

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, April 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, Robert Hoover and Jake Bigelow.

Mayor Ford led in the Pledge of Allegiance.

Councilmember Kelly made a motion to adjourn the Council Meeting for the purpose of going into Public Hearing for consideration of a New Liquor License Application for Energy Catering, Inc. Councilman Bigelow seconded and motion was unanimous.

Meeting adjourned.

Councilmember Kelly made a motion seconded by Councilman Bigelow to open a Public Hearing for the purpose of considering a New Liquor License Application for Energy Catering, Inc., new business to be opening at 1410 Prairie Lane, Bar Nunn. Motion was unanimous.

Mayor Ford declared the Public Hearing open and called for Clerk Pendley to call roll. Mayor Ford, Councilmembers Teri Kelly, Josh Brown, Robert Hoover and Jake Bigelow all present.

Mayor Ford invited owners of Energy Catering, Inc., to approach Council to speak in favor of the New Liquor License Application. Owners Waylon Geuke and Kurtis VanHouten spoke in favor of the liquor license. Mr. Geuke stated remodeling of the hangar building at 1410 Prairie Lane is for a new bar and restaurant. The business is intended to be open mid-June. Hours will be 10A.M. to 2A.M., but if there is no business it will close earlier. Weekends will probably be busier than during the week. The business will be no-smoking and 'geared to' family dining. There were concerns about controlled environment for outside booked functions. The 'event' area will be booked for specific functions, currently March of Dimes, United Way, I Reach, and a couple of weddings. There will be security for larger gatherings, all bartenders and wait staff are TIPS trained.

Residents from Antelope Drive, Trails End, and Bel Vista Drive spoke in favor of the liquor license being granted.

Mayor Ford call thrice for anyone in attendance to speak against the new liquor license. There were none.

Councilmember Kelly made a motion seconded by Councilman Bigelow to close the Public Hearing for consideration of a New Liquor License Application for Energy Catering, Inc. Motion was unanimous.

Hearing closed.

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

Mayor Ford called for Clerk Pendley to take the roll. Roll indicated Mayor Ford and all Council Members continuing in attendance.

Councilman Hoover made a motion to approve a New Liquor License for Energy Catering, Inc. to be located at 1410 Prairie Lane, Bar Nunn, Wyoming. Councilmember Kelly seconded and motion was unanimous.

Councilman Hoover made a motion seconded by Councilman Bigelow to approve the minutes of the April 5, 2016 Council Meeting. Motion was unanimous.

Councilmember Kelly made a motion seconded by Councilman Brown to accept Financial Reports for March, 2016. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Stedillie had nothing new to report. The updated Liability Waiver for Parks and Recreation events has been drafted, and in use. No recent word has been received from the Title Company on the land gift to the Town from Bishops.

Code Enforcement discussion at the Budget Work Session revealed a full time town employee is not required for the job, but several options were discussed including contracting independently, or seeking a temp agency placement. Attorney Stedillie would prefer an independent contractor and will research qualifications and report at a later time.

Next item on the agenda was ratification of Resolution #2016-09,"A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE U.S. DEPARTMENT OF TRANSPORTATION FOR A FASTLANE GRANT ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF BAR NUNN, WYOMING, FOR THE PURPOSE OF CONSTRUCTING AN INTERCHANGE AT THE INTERSECTION OF WESTWINDS ROAD AND INTERSTATE 25." Councilmember Kelly made a motion seconded by Councilman Bigelow to adopt the resolution. Motion was unanimous.

Mayor Ford stated a FASTLANE Grant was prepared, due to registration issues it may not have submitted. If it did not go through a Tiger Grant may have to be applied for. Councilmember Kelly made a motion to apply for a Tiger Grant for the purpose of funding the interchange at Westwinds. Councilman Brown seconded the motion. During discussion Andrew Nelson, MPO Director stated the MPO Funding is "secure, generally speaking." The FASTLANE Grant is a "freight" grant and can only have 80% federal funding for the project. The TIGER Grant is an "economic development" grant. Mr. Nelson stated in a 'perfect world' if both grants were received the \$5Million MPO money could not be used at all because it is federal money. The project is fixed at \$11.7Million Dollars and 80% can be funded with federal funding, the balance from local money. Mayor Ford reiterated the FASTLANE Grant probably was not submitted successfully. Mayor Ford called for a vote on the motion on the floor. Motion passed unanimously.

Parks and Recreation Report was presented by Karen Bogart, Chairman. Ms. Bogart reported the Spring Fling was "great!", excellent turnout (about 100 kids) and \$82 made from basket sales and silent auction items.

Gardening Class with the Master Gardener was informative and people are interested in the community garden.

Arbor Day is ready to go. There will be an opening ceremony. Twenty trees will be planted. Donuts, coffee, hot chocolate will be available following the planting. There will be two Bicycle Drawings (June 25th, 4P.M. Fire Station). Raffle Tickets and Shirt Sales will be available during Arbor Day. Proceeds from bike raffle would like to be directed toward a public swimming pool. Flyers will go home with school kids.

Memorial Day – Flags are in, poles and bases in process of being ready. Dignitaries, current State and National Legislators are to be invited, as well as Town Mayor and Council. Mayor Ford will not be present so an alternate Master of Ceremonies will be selected. The Bar Nunn Scout Troop will be assisting with flag ceremonies.

Maggie Miller, RN, will be conducting the Babysitting Class. Clarification was made the participants can apply for course certification on-line through the course. Bar Nunn Mayor, will not be certifying anyone for completing the course.

Pet Clinic will be June 11th, 2-4 P.M. at the Fire Station with Dr. James. Shirts and raffle ticket sales will be available. There will be a flyer available giving information.

Andrew Nelson, Boy Scout Master, introduced Senior Patrol Leader Connor (?) who informed Council Boy Scout Troop #535 affiliated with the Church of Jesus Christ of Latter Day Saints, is the only Bar Nunn based Boy Scout Troop. Last summer the Cub Scouts had a "Movie in the Park Night". This year the Boy Scouts, as a fundraiser, are planning a series of movies June, July, and August, as part of the Town's recreation program. The first night will be following festivities of Bar Nunn Day, June 25, 2016. Festivities will be coordinated with Town Maintenance around watering and maintenance scheduling of the ball field. Mr. Nelson will take responsibility for copyright and waiver legalities associated with movie presentation.

Tennis Lessons, Session 1, May 16 for two weeks. Session 2, June 13th for three weeks, for beginners. Session 3, July 18th will be for intermediates. Adult class times to follow kids' classes. There will be a tournament August 1st. Information will be made available through Karen or Stacie. Mayor Ford volunteered to take care of procuring the ball cart and tennis balls, and obtaining a short net for kids. Fees will be \$20 per person per week with separate tournament fees. One on one lessons will be available by appointment and a different fee schedule. All lessons are 45 minute "hours". Parks and Rec would like a concrete wall on the north side of the tennis court for practice. Mayor Ford will check on a 'hitting wall'.

Tree species identification is in progress and a program is planned for an "educational tour" opportunity within the medians and tree inhabited areas. Ms. Bogart is working with Head of Maintenance, Chuck Johnson on this program.

Ms. Bogart indicated there are many more events planned for the summer, details to be made available as developed.

Petitions and Public Comment were next on the agenda. Joe Porambo addressed Council and thanked them for an informative, well run meeting. Mr. Porambo indicated

all Legislators should be included, whether seeking re-election or not, to the Memorial Day activities.

Council Miscellaneous was next on the agenda. Head of Zoning and Planning, Kim Kihle, has submitted a Letter of Resignation to Mayor Ford. There is another vacancy now in Zoning and Planning. Gary Geiger will be interim Chairman. Mayor Ford will be attending the upcoming meeting.

Budget Work Session was held, last evening, several items were discussed for funding and proposed for the budget. The next Budget Work Session will be Monday, May 9, 2016, 6 P.M. Income figures will be available.

Engineer Bill Johnston, asked Andrew Nelson (MPO Director) for an impromptu update on the new Comprehensive Land Use Plan. Mr. Nelson was involved in the interview processes to select a consultant for large communities and for small communities. Updates are typically recommended every 5 years. Bar Nunn's was done in 2008, but is still more recent than the other communities (Casper 2000, Mills 1992, and Evansville 2005) involved.

The comprehensive plan is funded by MPO, and is used to determine land use, transportation, housing, economic development needs, all parts of community planning. The upcoming comprehensive plan will focus on transportation and building Bar Nunn as a community, with a projected timeline out to 2030.

The hiring process was two-fold, one for City of Casper and one for 'suburbs' (Bar Nunn, Evansville, and Mills). Both committees selected the same consultant. The projects have separate Scopes of Work, separate duties, but one consultant will be more efficient. Plans for the 4 communities will be approximately \$180Thousand Dollars. This is the opportunity for Bar Nunn to determine what is desired for the future of the Town specifically with transportation in mind, and what is going to be needed in the growth area, and how to improve on what is already in place. The process will take approximately a year beginning in June.

Engineer Johnston voiced concern with all the events scheduled for the area where the Town Hall infrastructure work will be ongoing. There will be construction, trenching, boring going on, as well as the ball field being used.

High Plains Park has concrete, sprinkler systems, and sod to be done but is progressing. Due to focus commitment to Town Hall Infrastructure, and Antelope Pathway other consulting engineers were sought to complete the High Plains equipment project. 609 Consulting is the only firm to respond and Mr. Johnston would like to bring them on board. Councilman Hoover made a motion to accept the proposal from 609 Engineering for engineering services for High Plains Park Improvements. Councilman Brown seconded and motion was unanimous.

Engineer Johnston presented a proposal from Leppert Associates, Golden, Colorado for \$5,000 to gather information and make recommendations for repairing the problem area on the south portion of Antelope Drive. Following discussion, Council decided not to accept the proposal and would like to request a proposal from more local sources, before determining how to proceed.

Engineer Johnston has attempted to contact Rocky Mountain Power again regarding who is going to install the new power service in the Antelope Park area. There has been no response to date to his calls. Mr. Johnston plans to proceed with giving the

electrical engineer the go ahead to complete design plans. Mr. Johnston will contact SLIB (Dawn Karban) to be sure a delay will not jeopardize the consensus funds awarded for the project, as advertising and bidding will be delayed, as well as completion being moved to next summer. The waterline and park path are still to be completed this summer.

Councilman Hoover has had conversation with Natrona County Road and Bridge in regard to street striping. Paint has been ordered through the State for current obligations so Bar Nunn would have to purchase paint, approximate cost of \$4,000 to \$5,000 this year, but can be added to the scheduled application program. Beginning next year Bar Nunn could be part of the program.

A sign company has been met with for a proposal for a marquee sign at the fire station. Cost estimate will be around \$30,000. Councilman Hoover is continuing to pursue other company estimates.

Councilman Jake Bigelow submitted a letter of resignation, effective at adjournment of this evening's meeting. Mr. Bigelow cited family and work priorities prevent giving full attention to council duties. Councilman Hoover made a motion to accept the resignation of Councilman Jake Bigelow. Councilmember Kelly seconded the motion. Mayor Ford, Councilmembers Hoover, Kelly and Brown voted in the affirmative. Councilman Bigelow stating he has enjoyed his time on Council and serving Bar Nunn, abstained from voting. Motion carried by majority vote.

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 8:50 P.M., April 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: May 3, 2016

Code Enforcement Officer appointment