

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, March 15, 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 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 Brown to approve the minutes of the March 1, 2016 Council Meeting. Mayor Ford, Councilmembers Kelly and Brown voted in the affirmative with Councilman Hoover abstaining since being absent from the meeting. Motion carried by majority vote.

Councilmember Kelly made a motion seconded by Councilman Brown to accept Financial Reports for February, 2016. Clarification was made the check voided, in March, to the Bar Nunn Fire Department will be included in the March Payable Listing and in the March Financial Statements. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Stedillie had nothing to report. Reference was made to the March 1, 2016 Minutes, of the Babysitting Clinic approval and conditions for conducting.

Next item on the agenda was Resolution #2016-07 "A RESOLUTION ADOPTING '2016 NATRONA COUNTY EMERGENCY OPERATION PLAN' AS THE EMERGENCY OPERATION PLAN FOR THE TOWN OF BAR NUNN, WYOMING". Councilman Kelly made a motion seconded by Councilman Hoover to adopt the resolution. Karen Bogart, Antelope Drive citizen, inquired what the resolution is for, as the content of the 'County Emergency Operation Plan' is not contained within the resolution. The countywide plan, adopted by Bar Nunn in 2012 and up for renewal, is an administrative document detailing the responsibilities of county and municipal responders in the event of a disaster (Homeland Security). Ms. Bogart expressed the desire of residents for a Civil Defense Program, and possible CERT (Community Emergency Response Team) Training. CERT training is available to the public. A copy of the Town's "Natrona County Emergency Operation Plan" will be made available for Ms. Bogart to review. Ms. Bogart stated several people have complained about the emergency 'alarm' and it being unintelligible even if it can be heard. Mayor Ford indicated he will be discussing public notification with Lieutenant (Stu) Anderson. Motion to adopt the resolution was unanimous.

Town Engineer's report was next on the agenda. Engineer Bill Johnston asked Mayor Ford to sign the Wardwell Water Agreement for the Waterline Loop to allow installation of the water supply to the proposed New Town Hall. Upon completion of the waterline loop, Antelope Park Pathway can finally be completed. Councilmember Kelly made a motion seconded by Councilman Hoover to allow Mayor Ford to enter into an agreement between Bar Nunn and Wardwell Water to loop the waterline.

Rocky Mountain Power has indicated they may install a new electric supply main which would include the New Town Hall lot location at Rocky Mountain Power's cost. The plans for the installation are ready to be reviewed this coming week. Engineer Johnston expects to be notified within the first week of April of Rocky Mountain Power's decision. No work will be continued on the electrical for New Town Hall infrastructure until Rocky Mountain Power has responded.

Engineer Johnston indicated overlay of a portion of Sunset and Arena Streets, needs to be done in conjunction with the current infrastructure construction. Design is anticipated to be included with the rest of the infrastructure project.

Engineer Johnston relayed information received about snow fence. The cost is approximately 30 to 35 Dollars per linear foot. The State 'Snow Fence Guru' indicated the fence will have to be regularly maintained since it will be located in sandy soil which will allow anchors to 'turn loose'. Engineer Johnston indicated Chuck Johnson, Head of Maintenance said he can construct the snow fence with temps from Adecco. A formal written agreement will be sought to construct a snow fence on private property. The first fence would be anticipated to be built in the area of the dead end of McMurry Boulevard to the West. Engineer Johnston is to be contacted the next time the State 'Guru' is in Casper, and possible locations will be reviewed. The fence will be installed on a trial basis to indicate whether more fences are warranted.

Engineer Johnston stated construction of the play area borders in High Plains Park are underway. Ms. Bogart asked for 'dog signs' and 'baggies' to be placed along the pathway as it is a very popular area for walking dogs.

Councilman Hoover asked Engineer Johnston about a water pressure issue with the tank north of Bar Nunn. Councilman Hoover has been told the top caved in and pressure is being maintained by pumps, an ongoing condition for over a month. Concern is regarding pressure if fire hoses were attached to hydrants in a fire situation and the probability of main damage and reduction in residential water availability in an extreme situation. Mayor Ford said he will follow up with this issue.

Parks and Recreation Report (written report) was presented by Karen Bogart, Chairman. Ms. Bogart relayed a request from residents in the Vista Hills Pathway area, for the lights in the new park to be diminished, poles cut down, lights turned off early, or other solution to their complaints of the lights on after ten at night, and shining into back yards and houses. Mayor Ford said he will discuss the timing of the lights with Head of Maintenance (Chuck Johnson). Mayor Ford also said any complainants should come to a public meeting and voice their concerns in person.

Ms. Bogart reported eleven members attended the last Parks and Recreation Meeting. The Disaster Preparedness Training went well and more training has been requested.

Future projects include instruction in hand to hand combat (self-defense) by a certified instructor, and a "canning lady", instructor, scheduled for October.

Attorney Stedillie will draft a simple form waiver for Parks and Rec and other volunteer service functions based on needs, stressing provision of credentials by instructors, and no representations of Town certification of any program.

Spring Fling is ready to go, flyers have been printed, for distribution at Bar Nunn School. Several games/functions are planned. Arbor Day has begun being advertised in Casper Newspaper. Babysitting Clinic is approved but no contact has been made with the Casper Rec instructor, who has been left messages and callback information. Summer Safety Day June 4th, a Bike Rodeo, and T-shirts are being printed.

Parks is researching marquee signs for community advertising. An electric sign that is portable and can be utilized for the community in advertising meetings and events. It was suggested to replace the lighted Fire Department sign with an electric marquee sign. An alternative sign could be placed in the northern part of Town. Mayor Ford has a contact he will call about marquee signs.

Parks is proposing a holiday decorating contest inside and out. Entry fees of \$5 could be charged, then trophies/dinner cards could be awarded for best holiday decorations. Out of town judges will be engaged for the judging portion and winners announced at the community driven Christmas Party December 17th, 2016.

Parks is also interested in gaining more information about community gardens. An individual has expressed interest in renting space for private use. The area is fenced town property adjoining the tree farm and will be supplied with town water, originally proposed as a community garden shared by the community. Mayor Ford volunteered to contact UW Extension about their Community Garden Program to see how it is administered in Casper.

Gardening Clinic was well attended. Bar Nunn has a resident Master Gardener.

Ms. Bogart stated a lot of feedback to Parks and Rec has been received in acknowledgement of information through the monthly newsletter.

Petitions and Public Comment was next on the agenda. Mike Schoolcraft, Trails End resident addressed Mayor and Council, stating his appreciation for what the Town is doing, for minding the cash, and commended them on doing an outstanding job.

Council Miscellaneous was next on the agenda.

The circus contract issue and voided check has been resolved.

Councilman Brown stated for the minutes there will be an increase in the sewer rate for the Town, beginning the new fiscal year (July, 2016). Mayor Ford said the raise is tentatively at least \$3 per month per account.

A Budget Work Session will be held 6p.m., Monday, April 18th, which will include sewer rate increase discussion. The increase has to sufficiently cover the deficit in sewer income, allow for growth, and alleviate the need for another increase in the near future. Mayor Ford will schedule a meeting with the MOC for the purpose of discussing the 201 quarterly estimate for metered sewerage and encourage it be kept as low as possible.

No specific date has been set for the WYDOT Public Meeting (I-25/Westwinds Road Interchange update) proposed to be held at Bar Nunn School. Mayor Ford will inform everyone when the date is set, possibly the first full week of April. Mayor Ford reported meeting with Lowell (Fleenor) of WYDOT. WYDOT has advised to do no more than a 4-inch overlay in the mud bog area of Salt Creek Highway. More in-depth construction could interfere with 'wetlands' regulations and invite federal agency input. The overlay is estimated to be good for 10 to 15 years.

Mayor Ford, addressed the I-25 update, MPO Grant Application (Fastlane). The cost of the I-25/Westwinds Interchange has "ballooned" to an estimated 9 Million Dollars with addition of engineering and grading and other costs. The local match is now approximately 1.8 Million Dollars. Natrona County verbally pledged 1 Million Dollars matching funds, leaving the Town to appropriate approximately 900 Thousand Dollars of "non-federal funds" to make the project move forward. Mayor Ford said WYDOT will not start unless the funding is secured, and budgeting will include discussion about setting aside funding for the I-25 Interchange, as stated by Councilmember Kelly.

Mayor Ford stated there are several grant options available. A Fastlane Program is smaller grants for rural areas and Bar Nunn classifies as a rural area. The minimum grant is 5 Million Dollars but 100% of the project will not be funded. We could apply for 10 Million but only 60 % of a project can be funded, so 5.4 Million Dollars would be the most anticipated from a 10 Million Dollar Project. Mayor Ford said in that scenario, we could use the 5.4 Million Dollars from that grant, roughly 3 Million Dollars from the MPO funding of the currently promised 5 Million Dollars, and doing some "horse trading" with returning some of the MPO funds then maybe (Natrona) County would help with the 'match piece'.

Mayor Ford stated instead of applying for SLIB Grant funding for the New Town Hall, "which hasn't been fruitful so far", Mr. Nelson (MPO) thought it would be more widely supported from all of the entities to do a SLIB Grant for the Interchange and potentially get our 900 Thousand Dollars from that and not have to allocate from our budgets to the project if we could get a SLIB Grant.

There is a Critical Urban Freight Corridor, a rather complex process, discovered by Mr. Nelson (MPO) where there is an approximate 75-mile amount of roadway considered a freight corridor, for which the state gets thru WYDOT's over 7 Million Dollars to do projects. This process has to be negotiated through Cheyenne's MPO Group to determine who gets "more money for more miles". The Westwinds to Hat Six Corridor could make this interchange eligible for funds.

Mayor Ford said Mr. Nelson is working "feverishly" to put together a Fastlane Grant narrative, and Lowell (Fleenor, WYDOT) felt it would be in the best interest for Bar Nunn to take ownership and apply for the Fastlane Grant, as the "most rural of the bunch". Mayor Ford said with these two federal grants 'shovel ready' projects are preferred. Mayor Ford indicated he (Mr. Nelson) could be available to attend the April 5th Council Meeting to discuss the grant since the deadline for the 5.4 Million Dollar Grant is April 14th. Councilmember Kelly said she would like Mr. Nelson to attend stating "any money we can get and don't have to pay out would be helpful". Councilman Hoover agreed. Engineer Johnston suggested approaching WWC about their availability to work on a grant because there is not much time and grant preparation takes time. Mayor Ford said Mr. Nelson is working on it and his goal is to have it ready to go by the

grant deadline. Engineer Johnston thinks Mr. Nelson would want WWC to do the exhibits needed and documents needed for the public meeting portion. Mr. Johnston also stated concern that Mr. Nelson (MPO Director) doesn't work for Bar Nunn. Councilman Brown stated he is not willing to give Carte Blanche approval for a blank check for this project. Understanding there is a time crunch Councilman Brown asked Attorney Stedillie if a conditional price agreement can be made in seeking assistance from WWC. Cost in excess of approval would have to be brought back to Council. Councilman Hoover indicated WWC has been on the Interchange Project since the beginning and should have all information, and should be able to work with Mr. Nelson. Mayor Ford said he gathered from MPO Policy Meeting that Mr. Nelson was going to work on that (the grant) by himself, knowing if they can "free up STPU Funds by getting a different Federal Grant then that lets the rest of the MPO Group move on with their projects instead of waiting for our project to be done, knowing it benefits all of the municipalities with MPO Funding was the motivating factor there for him (Mr. Nelson) to get on that piece." Mayor Ford didn't get the impression there was a need to use WWC as suggested by Engineer Johnston. Councilmember Kelly said she would agree to 40 hours at 100 Dollars an hour (\$4,000). Mayor Ford stated his goal is to not spend a dime on any of the grant writing process. Engineer Johnston stated that WWC working in conjunction with Andrew Nelson would give us a better chance and a better product. Mr. Johnston also reminded that as MPO Director, Mr. Nelson has other obligations to take care of as well. Mayor Ford further stated on the outside chance we would need WWC in some small capacity and would guarantee something under 5 Thousand Dollars it would probably be worth it to do it. Mayor Ford stated everybody except MPO can officially apply for this grant according to Lowell (Fleenor). Mr. Nelson said MPO or any of the entities could apply. Councilmember Kelly doesn't see Natrona County or City of Casper believing this project is to their benefit at this time, only Bar Nunn. Councilman Brown believes it in the best interest to provide a framework in which to begin the process now, knowing a better rate may be obtained now instead of waiting until later (WWC). Councilman Hoover made a motion to enter into an agreement, not to exceed \$5,000, with WWC Engineering to assist with the grant writing of the Fastlane Grant for the I-25 Interchange. Councilman Brown seconded the motion. During discussion, Councilman Brown reiterated this is Plan B if needed/necessary, that initial plan is to pursue routes that don't cost money. Mayor Ford stated if the motion is approved he will contact Mr. Nelson to see if it is a grant that is going to require that level of assistance or not. If in Mr. Nelson's professional opinion, it is beneficial to have information from WWC, the agreement will be pursued. Motion passed unanimously.

A point of clarification was asked for by Clerk Pendley that Bar Nunn is applying for a 5.4 Million Dollar Federal Grant. Mayor Ford answered in the affirmative, additionally explaining they will only fund up to 60% of the total project, 20% of the project has to be from a local non-federal source. Mayor Ford said Mr. Fleenor stated the project would not go forward unless the funding is secured. Engineer Johnston indicated WYDOT cost is estimated at 7.4 Million Dollars and WWC estimate is 6.8 Million Dollars. Additionally, WWC Engineering 10 % construction and 10% design costs will be added, and WYDOT design processing fees, making the project nearer 9 Million Dollars. WYDOT maintains construction for the interchange is still scheduled to begin Fall 2017.

Councilman Brown asked if there had been any resolution or discussion regarding Code Enforcement. Attorney Stedillie will be unavailable the remainder of this week but will be available next week to schedule review and discussion.

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

Meeting adjourned 9:10 P.M., March 15, 2016.

Patrick Ford, Mayor

ATTEST: (seal)

Carol Pendley, Clerk