

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, August 16, 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 Teri Kelly, Josh Brown and Robert Hoover. Councilman Steven Clark was excused.

Mayor Ford led in the Pledge of Allegiance.

Councilmember Kelly made a motion seconded by Councilman Hoover to approve the minutes of the August 2, 2016 Council Meeting. Motion was unanimous.

Councilman Hoover made a motion seconded by Councilman Brown to accept Financial Reports: Balance Sheet, Budget Income Statement, and Year to Date Trial Balance for July, 2016. Clarification was made that auditors have stated Financial Statements need to be identified individually at each meeting. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Alaina Stedillie has been working with Bill (Town Engineer) and stated she is in the process of contacting Wardwell Water Attorney Kyle Ridgeway to discuss language in the proposed Water Utility Easement and Conveyance of Water Infrastructure Agreement. Attorney Stedillie has been working with Councilman Brown on the amending of the chicken ordinance for completion, prior to final reading.

Next on the agenda was second 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 Kelly made a motion to approve Ordinance #2016-04 on second reading with amendments to Town Code 4-1-1 Definitions, and the addition of language stating owner responsibility to determine any restrictions/covenants which would prevent owning laying chicken hens, and request by Councilman Brown to edit for consistency in referring to 'laying chicken hens' throughout the document, and add wording that 'laying chicken hens will be allowed as pets and/or for personal non-commercial use'. Councilman Hoover seconded the motion which passed unanimously.

Engineer's Report was next on the agenda. Engineer Bill Johnston having previously submitted a written report affirmed the Water Utility Easement Agreement will not be presented for signature until amendments are done.

Engineer Johnston reported Advance Geotechnical Solutions has done some testing in Antelope Park per their agreement. Engineer Johnston is pleased with the work done by Ben Hauser to date. In answer to a question about pathway completion Engineer Johnston believes it will take until the planned end date September 15th.

Discussion about snow fence included anchor type changes to not be permanent, possibly using t-posts. The fence site would be staked, agreement sought from landowner, then an agreement /easement written by Town Attorney as needed. Upon completion of the processes the project could go out for design if not able to design during accomplishment of the other processes. Councilmember Kelly asked what the final cost will be. Engineer Johnston said \$30 per foot is the cost but did not have length information with him. He anticipates the project to cost less than \$34,000. Councilmember Kelly said no decision should be made without a pinpointed price. Engineer Johnston will compile an estimate for next Council Meeting.

Parks and Recreation Report was next on the agenda. There was no written report submitted and Mayor Ford stated there were no members other than Chairperson Stacie Ross at the last meeting. Marianne Magee, Senior Member of Parks and Recreation stated she has resigned.

Petitions and Public Comment was next on the agenda. Mike Schoolcraft, resident on Trails End asked Attorney Stedillie the procedure if someone moving into town had a "comfort animal" other than the pets allowed by ordinance. Attorney Stedillie stated it would be a case by case issue. Possibly a Conditional Use Permit/Exception of some kind would have to be applied for. A 'comfort animal' is not the same as a 'service animal'. There are certifications that have to be met for an animal to be determined as either.

Marianne Magee stated Wardwell Water and Sewer Board has a full membership now.

Matthew Epp, Lakota Trail resident stated the lights on the Vista Hills Pathway still "spills into" his back yard. There appears to be shields but they are not working effectively. Engineer Johnston has not had an opportunity to visit with the electricians about the project, but will.

Council Miscellaneous was next on the agenda.

A Letter of Permission request from Energy Catering to use their Bar Nunn Liquor License to cater an event at the Yellowstone Garage in Casper was first item of consideration. Councilmember Kelly made a motion seconded by Councilman Hoover to approve the Letter of Permission for Energy Catering to use their Bar Nunn Liquor License to apply for a catering permit for Yellowstone Garage Event in Casper for August 20, 2016. Following request from Councilman Brown that future letters contain wording that Bar Nunn agrees to the allowance with consent of the licensing entity, the motion was unanimous.

Catering Permit #Aug-2016C – Chatters Bar & Grill was next for consideration. The permit is for the 'Annual Triathlon' (Horseshoes, Darts, and Pool). The catering permit will allow patrons to carry alcoholic beverages outside into the newly fenced deck area. Mr. Blevins Co-owner of Chatters Bar & Grill stated the Wyoming Liquor Commission has approved the area for use. The fence has a drive through gate and two

walk through gates. Councilman Hoover made a motion to approve #Aug-2016C Catering Permit seconded by Councilman Brown. Motion was unanimous. Councilman Brown asked Mayor Ford, as in the past with other events, to contact Sheriff Holbrook to be sure adequate coverage will be available during the event. Mr. Blevins advised Mayor and Council he had also contacted the Sheriff's Department for coverage for the event.

The two items addressing use of current year designation of Wyoming Community Gas project funding \$2,931.90, and a prior year (2013) funding \$1,430.34 re-designation of funds not usable as previously assigned, were tabled until next Council Meeting (September 6, 2016) by Mayor Ford. Between now and next Council Meeting Mayor Ford will research Casper bus stop shelter costs, and Engineer Johnston will have opportunity to research costs for table shelter units as were placed in Antelope Park. These projects were proposed as uses for the new and previously designated Community Gas funds. Councilman Brown will contact the School District to verify bus stop locations.

Additional items not on the agenda:

Councilmember Kelly will be attending a Grant Writing Seminar at Casper College to assist in grant writing processes since the absence of MPO Director, Andrew Nelson. Mayor Ford said he would authorize reimbursement of the \$75 to Councilmember Kelly out of the Town's Training Budget. Councilman Brown made a motion seconded by Councilman Hoover to allow for reimbursement to any Councilmember and the Mayor for the tuition to attend the Grant Writing Seminar at Casper College. Motion was unanimous. The cost will be charged to General Fund/Education.

Councilman Brown asked for a work session to draft a plan in conjunction with the newly passed Code Enforcement Ordinance #2016-03. A Work Session was set for Tuesday, August 23rd, 5:30 P.M. for the purpose of creating the process for obtaining an independent contractor for Code Enforcement. Additionally, duties and reporting responsibilities need be determined. Attorney Stedillie will be attending.

Mayor Ford will have the 'dog signs' for the parks by tomorrow and will give them to Chuck Johnson (Head of Maintenance).

Mayor Ford reported he had struck an item from the agenda this evening pertaining to a request from Miguel to present revisions/estimates for the New Town Hall, as not in the best interest of the Town since there was possibility he (Mayor Ford) might not be here, Councilman Clark was going to be absent and Councilman Brown had an out of Town trip today as well. Mayor Ford said he has mentioned to Carol and Bill, and to Miguel in a Bar Nunn meeting that any requests to attend Council Meetings go directly through the Mayor so the Mayor isn't getting information at "the tail end of discussions". Mayor Ford will contact Mr. Leotta to make sure he knows to contact the Mayor so he can contact the Council about going forward with any meeting plans.

Councilmember Kelly stated she believed the New Town Hall Project had been shelved for lack of money and is solely concerned with the new interchange and any money that has to be come up with to get it built.

Mayor Ford indicated the project was shelved indefinitely until the economy shows signs of recovery. Mayor Ford stated Councilman Brown had previously indicated there could be other funding sources for the New Town Hall to be brought forth.

Mayor Ford said he currently does not logically see having any discussions about the Town Hall within the next couple of months. He concurred with Councilmember Kelly (about the interchange) and stated more funding through federal grants will have to be sought. Mayor Ford stated SLIB funding would be more available for the interchange instead of a town hall as "most of Cheyenne is on board with that project anyway".

Councilman Brown said the New Town Hall Grant he spoke of was federal funding and agreed funding for the interchange would more likely be attainable through SLIB.

Councilman Hoover reported the new marquee sign has been installed and is operational, and community events can be directed to him for advertising. School starting date will be added as soon as the programming process is mastered.

Councilman Hoover reported the new AED is mounted in the hallway outside of the Clerk's Office, and he has gone through it with Maintenance and Office Staff. He would like to go through operation of it with Mayor and Council. Councilmember Kelly asked to have training done in conjunction with the upcoming work session.

Councilman Hoover stated he is in agreement with Councilmember Kelly on the interchange.

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

Meeting adjourned 7:55 P.M., August 16, 2016