

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, December 20, 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.

Councilman Hoover made a motion seconded by Councilman Clark to approve the minutes of the December 6, 2016 Council Meeting. Mayor Ford, Councilmembers Kelly, Clark and Hoover voted in the affirmative to approve the minutes of the December 6, 2016 Meeting. Councilman Brown abstained, having been absent from the meeting. Motion was approved by majority vote.

Financial Reports for November, 2016, were next on the agenda. Councilman Hoover made a motion seconded by Councilman Brown to accept the Balance Sheet, Budget Income Statement, and Year to Date Trial Balance for period ending November 30, 2016. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Alaina Stedillie having submitted a written report said the Snow Fence Agreement has been signed and returned to Attorney Nicholas representing Centennial Woods.

Attorney Stedillie reported having talked with Miguel Leotta who asked for an update on the New Town Hall. A work session in January was suggested. Council and Mayor Ford reiterated that until the fate of the most recent grant application for the I-25 Interchange is known, no discussions will be entertained. Mayor Ford said the Wyoming Business Council Meeting scheduled for early March has been moved from Sundance to Casper. The SLIB Meeting will be in April. Attorney Stedillie said she would relay the information to Mr. Leotta and encouraged Council to maintain communication with the Architects.

Engineer's Report was next on the agenda. Engineer Bill Johnston submitted a written report. Light shield issue still not resolved as wrong shields were sent, more time wasted, demand letter may have to be submitted. Engineer Johnston will continue to monitor and report.

Engineer Johnston presented copies of the original easement/right of way paperwork for the hangar building as review since the original documents were never signed. The current owners of the hangar building are now interested in getting the paperwork processed. Following review and discussion Attorney Stedillie will provide

updated documents. Councilmember Kelly made a motion seconded by Councilman Hoover to proceed with executing documents for Right of Way Deed and Storm Sewer Easements. Motion was unanimous.

Engineer Johnston has been contacted by WYDOT about the recycled asphalt off Salt Creek Highway including the area on the east side of the Interstate to be made available as previously agreed by WYDOT.

The material is planned to be placed in the 60' easement along the sanitary sewer line below the Bar Nunn Industrial Center.

Plans to deliver the recycled asphalt will require trucking from Salt Creek onto Westwinds to the Westwinds cul-de-sac and following the sanitary sewer easement next to the pipeline easement to delivery point. Ingress and egress is planned via Westwinds with no truck travel on Tonkawa.

The trucking route will be dependent on permission from Robert McMurry to allow a truck turnaround.

Location preparation for the recycled asphalt will be done by the Town.

There was no Parks and Recreation Report.

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

Council Miscellaneous was next on the agenda.

The Snow Fence Agreement was discussed during the Attorney's Report.

Wardwell Water Vice President Mark Pepper and Wardwell Water Attorney Kyle Ridgeway were present to request agreement with Bar Nunn for a process to issue building permits within Bar Nunn.

Contractors currently pull building permits at Bar Nunn Town Hall and are provided a copy of their site plan to present to Wardwell Water for water line permitting process.

Mr. Pepper and Mr. Ridgeway stated contractors don't address permit processing with Wardwell Water until ready for water to be turned on to a new structure. Wardwell is unaware of any construction issues until the contractor contacts them for service.

Mr. Pepper and Mr. Ridgeway asked if Bar Nunn would delay issuing a building permit until receiving written acknowledgement (signed site plan or letter) from Wardwell Water that the water portion of the site plan has been approved. This process would not delay the building permit process by more than a couple of days.

Following discussion, Councilman Clark made a motion seconded by Councilmember Kelly to delay issuing new structure building permits until receipt of signed approval of site plan from Wardwell Water. Motion was unanimous.

Mr. Pepper and Mr. Ridgeway asked for a Work Session quarterly or at least twice a year to include Bar Nunn, Mills and Wardwell Water to proactively address any issues or concerns before they become problems. These meetings would encourage communication and promote developing a standard for future joint development.

Engineer Johnston suggested Developers be invited to participate in some of the sessions, especially regarding water and sewer infrastructure placement.

The WYDOT Cooperative Agreement/Amendment One was briefly discussed. Councilmember Kelly made a motion seconded by Councilman Hoover to approve Amendment One stated by Mayor Ford to cover costs up to letting bids (Westwinds and I-25 Interchange). Motion was unanimous.

The Natrona County Fire Protection District – Bar Nunn Volunteer Fire Department Fire Protection Agreement (Natrona County Mutual Aid Agreement) was presented for approval by Councilman Robert Hoover.

Attorney Stedillie, having no previous year's information does not have a legal issue with the structure of the document.

Councilman Hoover said the agreement is the same as prior years except for item 7, which now states rent to Bar Nunn of a Pump Package instead of an equipped truck.

Councilman Brown asked for the agreement to be presented within the timeframe stated in the agreement (60 days prior to expiration date) in the future. It was clarified Councilman Hoover didn't receive it until late.

Councilmember Kelly made a motion seconded by Councilman Clark to approve the Natrona County Mutual Aid Agreement between the Natrona County Fire Protection District and Bar Nunn Volunteer Fire Department. Mayor Ford, Councilmembers Kelly, Clark and Brown voted in the affirmative with Councilman Hoover abstaining from voting as Bar Nunn Fire Chief. Motion passed by majority vote.

Mayor Ford reported a site visit in Bar Nunn regarding the Grant, scheduled for 1p.m., Tuesday, January 3, 2017. The Wyoming Business Council Meeting has been moved from Sundance to Casper to be held in March (9<sup>th</sup>?). The SLIB Meeting in Cheyenne is in April.

Mayor Ford is waiting on information from Taggart about a windscreen for picnic tables. Specs for an approximated 16' by 20' enclosure and an estimated price could be available next council meeting.

Mayor Ford received an e-mail from Casper IT about their A/V equipment. They have been recently upgraded by Nordic Sound, a Casper company. Mayor Ford will contact Casper again after the first of the year to discuss their system further to determine if a system can be obtained for less than \$6000.

Engineer Johnston asked Council to recognize Zoning and Planning (ZAP) Vice Chairman Gary Geiger to give a report on the most recent ZAP Meeting. Vice Chairman Geiger reported ZAP approved two items:

1. A house plan for a split-level home with 4 car garage at 1967 Palomino Ave.
2. An oversized 2 car garage attached by a breezeway to a residence at 1845 Sunset Blvd.

Vice Chairman Geiger reported zoning changes are being discussed and Rod Palmer has returned as a member of ZAP making 7 members.

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

The regularly scheduled meeting of the Bar Nunn Town Council adjourned at 8:15 P.M., December 20, 2016.

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Patrick Ford, Mayor

ATTEST: (seal)

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Carol Pendley, Clerk