed locations would be areas west of McMurry, Ponderosa, and Vista Hill Subdivisions. Mayor Ford, in his next contact with WYDOT, will inquire about a snow fence expert at WYDOT to gain more information. Easements, costs, and placement can be determined before next season.

February 24, 2016, 10A.M. is the next scheduled WYDOT inspection date (Interchange Project).

Councilmember Kelly asked if there has been a time set for beginning of the (Antelope) pathway construction. Engineer Johnston planned to have the pathway construction follow the infrastructure project which he anticipates to be done sometime in September. Councilman Brown asked that the bid designate the water line looping be the first priority of the infrastructure project, to be completed by the end of July. The pathway needs to be done immediately following the waterline and can be done during completion of the remaining infrastructure. The pathway needs to be completed this year.

Councilman Hoover is concerned about the stretch of Antelope that is heaving badly and some of the patching that has been done is sinking. Engineer Johnston will look at it.

Parks and Recreation Report was presented by Karen Bogart, Chairman. Ms. Bogart reported a tremendous response on the survey sent out by Parks and Recreation, especially people volunteering to help with events.

Bar Nunn School has volunteered their auditorium for the Spring Fling, Halloween Party, Memorial Day, Craft Fair, and Veteran's Services.

Work is in progress for the Disaster Preparedness Class the end of February. Those who attend will determine whether more classes/information is desired.

The Master Gardener will be at Town Hall on the March 12th, 2 to 4P.M. People are being encouraged to bring questions.

The Spring Fling, March 26th, 10A.M. to Noon will include the outside egg hunt, then egg tossing games for older children. Inside will be games for the younger children, silent auction for donated baskets and goodies (not just candy).

April 23rd, Arbor Day, beginning at 8A.M. was discussed as far as the potluck and whether it should be continued as a brunch, a time change for a later potluck, or to have it at all. The consensus of Mayor and Council was to have donuts, coffee and hot chocolate following the planting as an end to the program, as suggested by Ms. Bogart. Ms. Bogart will make the arrangements. The Boy Scouts will be doing the flag ceremony. Mayor Ford will read the Arbor Day Proclamation.

Memorial Day, May 30th, at the School. Parks and Rec will be selling luminaries (\$3 each) for display. Those for veterans will have a small flag attached. Purchasers may decorate their own or have it done by volunteers. The Boy Scouts will be doing the flag ceremony, a community singer will sing the National Anthem and a small family group is going to lead the Pledge of Allegiance. Mayor Ford will be asked to read a little about the history of Memorial Day. The finale of the day will be lighting of the luminaries and the playing of Taps. Ms. Bogart has a '911 Flag', which has the names of all responders and civilians who perished on 9/11, to be incorporated into the ceremony.

Parks and Rec asked permission to purchase flags, (5) 3x5's representing each branch of the Armed Forces, from the Post Office for approximately \$9 each, to be displayed Memorial Day at the School. Mr. Kienzle, Chatter's Lounge stated he would like to purchase the flags for Parks and Rec.

A Babysitting Clinic has been requested. An instructor through the Casper Recreation Center would cost \$18 an hour for a 3-hour class. A Babysitting Clinic can be purchased for \$19.25 through Smart Kid 101, to teach those interested. Attorney Stedillie will research further, stating there would be no liability to the Town since they would not be issuing certifications. Attorney Stedillie and Mayor Ford indicated a certified instructor would be preferable. Ms. Bogart will continue to try contacting the Casper Rec Center instructor.

For a Community Project, Parks and Recreation would like to create a "signed" Tree Path as a good educational tool since there are multiple varieties of trees and bushes within the Town. Parks and Rec would provide a map for teachers, home schoolers, and parents to take their children at different times of the year to observe differences in species during the changing seasons. Chuck Johnson thought it would be a good idea and encouraged Parks and Rec to gather the information.

; Parks and Rec will be meeting with Chuck Johnson to select trees for planting in the different areas including the tree farm, for this year's Arbor Day planting.

Parks and Rec would like to order Bar Nunn t-shirts as a fundraiser. Following discussion Mayor and Council agreed to Parks and Rec ordering 100 shirts initially and reordering as needed. Cost would be \$7 to \$8.25 depending on size, and they would be sold for \$15 each. Printing on shirts will be fluorescent white as a safety measure for wearers. Parks and Rec would like to have the shirts available for the Spring Fling.

Petitions and Public Comment was next on the agenda. Mike Schoolcraft, Trails End resident stated he has lived numerous places in the country and asked about a leash

law in Bar Nunn and whether it is enforced. Mr. Schoolcraft stated he likes to walk his dog but is fearful for the safety of his dog, and himself, because of the dogs allowed to run loose. Mr. Schoolcraft specifically referred to neighbors with two Rottweilers which are "out a lot", and other neighbors who have a big black dog, a Husky, and other dogs which run loose.

Mr. Schoolcraft was given information for Metro Animal Control, instructed to call and agree to sign a complaint against the owner and be willing to testify in court.

Councilmember Kelly stated the biggest problem Metro has is people not willing to file a complaint, consequently dogs continue to run loose. If people would sign a complaint, owners could be prosecuted for the violations. Councilmember Kelly also suggested documenting the times dogs are out in Mr. Schoolcraft's neighborhood and giving that information to Metro, who can patrol earlier and later in the day, or during the time the dogs seem to be out more. If Metro observes a violation the Metro Officer can write the ticket.

Council Miscellaneous was next on the agenda.

Mayor Ford having received a request from Kim Kihle, Zoning and Planning Chairman, to appoint two new members, placed the names of Matt Epp and Ruslan Zhelbakov before Council for appointment. Councilman Hoover made a motion seconded by Councilman Brown to confirm the appointments. Mayor Ford, Councilmen Hoover and Brown voted in the affirmative, with Councilmember Kelly stating approval for Mr. Epp, but abstaining from voting on Mr. Zhelbakov as she is related (by marriage). Motion was carried by majority vote.

Cody Edgeington, Fire Department Volunteer, presented bid results for the Type 3 Fire Engine. Fouts Brothers of Atlanta, Georgia submitted the only bid for \$193,011 (One Hundred Ninety-Three Thousand, Eleven Dollars). Equipment from the existing tender will be transferred to the new truck to reduce costs. The pump rating will help in maintaining the current Town ISO rating. Mr. Edgeington on behalf of the Fire Department requested Mayor and Council award the bid to Fouts Brothers.

Councilman Brown made a motion seconded by Councilmember Kelly to award the bid to Fouts Brothers for a new Type 3 Engine to be built to submitted bid specifications. Mayor Ford, Councilmembers Brown and Kelly voted in the affirmative. Councilman Hoover as the Fire Chief, recused himself from discussion and voting. Motion carried by Majority vote. Upon receipt of a signed contract the unit will be assembled and ready for delivery in 250 days. Upon completion, Fire Department personnel will fly to Atlanta and drive the truck back.

Chuck Johnson, Head of Maintenance has requested the old fire truck be retained for maintenance personnel to use to water trees in the Vista Hills area and later for watering trees in the area of the I-25/Westwinds Interchange. Retention of the old truck is seen as a means to help with time management and utilization of equipment by the Maintenance Department.

Mayor Ford met with Cheryl Metzger, Casper Code Enforcement. Ms. Metzger said the contract between Bar Nunn and Casper would have to be rewritten to include tagging, ticketing, and court attendance for enforcement of vehicle removal from Bar

Nunn streets as part of her code enforcement duties. A new contract would probably be more expensive.

Clerk Pendley was asked to relate the current process. Last summer Ms. Metzger volunteered to leave courtesy flyers on RVs and trailers to let people know they needed to move them off of the street. If the vehicles/trailers were not moved and needed to be tagged, a list of locations and violations was given to law enforcement who tagged the vehicles/trailers. If vehicles/trailers were not removed in the prescribed amount of time, they were towed by law enforcement.

Ms. Metzger has offered to provide a list of the violations to Town Hall Personnel to mail the flyers to residents. The list of those who do not comply will be given to law enforcement to tag vehicles. Continued non-compliance will result in towing of the vehicle and a ticket/fine for the owner.

Courtesy flyers are primarily used during the fall and winter months when RVs/trailers/etc. are not being used. During summer months the RVs and trailers are used and may be temporarily parked on the street, but not for extended periods of time. The Bar Nunn Ordinance was changed to allow Ms. Metzger to legally put the courtesy flyers on vehicle/RVs/trailers, etc.

Attorney Stedillie requested a copy of the contract for review and verification of terms of the contract.

Councilman Brown suggested looking at other entities for Code Enforcement if our current contract with Casper does not cover required coverage, and renegotiating the contract would be overly expensive.

Engineer Bill Johnston has reviewed the sewer costs based on 201 sewer billing and related sewer expenses for the last two years and costs have increased substantially. Comparing the costs for sewer to current rates charged indicates an increase is warranted. The amount of increase would be determined by anticipated sewer costs for the upcoming fiscal year. The current income from monthly sewer billing covers the current monthly 201 wastewater billing, (but not all expenses in the sewer line). Following discussion, Mayor and Council are not in favor of raising rates but will schedule a work session to discuss it in greater detail.

Councilman Brown asked whether the stolen property (street signs) report had been filed with the Natrona County Sheriff's Department. Mayor Ford contacted Lieutenant Steinberg and Lieutenant Steinberg said when the complainant (Chuck Johnson, Head of Maintenance) is available to sign the complaint, he should contact the Sheriff's Department and the on duty deputy would be out to take the complaint. Mayor Ford said it would be taken care of this week.

Councilman Brown addressed the issue of the most current snow event, being short-handed, and the obligation to plow dedicated snow routes. Councilman Brown referenced an article in the Casper Journal that Casper had increased snow removal areas due to the unusual amount of snow. Councilman Brown would like to come to some kind of understanding that the removal routes in Bar Nunn would increase with the amounts of accumulation as experienced in the last storm. When the priorities have been met or (crews) are in a holding pattern, there should be at least one pass down the side streets

when there is as much accumulation as with this storm. When there is less than 6 inches of snow it isn't necessary, but there was much more this time.

Mayor Ford addressed costs of obtaining bigger or more equipment for plowing would be prohibitive.

Councilman Brown stated Bar Nunn Streets are built wider and one of the reasons given was for the ability of snow plowing, but then they aren't plowed. Mandan used to be plowed when Councilman Brown moved to Bar Nunn, it isn't now, and reasons are given they can't windrow or they can't plow people in, yet they used to. Councilman Brown said he believes we have the capacity and the equipment to take care of the snow, now there needs to be more effort made to do so. It would be worth trying to plow to the side with one pass to alleviate some problems associated with large snow events.

Other issues with snow removal are those who plow several residences worth into the street which turns into ice, also keeping drains open to get rid of the water when it starts melting.

Councilman Hoover will be absent from the March 1, 2016 Meeting

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

Meeting adjourned 9:25 P.M., February 16, 2016.

Patrick Ford, Mayor

ATTEST: (seal)

Carol Pendley, Clerk