

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, March 1, 2016, 7:05 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 Patrick Ford, Councilmembers Teri Kelly, Josh Brown and Jake Bigelow. Councilman Robert Hoover was excused.

Mayor Ford led in the Pledge of Allegiance.

Next item on the agenda was Minutes of February 16, 2016 Council Meeting. Councilmember Kelly made a motion seconded by Councilman Brown to accept the minutes of February 16, 2016. Mayor Ford, Councilmember Kelly, and Councilman Brown voted in the affirmative. Councilman Bigelow abstained from voting having been absent from the meeting. Motion carried by majority vote.

Payable List for February, 2016 was next on the agenda. Councilman Brown made a motion to approve the Payable List for February, 2016, with the exception of Check #25906, Bar Nunn Volunteer Fire Department, for \$495.00 (Four Hundred Ninety-Five Dollars). Motion was seconded by Councilmember Kelly. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Alaina Stedillie unable to attend due to illness submitted notes to Mayor and Council for the following:

1. Lt. Steinberg is aware of parking on snow route issues and has asked his deputies to ticket offenders or have vehicles towed. If the problem continues Attorney Stedillie will get back in touch with Lt. Steinberg.
2. The babysitting class proposed by Parks and Recreation is a nationwide recognized class. Attorney Stedillie recommends requiring the (Casper Rec Center) trainer to provide the instruction for 3 hours @\$18 per hour, totaling \$54. Cost can be recovered from attendee fees. Any certificate can acknowledge holder's successful completion of the course, but in no way indicate they have been certified by the Town of Bar Nunn. Councilmember Kelly made a motion to subcontract the Casper Rec Center instructor for \$54, to conduct a (3 hour) babysitting clinic. Councilman Bigelow seconded the motion. Councilman Brown stressed certificates should not contain any language indicating certification by the Town. Councilman Brown said this information should be passed on to the instructor and Parks and Rec. The motion passed unanimously.
3. Attorney Stedillie has contacted Tory at Metro about the complaints of dogs running at large on Trails End. The reporting party has been encouraged to keep a log of when dogs are running in his neighborhood and to forward information to Metro.

4. In reviewing contracts for code enforcement, Attorney Stedillie indicated the current contract states the Code Enforcement Officer will enforce all code ordinances. The 'update' says she will focus on junk/weeds. Following discussion Mayor Ford indicated he will arrange a meeting with Attorney Stedillie, Casper Code Enforcement, and himself to discuss Council's desire to have Code Enforcement Personnel tag/impound vehicles as described by ordinance. Further discussion included contracting elsewhere if the increased time and duties requested cannot be reasonably obtained through current contracts, or providing service within the Town.

Next on the agenda was third and final 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 Councilman Bigelow to adopt Ordinance #2016-01 on third and final reading. Motion was unanimous.

Engineer's Report was next on the agenda. Bill Johnston, Town Engineer reported Rocky Mountain Power said they would not give a contract for the power to be run to a facility that was not going to be there, and if the facility is built later, Rocky Mountain Power indicated they don't have to use the power put in earlier. Bill asked Council to encourage Mayor Ford to sign an agreement with Engineering Design Associates (EDA). EDA is the electrical engineering firm who worked on the Vista Hills Pathway Lighting Project, and are familiar with the requirements/policies of Rocky Mountain Power. EDA would contract to design the backbone of the utility to be used when power is extended to the future building. Councilman Brown made a motion seconded by Councilman Bigelow to enter into a contract with EDA at a cost of \$3,000 for plans and minor field work to be done. Motion was unanimous.

Engineer Johnston asked Council to encourage Mayor Ford to sign the Wardwell Water and Sewer Agreement to proceed with the waterline looping project. Attorney Stedillie has reviewed the Agreement with no changes offered. Councilman Brown indicated Council had not seen the Agreement and could not recommend 'for or against' pursuing. A copy of the Agreement will be given to Council and discussion will be held during next Council Meeting.

Engineer Johnston reported High Plains Park construction will resume next week if weather is favorable for concrete work. Work should not interfere with school busses or children as work will not be in the area of the bus stop.

Engineer Johnston reported WLC has submitted a Plat and Site Plan to Zoning and Planning for Bar Nunn School. The plat is to vacate all lot lines within the property to allow extension of the building to the North and doing improvements to the West of the building, including a detention pond.

Councilman Brown asked if anything has been resolved with locating a snow fence expert. Mayor Ford said he has sent an e-mail to Lowell Fleenor/WYDOT and should be hearing back within the week.

Fire Department Report was next on the agenda. The written report was submitted by Ashley Christensen. Ms. Christensen was asked the boundaries of coverage in Natrona County – Exit 210 North, to By-Pass South and Mills By-Pass. Mutual Aid coverage is provided as required. Councilman Brown stated reimbursement to the Bar Nunn Fire Department for the Contract with the Carson Barnes Circus should not be made from the Town's General Fund, since the Fire Department keeps all proceeds from the event. (Check #25906 will be voided) Ms. Christensen deferred questions about the Carson and Barnes Circus contract and related expenses to the Fire Chief when he is available.

A written Zoning and Planning Report was submitted from Vice Chairman Gary Geiger who presided over the February 18, 2016, meeting.

Maintenance Report was next on the agenda. Chuck Johnson, Head of Maintenance submitted a written report. Mr. Johnson reported the Bar Nunn Fire Department was an immense help with snow storm traffic control. Salt and sand has been replenished.

Final word on snow plowing – Councilman Bigelow and resident Schoolcraft professed 'good job' with the plowing. Any street in Town can be plowed, problems are created by those who park on the street, who shovel snow into the street where it's packed down and freezes, and lack of courtesy and consideration for those who are trying to clear the streets. Mr. Johnson was encouraged to use his best judgement in whether to plow or not plow a street, and 'how' to plow (windrow or to one side). A newsletter note earlier in the winter season could assist those who need to be reminded annually of snow storms, snow routes, no parking of RVs on streets, no shoveling of snow into the street, and show some courtesy to plow drivers and other drivers on the streets. Councilman Brown added that in significant accumulation (excess of 6 inches) situations, when the main thoroughfares are opened it will be attempted to open side streets. It was agreed there will be complaints regardless of procedure.

Councilman Brown thanked Mr. Johnson for making the report of stolen signs even if no action is taken.

Mr. Johnson is still working toward getting the 'dog signs' for the park.

Petitions and Public Comment was next on the agenda. Resident Mike Schoolcraft asked what the requirements are for being a Code Enforcement Officer. Councilman Bigelow shared some of the requirements of Mills where he is a Police Officer. There was a brief discussion of Bar Nunn Mayor and Council having to determine what path they plan to take with code enforcement and other public service options, and developing procedures.

Joe Porambo, visitor, complimented Mayor and Council members for conducting meetings with civility and concern for the Town. Mr. Porambo also complimented the Maintenance Department on snow removal of the main streets, having had business in Bar Nunn during the last storm.

Council Miscellaneous was next on the agenda. Councilman Brown made a motion seconded by Councilman Bigelow to set a Public Hearing, Tuesday, April 19, 2016 to

consider a new liquor license application for WK&G Holding, Inc. (hangar). Motion was unanimous.

Councilman Brown made a motion seconded by Councilmember Kelly to set a Work Session, Tuesday, March 15, 2016, 6:30 P.M., to discuss sewer rates.

Business License #2016-24, Little Blessings Daycare, Yvonne Reyna, was next on the agenda. Councilman Bigelow made a motion seconded by Councilmember Kelly to approve the business license renewal. Motion was unanimous.

Mayor Ford gave a brief update from the most recent I-25 Interchange Meeting held at WYDOT. Paperwork sign-off is a little behind, but late 2017 start is still the target date to begin construction. Project estimates could be higher than originally estimated by 1.8 Million to 2.5 Million Dollars.

During a Joint Powers Board for Salt Creek Water Meeting, the board for the water for Midwest and Edgerton, during discussion of the water pump station, because of irrelevant cost differences the pump station will be moved approximately 100 yards to the East of its current location. This will add approximately \$350,000 (Three Hundred Fifty Thousand Dollars) to the project.

The current price on the interchange is estimated between 6.8 Million to 7.47 Million Dollars, a shortfall of approximately 1.5 Million Dollars. Options for other funding sources and possible material cost reductions were briefly touched on.

A public meeting at Bar Nunn School will be scheduled by WYDOT maybe late April.

Engineer Johnston said the material to be removed with the realignment of Salt Creek Highway will be put over the sewer main in the Town's industrial area.

Councilman Bigelow apologized for being absent from the last two meetings. Work and personal business prevented his attendance. He is scheduled to work nights and may be absent from the March 15th meeting, but will keep Mayor Ford informed.

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

Meeting adjourned 8:20 P.M., March 1, 2016.

Patrick R. Ford, Mayor

ATTEST: (seal)

Carol Pendley, Clerk Treasurer