



TOWN OF BAR NUNN 4820 N. Wardwell Industrial Ave., Bar Nunn, Wyoming
TOWN COUNCIL

MEETING MINUTES
Tuesday, November 1, 2022 - 7:00 P.M.

- 1) **Roll Call:** Mayor Patrick Ford called the meeting to order Tuesday, November 1, 2022, at 7:00 p.m. The roll was called which determined the presence of a quorum.
Present: Mayor Patrick Ford. Council Members: Mary Sue Sorenson, Peter Boyer, and Steven Clark.
Excused: Robert Hoover
 - 2) **Pledge of Allegiance:** The Town Council and all those present stood in service to the United States Flag and pledged allegiance to the United States of America.
 - 3) **Minutes of October 18, 2022:** Moved by Mary Sue Sorenson, seconded by Steven Clark, and carried without dissent to approve the Minutes for October 18, 2022.
 - 4) **Payable List for October 2022:** Checks #30885-30936, Direct Deposit #1871-1904, ACH #20523358 & ACH #00857232. Moved by Steven Clark, seconded by Mary Sue Sorenson, and carried without dissent to approve Payable List for October 2022.
 - 5) **Resolution No. 2022-21:** “A RESOLUTION TO ESTABLISH NEW JOB CLASSIFICATIONS PERTAINING TO WATER SYSTEMS OPERATIONS.” Moved by Peter Boyer, seconded by Steven Clark, and carried without dissent to approve Resolution No. 2022-21.
 - 6) **Attorney Report:** Town Attorney, Patrick Holscher was available for questions or comments from the council via audio conference. A written report was submitted to the Mayor and council. Attorney Holscher addressed the matter related to the MOU (Memorandum of Understanding) for the DinoSolar Energy Project. Discussion regarding the dollar amount that will be represented for the Town of Bar Nunn followed. Attorney Holscher stated the dollar amount Bar Nunn is requesting from the impact assistance funds is a solid dollar amount. Attorney Holscher stated he is prepared to defend the amount of \$2,012,532.75 to be submitted to the local government’s MOU for the DinoSolar Energy Project impact assistance funds. Moved by Mary Sue Sorenson, seconded by Peter Boyer, and carried without dissent to adopt the dollar amount of \$2,012,532.75 to be submitted to the local government’s MOU for impact assistance funds.
- In conclusion, Attorney Holscher reported that Metro Animal Control Services has contacted Bar Nunn regarding a new contract. Metro Animal Control Services has recommended a working group of representatives from each municipality to agree on a uniform set of animal control provisions in the county. Attorney Holscher will present the council with a new contract and ask for the council’s consideration of participation in the working group.
- 7) **Engineer Report:** A written report was submitted.
 - **Local Government Project ARPA Grants-**
 - \$50M is available from the State Lands & Investments Board for capital construction projects. The Town should consider applying for this grant for the Community Center/Town Hall Project, especially in light of not receiving other grants.

- **Bar Nunn Community Center/Town Hall Project CMAR Update-**

- Tom Brauer, Levi Van Buggenum & Logan Ridgeway presented a project estimate summary to the council.

Project Manager, Tom Brauer introduced Architect, Levi Van Buggenum and the Construction Manager, Logan Ridgeway. Mr. Brauer stated the presentation is intended to be informational and provided the council with a project estimate summary. Items discussed included the present state of the GMP (Guaranteed Maximum Price), the received bids, the schedule, and the opportunity for questions and answers. The following details were provided:

- The GMP and the amended contract information have been sent to Attorney Holscher
- Design cost estimates with the discussion regarding the goal of keeping the project below \$5M
- Presentation of the Project Estimate Summary at the quoted amount of \$4,924,607
- Expectations for the council's review of the GMP and the council's decision for acceptance of the GMP expected on November 15, 2022
- Mr. Brauer mentioned the team's accomplishments with the schematic design and modifications process. Including, keeping the project on schedule, and meeting the financial goal for the project
- Discussion of the bidding process and qualification factors considered
- Vast amount of work on the project will be done locally, supporting our local economy
- Discussion regarding the 5% contingency added to the project at the quoted amount of \$221,413
- Discussion of the earthwork package for the building site
- Schedule and participation in OAC (Owner/Architect/Contractor) meetings to be held weekly
- Anticipate future work sessions for discussion of final design elements including the selection of materials, colors, and interior finishes
- Documents regarding details of the project were provided for council review
- Anticipate groundbreaking for March or April of 2023
- Anticipate building construction to begin in May of 2023
- Construction presentation included Design and Development elements with a summary of costs
- Discussion and clarifications regarding owner cost responsibility including electrical components for access control, video surveillance, and fire alarm systems
- The presentation concluded with Project Estimate Summary points

- 8) **Fire Department Report:** A written report was submitted. Josh Freeman was available for questions or comments from the council. The annual Haunted House and Fall Festival were successful and well attended. The Fire Department continues to seek community volunteers to join the Bar Nunn Fire Department. Mayor Ford requested the newsletter continue to include a notice in the monthly newsletter seeking community volunteers to join the Fire Department.
- 9) **Zoning & Planning Report:** There was no meeting held for the month of October 2022. Gary Geiger was present for questions or comments from the council. Mr. Geiger stated there are eight remaining lots available for housing in the Vista Hills subdivisions. Residential homes located on Palomino Avenue are nearing completion. Discussion regarding the Bar Nunn growth boundary followed. Steven Clark inquired about an update on the construction site located on Wardwell Industrial Avenue. R & S Pipeline, LLC is currently completing construction on the site.
- 10) **Maintenance Report:** A written report was submitted. James Diekemper was available for questions or comments from the council. Mr. Diekemper stated he is working with Wardwell Water & Sewer District and continues training for water operations. Discussion followed. Peter Boyer opened a discussion regarding diesel fuel storage. Mr. Boyer stated the Maintenance Department recommended an additional 300-gallon storage tank for diesel fuel. Discussion regarding fuel preparedness for the Town followed. Maintenance Supervisor, Robert Hoover will provide the council with further information and cost estimates.
- 11) **Office Staff Report:** A written report was submitted. There were no questions or comments from the council.

12) **Petitions and Public Comment:** Resident, Andrea Boyer stated as a segway to the conversation regarding plans for emergency storage of diesel fuels and her attendance at the county meetings she mentioned there is no emergency plan or infrastructure for extra fuel storage for the County or for Casper. Ms. Boyer recommended the consideration of making information available to the community regarding emergency preparedness. Ms. Boyer mentioned apps such as Wyoming Ready are available through the State of Wyoming. Discussion followed.

13) **Council Miscellaneous:**

A. Animal Services Agreement

Metro Animal Services has reached out to the Town regarding the renewal of the Animal Control Services Agreement. Metro recommended all municipalities remain on the same schedule for animal control agreement renewals for 2024. Discussion followed. Attorney Holscher will review the proposed agreement and make recommendations to the council.

B. Discussion: Final Readings for Ordinance Titles 1,2,5 & 10

Mayor Ford recommended a work session for discussion and final revisions for the Ordinance Title revisions. The third and final readings for Ordinance Titles 1,2,5 & 10 will be tentatively scheduled for December 20, 2022. Discussion followed. A work session will be scheduled for December 6, 2022, at 6:00 pm.

C. Maintenance: Front End Loader

Mayor Ford stated additional expenditures have been reported regarding the repairs for the front-end loader including a cracked housing and miscellaneous repairs at an estimated cost of \$37,520. Discussion followed. Moved by Steven Clark, seconded by Peter Boyer, and carried without dissent to resolve to apply expenditures not to exceed \$45,000 for repairs and maintenance of the front-end loader.

D. Town Clerk Appointment:

Mayor Ford recommended rescinding the prior Clerk appointment and to appoint Kalista Schwarzrock as the new Bar Nunn Town Clerk. Moved by Steven Clark, seconded by Peter Boyer, and carried without dissent to rescind the prior Clerk appointment and to appoint Kalista Schwarzrock as the new Bar Nunn Town Clerk.

E. Collateralization Report:

Mary Sue Sorenson reported the collateralization test was done for September 30, 2022, and the Town was over-collateralized by almost \$7,500 and stated there is no need for funds to be moved at this time.

F. Council Farewell Dinner:

Peter Boyer stated a farewell dinner is being coordinated for Mayor Ford and Robert Hoover for their years of service on the Bar Nunn Council. Tyler Martin and Britnay Freeman will be organizing the event. The dinner is scheduled for November 19, 2022, at 6:30 pm at the Bar Nunn Fire Department.

14) **Adjournment:** Moved by Peter Boyer, seconded by Steven Clark, and carried without dissent that there being no further business the meeting of November 1, 2022, be adjourned, at 8:45 p.m.

Respectfully Submitted by:
Donna Damori, Administrative Assistant

Patrick R. Ford, Mayor

ATTEST: (seal)

Kalista Schwarzrock, Town Clerk-Treasurer