

MINUTES OF THE MEETING
TOWN COUNCIL
BAR NUNN, WYOMING

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, May 16, 2017, 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 Carisa Hensley, Deputy Clerk Treasurer, and Present were Mayor Ford, Council members Josh Brown, Robert Hoover and Teri Kelly. Councilman Steven Clark was excused.

Mayor Ford led in the Pledge of Allegiance.

Councilmember Teri Kelly made a motion seconded by Councilman Brown to approve the minutes of the May 2, 2017, Council Meeting. Motion was unanimous.

Financial Reports were next on the agenda. Councilman Robert Hoover made a motion seconded by Councilman Brown to accept the Balance Sheet, Budget Income Statement, and Year to Date Trial Balance (Financial Reports) for period ending April 30, 2017. Motion was unanimous.

Next was the First Reading of Ordinance #2017-01 "AN ORDINANCE OF THE TOWN OF BAR NUNN, WYOMING, ADOPTING ANNUAL APPROPRIATION (BUDGET) FOR THE FISCAL YEAR ENDING JUNE 30, 2018". Councilmember Teri Kelly made a motion to accept Ordinance #2017-01 on its first reading, Councilman Robert Hoover seconded and the motion carried unanimously.

Attorney's Report was next on the agenda. Town Attorney Amy Taheri presented the completed lease agreement with the Young Guns Baseball Team addressing the lease and use of the Antelope Park baseball field. Councilmember Teri Kelly made a motion to accept the terms of the lease with the Young Guns Baseball Team and to make the agreement official with the signature of Mayor Ford. Councilman Hoover seconded the motion and all council members present voted in favor and the motion passed. Mayor Ford signed the lease agreement. Todd Cabrera, Team Captain and the entire Young Guns Baseball Team were present and expressed their sincere gratitude to the Council and Mayor.

Next Ms. Taheri reported that she reviewed the details regarding the request of Chatters Inc., to use the retail liquor license off-site at seasonal events of the Casper Speedway. Amy Taheri mentioned the letter issuing permission was prepared by Town office staff and recommended the approval of Chatters Inc. request. Councilmember Teri Kelly made a motion to give permission to Chatters Inc. to utilize their retail liquor license off-site at seasonal events of the Casper Speedway, Councilman Hoover seconded the motion and it passed unanimously. Attorney Taheri then mentioned her meeting with Bill Johnston and Joe Parke, of "The Hangar" regarding the storm sewer easement on the property of "The Hangar" at 1410 Prairie Lane. In summary Amy said Mr. Parke's main concern centered around the

Town not having a specific time frame of when the storm sewer would be installed and his desire to tie into the storm sewer for drainage on his property. Mr. Parke asked for a two week period to ascertain his drainage needs and then Attorney Taheri will schedule another meeting to discuss the easement. Amy Taheri also reported the light shields were installed on the lights along the Vista Hill Pathway over the weekend of May 13th -14th.

Engineer's Report was next on the agenda. Engineer Bill Johnston submitted a written report and entertained questions. Councilman Josh Brown asked the engineer what further steps needed to take place to resolve the asphalt recycling from the I25 interchange project. Mr. Johnston responded the final step would be for Mayor Ford to contact CAEDA and obtain permission for use of their property for the transportation route. Councilmember Teri Kelly asked Engineer Bill Johnston about his thoughts concerning the storm sewer easement meeting with Mr. Parke. Mr. Johnston stated it was unfortunate there was yet another delay in obtaining the easement but was thankful for the progress Attorney Taheri was making in the negotiations. Mr. Johnston also reported he made a preliminary estimate on the additional asphalt overlay project discussed at the budget work session. The Prairie Lane asphalt overlay from Arena Street to Antelope Drive would be an estimated amount of \$70,000 dollars.

There was no one present to give a Parks and Recreation Report. Mayor Ford mentioned he had a discussion with Stacie Ross of the Parks and Recreation committee and she stated the committee will be hosting a 4th of July Parade beginning at 10 a.m. and the annual garage sale and Bar Nunn Days was set for July 22, 2017. Mayor Ford also mentioned the Parks and Recreation Committee are still looking for members and any resident is welcome to join and volunteer their ideas and time.

Petitions and Public Comment were next on the agenda. Mr. Mike Schoolcraft inquired about the paving being done on the frontage road of Antelope Drive. Councilmember Teri Kelly mentioned the project was part of a Consensus Grant to help install utilities for the location of the New Town Hall. Mr. Matthew Epp was present and inquired about the advertisement dates for South Antelope Drive Road Repair project and whether there are bid packets available. Engineer Johnston stated the bid request was published on May 16th and will publish again on the 23rd. Bid packets are available in the office of the Clerk. Matthew Epp then asked about the budget ordinance, specifically the earmarked line item for the Town Hall. He noted the amount designated in this budget line item is in the amount of approximately 3,000,000. Mayor Ford mentioned this was a prior designation and these funds were set aside for the Town Hall project. Finally, Mr. Epp also expressed his thanks to the council for installing the light shields along the Vista Hills pathway.

Council Miscellaneous was next on the agenda. Councilman Robert Hoover reported that the Volunteer Fire Department recently obtained a higher I.S.O. (Insurance Services Office) Public Protection Classification for the Town of Bar Nunn. Through meticulous training and documentation, the I.S.O. rating is now a Class 1. This is a very notable achievement as there are now only 4 communities within the State of Wyoming with a Class 1 rating. There are plans to host some publicity events announcing this change. Councilman Hoover will notify council members and Mayor of these events.

Next the council set a date for a budget work session to be held Tuesday, June 6, 2017 at 6:00p.m., before the regular scheduled council meeting.

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

The Bar Nunn Town Council meeting adjourned at 7:40 P.M., May 16, 2017.

Patrick Ford, Mayor

ATTEST: (seal)

Carisa M. Hensley, Deputy Clerk Treasurer

Bar Nunn Engineer Report June 6, 2017

Town Hall Utilities status

Construction is proceeding.

Interchange recycled asphalt

The Pipeline Company has upped the requirements to cross their line, which now is, they need 2.5 feet of soil plus a wooden or steel mat to distribute loaded truck loads.

CAEDA has acceded to allow truck traffic through their property in order to haul the recycled asphalt.

Antelope Reconstruction

This was bid June 2. Bid tabulations have been sent to the bidding contractors and to the Town Council. Treto Construction is low bid for mechanical stabilization at \$58,620 which is about \$10,000 less than the low bid for chemical stabilization. The designer of the mechanical stabilization is local which will save money on travel for inspection services. Additionally, I know of no compelling reason that Treto cannot accomplish the work. It's therefore my recommendation to accept Treto's bid and that the Town enter into an agreement with Treto to do this work.

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**MAY 2017 ACTIVITY REPORT
BAR NUNN VOL. FIRE DEPARTMENT**

During the month of May 2017, Bar Nunn Fire Department responded to 15 calls. Of the 15 calls, 9 were medicals at scene and 6 were Fire at scene. 5 of these calls were within the Town of Bar Nunn and the remaining calls were within the county as mutual aid. 1 of the 5 calls fire in Bar Nunn was a structure fire.

Also, during the month of May 170 hours was put in by members spending the night during their call weeks and 130 hours was put in as extra work hours at the station by department personnel on misc. activities and trainings.

There were 4 scheduled training meetings during the month of May. Currently we only have one firefighter on probation at this time. And our current staffing is 21 line personnel, and 3 reserve positions filled. We currently have 4 open slots for line firefighter position.

The 3 person committee set up last year is currently working on our SOPs and SOGs to get these updated to reflect our new Bi-Laws approved earlier this year. These will be submitted to the town attorney and town council for review once each is completed.

Maintenance report for May 3rd to June 5th 2017

Daily lift station checks

42 locates no emergency one of took 2 days

One summer temp quit, we are looking for a replacement

Street Dept.

Some cleaning and patch work

Worked with Engineering on patch work

Waste Water Dept.

Quarterly cleaning stations #1 and #2

All systems working well at this time

A very large locate for new three phase power to station #1 and part of westerly part of town

Parks Dept.

Reset meter pit and backflow preventer at town hall and palomino median

Rewired sprinkler system (Palomino median)

Reset four sprinkler lines and one main line on Antelope and Palomino medians

Bair root trees planted in tree farm

Turning on sprinkler systems

Tree fertilization and treatment for wet wood problems

Assisted on all utility crossing on Antelope and Palomino