



TOWN COUNCIL

MEETING MINUTES

Tuesday, April 17, 2018 - 7:00 P.M.
4820 N. Wardwell Industrial Avenue
Bar Nunn, Wyoming

1. Roll Call: Mayor Patrick Ford called the meeting to order Tuesday, April 17, 2018 at 7:00 P.M. and Roll was called which determined the presence of a quorum.

Present: Mayor Patrick Ford; Council members: Robert Hoover, Josh Brown, and Steven Clark. **Excused Absence:** Councilmember Teri Kelly

2. Pledge of Allegiance: The Town Council and all present stood in service to the United States Flag and pledged allegiance to the United States of America.

3. Minutes of April 3, 2018: Moved by Josh Brown, seconded by Robert Hoover and carried without dissent to accept the Council Minutes of the April 3, 2018.

4. Financial Reports for period ending March 31, 2018: Moved by Robert Hoover, seconded by Steven Clark and carried without dissent to accept the balance sheet, budget income statement & trial balance for period ending March 31, 2018.

5. Regional GIO Update/ GEO Smart Demonstration: Denyse Wyskup, Regional GIS Administrator was present and discussed the Fiscal Year 2019 budget for the Regional GIO Cooperative. Ms. Wyskup discussed a portion of the project operation costs may be covered by a contribution by MPO funding and the decision on this funding will be confirmed by the end of April. Denyse Wyskup outlined the projected FY 2019 annual cost for Bar Nunn to be \$4,810.46 without MPO funding, the cost for Bar Nunn with MPO funding will be \$3,668.06. Councilman Josh Brown asked Ms. Wyskup how the funding model was developed. Denyse Wyskup explained this funding model was established when the Regional GIS Cooperative was first established whereby, each Community Participation, (i.e. Town of Mills, Town of Evansville, Town of Bar Nunn, City of Casper & Natrona County) share a portion of operating costs based on Parcel Counts. Regional GIS Admin. Denyse Wyskup shared the diverse projects completed in 2018, namely, the Eclipse Public Outreach Portal, Emergency Response view and upgrade of the Spillman/ CAD 911 Geobase application. Ms. Wyskup also discussed the endeavor to improve mobile collection of data for road conditions and closures, sewer and water lines locaters, code enforcement and building permitting uses. In conclusion, Denyse Wyskup demonstrated the current project for updates and installation of new Control Point Monuments, this project will enable data to conform to the current standards of the National Geodetic Survey used in sectors pertaining to land surveying, civil engineers, planning and urban development.

6. Attorney's Report: Attorney Amy Taheri submitted a written report which stated that the current lease with Young Guns Baseball will require a new lease to be drafted as the baseball team is dissolved and organized under the new name of Valor Baseball. Councilman Robert Hoover asked about the status of abatement process for the property at 2930 Circle Drive North. Ms. Taheri responded she is awaiting the Owners and Encumbrance report from the Title Company and then she can continue with the next step in the abatement procedure.

7. Engineer's Report: Town Engineer Ray Catellier was present and discussed his submitted written report. Mr. Catellier also mentioned the asphalt overlay projects coming up for bid. The advertisement has been sent out for publication and the bid opening will occur May 1st at 2:00 P.M. Ray felt he could have a recommendation for bid award that evening at the council meeting. Next, Engineer Catellier presented layouts for the ½ basketball/tennis court at High Plains Park. There was discussion on size of the concrete pad, tennis court surfacing material, fencing, and potential of striping for a pickle ball court. After considering these various options the council concurred that it should be a ½ basketball court from the 3-point line, fence all 4 sides with a 10' fence and 2 gates and attach a side wall for use by tennis players. Ray Catellier will design a court based on these recommendations and research cost estimates for the project for future presentation to the council.

8. Parks and Recreation Report: No one was present from the Parks and Recreation Committee and no report given. Mayor Patrick Ford mentioned the upcoming Arbor Day Celebration on April 28th and invited all interested in participation to meet at 8:00 A.M. at the Fire Hall.

9. Petitions and Public Comment: Mr. Mike Schoolcraft of 4420 Trails End, mentioned that the Flags displayed outside the Town Hall seemed tattered and are ready to be replaced with new flags.

10. Council Miscellaneous:

A. Valor Baseball: Todd Cabrera

Mr. Todd Cabrera representing Valor Baseball, previously called Young Guns Baseball was present and conversed about the team's decision to change their name. Mr. Cabrera did not realize the name change would compromise the established lease for the field but hoped the council would decide to renew the lease with Valor Baseball. Next, Mr. Cabrera passed a hand out to the council demonstrating the contribution of the Team of approx. \$7,000 in invoicing for costs of the new fill and grading for the field. Also, the hand out included the Valor Baseball Team's schedule for the upcoming 2018 Baseball Season. Mr. Cabrera and the council discussed the potential of other traveling baseball teams use of the field, scheduling for the traveling teams and the importance of these teams to provide liability insurance. Mr. Cabrera suggested that other teams pay a fee of \$10 per hour to help with field upkeep. Mayor Ford expressed his reservations with the charging of the fees to other users of the field. Mayor Ford stated that the park and the field is the property of the Town and clarified that this was a lease set up for a scheduled use of the field and the field was to remain open for the use of the residents for the times that were not scheduled by the team. Mr. Cabrera stated his fee schedule was just a suggestion and he expressed his gratitude for the opportunity to lease the field and emphasized the efforts of the players who conducted extensive fund raising and volunteered many hours of labor for development of the Town of Bar Nunn field. Mr. Cabrera mentioned he does have players who are residents from the Town of Bar Nunn. Todd Cabrera then discussed, upon renewal of the lease, the upcoming plans of the Valor Team for development of the field to include; protective coverings for the fencing around the field, install new base plugs for detachable bases, new foul poles and dug out repair. The council realizes there will be a lot of future issues, such as; providing lighting for extending the hours of usage, definition of residential use and structured team use, liability insurance requirements, for discussion of the use of the Antelope Park Baseball Field. Councilman Josh Brown recognizes that Todd Cabrera and his baseball team have been a good partner with the Town of Bar Nunn and appreciates their efforts in developing the Antelope Field. Josh Brown moved, seconded by Steven Clark and passed without dissent to direct the Town Attorney, Amy Taheri, to negotiate a new lease for a scheduled use of the Antelope Park Baseball Field with Todd Cabrera representing Valor Baseball for the 2018 baseball season and have the lease available for review at the May 1, 2018, Council Meeting,

B. CATC: operational cost assistance request

Mayor Ford reviewed the letter submitted by Marge Cole, Executive Director of the CATC Program, requesting a \$1,200 contribution towards program operational costs. Councilman Josh Brown asked if the usage of the CATC system had seen any usage increase this past year. Mayor Ford mentioned that based on a recent conversation with Ms. Marge Cole the usage has remained flat for the Bar Nunn Area, with an average of 3 residents who use the service regularly. Mayor Patrick Ford did remind the council that the CATC Program receives from a Federal Program a dollar per dollar match for every amount contributed. Moved by Robert Hoover, seconded by Steven Clark and carried without dissent to approve a contribution of \$1,200 towards the operational costs of CATC Program.

C. Budget Work Session: April 26th -- 6:30 P.M.

Reminder issued to the Town Council and Mayor Ford stated that all work sessions are open to the public.

Supplemental: Mayor Ford mentioned the I25 Interchange project update meeting April 26th at noon held at the WY DOT Building. Steven Clark mentioned a few pot holes need attention on McMurry Blvd. and Tonkawa Trail.

11. Adjournment: Moved by Steven Clark, seconded by Robert Hoover and carried without dissent that there being no further business the meeting of April 17, 2018, be adjourned at 9:00 P.M.

Patrick R. Ford, Mayor

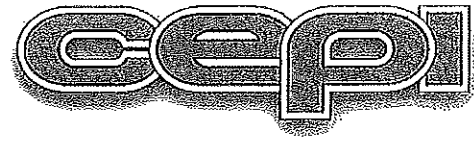
ATTEST: (seal)

Carisa Hensley, Clerk Treasurer

Attorney's Report

4/17/18

Baseball lease—technically with Casper Young Guns Baseball. Will draft new lease with Valor baseball if that is the plan.



April 17, 2018

Mayor Ford, Town Council
Town of Bar Nunn
4820 Wardwell Industrial Avenue
Bar Nunn, WY
82601

Dear Mayor Ford and members of the Town Council,

Since the last council meeting I have been working on the following items:

- Updated Casper Area MPO Transportation Improvements Plan for Bar Nunn.
- Quarterly MPO Technical Committee Meeting.
- 2018 Miscellaneous Streets Project Advertisement and Plan Production.
- High Plains Park Multi Use Court estimates.
- Westwinds Interchange Scheduling Discussion with 71 Construction.

Please feel free to contact me at any time with questions or concerns.

Sincerely,
Civil Engineering Professionals, Inc.

A handwritten signature in black ink, appearing to read 'Raymond Catellier', is written over a horizontal line.

Raymond Catellier, PE