

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, February 2, 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 Patrick Ford, Councilmembers Robert Hoover, Teri Kelly and Josh Brown. Councilman Jake Bigelow was unexcused.

Mayor Ford led in the Pledge of Allegiance.

Next item on the agenda was Minutes of January 19, 2016 Council Meeting. Councilman Hoover made a motion seconded by Councilmember Kelly to accept the minutes of January 19, 2016. Motion was unanimous.

Payable List for January, 2016 was next on the agenda. Councilman Hoover made a motion seconded by Councilman Brown, to approve the Payable List for January, 2016. Motion was unanimous.

Attorney's Report was next on the agenda. Attorney Alaina Stedillie reported court was held and both the Metro Deputy and the owner of the pig were present and case was resolved with the owner being fined.

Attorney Stedillie is waiting to hear from Mr. Coffman on title preparation to finalize the land donation from Bishop. Carol contacted the County Assessor's Office and was told the deed will be flagged when it is filed, and tax issues that may arise from the transaction will be taken care of.

Attorney Stedillie is waiting to hear from Kim Kihle to set up a meeting with him to discuss zoning issues.

Attorney Stedillie has reviewed the CMAR contracts regarding the New Town Hall. The fees are based on guaranteed maximum price which is not available yet, but would be .3% of that number. The fee for the current work done, since there has been no construction would be an adjusted invoice reflecting cost of time invested to date.

Mayor Ford asked for verification of the contract as it sits. If the choice is to suspend the town hall project, notification of how long, needs to be given to CMAR. Attorney Stedillie agreed it needs to be in writing, with a 7-day lead time. Attorney Stedillie suggested a phone call ahead of time to let them know what is happening would be proper.

Attorney Stedillie has called Wallace Trembath about the Town's signed Growth Boundary MOU Agreement. Mr. Trembath will have it by the end of this week.

Attorney Stedillie has not addressed the Parks and Rec question about Christmas Parade receipts being reimbursable. Receipts will probably be handled the same as Fire Department receipts for their entries. Attorney Stedillie will research further.

Next on the agenda was first reading of Ordinance #2016-01 "AN ORDINANCE OF THE TOWN OF BAR NUNN, WYOMING, IDENTIFYING THE PROCEDURE FOR ADOPTING UNIFORM BOND SCHEDULE, AND SETTING A BOND FOR RECKLESS ENDANGERMENT". Councilmember Kelly made a motion seconded by Councilman Brown to pass on first reading. Motion was unanimous.

Next item on the agenda was Resolution # 2016-06 "A RESOLUTION OF THE TOWN OF BAR NUNN, WYOMING, SUPPORTING THE WYOMING ASSOCIATION OF MUNICIPALITIES' LEGISLATIVE AGENDA AND THE ASSOCIATION'S EFFORTS IN SEEKING APPROPRIATION OF STATE FUNDING FOR ALL 99 WYOMING CITIES AND TOWNS DURING THE 2016 BUDGET SESSION OF THE WYOMING LEGISLATURE." Councilman Brown made a motion to adopt the resolution. Councilmember Kelly seconded and motion was unanimous.

Engineer's Report was next on the agenda. Bill Johnston, Town Engineer reported Town Hall Utilities are currently in design and a package is being put together to be put out to bid. A meeting with Rocky Mountain Power is scheduled for February 9th to discuss revising the original contract which was approximately \$19,000. Cost and changes will be for installation of conduit, vaults, power pole, and pulling line through conduit.

Engineer Johnston talked to Wardwell Water and Sewer. During the water line looping, the water meter pit can be put in and the tap fee can be paid. Until the water is on there would be no monthly fee.

Wardwell Water and Sewer District is asking for surety equal to the amount of the water main being installed. The same will be asked of Wardwell by Bar Nunn, as is currently asked of developers, should they install any new lines. The surety is 100% of the construction project cost to be returned upon completion of the project. A 20% retainage is held by Wardwell for 18 months following construction completion. For a \$100,000 project the surety bond is approximately \$1,500 (approximately 1.5%). A Letter of Credit from the bank could be another option.

Easements were discussed in relation to the waterline project. If an easement is granted it would be for other utilities as well as water.

Engineer Johnston will provide Attorney Stedillie a copy of Wardwell's documents and agreement to review.

The written Fire Department Report for January, 2016 was given by Jennifer Bounds. Councilman Brown, acknowledging the Fire Department sponsors the circus as a fundraiser for the department, asked what specific use the proceeds were to be used for this year. Ms. Bounds responded the proceeds will be used for training needs and extra items not in the budget.

A written Zoning and Planning Report was submitted by Chairman Kim Kihle for January, 2016. A garage was approved on Trails End and there were two inquiries about the seats on ZAP, to be referred to Council for appointment. Councilman Brown asked if either person had come in. They have not. Mayor Ford said he has spoken with Mr. Zhelbakov and can speak to Mr. Epp prior to the next Council meeting, and they could be appointed in time for the next Zoning and Planning meeting.

Maintenance Report was next on the agenda. Chuck Johnson, Head of Maintenance submitted a written report. Mr. Johnson also reported:

Currently waiting for a response from the tree providers in order to provide information to Parks and Rec by their Feb. 11th meeting.

Working with Town Engineer (Johnston) on utility installation.

Electronics have been changed out in Lift Station #1.

Prospective employee interviewed, offered job, awaiting final processing.

Beginning preparations for spring maintenance.

Councilman Brown asked if the dog signs requested for the parks have come in. Mr. Johnson has not ordered them as the graphics have not been completed.

Mr. Johnson further reported vandalism and stolen signs on Westwinds Road. Councilman Brown asked for Mr. Johnson to file an official report with the Sheriff's Office as this is an area they need to be patrolling. Mayor Ford will meet with Mr. Johnson tomorrow about a report to the Sheriff's Office about the signs.

Petitions and Public Comment were next on the agenda. Three residents spoke about snow plowing issues. Margaret Kerns – Circle Drive North, expressed concern and frustration with inability of CATC and Special Education busses to access her area, due to unplowed street conditions, to transport special needs individuals to class. Ms. Kern's residence is a designated bus stop. Ms. Kerns stated several cars including hers had been stuck in the street today. There is a large ice accumulation at both entrances to Circle Drive North which is already a flooding concern for several residences. Ms. Kerns stated she was appreciative of the efforts to keep main streets clear and appreciates the pass made down her street today, but snow and ice issues need to be addressed further.

Chuck Johnson stated the issue of plowing Circle North is the contour of the street and nowhere to go with the snow. Plowing to the side blocks driveways and the loader cannot push a 7-foot swath of snow the full length of the street. Mr. Johnson said he is agreeable to whatever Mayor and Council want him to try.

Engineer Bill Johnston suggested contacting local contractors to see about contracting for additional snow removal.

Chuck Johnson spoke of problems that continue to be created by people shoveling snow, using snow blowers and ATVs to push snow into the street which creates additional problems for everybody as it causes additional drifting and ice accumulation. Mr. Johnson said all the 'snow catches' are full and if the wind shifts it is going to drift back. They are utilizing all personnel to keep the main routes open.

Councilman Brown explained a bus route doesn't designate a snow route which is plowed. Main street bus routes are plowed but side streets, also utilized by busses, are not.

Mayor Ford stated in an ideal world every street would be plowed. As time and manpower allow more plowing can be done. Mayor Ford will meet with Mr. Johnson to review snow routes, try to expand them and work to resolve some of the issues.

Richard Bush – Bel Vista Drive, stated his concern is the packed snow on the edge of his street which turns to ice. Mr. Bush said only one pass had been made on his street and the snow was not rolled off. There is a handicapped gentleman who lives on the street and is transported daily, through great difficulty in accessing his house to get him out.

Mayor Ford reiterated looking at snow routes and seeing what changes would be feasible.

Katie Henley – Antelope Drive, verified one pass made on Bel Vista and plows not through until mid-afternoon. Ms. Henley concerned with "the 8 to 12 feet of gravel in front of my yard, and is that my maintenance or the city's maintenance?" Ms. Henley said she has a 5-foot pile of snow in her flower bed. If the (graveled) area is the city's maintenance she would like something in writing as weeds have not been maintained for the last two years.

Mayor Ford will research the area in question and provide clarification.

Ms. Henley, having heard earlier of the vandalism and theft of signs on Westwinds, and not knowing if the same persons could have been involved, reported an incident which occurred outside her home. The incident at her home was resolved by the Sheriff's Department.

Council Miscellaneous was next on the agenda.

Councilmember Kelly made a motion seconded by Councilman Hoover to accept Business License Renewals; #2016-xx

21. Antler Taxidermy & Arts – Michael Herrick
22. Pagel Storage – Gary Pagel
23. Outback RV Storage – Joe Johnson

Motion was unanimous.

Councilmember Kelly reported on attending Metro Animal Services, Oversight Committee Meeting, January 29, 2016. Councilmember Kelly reported the meeting was a positive experience. Bar Nunn percentage of calls and impoundments is small in comparison to all entities.

Additional service offered to Bar Nunn by Metro (Tory Walsh, Division Manager) at Bar Nunn's annual vaccination clinic, in addition to licensing which is currently provided, is to offer microchipping at \$20 per animal. If a veterinarian can be obtained for this year (previous year vet lost his buildings in a fire), Metro would be available to do licensing and microchipping.

Councilmember Kelly reiterated to Metro that no livestock is allowed in the Town of Bar Nunn. The only animals allowed are cats, dogs, and ferrets.

Councilman Brown asked it be put in the newsletter, again this year, for people to shovel snow into their yards, not into the street.

Councilman Brown stated the ordinance (5-1-5D.2.) allowing our Code Enforcement Officer to tag RVs, boats, and trailers parked on the streets, is currently not being enforced. Mayor Ford will talk to Cheryl, Code Enforcement Officer.

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.

Meeting adjourned 8:00 P.M., February 2, 2016.

Patrick R. Ford, Mayor

ATTEST: (seal)

Carol Pendley, Clerk Treasurer

ATTORNEY REPORT

To: Mayor Ford and Town Council

From: John Masterson and Alaina Stedillie

Date: February 1, 2016

Bishop donation

Zoning ordinance