

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, October 4, 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 Ford, Councilmembers Josh Brown, Teri Kelly, Steven Clark and Robert Hoover.

Mayor Ford led in the Pledge of Allegiance.

First business item on the agenda was Minutes of September 20, 2016 Council Meeting. Councilman Hoover made a motion seconded by Councilman Clark to accept the minutes of September 20, 2016. Motion was unanimous.

Payable List for September, 2016 was next on the agenda. Councilman Hoover made a motion seconded by Councilman Brown to approve the Payable List for September, 2016: Ck#26440 through Ck#26524, ACH payments #95179109 and #70499356, and Void Ck#26409. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Alaina Stedillie reported Wardwell Water Easement has been signed and Kyle Ridgeway Wardwell Water Attorney has picked it up to file it.

Attorney Stedillie has drafted the Code Enforcement Contract. As soon as final editing has been completed a final document will be submitted for signing. Mayor Ford volunteered to contact the Natrona County Sheriff's Office about performing a background check.

Attorney Stedillie will be "out of the country on vacation", October 9th through October 17th. Attorney Masterson has been kept informed of Bar Nunn business and will be available if needed.

Engineer's Report was next on the agenda. Clyde Dolan Field Engineer from 609 Engineering has talked to the contractor and supplier (High Plains Park playground equipment) and there will be no advanced delivery date. The verbal construction schedule given to Engineer Dolan is for construction to begin upon unloading of equipment October 24th. Water was determined to probably be needed for base course installation and Chuck Johnson Head of Maintenance said he would see it is available.

Bill Johnston, Town Engineer submitted a written report. Engineer Johnston reported the electrical conduit for the New Town Hall utilities project will begin tomorrow continuing next week.

Engineer Johnston stated a meeting had been held with Robert McMurry about snow fence placement on his property and Mr. McMurry was amenable to the project. Engineer Johnston will write a letter based on the meeting and feedback from Mr. McMurry requesting something in writing. Attorney Stedillie will review Engineer Johnston's letter and submit for Mayor Ford's signature.

The Bar Nunn Comp Plan Meeting is tentatively scheduled for 4p.m., Thursday, October 27th, to be held at the Bar Nunn School according to information Mayor Ford received from Liz Becher of Casper.

Kevin with EDA has indicated the light issue is a manufacturer defect and the internal shields are missing parts or parts operating ineffectively. The manufacturer is being contacted and may be asked to reinstall new equipment and reimburse for the Town purchased shields. Council concern is to have the problem resolved quickly.

Engineer Johnston researched shelters as located in the City of Casper for the proposed shelter on Nez Perce close to Sioux Trail. Following discussion, it was determined what is desired is a picnic shelter like the ones in Antelope Park, without the grill, and with a polycarbonate windbreak on the sides to afford an effective windbreak for students waiting to board the school bus.

Engineer Johnston expressed concern in determining authority to grant use of utility easements on lots having Building Restrictions. Original easements were the property of CDS, Inc. and its assigns. CDS is no longer in business. Attorney Stedillie told Engineer Johnston if he could provide the legal description for the lots, she can have a title search done to determine the status of the easements, and whether they were ever assigned to Bar Nunn.

Fire Department Report was next on the agenda. The monthly written report for September, 2016 was submitted. The Halloween Haunted House and General Election voting information will be noted in the October Newsletter.

No Zoning and Planning Report.

Maintenance Report was next on the agenda. Head of Maintenance Chuck Johnson presented his written report. The lighting schedule of the Vista Hills Path Lighting is in conjunction with the 10p.m. park curfew of the Town.

Petitions and Public Comment was next on the agenda. There were none.

Council Miscellaneous was next on the agenda.

Mayor Ford reported he plans to attend the Oversight Committee Meeting for the Metro Animal Services the end of October. Tory (Walsh) from Metro will be touring towns and will be attending a council meeting at some time.

Councilmember Kelly attended the Eclipse Meeting in Casper and reported outlying municipalities including Bar Nunn received a cool, less than cordial reception from City of Casper Councilmembers in attendance. The two Casper Council members are apparently unaware of resources or amenities available in outlying municipalities in connection with next year's sun eclipse event. Councilmember Kelly said the presentation

by the Tourism Board speaker was very good and she (Brooke) expressed interest to Councilmember Kelly in attending a Bar Nunn Council Meeting to present information, as she is aware of the presence of The Hangar and the campground and possibilities of them wishing to participate.

Mayor Ford said he has spoken with V.H. McDonald Casper City Manager and City Manager McDonald indicated of the 250 campground areas the city was hoping to see created for the event, only 5 to 10 have materialized.

Councilman Hoover asked for a status report on the Interchange as it should be going out to bid next year and it had been stated unless funding was in place the project wouldn't proceed. Mayor Ford, stating he had spoken with Mr. Fleenor at length, reported there is no intention of taking the 5 to 7 million dollars of STPU funds designated by Bar Nunn. Mr. Fleenor indicated the project would still cost approximately 10 million dollars.

Mayor Ford has had a discussion with CAEDA about a Business Readiness Grant. Mayor Ford indicated there should be approximately 3.4 million dollars available and the narrative and pertinent information can be taken from the TIGER Grant Application to be used to apply for a Business Readiness Grant according to Kim Rightmer of Wyoming Business Council. Mayor Ford said he would entertain a motion to go forward with the grant. Councilman Clark made a motion seconded by Councilmember Kelly to apply for a 2 million dollar, Business Readiness Grant through the State of Wyoming for the I-25 Interchange to be submitted by the December 1, 2016 deadline. Motion was unanimous.

Councilman Hoover asked about scheduling the next Bar Nunn (Adopt-A-Highway) Cleanup Day. Weather permitting, it will be Saturday, October 29th, 2016. All volunteers will be urged to meet at the Westwinds/Salt Creek Highway location at 8a.m. Notice will be included in the October Newsletter.

Councilman Hoover asked about the video conferencing equipment discussed for the Community Development Project. Mayor Ford will research a webcam and mounted TV with internet access.

Councilman Hoover asked for a time frame for the snow fence letter and fence, noting concern about snow arriving before the fence was installed. Engineer Johnston will draft the letter tomorrow and forward to Attorney Stedillie for approval prior to submitting to the Mayor for signature. Upon completion of an agreement signed by Mr. McMurry the project can move forward. Documents to be sent to Mr. McMurry can be ready by Friday.

Councilman Hoover reminded everyone the new truck is completed and will be ready the first of next week. Councilman Hoover will make arrangements with Head of Maintenance Johnson to have the new truck available for viewing following the October 18th Council Meeting.

Councilman Brown stated the August Payable Listing Correction had been tabled via a motion from Councilman Clark seconded by Councilman Brown at the last meeting until Attorney Stedillie could advise of the proper resolution process. Councilman Brown would like the item addressed, specifically void ck#26409. Mayor Ford's understanding is reissuance of the check and pursuing a credit if council chooses would be the procedure.

Attorney Stedillie stated the check has to “absolutely be reissued” and referred to an e-mail received from Miguel stating the work was performed in good faith based on instructions from council.

Following a lengthy dissertation by Mayor Ford it was his understanding from a conversation he had with Miguel the billing was in error and the Mayor’s declaration he has given instructions to the Town Engineer and Miguel that no meetings are to be discussed with the architect directly, Mayor Ford again made the point all meetings concerning the Architects and the New Town Hall and are to go through the Mayor.

Attorney Stedillie stated under procedures in Robert’s Rules of Order the time to address the issue of the invoice for service and the voided check has passed.

Attorney Stedillie stated according to the contract if work is to be suspended it has to be in writing. The only recourse at this time would be to contact the architects in writing stating pursuant to the contract cease all work on the project until otherwise directed.

Attorney Stedillie clarified that if the architects are invited to the upcoming work session they have to be paid, but if they are there of their own volition they do not. Councilman Brown asked Attorney Stedillie to review the conditions in the contract for a letter to cease all work.

Mayor Ford called for a motion to have a certified letter sent to DSWB Architects directing them to cease any further work on the New Town Hall Project. Councilmember Kelly made the motion seconded by Councilman Clark. Motion was unanimous.

A letter will be submitted to Attorney Stedillie for approval and Mayor Ford will sign it.

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.

Council Meeting adjourned 8:10 p.m., October 4, 2016.

Patrick R. Ford, Mayor

ATTEST: (seal)

Carol Pendley, Clerk Treasurer

Bar Nunn Engineer Report October 18, 2016

Town Hall Utilities status

Construction is taking place on the electrical conduit construction. Construction is about 85% complete at the time of this writing.

Antelope Park pathway project status

Contractor needs to accomplish minor cleanup and haul the removed asphalt that is stored at the sod farm out of Town. Retainage is to be held until these items are done.

Snow Fence

An agreement was sent to Mr. McMurry. We haven't gotten a signed copy back at the time of this writing.

The extent of the project consists of 62, 12 foot long panels. At WYDOT's estimated cost of \$30.00 per foot this amounts to \$22,320.

Bus Shelter

I looked into using the Antelope Park shelter design in order to accomplish this project. To do this we need to get a structural engineer to analyze this design for wind load. Therefore in order to not have to do this I recommend that we contact manufactures and pick among the choices they have.

Miscellaneous

Rocky Mountain Power's contractor inquired of Town Personnel regarding the status of side lot easements on the Building Restriction lots. The building Restrictions documentation stated these are reserved to CDS Inc. (defunct) or it's assigns. We looked for paperwork indicating that these were assigned to the Town but came up short and therefore told said contractor they needed to find their own easements to use. This question will resurface so it's my opinion that it may be prudent to have The Attorney's opinion on this issue.