



TOWN COUNCIL

MEETING MINUTES

Tuesday, March 15, 2022 - 7:00 P.M.

4820 N. Wardwell Industrial Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Patrick Ford called the meeting to order Tuesday, March 15, 2022, at 7:00 p.m. Roll was called which determined the presence of a quorum.
Present: Mayor, Patrick Ford. Councilmembers: Mary Sue Sorenson, Robert Hoover, Peter Boyer, and Steven Clark.
- 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 March 1, 2022:** Moved by Steven Clark, seconded by Peter Boyer and carried without dissent to approve the Council Minutes of March 1, 2022.
- 4) **Balance Sheet, Budget Income Statement & Trial Balance (Financial Reports) for period ending February 28, 2022:** Moved by Robert Hoover, seconded by Peter Boyer and carried without dissent to approve the Balance Sheet, Budget Income Statement & Trial Balance (Finance Reports) for period ending February 28, 2022.
- 5) **Resolution No. 2022-09:** “A RESOLUTION DESIGNATING SUPPLEMENTAL DEPOSITORIES OF PUBLIC FUNDS FOR THE TOWN OF BAR NUNN, WYOMING”. Moved by Steven Clark, seconded by Peter Boyer and carried without dissent to approve Resolution No. 2022-09.
- 6) **Resolution No. 2022-10:** “A RESOLUTION AUTHORIZING APPLICATION FOR FISCAL SPONSORSHIP WITH THE WYOMING COMMUNITY FOUNDATION”. Moved by Robert Hoover, seconded by Mary Sue Sorenson and carried without dissent to approve Resolution No. 2022-10.
- 7) **Attorney's Report:** Town Attorney Representative, Elizabeth Grill was present for council questions or comments. Attorney Grill stated other items of continuance were addressed in the written report submitted to the Mayor and council which included Draft Ordinance 2022-07: Speed Limits and Draft Resolution 2022-11 Subdivision Review with Fee Schedule. There were no further questions or comments from council.
- 8) **Engineer's Report:** A written report was submitted. Town Engineer, Ray Catellier was present for council questions or comments. Mr. Catellier updated council on the following items.
 - Town Hall Project-
 - Construction Manager At-Risk Selection- The selection team recommends entering contract negotiations with Sampson Construction. Three well qualified teams proposed. Moved by Mary Sue Sorenson, seconded by Steven Clark and carried without dissent to approve entering contract negotiations with Sampson Construction for Construction Manager At-Risk for the Town Hall Project.

Councilmember, Mary Sue Sorenson inquired clarification regarding how long the process of negotiation takes? Mr. Catellier stated the contract is standard and has been reviewed by Attorney Holscher. When all information has been provided between the parties, the contract will be presented to Mr. Holscher for finalization.

- Wyoming Community Foundation- The Town of Bar Nunn can apply for sponsorship with the Wyoming Community Foundation wherein they will provide the 501c3 coverage to our project while the Town creates a recreation foundation. This will allow the Town to receive tax deductible donations from entities that require 501c3 status to donate.

- Subdivisions-

- Zoning and Planning will review a preliminary plat for the Sterling Heights subdivision at their meeting Thursday March 17, 2022, at 7:00 p.m. This proposed subdivision will be in the area near Romie Nunn Park.

9) **Code Enforcement:** A written report was submitted. Mayor Ford stated he spoke with Code Enforcement Officer, Marshall Wyatt. Mr. Marshall inquired clarification regarding changes made to code enforcement guidelines and reporting expectations. Mayor Ford stated the expectation would include code enforcement in areas that were not previously defined and reporting the additional areas as they occur.

10) **Parks and Recreation Report:** A written report was submitted. Chairman, Britnay Freeman was available for questions or comments from council. Ms. Freeman reported the Egg Hunt is scheduled for April 9, 2022, at 10:00 a.m. Ms. Freeman reported on events and dates currently being scheduled for the year. Ms. Freeman stated Volunteers are still appreciated and needed. Resident, Marianne MaGee assisted in stuffing more than 300 eggs for this year's Egg Hunt.

- Arbor Day: April 23, 2022
- Addresses due for participation in the Annual Bar Nunn Garage Sale: June 1, 2022
- Annual Bar Nunn Garage Sale: June 11, 2022
- Registration for the Annual 4th of July Parade: July 1, 2022
- Annual 4th of July Parade: July 4, 2022
- Annual Volunteer BBQ: July 16, 2022
- Annual Trunk or Treat-Moving to Antelope Park: October 31, 2022
- Christmas Igloo Decorating Contest will be scheduled for mid-December 2022

11) **Petitions and Public Comment:** Resident, Mike Schoolcraft inquired on the acceptance and/or use of the ARPA (American Recue Plan Act 2021) funds. Mayor Ford clarified the funds have been accepted and will be placed into a separate account. The use of the funds has not been determined at this time. Discussion regarding deadlines for the use of the funds followed.

Council Miscellaneous:

A. Oil Capital Auto Club: Parking Plan

Representative, Mark Milliken presented council with the proposed OCAC Memorial Weekend Bar Nunn Parking Plan. Mr. Milliken highlighted areas the OCAC considered for the event. Discussion followed. Additionally, Mr. Milliken presented council with plans to include the 80th Anniversary Celebration for a 1942 Fire Truck from the Wyoming Veterans Memorial Museum. Councilmembers agreed with the proposed event and parking plan and recommended changes or additional information concerning the Memorial Weekend event be handled by Councilman Hoover. The Oil Capital Auto Club Cruizin' With the Oldies Memorial Weekend Car Show will be held Sunday May 29, 2022. Participants will begin parking for the event at 6:00 a.m. The event will be open from 9:00 a.m. to 3:00 p.m. Followed by 80th Anniversary Celebration for a 1942 Fire Truck from the Wyoming Veterans Memorial Museum.

B. Business License 2022-26: McDonald Landscaping-Thomas McDonald

Moved by Mary Sue Sorenson, seconded by Steven Clark and carried without dissent to approve Business License No, 2022-26.

C. Vandalism Reporting:

Ms. Sorenson read aloud an email sent by resident, Marianne MaGee which suggested creating a tip line, with the intention of reporting and identifying vandals. Additionally, Ms. Sorenson inquired information regarding use of the Crime Stoppers program, and a video surveillance update. Mayor Ford addressed the status regarding video surveillance and stated with the development of the Town Hall Project; he has requested the vendor reevaluate the video surveillance server size and location for optimization. Discussion regarding tip lines, Crime Stoppers, and various other methods of reporting vandalism and other community concerns followed. Town Clerk, Lori Neibauer stated there are reporting options available for the community that may be cost effective and suggested consideration of budgeting for such a program.

D. Schedule Work Session: Splash Pad

Robert Hoover suggested a work session be scheduled regarding the anticipated opening of the Splash Pad. Discussion regarding suggested hours of operation followed. Mayor Ford recommended hours of operation be posted 10:00 a.m. to 8:00 p.m. A work session regarding Splash Pad Project will be scheduled for April 5, 2022, at 6:00 p.m.

E. Updated Population signs:

Ms. Sorenson suggested the population signs by the KOA and entrance into the Bar Nunn Town limits be updated.

- 13) **Adjournment:** Moved by Steven Clark, seconded by Peter Boyer and carried without dissent that there being no further business the meeting of March 15, 2022, be adjourned, at 7:50 P.M.

Respectfully Submitted by: Donna Damori, Administrative Assistant

Patrick R. Ford, Mayor

ATTEST: (seal)

Lori Neibauer, Town Clerk/Treasurer