

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, August 15, 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, Teri Kelly and Robert Hoover. Councilmember Steven Clark arrived at the meeting at 7:05 p.m.

Mayor Ford led in the Pledge of Allegiance.

Next Councilmember Teri Kelly made a motion seconded by Councilman Josh Brown, to approve the minutes of the August 1, 2017, Council Meeting. Motion was unanimous.

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

Next was the First Reading of Ordinance #2017-02 "AN ORDINANCE AMENDING CHAPTER 6, 'TOWN OFFICIALS', SPECIFICALLY ADDING SECTIONS 1-6-12 THRU 1-6-13, PROVIDING FOR THE CREATION AND APPOINTMENT OF A TOWN ENGINEER POSITION AND ASSIGNING DUTIES TO THE POSITION AND PROVIDING A PROCEDURE FOR OTHER APPOINTMENTS". Councilman Josh Brown made a motion to accept Ordinance #2017-02 on its First Reading, Councilman Robert Hoover seconded. 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 mentioned to the council that she will not be able to make the December 19, 2017, Council meeting and she wanted to know if she should find another attorney to attend the meeting in her place. The council felt seeking another attorney for that meeting was not necessary, if there was an item that needed legal advice it could be tabled until the next meeting. Ms. Taheri also reported that she is drafting a letter to a resident asking him to trim back tree branches that are blocking the view of drivers turning from Tipton Street onto Antelope Drive.

Next on the agenda was the Engineer's Report. Engineer Bill Johnston submitted a written report. Councilmember Teri Kelly mentioned she was very pleased with the successful negotiation with Mr. McMurry. Teri Kelly confirmed that Mr. McMurry agreed for a temporary easement across his property to transport the recycled asphalt in exchange for half of the recycled asphalt product. Mr. Johnston confirmed in the affirmative. Engineer Johnston then presented an update on the South Antelope Drive Repair project. After the asphaltic concrete pavement work was done by the contractor it left the road with an erratic grade and uneven riding surface. The contractor, Treto Construction, was considering profiling the erratic grade and later installing more asphaltic concrete in a uniform lift. Engineer Johnston was not completely confident that the contractor would provide a quality product to plan specifications. Mr. Johnston stated if the work does not meet specifications the Town has various venues of resolution under the terms of the contract. The Engineer and the Town Attorney have

scheduled a meeting with Treto Construction for the afternoon of August 16th to discuss the contractor's remedial plans and address potential mediation that will be taken by the Town if specifications for the repair were not met.

Councilman Robert Hoover asked Engineer Johnston if Mr. McMurry gave permission for installation of just one section of snow fence on his property or was the town able to construct another section of snow fence. Mr. Johnston mentioned the permission was for only one section of snow fence as a trial basis to see if the fence would perform in remediating snow build up. Councilman Hoover discussed the snow fence results with the Head of Maintenance and he concurred that there was a definite advantage gained and an additional section of snow fence would be beneficial. Councilman Hoover would like the Mayor to ask permission from Mr. McMurry to construct another section of snow fence on the property near the Kalina and Zuni Trail area. Engineer Johnston also requested the services of the Mayor to contact Lowell with WyDOT to confirm that the Town of Bar Nunn was granted use of the wrap from the interchange project. Mayor Ford confirmed he would contact both individuals.

Parks and Recreation Report was next. There was no one present from the Parks & Recreation committee and no report was given.

Petitions and Public Comment was next on the agenda. Ms. Marianne Magee asked the Zoning Chairman, Mr. Epp, if he was able to investigate the landscaping company developing the lot on Bel Vista Drive right above the Tipton Street intersection. Mr. Epp stated he has not yet done a site visit but will make an effort to go to the site in question. Mayor Ford reported he visited with Marshall Wyatt, Bar Nunn Code Enforcement Officer, and they planned for Mr. Wyatt to attend council meetings on a quarterly basis. Also, Mr. Wyatt will proceed with a more rapid approach to resolving abatement issues and was open to a possible modification of duties and hours to incorporate zoning enforcement issues.

Next on the Agenda was Council Miscellaneous. The council decided to schedule one Executive Session to handle the review of Clerk Treasurer Applications and the RFPs for Town Engineer. The Executive Session is scheduled for August 23, 2017 at 5:30 p.m. Next the council scheduled a work session with the Zoning & Planning Committee to discuss zoning policies and issues. The work session will be held in conjunction with the regular scheduled Zoning Meeting on September 21, 2017 at 7p.m.

Subsequently Mayor Ford presented the wage survey quote from Mr. Weatherly, from Public Sector Personnel Concepts. The quote is for \$2,000 for the base cost of an update and an additional \$1,000 to collect the benefits data. Mr. Weatherly's quote also added a cost of \$1,000 if an on-site meeting was desired, otherwise discussion with the council could be managed via skype or teleconference. Councilman Josh Brown wanted to ensure that council would be able to review a draft of the study and verify the municipalities surveyed were comparable to size and job duties of the Town of Bar Nunn. Mayor Ford will relay this request to Mr. Weatherly. After discussion Councilmember Teri Kelly made a motion to accept the wage survey quote of \$3,000 to cover the update and benefits data collection. Councilman Steven Clark seconded and the motion passed unanimously.

Thereafter Councilman Robert Hoover reported that the Fire Department has deployed a truck and a wildland crew to two different fires. One deployment was to the Kaycee area at the Tisdale Fire and the current deployment is to the Lolo Peak Fire in Northwestern Montana. Councilman Hoover

also mentioned the upcoming pancake breakfast to be hosted by the Bar Nunn Fire Department on August 20th starting at 7 a.m. at the Fire Hall. In concluding his report, Councilman Hoover stated they will have the Fire Hall staffed 24 hours daily from Wednesday, August 16th – Tuesday, August 22nd to accommodate the potential needs of the eclipse event.

Next, Councilman Josh Brown requested service from town maintenance in abating the weeds at the rock entrance into the McMurry Blvd. mail center. Following this topic, Councilmember Teri Kelly, would like to have a reminder placed in the September Newsletter to residents about their responsibility to remove weeds and mow the front sidewalk area, behind fences, and any alleyway that borders their lot.

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 7:45 P.M., August 15, 2017.

Patrick R. Ford, Mayor

ATTEST: (seal)

Carisa Hensley, Deputy Clerk Treasurer

Bar Nunn Engineer Report September 05, 2017

Antelope Reconstruction

The Contractor had Halls Paving come and fix the deficient asphalt surfacing. This fix was done well. The street was opened August 25th to traffic. A small item remains to be done, but due to Gustavo Treto being hospitalized, needing bypass surgery, we are willing to wait on getting this small item done. The pay estimate is yet to be worked out and is pending Gustavo's release from the hospital.

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

During the month of August 2017, Bar Nunn Fire Department responded to 16 calls. Of the 16 calls, 13 were medicals at scene and 3 were Fire at scene. 2 of these calls were within the Town of Bar Nunn and the remaining calls were within the county as mutual aid.

Also, during the month of August 1145 hours was put in by members spending the night during their call weeks and 120 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 August. Currently we only have one firefighter on probation at this time, with 2 new applicants. Also during the month of August we had another pancake breakfast during the eclipse weekend on the 20th. After all expenses we ended up approximately made approximately \$200.00 after expenses from both events garage sell, and eclipse.

We had the station fully manned from August 16th through August 22nd 24 hours a day due to the possible uptake in calls during this event, there were no more calls more than usual during this event.

During the month of August we have gotten equipment on fires as approved by council earlier this year. So far we have had one person go out as a single resource for fires in Nevada, and Oregon, and we have had 4 assignments for equipment, 1 in Wyoming and 3 in Montana.

Numbers so far for equipment LOLO Peak Fire Florence Mt., \$18,012.04 gross, after fuel expenses money back to town \$17,070.99, Tisdale Fire gross \$2952.00, after fuel expense \$2877.08, Crews have not gotten in with paper work for Sartin Draw fire Ashland Mt., and have been reassigned to the Caribou fire and are currently headed to Eureka Montana 10 miles from the Canadian border.

There have been NO personnel or equipment issues adding any other addition cost, or staffing problems to this date. All travel and labor expenses for these fires are reimbursed by each fire to the town upon receipt of payment.

Maintenance report for August 1st to September 1st,2017

Daily lift station checks

28 locates no emergency

All summer temps are gone at this time

Prep for eclipse

Turned off walk way lights for eclipse and reset set them

Picked up paint for x- walks

Picked up seed for town hall lot

Street Dept.

Painted all X- walks

Reset school zone lights

Work with engineering on asphalt issues

Waste Water Dept.

Quarterly lift station cleaning (wet well)

Installation of new pumps and level control at station #2

Posted 22 red letters

Parks Dept.

Half-court basketball courts complete

Bike rack and town hall lot seeding under way

