



TOWN COUNCIL

MEETING MINUTES

Tuesday, August 15, 2023 - 7:00 P.M.

4820 N. Wardwell Industrial Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, August 15, 2023, at 7:00 p.m. The roll was called which determined the presence of a quorum.
Present: Mayor, Peter Boyer. Councilmembers: Mary Sue Sorenson, Tyler Martin, Steven Clark, and Tim Ficken.
- 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 August 1, 2023:** Moved by Mary Sue Sorenson, seconded by Steven Clark, and carried without dissent to approve the minutes for August 1, 2023.
- 4) **Balance Sheet, Detailed Income Statement & Trial Balance (Financial Reports) for the period ending July 2023:** Moved by Tim Ficken, seconded by Tyler Martin, and carried without dissent to approve the Financial Reports for the period ending July 2023.
- 5) **Second Reading of Ordinance 2023-03:** “AMENDMENT OF THE ANNUAL APPROPRIATION ORDINANCE (BUDGET) FOR THE FISCAL YEAR ENDING JUNE 30, 2023”. Mary Sue Sorenson inquired for clarification that the current document reflected the requested changes. Moved by Steven Clark, seconded by Mary Sue Sorenson, and carried without dissent to approve the second reading of Ordinance 2023-03.
- 6) **Attorney's Report:** A written report was submitted to the Mayor and council. Town Attorney Representative, Elizabeth Grill was present for council questions or comments. Attorney Grill stated items noted in the written report included the dissolution of Wardwell Water, an updated code enforcement contract, and the Sheriff's Department MOU renewal. No additional information is available regarding Wardwell Water. Mayor Boyer clarified there were no substantive changes to the code enforcement contract. Attorney Grill stated only one matter required clarification due to a duplication, and typographical errors corrected. Discussion regarding variances and proposed changes to the MOU with the Sheriff's Department followed. Concerns were raised regarding citing for municipal codes. Attorney Grill will review municipal ordinances and investigate common goals with the Sheriff's Department. Mayor Boyer stated he is working with the Mills, Wyoming Chief of Police to outline cost options for law enforcement provisions for Bar Nunn.
- 7) **Engineer's Report:** A written report was submitted. Town Engineer, Ray Catellier was present for council questions or comments. Mr. Catellier updated the council on the following items:

Community Center & Town Hall Project

- Exterior work continues with the paneling.
- Site improvements phase II (Parking lot and concrete, irrigation stubs) will be bid on August 29th.

Asphalt Repair Project

- The project is complete, the contractor has a few minor punch list items they are working on.
- Final payment of retainage will be due in September.
- Asphalt on the south side of Sunset Boulevard was 1.5 inches thick and was replaced with 3 inches at the crown for added durability and longevity. Discussion regarding the use of GIS to log infrastructure improvements followed.

Mayor Boyer asked if Rocky Mountain Power had responded to an inquiry made regarding electronic signs for the entrances of Bar Nunn. Mr. Catellier stated he had no additional information; however, he will contact Dave Schaffer for an update. Mary Sue Sorenson requested information regarding available pricing and installation of permanent lines for a pickleball court. Mr. Catellier will contact the architect for information.

8) **Maintenance Report:** A written report was submitted. Maintenance Supervisor, Robert Hoover was available for questions or comments from the council. Mr. Hoover updated the council on the following:

- Crosswalk striping and parking lines at mailboxes will be done. Crosswalks will be completed before the start of school.
- Discussion: Boulders along the walking path require adjustment for safety.
- Fireline behind Zuni Trail & Antelope Drive completed. The debris behind Zuni Trail remains substantial.
- Discussion: Fall clean-up recommended and scheduled for September 23, 2023, from 10:00 am-12:00 pm.
- Discussion: Romie Nunn Park vandalism.
- Recommendation to purchase surveillance cameras for Romie Nunn Park. A bid was provided.
- Discussion: High Plains Park camera adjustment to enhance the basketball court image.
- The wooden entrance sign to Bar Nunn is to be repaired.
- Discussion: Fireline stripping, use of highway quality products, and the frequency of restriping

Mayor Boyer recommended a motion to approve the purchase of surveillance cameras for Romie Nunn Park. Discussion followed. Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to purchase surveillance cameras for Romie Nunn Park not to exceed \$7,000.

9) **Code Enforcement Report:** A written report was submitted. There were no further questions or comments from the council.

10) **Parks and Recreation Report:** Tyler Martin reported the Bar Nunn garage sale held on August 12, 2023, went well. Upcoming events included:

- Fall Clean-up Saturday, September 23, 2023
- Trunk-o-treat Tuesday, October 31, 2023
- Fire Department Fall Fest Saturday, October 7, 2023
- Fire Department Christmas Parade & Festivities Saturday, December 9, 2023
- Igloo Contest with Judging Saturday, December 16, 2023

11) **Petitions and Public Comment:** Resident, Ariana Parker made remarks regarding the continual development on Palamino Avenue and the need for additional street lighting. Ms. Parker made remarks regarding concerns for the safety of children, speeding, and effective law enforcement. Ms. Parker inquired about a timeline regarding when the council planned to make changes to the ongoing issues with speeding, and law enforcement issues. Ms. Parker conveyed concerns stating the issues have been evident through discussions for a period of years, however, nothing has changed. In conclusion, Ms. Parker inquired when Antelope Park will be upgraded with new equipment. Mayor Boyer acknowledged the concerns and comments made by Ms. Parker. Town Engineer, Ray Catellier recommended an inquiry be made with Rocky Mountain Power regarding the installation of additional light poles. Mayor Boyer stated he would be meeting with the Shoshoni, Wyoming Police Chief to inquire about information regarding the establishment of a police department. Mayor Boyer stated the council has discussed the installation of speed tables in Bar Nunn as a deterrent to speeding. Mayor Boyer stated he would be meeting with the Sheriff's Department to discuss concerns. Tyler Martin acknowledged the concerns and frustrations regarding law enforcement and stated there is a continual attempt to resolve law enforcement serving and protecting Bar Nunn. Tim Ficken encouraged residents to be diligent in reporting issues to the Sheriff's Department.

Resident, Mike Schoolcraft inquired about an update on the review of the zoning and planning ordinances. Attorney Grill will inform Attorney Holscher to follow up on the status of the zoning and planning ordinances.

12) **Council Business:**

A. Code Enforcement Contract Renewal (2023-2024)

Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent to approve the 2023-2024 Code Enforcement Contract for renewal.

B. Discussion: Dino Solar/Westwinds

Mayor Boyer stated he will be meeting with the County and Exterra on September 19, 2023, to discuss the Exterra Co. and the use of Westwinds Road. Mayor Boyer will be making a case to the Industrial Siting Commission regarding impact funds for the use of Westwinds Road.

C. Octane Associates-Tim Ficken

Tim Ficken updated the council regarding the season's last and final drag race on Saturday, September 16, 2023. The event is expected to have increased sponsorship, larger purse, food trucks, and possible seating. Mr. Ficken stated there may be a videography potential for the drag race. Discussion followed. Attorney Grill will convey the information regarding any liability for the use of bleachers, and date change for the event to Attorney Holscher. Mayor Boyer recommended a motion to approve the September 16, 2023, date for the Octane Associates, LLC drag race event. Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent to approve the September 16, 2023, date for the Octane Associates, LLC drag race event.

D. Community Preparedness Committee-Bylaws

Mayor Boyer stated a rough draft of bylaws for the Community Preparedness Committee was made available to the council for review. Mayor Boyer recommended a discussion regarding the bylaws be added to the next council agenda.

E. Discussion: Fifth Cent Tax

Mayor Boyer stated the Fifth Cent Tax Committee met with the City of Mills regarding the Fifth Cent Tax being made permanent. Discussion regarding municipal standings followed. Mayor Boyer stated Bar Nunn is not in favor of the Fifth Cent Tax being made permanent.

F. Discussion: Support for Mills, Wyoming- Wyoming Business Council Grant

Mayor Boyer stated the City of Mills asked for Bar Nunn’s support in seeking a grant through the Wyoming Business Council. Discussion followed. The council concurred in supporting the City of Mills in seeking a Wyoming Business Council grant.

G. Discussion: Virtual Financial Training

Financial Training for elected officials is scheduled for Wednesday, August 23, 2023, from 9:00 am to 5:00 pm. Discussion regarding verification of each council member's registration followed. The Town Clerk will follow up with the State of Wyoming to ensure the virtual training registration includes a group session that will include each member of the council in attendance.

- 13) Adjournment: Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent that there being no further business the meeting of August 15, 2023, be adjourned, at 8:30 p.m.

Respectfully Submitted by:
Donna Damori, Administrative Assistant

Peter Boyer, Mayor

ATTEST: (seal)

Kalista Schwarzrock, Town Clerk-Treasurer