

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

The regular meeting of the Town Council of Bar Nunn was held on Tuesday, May 3, 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 Teri Kelly, Josh Brown and Robert Hoover.

Mayor Ford led in the Pledge of Allegiance.

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

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

Attorney's Report was next on the agenda. Attorney Alaina Stedillie reported W.S. 15-1-103(a)(1), allows for appointment of a Code Enforcement Officer to enforce Town Codes, specifically chapters 3,4,5 as written in Town Ordinance. Attorney Stedillie also conferred with Wallace Trembath, City of Casper Attorney who drafted similar resolution language for City of Casper in 2007. Code Enforcement Officers are not sworn peace officers under the law, don't carry a badge, and can't hold themselves out to be (peace officers). The process can be accomplished by Resolution, which Attorney Stedillie will draft. Attorney Stedillie stated a contract person is preferable to an employee, and will work on drafting a job description and contract when the resolution is adopted.

Engineer's Report was next on the agenda. Bill Johnston, Town Engineer reported receiving a letter from CEPI proposing to do staking for New Town Hall infrastructure for \$3,000. CEPI set the original 'Control' for the project and are the logical choice to do this portion of staking, which will be an ongoing process through all of infrastructure construction. Councilman Brown made a motion seconded by Councilman Hoover to accept the estimated bid of \$3,000 from CEPI to do New Town Hall infrastructure staking. Motion was unanimous.

Engineer Johnston said the New Town Hall infrastructure project has been on hold awaiting Rocky Mountain Power's response to when the new main line was to be installed. The most recent indication from them is it may or may not be done, or it may never be done. Engineer Johnston stated Mayor Ford gave permission to proceed with plan sheets including electrical. Project to go be advertised immediately, Pre-bid meeting,

Bid opening, with Bid award by Council on June 7<sup>th</sup>. Substantial Completion to be June 5, 2017. Completion date of waterline is August 10, 2016. Antelope Park Pathway completion work can be started within the timeframe for the waterline as well. During discussion of boring, it was explained due to equipment use and possible damage in the park, boring needs to be done from the proposed New Town Hall site to the park.

J&G Landscaping has been contacted about ground preparation and reseeding in High Plains Park areas not to be sodded. They will double disc and drill seed for \$2,500. Mayor Ford said the price is about 10 cents per square foot and is a good deal. Councilman Hoover made a motion seconded by Councilmember Kelly to accept the bid for \$2500, from J&G Landscaping to seed High Plains Park. Motion was unanimous.

Fire Department Report was next on the agenda. The written report was presented by Matt Stoneking. There were no questions.

A written Zoning and Planning Memo was submitted by Kim Kihle ex-chairman. Mr. Kihle will continue to assist with the Committee on an "as needed" basis, with Gary Geiger assuming Chairman duties until Mayor proposes new Chairman to Council for approval. Mayor Ford indicated, Matthew Epp, although not present at the meeting, was discussed as appointment suggestion for ZAP Chairman. There were no questions or comments from Council.

Head of Maintenance Chuck Johnson presented his written report. Mr. Johnson will be taking Parks and Recreation members around Town to identify different species of trees.

Rabbits are creating havoc in the Tree Farm. Following discussion, it was determined the old accumulation of tree branches should be hauled off to the Casper Landfill. Annually, accumulated branches in the summer should be hauled to the landfill in a timely manner, to prevent use by rabbits as winter habitat. Wire is placed around the bottom of Tree Farm (tree) stock to protect from rabbit destruction.

The Tree Farm scheduled to open this Saturday, March 7<sup>th</sup>, is unlocked during the week for grass clipping drop off, and on a trial basis it will be unattended on Saturdays. If problems arise, changes will be made.

Mr. Johnson has contacted Jeff (Goetz) of WYDOT to renew agreement for Bar Nunn to mow Salt Creek Highway road ditches. It is also time to schedule the first cleanup day for Salt Creek Highway, the established Adopt-A-Highway Program from Westwinds Road to Antelope Drive. Cleanup Day for Salt Creek Highway was set for Saturday, May 21, 2016 beginning at 8A.M. Meet at Westwinds and Salt Creek. Jen Minor, City of Casper will be contacted for any persons needing a project to satisfy community service hours to attend. KOA Campground will be contacted about cleaning up the tree branches left in the right of way, if they are not cleaned up prior to May 21<sup>st</sup>.

Annual back flow preventer installation is in progress. The ballfield will be sprayed for weeds, and grooming done to infield. Mowing is starting tomorrow.

Petitions and Public Comment was next on the agenda. Matthew Epp, Lakota Trail resident addressed Council regarding the lighting on the pathway around High Plains

Park. Mr. Epp would like to see the brilliance diminished, light heights reduced, and shut-off time at an earlier hour. Following discussion, it was determined the lights have to remain on until 10 P.M. (curfew time for parks), and reported that light shields and sound dampening equipment are proposed for the upcoming budget.

Denise Lacey, Antelope Drive resident addressed Council about chickens. Ms. Lacey would like Bar Nunn to allow chickens since Casper and Cheyenne have adopted ordinances allowing them. Ms. Lacey stated METRO has been to her home and has given her written permission in the past for her children to raise 4-H chickens. Ms. Lacey further stated a lot of people have indicated to her they would like chickens. Following discussion, Council was in agreement Ms. Lacey could do a door to door petition to determine interest in having chickens in Bar Nunn. Attorney Stedillie asked Ms. Lacey for the letter from METRO, as they do not have authority to circumvent the Town Ordinance which does not allow chickens in Bar Nunn. Ms. Lacey said she would look for the letter.

Council Miscellaneous was next on the agenda.

Since the FASTLANE grant was not successfully submitted and a question within the application for a TIGER grant asked if a FASTLANE Grant had been applied for, Mayor Ford asked for a motion to rescind Resolution #2016-09, a resolution authorizing submission of a FASTLANE Grant. Councilman Hoover made a motion seconded by Councilman Brown to rescind the resolution. Motion was unanimous.

Mayor Ford stated a TIGER Grant has been applied for, and called for a motion to ratify Resolution #2016-10, **“A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE U.S. DEPARTMENT OF TRANSPORTATION FOR A TIGER GRANT ON BEHALF OF THE GOVERNING BODY FOR THE TOWN OF BAR NUNN, WYOMING, FOR THE PURPOSE OF CONSTRUCTING AN INTERCHANGE AT THE INTERSECTION OF WESTWINDS ROAD AND INTERSTATE 25.”** Councilmember Kelly made a motion seconded by Councilman Brown to ratify Resolution #2016-10. Motion was unanimous.

Mayor Ford reminded all Councilmembers of the Budget Work Session, Monday, May 9, 2016, 6P.M.

Following discussion, it was determined Wednesday, May 11, 2016, will be the interview date for interested parties in the council vacancy. Interviews will be scheduled at 15 minute intervals beginning at 6P.M. If any applicant cannot meet the Wednesday schedule, they could be scheduled prior to the Work Session, Monday, May 9<sup>th</sup>.

Councilman Hoover presented two proposals for a marquee sign at the Fire Station. One from Bar D Signs \$33,000 and one from Superior Signs for over \$40,000. Following brief discussion, Councilman Brown made a motion seconded by Councilmember Kelly to purchase the marquee sign from Bar D Signs, to be located at the Fire Station. The sign will be purchased in the current fiscal year. Motion was unanimous.

Councilman Hoover asked Mayor Ford about the recent METRO meeting, specifically asking about appearance of METRO Officers being stationery for extended periods of time, and dogs running at large within the town. Mayor Ford said METRO plans to implement several measures to assist with problems:

1. Bike Patrols are planned for Morad Park and the Soccer Fields due to congestion of foot traffic, as a way to 'cut down on loose animals' running.
2. METRO has budgeted \$10,000 for the Spay and Neuter Program.
3. Vehicle logging systems (GPS) are being installed on vehicles to track areas of patrolling and stationery vehicle locations.

Councilman Brown asked about the status of the 'Dog' signs to be posted in the parks. Mayor Ford indicated a new photo needs to be submitted, which he or Councilman Brown will provide.

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 8:20 P.M., May 3, 2016.

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Patrick R. Ford, Mayor

ATTEST: (seal)

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Carol Pendley, Clerk Treasurer

## Bar Nunn Engineer Report May 17 2016

### High Plains Park

Sod Construction is complete and as such substantial completion is reached, a small punch-list will be put together to finalize construction.

Town Hall Utilities status - out for bid. Bid date June 3<sup>rd</sup> , 4:00 P.M.

Antelope Park pathway tentative schedule. Bid date tentative June 17<sup>th</sup>.

Council Selection of consultant for Antelope Drive drainage problems.

Leppert Associates - \$5000

Trihydro Corporation - \$4900

Engineer's recommendation: choose Leppert Associates.

#### Engineer's reasoning:

Leppert were more knowledgeable about groundwater issues and had a more comprehensive plan to investigate. Additionally they brought up the idea of an under drain to intercept drainage and eliminate the water problems under the road. While discussions with the Trihydro representative were about excavation of the street section, which results in working in a saturated subgrade which is problematic and expensive to stabilize.

Leppert proposed well points allowing measurement of the peizometric water surface whenever the data is desired whereas Trihydro is proposing soil borings where the water surface will be measured once during the boring only.

Leppert proposed a survey in order to correlate the water surface elevation flowing out of the ground on the west side of the houses along Antelope adjacent to our problem area to the water elevation at the problem area. Trihydro didn't.

The difference in the proposals is summed up by the statement that Leppert is studying the hydrology of the area more significantly than Trihydro which is where in my opinion the study needs focused.