

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, July 5, 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 Patrick Ford, Councilmembers Teri Kelly, Josh Brown, Robert Hoover and Steven Clark.

Mayor Ford led in the Pledge of Allegiance.

First business item on the agenda was Minutes of June 21, 2016 Council Meeting. Councilmember Kelly made a motion seconded by Councilman Clark to accept the minutes of June 21, 2016. Motion was unanimous.

Payable List for June, 2016 was next on the agenda. Councilman Hoover made a motion seconded by Councilman Brown to approve the Payable List for June, 2016. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Alaina Stedillie was unable to attend but previously submitted a Memorandum to Mayor and Council. There were no comments or questions concerning the Attorneys Report.

Next on the agenda was second reading of Ordinance #2016-03 "AN ORDINANCE OF THE TOWN OF BAR NUNN, WYOMING, CREATING A TOWN CODE ENFORCEMENT OFFICER POSITION AND ASSSIGNING DUTIES TO THE POSITION". Councilman Brown made a motion seconded by Councilman Hoover to approve the ordinance on second reading. During discussion Councilman Brown expressed appreciation the attorney (Stedillie) edited the ordinance to include State Statute §15-1-103 which is the authorization to create this position. Councilman Brown asked that the record reflect there has been code enforcement within the Town since the mid-90's, a contract position administered by the City of Casper Code Enforcement. The Town is now going to administer the contract instead of having it done by the City of Casper. Councilman Brown further stated, State Statute §15-1-103 is completely constitutional, 23 Wyoming Supreme Court Cases back it, and the Town is lawfully operating under Wyoming Constitution and Wyoming State Statutes in this matter. The motion to approve on second reading passed unanimously.

Engineer's Report was next on the agenda. Bill Johnston, Town Engineer submitted a written report. Councilman Brown asked about the status of the pathway lighting alterations next to the Frisbee golf course. Engineer Johnston was asked to contact the installer to proceed with a contract for installation of light deflection and noise reduction devices.

In response to a question about the status of the Antelope Drive drainage, Engineer Johnston has not heard anything from Leppert Associates. Head of Maintenance Chuck Johnson stated he has received a locate for the borings in the area.

Fire Department Report was next on the agenda. The monthly written report was previously submitted. Councilman Brown thanked the Fire Department for their participation in the Fourth of July Parade. Councilman Clark stated appreciation for the Fire Department working through the night insuring safety of the neighborhood from fireworks.

Information on the AED for Town Hall having been received, Councilman Brown made a motion seconded by Councilmember Kelly to purchase and install an AED in Town Hall for \$1199 plus shipping. Motion was unanimous.

The fire break has been mowed, approximately 2 and 1/4 miles, around the town. The emergency plan in the event of wildland fire threatening the town is being compiled by Head of Maintenance and the Fire Chief.

No contact from Zoning and Planning and no report. Mayor Ford stated Mr. Epp, ZAP Chairman has accepted a job in Casper and should be attending meetings. Councilmember Kelly reported there was no quorum and no business for the last Zoning and Planning Meeting.

Maintenance Report was next on the agenda. Head of Maintenance Chuck Johnson presented his written report. Additionally, Mr. Johnson clarified the incident reported to Town Hall personnel of kids breaking branches off of trees in Sunset Median was actually small children playing with branches which had blown out of the trees. There was no damage done to the trees by the children, who were too small to reach the branches.

All catch basins in drainage areas were full following the last rain storm and the base coarse was washed out at High Plains Park.

Councilman Brown asked about the 'lending library' vandalism and it being closed. Mr. Johnson said the Lexan (stronger Plexiglas alternative) in the door has been replaced three times following vandals breaking it out and destroying it. The last incident resulted in some of the books getting wet. The remaining books were moved to the other site. Councilman Brown asked that it be repaired with plywood and stated he has books to restock it.

Mayor Ford asked about the 'hitting wall' to be installed at the tennis court. Cost will be approximately \$500. Councilmember Kelly made a motion to authorize \$500 for Maintenance to construct and install the hitting wall for the tennis court. Councilman Clark seconded and motion was unanimous. The wall will be constructed in sections and can be installed and removed seasonally. It can be repositioned in the event of snow drifting.

Petitions and Public Comment was next on the agenda. Mr. Pat Sweeny North Casper resident, was in attendance and indicated he is running for House District 58, and was out to introduce himself to the Town government. He would intend to be an advocate for Bar Nunn if he is successful in his endeavor to be elected. Mr. Sweeney was thanked for his attendance and invited, as are all members of the public, to attend any meeting.

Mike Schoolcraft Trails End resident, complimented Parks and Recreation for their success with the organization of the Fourth of July Parade and complimented the Fire Department in their participation. Mayor Ford was a participant, although not recognizable to all patrons.

Council Miscellaneous was next on the agenda. Order of presentation was reversed pending arrival of Engineer Barry Venn, previously committed to attend Wardwell Water and Sewer Meeting.

A Public Hearing will be scheduled as an opportunity for all public to comment for or against allowing chickens in Bar Nunn. Following lengthy discussion, it was determined a Public Hearing will be held (the only agenda item of a Special Council Meeting), Monday, July 25, 2016, 6 p.m. in Council Chambers. Agenda notice will be posted as required. Mayor Ford asked it be noted in the July Newsletter.

WYDOT Annual STIP update meeting will be at the WYDOT Office (Bryan Stock Trail) 5:30p.m. Wednesday, July 6th. Mayor Ford, Councilmembers Kelly and Hoover plan to attend.

Mayor Ford has ordered the (dog) signs for the parks.

Councilman Brown asked what impact the resignation of MPO Director Andrew Nelson will have on Bar Nunn grant processing. Mayor Ford stated Mr. Nelson supplied narrative and related exhibits for the recent grant application. Mayor Ford will work with Mr. Nelson's replacement in the future.

Engineer Johnston reminded Mayor Ford, Mr. Nelson was going to draft a proposal for an Overlay District in the Westwinds Road area. The e-mail received from Mr. Nelson did not list the proposal as part of his active projects. Engineer Johnston indicated it probably was not done and to pursue it further will involve obtaining a planner. Mayor Ford indicated it may be part of the Comprehensive Plan. Engineer Johnston stated \$50,000 funding (MPO) had been set aside for the project.

Mayor Ford briefly reviewed the two options provided for High Plains Park playground equipment. Engineer Johnston reported the first option, selected by the Mayor, was returned to the equipment designer for alterations to replace webbing with an alternate piece of equipment and add an ADA compliant swing. Option 2 was taken out of the equation.

Barry Venn, Engineer for the High Plains Park Playground Equipment Project, arrived at the meeting and presented OPTION 3 for playground equipment. Option 3 removes the webbing, adds the requested swing, and makes changes to overall placement/presentation. There was a brief discussion about 'saddle seats', which was explained/demonstrated via personal video, and will be maintained as part of the plan.

Engineer Venn explained putting out an RFP for equipment will lengthen the process versus selecting a plan and calling for bids on a specific plan.

There was a brief discussion about liability issues in reinstalling used playground equipment. Damage to structure and support system is most often incurred during removal making the equipment a big liability issue when reinstalled. Chuck Johnson encountered the issue when swings were replaced at Antelope Park. New swings had to be installed.

Councilmember Kelly made a motion seconded by Councilman Brown for Engineer Venn to put Playground Equipment Option #3, to be installed in High Plains Park, out to bid allowing for "approved equals". Motion was unanimous.

Engineer Venn anticipates putting the package out to bid July 11, 2016. Bid opening will be scheduled for July 29, 2016 and Council would be able to award the bid at the August 2, 2016, Council Meeting. Engineer Venn also explained all contracts contain a 5% residential bid preference.

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

Council Meeting adjourned 8:40 p.m., July 5, 2016.

Patrick R. Ford, Mayor

ATTEST: (seal)

Carol Pendley, Clerk Treasurer

Bar Nunn Engineer Report July 19, 2016

Town Hall Utilities status – Pre Construction meeting has been done. Start is expected later this week or next week. The water-main work and boring of the scheduled bored sections of the electrical conduit will be installed in July and August while the remaining portion of the Town Hall Utilities project will be done next Spring.

Antelope Park pathway project status – All of the paperwork has been done, bonds are in place, agreement is executed, a notice to proceed has been issued. Conversations with the Contractor haven't arrived at a start time.

The WYDOT snow fence expert has met with us and has proposed a preliminary design for snow fencing, which was forwarded to Council for informational purposes and comment. WYDOT has sent Permit to Survey Forms for us to get signed by land owners. This is ongoing.

WYDOT is doing much of the legwork on Design of this which is significantly appreciated.

The Town needs to decide on an legal instrument allowing these on others property, whether an agreement, temporary easement or other.

The question in my mind is, how much of this project does Council want to do in house, if any of it. This will determines how this project is bid and therefore constructed.

Leppert Associates did the drilling and surveying for the Antelope Drainage Problem.

City Service Electric resurrected the old proposal for dampening the light pole noise and erecting shields for light overspray control. They produced the same proposal seen previously. This was signed and the estimated end date is the second week of August.