

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, June 20, 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, Present were Mayor Ford, Council members Josh Brown, Steven Clark, Robert Hoover and Teri Kelly.

Mayor Ford led in the Pledge of Allegiance.

Next Councilman Hoover made a motion seconded by Councilman Clark, to approve the minutes of the June 6, 2017, Council Meeting. Motion was unanimous.

May Financial Reports were next on the agenda. Councilman Robert Hoover made a motion to accept Balance Sheet, Budget Income Statement & Trial Balance for period ending May 31, 2017. Councilmember Teri Kelly seconded and motion was unanimous.

Next was the Third and Final 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". Councilman Steven Clark made a motion to accept Ordinance #2017-01 on its Third and Final reading, Councilmember Teri Kelly seconded. Councilman Josh Brown inquired if there were any changes from the second reading of the Ordinance. Deputy Clerk Treasurer, Carisa Hensley, mentioned a new budget line item for the Compensation Review and balance adjustments for updated bank balances up to May 31, 2017. With no further discussion Mayor Ford called for the vote on the motion, all council members voted in favor and the motion passed.

Attorney's Report was next on the agenda. Attorney Amy Taheri was absent due to illness. Attorney Taheri previously submitted a written report. Mayor Ford reviewed the written report and highlighted on the appointment section of the Town Ordinance. In discussion about this topic it was noted that the Ordinance under section 1-5-5 does state that all committees of the Town shall be appointed by the Mayor. The committees on the appointment list are covered under this general provision and the Mayor mentioned the appointment list has been updated to include the Tourism Board. Mayor Ford then stated he received a call from Attorney Taheri regarding Miguel Leotta from DSWB Architects, he contacted Ms. Taheri requesting a meeting to discuss the status of the New Town Hall Project.

Next on the agenda was the Engineer's Report. Engineer Johnston presented German Treto of Treto Construction. Treto Construction is currently working on the New Town Hall Infrastructure Project. Mr. Treto came before the council to request an extension on the substantial completion date for the Infrastructure Project from June 21st until June 27<sup>th</sup>. Councilman Josh Brown made a motion to extend the substantial completion date until June 28, 2017, for the Town Hall Infrastructure Project under contract with Treto Construction. Councilman Steven Clark seconded the motion. Councilman Brown mentioned he extended the deadline an extra day to demonstrate the council's intention to promote a positive relationship with Treto Construction, who was recently awarded another contract

with the Town for the South Antelope Drive Repair Project. Councilman Robert Hoover recused himself from voting on the motion as he is involved with the project. All other councilmembers voted in favor and the motion passed.

Next Engineer Johnston mentioned a change that will occur on the current infrastructure project based on consultation with the contractor. The change includes the roadway area that connects Arena Street with Sunset Blvd. The contractor, Treto Construction, will forgo milling on this section of road and provide for an additional 1" of elevation with asphalt overlay. Engineer Johnston and Contractor Treto felt this application would provide a stronger base for strength and road life endurance.

Bill Johnston next requested council to consider a change order to the scope of work for the current Infrastructure Project. The proposed change order would provide asphalt overlay to Prairie Lane from Arena Street to Antelope Drive. The Engineer's estimate for cost of this change order would be \$60,000. There was discussion on road closures, minimums for bidding, drainage impacts and design options. The council has budgeted for a more in-depth engineering and design for Prairie Lane in the upcoming fiscal budget. Councilman Josh Brown made a motion to deny the proposed change order to the Infrastructure Project to overlay Prairie Lane from Arena Street to Antelope Drive. Councilmember Teri Kelly seconded the motion, Councilman Robert Hoover recused himself from the vote as he is involved with the project, all other members of the council voted in favor and the motion passed.

Engineer Johnston also mentioned a problem area on the lower part of Prairie Lane where there has been significant damage from Heritage Park along the frontage of the mail building by the KOA campground. The length of road damage on Lower Prairie Lane is about 150 feet. Bill mentioned that the contractor has the asphalt equipment on site and it would be easy to accommodate a small asphalt overlay on this section. Head of Maintenance, Chuck Johnson, also spoke about this area of street being a problem for the past 6 to 7 years and he felt an overlay would provide strength to the section and have a base to build up shoulder material for drainage. Councilmember Teri Kelly had concerns about the drainage from this road into the KOA campground property. It was the consensus to hold off on this small overlay. The drainage issues and road damage could be addressed in the future Prairie Lane project design.

Parks and Recreation Report was next. Mayor Ford mentioned the upcoming 4<sup>th</sup> of July parade and Bar Nunn Days & Community Garage Sale on July 22, 2017. The Parks & Recreation committee is looking for more parade participants, also, veterans to carry their branch flags and additional vendors for the fun in the park event. For participation information please call the Parks & Recreation Chair, Stacie Ross at (307) 262-6861.

Matt Epp, Zoning and Planning Chairman did not submit a written report but was present and reported the committee reviewed plans of a resident on Sunset Blvd. who wanted to replace his aging mobile home with a newer model. The committee discussed setbacks from the road with the resident and approved his site plan. The Zoning committee also approved a home addition, whose building plans were approved by the City of Casper and met all setbacks. Mr. Epp then asked the council regarding the status of the assistance of a Town Planner for updating the Zoning Districts and the Community Development Plan. Mayor Ford stated that the Town has budgeted for a Town Planner based on a Professional Services Fee Proposal received from Mr. Scott Radden from WLC Engineering.

Petitions and Public Comment was next on the agenda. T.J. Blevins from Chatters Inc. made an application for a 24-Hour Catering Permit for the establishment's Tri-Athlon event on June 24, 2017. Mr. Blevins was present and discussed his event. Chatters expects a good turn out as they will be raffling tickets to the Beach Boys Concert with back stage passes. Parking needs were discussed. Councilman Josh Brown asked Mr. Blevins to make the standard notification to the Sheriff's department about the upcoming event. Councilman Robert Hoover made a motion to approve the 24-Hour Catering Permit effective June 24, 2017 for Chatters Inc. Tri-Athlon event. Councilman Steven Clark seconded and the motion passed.

Next on the Agenda was Council Miscellaneous. Mayor Ford presented the Agreement with Wyoming Business Council for the Business Ready Community Grant. This grant would contribute \$1,000,000 (one million) dollars to the I-25 interchange project. Councilmember Teri Kelly made a motion to accept the Business Ready Community Grant Agreement with Wyoming Business Council. Councilman Robert Hoover seconded and all members of the council voted in favor and the motion passed.

Resident Mike Schoolcraft was present and expressed his thanks to all who volunteered to help with Salt Creek Highway Cleanup. Namely, Engineer Bill Johnston who brought refreshments, Mayor Ford, Fire Chief Hoover, along with other Fire Dept. members and the Highland Park Church Group, who had a significant number of members there volunteering. Mr. Schoolcraft also reminded the council members how important leadership participation is to these volunteer events as an example and to encourage residents to participate.

There being no further business to come before the Council, Councilman Steven Clark made a motion seconded by Councilman Josh Brown to adjourn. Motion was unanimous.

The Bar Nunn Town Council adjourned at 8:05 P.M., June 20, 2017.

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Patrick R. Ford, Mayor

ATTEST: (seal)

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Carisa Hensley, Deputy Clerk Treasurer

## Bar Nunn Engineer Report July 5, 2017

### **Town Hall Utilities status**

Substantial Completion was June 23, some cleanup items remain to be done.

### **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**

Construction is starting July 5.

### **Bar Nunn Industrial Center IV**

The magnum diversified building north of the CAEDA building is wanting to do improvements.

I informed Scott Sutherland at Granite Peak that the sewer main for this subdivision needed completed and at a minimum extended to the northern lot line of Lot 4.

Lot 4 is lot the building resides on. He told me he will check into this and get back with me.