

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, November 15, 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. Present were Mayor Ford, Councilmembers Josh Brown, Steven Clark, Teri Kelly and Robert Hoover.

Mayor Ford led in the Pledge of Allegiance.

Councilmember Kelly made a motion seconded by Councilman Clark to approve the minutes of the November 1, 2016 Council Meeting. Motion was unanimous.

Financial Reports for October, 2016, were next on the agenda. Councilman Brown made a motion seconded by Councilmember Kelly to accept the Balance Sheet, Budget Income Statement, and Year to Date Trial Balance for period ending October 31, 2016. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Alaina Stedillie submitted no written report. Attorney Stedillie reported having notified Miguel of Council's decision to wait on the money situation before proceeding with doing an addenda or new contract for the New Town Hall. Miguel asked to be kept posted. There were no questions for Attorney Stedillie.

Next on the agenda was Resolution #2016-14 "A RESOLUTION SUPPORTING SUBMISSION OF APPLICATION TO THE WYOMING BUSINESS COUNCIL THROUGH THE BUSINESS READY COMMUNITY GRANT AND LOAN PROGRAM, ON BEHALF OF THE TOWN OF BAR NUNN, WYOMING." Councilmember Kelly made a motion seconded by Councilman Hoover to adopt Resolution #2016-14. Motion was unanimous.

Engineer's Report was next on the agenda. Engineer Clyde Dolan of 609 Consulting having submitted a written report, also reported High Plains Park is totally complete, looks great. The Park was being utilized by Sunday, 11-13.

The Certificate of Substantial Completion is in progress, to be completed following the final walk-through inspection with Contractor Chris Churchich tomorrow (11-16).

Final quantities differentiate from the contractor by approximately \$1900 and have been forwarded to the Contractor.

The Sales Tax Certificate issue has not been broached again by the Contractor.

Engineer Bill Johnston having submitted a written report, was open to questions. Mayor Ford asked Engineer Johnston about the status of the Waterline Project. Engineer Johnston is awaiting a call from Barry Venn about files required to satisfy one of the checklist requirements. Engineer Johnston is frustrated since it has been 3 months since completion and the warranty process seems to have stalled with Wardwell Water. Engineer Johnston suggested the warranty period start immediately. Attorney Stedillie will contact Wardwell Water Attorney Kyle Ridgeway and keep Mayor Ford posted.

There was no Parks and Recreation Report.

Petitions and Public Comment was next on the agenda. Matt Epp, resident had a complaint about the pathway light behind his house still being a problem and again asked about progress on resolution. Engineer Johnston reported the parties involved are still working on resolving how difficult the fix was going to be.

Attorney Stedillie offered to do a formal demand letter, as she offered when the complaint was first lodged. Councilmember Kelly made a motion seconded by Councilman Clark to have Attorney Stedillie write a formal demand letter. Motion was unanimous.

Mr. Epp would still like the lights turned off earlier. Following brief discussion including it getting dark earlier and colder weather, it was suggested to turn them off prior to 10p.m. curfew. Mayor Ford said he will get with maintenance to see if lights can be turned off at 8p.m. Councilman Brown added that with the new park, the lights allow for kids to play and people to walk on the pathway later. Having the lights go off at 8p.m. would not "infringe on anyone's sleeping patterns or anything else."

Council Miscellaneous was next on the agenda. Shirk's (Garbage) Contract Renewal was first item for consideration. Councilmember Kelly made a motion seconded by Councilman Hoover to accept Shirk's Contract Renewal for January 1, 2017 through December 31, 2019. Motion was unanimous. The new contract is a continuation of the current at the same prices.

Mayor Ford contacted four companies to provide bids for Council Room Equipment. Contacted were CPU Connecting Point, Team Networks, First Call Communications and Comtronix. CPU Connecting Point, the only company to respond, met with Mayor last week to gather information on all current recording equipment in the room and get measurements. Two options will be proposed per Mayor's request:

1. Mondo Pad wall mount with built in computer to which the wireless keyboard and mouse are plugged in. Connections are wireless. Cost is approximately \$6,000 to \$7,000.
2. A wall mount TV with wireless connections.

Mayor Ford asked if a bid could be available by Tuesday (tonight), but that was not possible. This project will be reviewed at an upcoming meeting, probably after December 6th since Councilman Brown will be absent that evening.

The Year End Holiday close schedule was submitted to Mayor and Council.

Written information concerning mileage, mail and procedures was submitted by Clerk Carol Pendley. Mayor Ford said he had talked with Head of Maintenance Chuck Johnson as well.

Carisa (Hensley), Deputy Clerk Treasurer obtained additional copies of Town Code for Zoning and Planning members. The cost replacement amount of \$60 for lost, stolen, or damaged books was unanimously denied by Mayor and Council stating that volunteers shouldn't be expected to pay for lost/misplaced materials. Mr. Epp, as Zoning and Planning Chairman will be contacted about updates.

Councilman Hoover reported the flagpole at the Fire Hall should be up tomorrow or the next day, wind permitting.

Councilman Hoover reported having been in contact with Shea of Centennial Woods regarding the snow fence. The document they have written is with their attorney to be forwarded to our Attorney (Attorney Stedillie) when approved. Councilman Hoover and Head of Maintenance Chuck Johnson have discussed the project and Councilman Hoover would like to expedite the process by acting on the proposed information from the original e-mail prior to having Attorney Stedillie approve the Contract. Councilman Hoover projects the project will not otherwise be able to begin until January, 2017, with the Contract review wait time, two weeks for ordering materials and Holiday season scheduling.

Attorney Stedillie is not comfortable with proceeding with the project prior to her review and approval recommendation to Council.

Councilman Hoover stated he isn't requesting approval to start work, but start the process to at least get materials ordered to shave off two or three weeks of time.

Attorney Stedillie said since the Town is not ordering materials Centennial Woods has the option of ordering materials when they want. Attorney Stedillie said the Town can't make a motion to say go forth until the Contract is reviewed, discussed with Council, and approved. It is understood "time is of the essence." Attorney Stedillie offered the option of calling a Special Council Meeting to approve the contract if it is received quickly and timing does not coincide with a regular meeting.

Councilman Clark asked about a deposit or upfront payment requirement. There is no requirement. Councilman Hoover again stated he is trying to expedite the process.

Councilmember Kelly asked Councilman Hoover if he could contact Centennial Woods to go ahead and order supplies? Councilman Hoover responded that if Council is agreeable to the price he could. Councilmember Kelly said Council was agreeable to the price they (Centennial Woods) quoted in the e-mail.

Councilman Clark reported having been contacted by a couple of townspeople about Facebook reporting/video of kids beating a dog with baseball bats. The people wanted Councilman Clark to make their concern known to Council. They want to know if the Council is going to ramp up Sheriff's coverage.

Attorney Stedillie advised Councilman Clark to tell them to make a report to the Sheriff's Department.

Councilman Clark said he thought there were a few reports made but they wanted Councilman Clark to mention it in Council. Councilman Clark said there are similar incidents beginning to occur around the neighborhood.

Councilman Brown mentioned that the Sheriff's Department is already out performing the increased coverage contracted with the Town.

Attorney Stedillie reiterated that if anybody sees anything they need to make a report. Without the report and unless the Sheriff/a deputy is there to witness the offense they can't proceed based on innuendo or rumor.

Councilmember Kelly added it wouldn't matter if Bar Nunn had a Police Department or not, the observing person would still have to get involved and make a report.

Councilman Brown asked for a progress report on the shelter/picnic shelter at the bus stop (Sioux Trail). Mayor Ford will be talking to people in Casper tomorrow and will ask for information. Councilman Brown asked for something that could be replicated at other stops for future budget consideration.

Councilman Brown reminded Mayor and Council he will not be at the December 6th meeting. He will be in Hawaii.

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

The regularly scheduled meeting of the Bar Nunn Town Council adjourned at 7:40 P.M., November 15, 2016.

Patrick Ford, Mayor

ATTEST: (seal)

Carol Pendley, Clerk