



TOWN COUNCIL

MEETING MINUTES

Tuesday, May 15, 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, May 15, 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, Steven Clark and 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 May 1, 2018:** Moved by Robert Hoover, seconded by Teri Kelly and carried without dissent to accept the Council Minutes of the May 1, 2018. Councilman Steven Clark abstained from the vote due to his absence from the May 1, 2018 meeting

4. **Financial Reports for period ending April 30, 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 April 30, 2018.

5. **First Reading of Ordinance #2018-01 "AN ORDINANCE OF THE TOWN OF BAR NUNN, WYOMING, ADOPTING ANNUAL APPROPRIATION (BUDGET) FOR THE FISCAL YEAR ENDING JUNE 30, 2019".** Moved by Teri Kelly, seconded by Steven Clark and carried without dissent to approve Ordinance #2018-01 on it First Reading.

6. **Attorney's Report:** Attorney Taheri submitted the lease with Valor Baseball for use of the Antelope Park Baseball Field. Steven Clark clarified with the attorney that Attachment A and Attachment B of the Lease were relative to organized traveling teams that were interested in the use of the baseball field. Josh Brown suggested updating the dates used in the example of Sec. 11. D. to reflect 2018. Mayor Ford mentioned the fee amount discussed in Attachment A was \$10 per hour for traveling teams. Steven Clark asked if the Attorney was comfortable with the Insurance clause. Ms. Taheri responded there was a clause indemnify the Town of Bar Nunn and the Insurance Provision is acceptable. There was no further discussion on the lease with Valor Baseball. Teri Kelly moved, seconded by Steven Clark and carried without dissent to approve the execution of the lease by Mayor Ford with Valor Baseball for use of Antelope Park Baseball Field. In conclusion, Attorney Taheri reviewed the abatement process that included the Notice and Order to vacate for demolition of 2930 Circle Drive North.

**7. Engineer's Report:** Engineer Catellier's first item of discussion was the change order request #1 in the amount of \$22,065. submitted by the contractor performing the asphalt overlay projects. The change order is to incorporate a fiber reinforced fabric into the asphalt overlay. Engineer Catellier and the contractor felt this addition will provide the Town with an upgraded road with a significantly longer live expectancy. Moved by Steven Clark, seconded by Teri Kelly and passed without opposition to approve Change Order#1 in the increased amount of \$22,065 to the 2018 Miscellaneous Streets Project awarded to 71 Construction.

Ray Catellier then reported that he is awaiting some Geotechnical studies and comments from a structural engineer to finalize the design drawings for the multi-use court. Engineer Catellier is keeping the estimated cost of the multi-use court for High Plains Park at \$80,000. In closing Mr. Catellier mentioned his research into skate park designs and it was an industry recommendation to acquire the services of a Skate Park Specialist. The specialist company could provide comprehensive research, design and build of the Skate Park Project.

**8. Parks and Recreation Report:** No one was present from the Parks and Recreation Committee and no report given. Carisa Hensley, Clerk Treasurer stated the June 16<sup>th</sup> Bar Nunn Day was advertised in the May newsletter and registration forms are being received for location advertising for the community yard sales.

#### **9. Petitions and Public Comment:**

Melinda Sebion of 1880 Prairie Lane came before the council. Ms. Sebion is concerned about the migration of the Prairie Dogs closer to the town limits due to the road development and disturbance of the terrain. Ms. Sebion suggested soliciting the cooperation of adjoining land owners beyond the town limits to find solutions to eradicate or control the prairie dog population. Mayor Ford stated he would discuss this problem with other communities and make inquires with other organizations such as; Natrona Co. Weed & Pest, Metro and WyDOT about possible solutions. Mayor Ford will provide feedback to Ms. Sebion after his investigation.

Mr. Mike Schoolcraft of 4420 Trails End who is a member of the Zoning & Planning Commission inquired about whether authorization is needed from the Zoning Commission on park developments, i.e. basketball courts, shelters. After discussion it was noted that the Town Council serves as board of appeal to the Zoning Commission and therefore the Zoning Commission is subservient to the Town Council and historically planned construction of town buildings are presented to the Zoning Board but not park development. Attorney Taheri mentioned she would investigate this question.

#### **10. Council Miscellaneous:**

Mayor Ford reported on his discussion with the Town of Mills and the possibility of their community service officer providing animal control services to the Town of Bar Nunn. The Town of Mills is proposing an annual contract fee of \$28,000 plus additional veterinary fees as needed. Josh Brown suggested negotiating a maximum threshold for veterinary fees and adding definitions into what types of veterinary care will be provided. The Town of Mills will also offer a lifetime license in the amount of \$40 and reduced costs for chip and/or tattooing service.

#### **A. Budget Work Session: May 16<sup>th</sup> – 7:00 P.M.**

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

**11. Adjournment:**

Moved by Steven Clark, seconded by Teri Kelly and carried without dissent that there being no further business the meeting of May 15, 2018, be adjourned at 7:45 P.M.

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Patrick R. Ford, Mayor

ATTEST: (seal)

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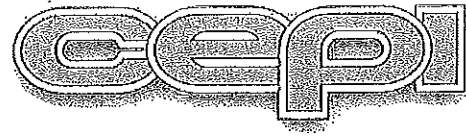
Carisa Hensley, Clerk Treasurer

**Attorney's Report**

5/15/18

Baseball lease—ready

Notice and Order to vacate on 2930 Circle Drive North--ready



May 15, 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:

- Contacting contractors and other professionals regarding design options for multi-use court. I am still awaiting important information to finalize 90% design drawings.
- 2018 Miscellaneous Streets Project is underway. Change Order #1 has been submitted and is attached for your review. This change order will provide the Town with an upgraded road with a significantly longer life expectancy.
- Researched skate park designs and options.

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 faint, illegible stamp or background.

Raymond Catellier, PE