

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, August 2, 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 Carisa Hensley, Deputy Clerk. Those present were, Mayor Ford, Councilmembers Teri Kelly, Josh Brown, Robert Hoover and Steven Clark.

Mayor Ford led in the Pledge of Allegiance.

Councilman Hoover made a motion seconded by Councilman Clark to approve the minutes of the July 19, 2016 Council Meeting. Motion was unanimous.

Councilmember Kelly made a motion seconded by Councilman Brown to approve the minutes of the July 25, 2016 Special Council Meeting. Motion was unanimous.

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

Attorney's Report was next on the agenda. Attorney Alaina Stedillie was not present and no written report submitted. Councilman Josh Brown did mention that Attorney Stedillie did clarify and confirm that the governing body of the Town of Bar Nunn cannot change or remove any covenants attached to properties within the Town of Bar Nunn.

Next on the agenda was first reading of Ordinance #2016-04, "AN ORDINANCE OF THE TOWN OF BAR NUNN, WYOMING SETTING GUIDELINES AND REGULATIONS FOR OWNING LAYING HENS (CHICKENS) WITHIN TOWN LIMITS". Councilmember Terri Kelly made a motion seconded by Councilman Robert Hoover to approve the ordinance on first reading. There was discussion on the motion. Councilman Josh Brown noted a few language clarifications he would like addressed. First, line item #9, in relation to the cited Ordinance 4-1-8(B) this cited ordinance relates to domesticated animals and he would like more clarification since chickens are not domesticated animals and secondly, on line item #14, he would like to see a statement that clarifies the responsibility of the home owner to ascertain whether their property is governed by covenants. Also, Mr. Brown questioned the inclusion of line item #7 which states, "no butchering of chickens is permitted within the Town limits", as several citizens present at the public hearing were not against the butchering of chickens in Town limits. After further discussion it

was decided the Ordinance would stand as written on 1st Reading and to be edited upon 2nd Reading. Mayor Ford called for a vote on the motion and it passed unanimously.

Engineer's Report was next on the agenda. Engineer Bill Johnston provided a written report and stated he was open for questions from the council. Councilman Hoover pointed out that with the excavation work being done for the water line at the location site of the New Town Hall, there is an exposed fire hydrant and he would recommend purchasing large stones to protect the hydrant from possible traffic damage until curb and gutter is installed. Engineer Johnston agreed with his suggestion and also commented the stones could later be used in landscaping. Councilman Hoover made a motion to purchase stones to protect the exposed fire hydrant located on Palomino Avenue until curb and gutter is finished, and at that time the stones can be used for landscaping purposes. Councilman Clark seconded the motion. Motion was unanimous

Engineer Johnston also mentioned that according to our agreement with Wardwell Water the town would grant a 30foot utility easement along the water line. He spoke with CEPI engineering who is drafting the easement and they reported to him the easement documents should be completed by August 3, 2016. Councilmember Kelly asked the engineer if he had any preliminary cost estimates for the snow fence project. Mr. Johnston stated he was waiting on official designs and estimates from the WyDOT Bridge and Structure Dept. He then discussed how the costs would be affected by the type of fence anchor used, such as cement bases versus metal plates. Mr. Johnston reviewed several snow fence locations and fence lengths. Councilman Brown wanted to clarify that previously the council decided to focus on one test area this season to determine whether or not a snow fence provided a substantial benefit for the expense. Councilman Hoover confirmed that it was decided on one test area between Sioux and Lakota along Antelope.

Next Engineer Johnston introduced Mr. Barry Venn from 609 Consulting. Mr. Venn was present to report on the bids received for the playground equipment at High Plains Park. There were two bids received. One bid from Children's Playstructures & Recreation in the amount of \$151,630. and another from Miracle Recreation Equipment Co. in the amount of \$155,489. The recommendation is to accept the higher bid of Miracle Recreation. The other bidder, Children's Playstructures, has submitted an unresponsive bid, in that they did not properly fill out the Bid Schedule. Their bid was lacking information on several significant items. Such as Item 5A, which corresponds to work needed to regrade and supplement the existing gravel in the two parks. Submission of an unresponsive bid is grounds for disqualification. Council reviewed the bids and equipment proposals from both companies. Councilman Hoover made a motion to reject the bid of Children's Play structures and Recreation, from Littleton, Co. due to this company submitting a Non-responsive bid. Councilman Josh Brown seconded and motion passed unanimously. Councilmember Terri Kelly made a motion to accept the bid of Miracle Recreation Equipment Company in the amount of \$155,489.00 to provide surfacing and playground equipment for High Plains Park. Councilman Hoover seconded the motion. Motion was unanimous. Based on the motions Barry Venn submitted a notice of award for Miracle Recreation Equipment Co. for the mayor's signature. Mr. Barry Venn also stated he should have contracts and a notice to proceed ready for the

next council meeting. Mr. Venn requested the council to begin thinking about color schemes and he will have some samples available soon. Mayor Ford asked if there was a time frame projection. Mr. Venn responded about 6 weeks with a completion time under the contract of October 1, 2016.

Fire Department Report was next on the agenda. The monthly written report was previously submitted. Councilman Josh Brown asked when the AED machine will be installed. Fire Chief Hoover responded it should be installed this week along the wall in the hallway between the council chambers and offices. Mr. Hoover will provide training to the office staff during working hours and any council member who would like training can schedule a time with him. Fire Chief Hoover also mentioned they will be purchasing new air packs and bunker gear. Three of the older air packs will be utilized on the confined entry trailer used by town maintenance personnel. He would like to donate the unusable bunker gear and remaining older air packs for training purposes. The Fire Department would donate the equipment to the Fire Science Programs offered by Casper College, Laramie Community College & Central Wyoming Community College. The town council all agreed this was a good cause and approved of the donations. Councilmember Terri Kelly asked if the fire department has any volunteers assisting with the current active wildland fires in surrounding areas. Mr. Hoover responded that Charles Anderson is a single resource serving out in Colorado.

Zoning and Planning Chairman, Matt Epp, reported there was no official business conducted at the Zoning meeting. Mr. Epp did mention there was an inquiry about placing of a flag pole on a property and another property owner seeking guidance on a carport. The committee also had a lively discussion on the Zoning Ordinance and how there are a few areas that need to be more clear and concise. Therefore, over the next couple of months, the Zoning Committee will be reviewing current ordinances to identify potential modifications. Matt Epp did announce the Zoning Committee has selected another member, Mr. Mike Schoolcraft.

Maintenance Report was next on the agenda. Head of Maintenance Chuck Johnson previously submitted his written report. Additionally, in relation to the snow fence. Before the snow fence can be erected the town will have to secure the permission of the property owners. Mayor Ford requested Engineer Johnston to locate the contact information of the property owners and Mayor Ford will make preliminary contact with them to discuss the towns' intentions. Councilmember Terri Kelly asked when the maintenance department will be striping the school cross walks. Mr. Johnson said he was planning towards the end of August, definitely to be completed before school starts. Mayor Ford thanked the Maintenance Department for constructing and installing the hitting wall at the tennis court. Mr. Johnson presented a quote from Bar D Signs for refurbishing of the score board sign. Councilman Hoover made a motion to accept the quote from Bar D Signs for the refurbishing of the score board sign at the ball park. Councilmember Kelly seconded. Motion was unanimous.

Petitions and Public Comment were next on the agenda. Mr. Joe Parambo was present to speak to the council. Mr. Parambo stated he was successful in being placed on the November 2016 voting ballot as an independent candidate for House District 58. Also, there may be a political forum for House District 58 on September 10, 2016. Time and place unknown at this time. Councilman Josh Brown mentioned the press release stating the change of polling places for the Town of Bar Nunn. The polling location for Bar Nunn voters for the primary elections on August 19, 2016 has changed from the Elementary School to the Bar Nunn Fire Hall. Mayor Ford mentioned the location change would also be included in the August newsletter to residents. Councilmember Terri Kelly mentioned placing "Vote Here" signs at the Fire Hall and there was also mention of a possible flashing sign at the Antelope Street & Salt Creek Highway entrance directing voters to the new location.

Council Miscellaneous was next on the agenda. Councilman Robert Hoover mentioned in regards to the Primary Election on August 16, 2016 being held at the Fire Hall, would ask to include parking instructions to residents in the August 2016 newsletter. Namely, that parking for voting will be reserved to the dirt parking lot on the West side of the building and to emphasize that parking in front of bay doors or on the South driveway is prohibited. These areas are for the sole use of emergency vehicles. Councilman Steven Clark mentioned he would not be present at the next council meeting. Councilman Josh Brown asked Mayor Ford on the status of the "dog" signs (dealing with proper disposal of dog waste) for the town parks. Mayor Ford mentioned he ordered 4 signs and believes they have shipped and hopefully will arrive around the end of the week.

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

Meeting adjourned 8:10 P.M., August 2, 2016.

Patrick Ford, Mayor

ATTEST: (seal)

Carisa Hensley, Deputy Clerk