



TOWN COUNCIL

MEETING MINUTES

Tuesday, October 18, 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, October 18, 2022, at 7:00 p.m. The 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 October 4, 2022:** Moved by Robert Hoover, seconded by Mary Sue Sorenson, and carried without dissent to approve the minutes for October 4, 2022.
- 4) **Balance Sheet, Detailed Income Statement & Trial Balance (Financial Reports) for the period ending September 2022:** Moved by Robert Hoover, seconded by Peter Boyer, and carried without dissent to approve the Balance Sheet, Budget Income Statement & Trial Balance (Financial Reports) for the period ending September 2022.
- 5) **Second Reading for Ordinance 2022-09:** “ORDINANCE REPEALING AND REPLACING TITLE 1”. Mary Sue Sorenson inquired for clarification that time will be given for the final review of ordinances presented. Attorney Holscher stated changes may be made before the final reading of ordinances. Moved by Peter Boyer, seconded by Robert Hoover, and carried without dissent to approve the Second Reading for Ordinance 2022-09.
- 6) **Second Reading for Ordinance 2022-10:** “ORDINANCE ADOPTING A NEW TITLE 2 AND MOVING EXISTING TITLE 2 TO TITLE 5”. Moved by Steven Clark, seconded by Peter Boyer, and carried without dissent to approve the Second Reading for Ordinance 2022-10.
- 7) **Second Reading for Ordinance 2022-11:** “ORDINANCE ADOPTING AMENDED FORMER TITLE 2, NOW TITLE 5”. Moved by Robert Hoover, seconded by Steven Clark, and carried without dissent to approve the Second Reading for Ordinance 2022-11.
- 8) **Resolution No. 2022-20:** “A RESOLUTION REGARDING A MEMORANDUM OF UNDERSTANDING WITH THE WARDWELL WATER & SEWER DISTRICT”. Attorney Holscher clarified the resolution presented is not approving the memorandum of understanding, but rather to work on the memorandum of understanding with the Wardwell Water & Sewer District. Moved by Robert Hoover, seconded by Steven Clark, and carried without dissent to approve Resolution No. 2022-20.
- 9) **Attorney's Report:** A written report was submitted to the Mayor and council. Town Attorney, Patrick Holscher was present for council questions or comments. Robert Hoover stated he attended the hearing for the Anticline Wind Energy Project and appreciated the opportunity to represent Bar Nunn. Attorney Holscher stated Ray Catellier also participated in the hearing process, and Mike Schoolcraft attended the proceedings. Mr. Holscher stated Bar Nunn presented effective testimony for the Industrial Siting Commission. Discussion followed.
- 10) **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:

- **2022 Asphalt Improvement Project-**
 - Full-depth paving is complete on Prairie Lane
 - New section includes some curb walk replacement of approximately 275 sq. ft.
 - Chip Sealing will take place in 2023
- **Community Center and Town Hall Project-**
 - Bids were publicly opened on October 14th and are currently being analyzed by the construction manager
 - The GMP (Guaranteed Maximum Price) figures will be presented on November 1, 2022
 - Council’s decision to move forward with the project is expected on November 15, 2022
- **Casper Area MPO-**
 - Three proposals were received for the Westwinds study.

Mary Sue Sorenson inquired for clarification on the scope of the Casper Area MPO study. Mr. Catellier stated the Casper Area MPO has commissioned another study to look at extending Westwinds Road to the Airport. Discussion followed. In conclusion, Peter Boyer recommended with the presentation of the GMP for the Community Center and Town Hall Project that the council consider decision-making with expediency. Mr. Boyer emphasized the rising fuel costs; the future economy is likely to increase costs.

- 11) **Code Enforcement Report:** A written report was submitted. There were no questions or comments from the council.
- 12) **Parks and Recreation Report:** Chairman, Britany Freeman was available for questions or comments. Ms. Freeman stated the next scheduled community event is the Trunk-o-Treat event to be held on October 29, 2022, in Antelope Park at 3:00 pm. The Parks and Recreation Committee continues to encourage volunteer participation. The next monthly Parks and Recreation Committee meeting will be on November 10, 2022, at 7:00 pm.
- 13) **Petitions and Public Comment:** Schoolboard Trustee Nominee, Joseph Porambo was present for questions or comments from the council. Mr. Porambo stated his interest as a school board trustee comes from his concern for the safety and education of his grandchildren. Mr. Porambo stated he has enjoyed attending the council meetings and concluded with a statement of appreciation for the council and Mayor Ford and is looking forward to Peter Boyer’s leadership.

Resident, Mike Schoolcraft inquired about information regarding the MOU between Bar Nunn and Wardwell Water. Attorney Holscher stated the Wardwell Water & Sewer District has agreed with Bar Nunn taking over the Wardwell system. The MOU pertains to the operation of the water and sewer system with each party’s participation. Mr. Schoolcraft inquired if there are sufficient personnel for the operation of the system, and how will residents in the district be taken care of. Mr. Holscher stated Bar Nunn will eventually be handling the entire system, and there will be a transitional period with no disruption of services to customers. No further details are yet available. Jan Schoolcraft inquired if the City of Mills will be a participant. Mr. Holscher stated the City of Mills will not be a participant. There were no further questions or comments.

14) **Council Miscellaneous:**

A. **Use of Baseball Fields:** Clayton Parry

Mr. Parry was not available for questions or comments. Discussion regarding arrangements for the use of the ball fields followed.

B. **Amendment A:**

Mayor Ford stated Mary Sue Sorenson had inquired about information regarding Wyoming Constitutional Amendment “A”. Mayor Ford stated this amendment is on the ballot in Wyoming as a legislatively referred constitutional amendment on November 8, 2022. A “yes” vote supports allowing the Wyoming State Legislature to provide by law for local government to invest funds in stocks and equities and requiring a two-thirds vote of the legislature to establish or increase the percentage of funds a local government could invest. A “no” vote opposes allowing the Wyoming State Legislature to provide by law for local governments to invest funds in stocks and equities. Discussion followed.

Ms. Sorenson stated she has inquired about the cash balance and collateralization information for Bar Nunn depositories and believes it will indicate the need to move funds to WyoStar to optimize interest on funds.

C. Lift Station Generator:

Mary Sue Sorenson inquired about the status of the generator at the lift station. Robert Hoover updated the council regarding the installation progress. The generator has been mounted on the pad, electrical is to be completed, and the gas meter is set, and will be ready for testing of the system. Black Hills energy will be scheduled for functional testing.

D. UV System Installation:

Robert Hoover updated the council regarding the progress of the UV system installation for the splash pad. The system was installed last week. Mayor Ford clarified the use of the restrooms will be available for winter events held at Antelope Park. Mr. Hoover stated the restrooms can be heated, however, additional plumbing with the backflow preventer, and isolation of the sprinkler system will be required to have functional restrooms. Discussion followed.

Adjourn Council Meeting: Mayor Ford called for a motion to adjourn the regular council meeting to enter executive session at 7:45 pm. Moved by Mary Sue Sorenson, seconded by Steven Clark, and carried without dissent to adjourn the regular council meeting and enter executive session for discussion of a personnel matter.

- 15) **Executive Session: Personnel Matter-** A discussion regarding a personnel matter was had. No actions were taken.

Reconvene Council Meeting: Mayor Ford called the regular council meeting to order at 8:30 pm.

Roll Call: Mayor, Patrick Ford. Councilmembers: Mary Sue Sorenson, Robert Hoover, Peter Boyer, and Steven Clark.

Attorney Holscher recommended a resolution to reset the salary for Water Operator Trainee.

Moved by Steven Clark, seconded by Peter Boyer, and carried without dissent to establish a new job classification for the Town of Bar Nunn Water Operator in Training at the annual salary of \$46,200 including the existing benefits package effective immediately.

Mayor Ford recommended scheduling a work session to address job classifications and wage scales. A work session will be held on November 1, 2022, at 5:30 pm.

Robert Hoover recommended the retention of one summer employee for an additional interim period. Mayor Ford agreed until the maintenance department is fully staffed the retention of one summer employee is warranted. The council concurred.

- 16) **Adjournment:** Moved by Steven Clark, seconded by Robert Hoover, and carried without dissent that there being no further business the meeting of October 18, 2022, be adjourned, at 8:45 P.M.

Respectfully Submitted by:
Donna Damori, Administrative Assistant

Patrick R. Ford, Mayor

ATTEST: (seal)

Donna Damori, Administrative Assistant