

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, July 18, 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 Steven Clark made a motion seconded by Councilman Josh Brown, to approve the minutes of the July 5, 2017, Council Meeting. Councilmember Teri Kelly abstained from voting as she was absent from that meeting. The motion was called for vote and it passed without dissent.

June 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 June 30, 2017. Councilman Josh Brown seconded and motion was unanimous.

Attorney's Report was presented next. Attorney Amy Taheri submitted a written report. Ms. Taheri discussed the proposed changes to the Ordinance which deals with appointments to committees by the Mayor. A suggestion was made by Councilman Josh Brown to have the procedural process consistent for all appointments to committees. Attorney Taheri will incorporate this suggestion into her next draft. The council then discussed the section of the Town Ordinance that deals with enforcement of nuisances and weeds abatement. It was pointed out by Attorney Taheri the code as currently written has a strong enforcement policy. Upon notice of the public nuisance the person has 10 days to abate, if it is not abated they can be subject to a misdemeanor punishable by a fine of \$25 per day each day the nuisance continues and/or bear the cost of abatement. The council concurred that the ordinance had a sufficient enforcement policy and perhaps the time lag in abatement derived from the procedures of notification utilized by the code enforcement officer. Attorney Taheri also indicated the benefit of mailing a notice of public nuisance along with the standard posting of the notice for judicial prosecution purposes. Mayor Ford stated he would discuss with the Code Enforcement Officer the notice procedures and the mailing of nuisance notices. Councilman Brown then approached the subject of change orders within a construction project. Ms. Taheri mentioned she did some research and found there were no set procedural rules in approving or disapproving change orders. In her analysis change orders were mainly handled in a case by case basis, initiated from the needs and scope of the project. Attorney Taheri stated she sent a letter to Mr. Miquel Leotta's Architectural Firm confirming that the Town Hall Building Project was still on hold and Ms. Taheri concluded her report with a verbal agreement made by Mr. Joe Parke to meet with her after August to discuss the property easement.

Next on the agenda was the Engineer's Report. Engineer Bill Johnston submitted a written report and entertained any questions the council might have. Engineer Johnston discussed the remaining funds under the New Town Hall Infrastructure Grant. Mr. Johnston outlined several proposals for the use of the grant funds which included: purchase of the water tap fees, installation of a sprinkler system, completing sewer and water service lines, or contracting with Rocky Mountain Power in the placement and supply of electrical cable. These uses would fall under the grant designation for establishment of utilities. Mr. Johnston also mentioned the possibility of building silt fences to protect the soil base for future seeding needs. Mayor Ford felt the purchase of the water tap fee would be a prudent and tangible use under the grant stipulations. Next Engineer Johnston noted that the South Antelope Repair Project was still in progress and unfortunately, a section of Antelope Road will remain closed during the Bar Nunn Day event on the 22nd. Town Engineer, Bill Johnston, announced his plan to retire and presented to the council a RFP for professional engineering services. Mr. Johnston wrote the RFP on behalf of the town to advertise for a new Town Engineer. After discussion it was decided to advertise a condensed version of the RFP for two consecutive Mondays with a submittal deadline of August 4, 2017. Engineer Johnston will also outreach to various colleagues' and engineering firms regarding the request for proposals.

Parks and Recreation Report was next. Mayor Ford announced the upcoming garage sale day on July 22nd with site maps being distributed at the Bar Nunn Fire Dept. The Fire Dept. will be selling breakfast and lunch during the event. Mayor Ford reiterated that the Parks & Recreation committee is still in need of members and anyone who would like to participate to please call the Parks & Recreation Chair, Stacie Ross at (307) 262-6861.

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 July 29, 2017. Mr. Blevins was present and discussed his event which will run from 11a.m. until 10p.m. Councilman Josh Brown asked Mr. Blevins to make the standard notification to the Sheriff's department about the upcoming event. Councilmember Teri Kelly made a motion to approve the 24-Hour Catering Permit effective July 29, 2017 for Chatters Inc. Tri-Athlon event. Councilman Steven Clark seconded and the motion was unanimous. Ms. Marianne Magee was present and asked about the S.T.I.P. presentation given by WyDOT. Mayor Ford responded that focus of the meeting will be statewide and county transportation projects conducted by WyDOT. Ms. Magee then mentioned the grass and weed nuisance which occurs every year in the vacant area behind her home on Bel Vista Drive and hopes to see some results in abating this problem area this year. Mr. Mike Schoolcraft was present and thanked the Bar Nunn Council for the lunch cookout honoring the volunteers of the Town of Bar Nunn. Mr. Schoolcraft hoped the council would not become discouraged in the lack of participation by the residents and believed all efforts in building civic pride were important. Mr. Schoolcraft concluded with a sincere compliment to retiring Town Engineer Bill Johnston. Mr. Schoolcraft stated he was truly impressed with Mr. Johnston services, he has done excellent work for the Town and Bill Johnston will truly be missed.

Next on the Agenda was Council Miscellaneous. Mayor Patrick Ford read the current 2018 Fiscal Year Employee Salary rates these salary rates were also posted at the Town Hall and on the two community bulletin boards. Mayor Ford stated initial contact was made with the Personnel Consultants who will be conducting the wage survey. Next Mayor Ford discussed his conversation with Brook Kreder of the Casper Visitor Bureau. Over the last six weeks no one from the Town of Bar Nunn has contacted Ms. Kreder with an interest on serving on the Tourism Board. Brook Kreder did have a few candidates from outside the Bar Nunn Area and she will review the candidates along with Mayor Ford for

a nomination to the committee position. Mayor Ford concluded with a request from Pam Nelson with M.P.O. Ms. Nelson would like to schedule a presentation via Skype with the firm from Colorado who recently completed the Comprehensive Community Development Plan. The MPO will be hosting the open meeting next week at a convenient time either here at Bar Nunn Town Hall or at the City of Casper meeting room. After discussion it was decided to have the presentation at the City of Casper meeting room on Thursday, July 25, 2017 at 5:30p.m.

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

The Bar Nunn Town Council adjourned at 8:20 P.M., July 18, 2017.

Patrick R. Ford, Mayor

ATTEST: (seal)

Carisa Hensley, Deputy Clerk Treasurer

Maintenance report for July 6th to July 31st, 2017

Daily lift station checks

18 locates 1 emergency

We have three summer temps

Street Dept.

Installation of speed signs and stop signs at Antelope Park

Patch work on Sunset

Prep work for x-walks

Waste Water Dept.

Emergency alarm at lift station 2 8:00am on the 8th

Posted 34 red letters

New pumps are ordered for station #2

All systems working well at this time

Parks Dept.

Repaired numerous sparkler heads

We will be starting bike rack next week

Lay out for parking at Antelope Park

Evergreen tennis courts started on 1/2 court basketball court 31st

