



## **TOWN COUNCIL**

### **MEETING MINUTES**

Tuesday, May 17, 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, May 17, 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) **Third and Final Reading of Ordinance No. 2022-07:** “AN ORDINANCE ADOPTING TITLE 10: VEHICLES AND TRAFFIC”. Mayor Ford requested the Third and Final Reading of Ordinance No. 2022-07 be tabled for future discussion. Moved by Mary Sue Sorenson, seconded by Steven Clark, and carried without dissent to table the Third and Final Reading of Ordinance No. 2022-07.
- 4) **First Reading of Ordinance No. 2022-08:** “ANNUAL APPROPRIATION ORDINANCE (BUDGET) FOR THE FISCAL YEAR ENDING JUNE 30, 2023. Mayor Ford requested an additional budget work session be scheduled. Moved by Mary Sue Sorenson, seconded by Steven Clark, and carried without dissent to approve the First Reading of Ordinance No. 2022-08.
- 5) **Minutes of May 3, 2022:** Moved by Peter Boyer, seconded by Steven Clark, and carried without dissent to approve the Council Minutes of May 3, 2022.
- 6) **Balance Sheet, Budget Income Statement & Trial Balance (Financial Reports) for the period ending April 30, 2022:** Moved by Robert Hoover, seconded by Steven Clark, and carried without dissent to approve the Balance Sheet, Budget Income Statement & Trial Balance (Financial Reports) for the period ending April 30, 2022.
- 7) **Attorney's Report:** Town Attorney, Patrick Holscher was present for council questions or comments. A written report was submitted to the mayor and council. There were no questions or comments from the council.
- 8) **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.
  - **Bar Nunn Community Center and Town Hall Project-**
    - Additional Value Engineering evaluations have reduced the overall cost of the building. The construction manager and design team are working to refine their numbers and will provide an updated cost estimate at the 50% design stage.
  - **Splash Pad Project-**
    - The splash pad sub-contractor will be on-site this week to install the remaining equipment and perform start-up and commissioning for the system. Wardwell needs to replace the existing water meter, so we are working with them to ensure the work doesn't conflict with start-up plans.

Mayor Ford opened the discussion for the purpose of clarifying the scope of the Town Hall Project. During the design phase of the project, it has become apparent that the planning, discussion, and design are overwhelmingly centered on the community center. For clarity, the purposed project will be identified as the Bar Nunn Community Center and Town Hall Project. Councilmember, Mary Sue Sorenson inquired for clarification on the type of bleachers proposed for the Bar Nunn Community Center and Town Hall project. Mr. Catellier stated the original bleachers were designed to be push-button recessed into the wall. However, there are less expensive options such as manual set-up bleachers, and the push-button recessed bleachers have been replaced with manual set-up bleachers in the design.

Additionally, Ms. Sorenson inquired for clarification markings in the floor design to accommodate various recreational activities i.e., pickleball. Mr. Catellier stated that a variety of floor markings to allow for recreational games will be included. However, there are grants available through various organizations that will provide funds for additional recreational games i.e., tennis and pickleball.

- 9) **Code Enforcement Report:** A written report was submitted. Discussion regarding code enforcement and posted reminders regarding tumbleweed abatement followed. Mayor Ford clarified that it is reasonable and appropriate for code enforcement to post reminders to residents. Councilmembers continued discussion regarding options made available to residents who may require assistance due to physical inability. Mayor Ford stated contact information for Code Enforcement Officer, Marshall Wyatt is made available to the resident if there are questions or concerns regarding notifications.
- 10) **Parks and Recreation Report:** A written report was submitted. Chairman, Britnay Freeman was available for questions or comments. Mayor Ford stated he will contact Jen Minor regarding additional volunteers for the Adopt-a-Highway clean-up scheduled for Saturday, May 21, 2022.
- 11) **Petitions and Public Comment:** Resident, Britnay Freeman inquired about updated information for the opening of the Splash Pad. Mayor Ford stated the date tentatively scheduled for the opening of the Splash Pad is Friday, May 27, 2022, at 4:00 p.m.

Resident, Tyler Martin inquired about the estimated date of completion for the Bar Nunn Community Center. Town Engineer, Ray Catellier stated there are numerous factors that will determine the date of completion, including the ability to continue work through the winter months and the arrival of the prefabricated portion of the project. The goal for completion is the summer of 2023.

Town Clerk, Lori Neibauer stated that the Chamber of Commerce has provided Casper Area City Maps, and they are now available at the Town Hall.

12) **Council Miscellaneous:**

A. Shirk's Sanitation-Jason Shierkolk: Contract amendment

Mayor Ford opened a discussion regarding Show Time Industries (d.b.a. Shirk's Sanitation) request for a contract amendment. Jason Shierkolk was present to the council for questions or comments. Mr. Shierkolk stated the City of Casper has increased dump rates through the last three contract terms with the Town of Bar Nunn. Shirk's sanitation has not requested an increase in rates until this year 2022. Town Attorney, Patrick Holscher inquired for clarification on the date of expiration for the current contract. The current contract with Show Time Industries is currently dated to expire on December 31, 2022. Mr. Holscher clarified if an amended contract or a new contract is preferred. Mr. Shierkolk stated he preferred a new contract. Mr. Holscher recommended revisions and the renewal contract be made all at once. The current contract will be submitted to Mr. Holscher with Mr. Shierkolk's contact information for revisions. Mayor Ford stated with the increase in sewer rates, consideration of sewer rates would be reviewed.

B. Office Computers: Request for purchase

Town Clerk, Lori Neibauer presented the council with a request for computer replacements for two of the office computers; and stated the current computers in use are currently 12 and 10 years old. Ms. Neibauer provided cost estimates for council consideration. Discussion followed. Councilmembers concurred affirmatively to replace (2) two office computers at the cost of \$1,409. dollars each.

C. Schedule Additional Budget Work Session:

An additional budget work session will be scheduled for Tuesday, May 31, 2022, at 6:00 p.m.

D. Tumbleweed/Trash Pick-up:

Robert Hoover stated Shirk's sanitation will do an extra pickup at 12:00 noon for tumbleweeds at the residential curb Wednesday, May 18, 2022. The final tumbleweed burn is scheduled for Saturday, May 21, 2022.

Resident, Mike Schoolcraft inquired information regarding the increase or decrease of the Sheriff's presence in Bar Nunn. Discussion followed. There were 299.1 hours reported by the Sheriff's department for the month of April 2022, which suggested there has been an increase in the Sheriff's presence in Bar Nunn.

F. Low Flying Ultra-Lite Aircraft:

Mary Sue Sorenson stated she is concerned with ultra-lite aircrafts flying very low over Bar Nunn and inquired which agency a violation should be reported to. Peter Boyer concurred and stated there have been sightings of the aircraft very near the rooftops. Discussion regarding the appropriate agency for reporting the concerns followed. Attorney Holscher suggested contacting the Sheriff's office, however, he will inquire further and report to the council.

- 13) **Adjournment:** Moved by Peter Boyer, seconded by Robert Hoover, and carried without dissent that there being no further business the meeting of May 17, 2022, be adjourned, at 7:58 P.M.

Respectfully Submitted by: Donna Damori, Administrative Assistant

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Patrick R. Ford, Mayor

ATTEST: (seal)

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Lori Neibauer, Town Clerk/Treasurer