



## **TOWN COUNCIL**

### **MEETING MINUTES**

Tuesday, February 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, February 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, and Steven Clark.  
**Excused:** Peter Boyer.
- 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) **Public Hearing:** Retail Liquor License Renewals

Mayor Ford called for a motion to adjourn the council meeting to enter the Public Hearing.

Moved by Steven Clark, seconded by Mary Sue Sorenson and carried without dissent to adjourn the council meeting for the purpose of Public Hearing-Retail Liquor License Renewals.

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

- A. Bar Nunn's Chatters, LLC. dba Chatters Bar & Grill – Mayor Ford called thrice for those who wished to speak in favor of the Retail Liquor License Renewal. Speaking in favor was Josey Kienzle. Mayor Ford called thrice for those speaking against the renewal. There were none.
  - B. Energy Catering Inc. dba The Hangar – Mayor Ford called thrice for those who wished to speak in favor of the Retail Liquor License Renewal, speaking in favor was Kurtis VanHouten. Mayor Ford called thrice for those speaking against the renewal. There were none.
- 4) **Reconvene Regular Meeting:** Moved by Robert Hoover, seconded by Steven Clark and passed without dissent to close the Public Hearing. Mayor Ford declared the Public Hearing closed and reconvened the regular council session.

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

- 5) **Consider Retail Liquor License Renewals:**
  - A. Bar Nunn's Chatters, LLC. dba Chatters Bar & Grill: Mayor Ford recommended Retail Liquor License Renewal for Bar Nunn's Chatters, LLC. dba Chatters Bar & Grill. Moved by Robert Hoover, seconded by Mary Sue Sorenson and passed without dissent to approve the renewal of Retail Liquor License #2022-01 for Bar Nunn's Chatters, LLC. dba Chatters Bar & Grill.
  - B. Energy Catering Inc. dba The Hangar: Mayor Ford recommended Retail Liquor License Renewal for Energy Catering Inc. dba The Hangar. Moved by Robert Hoover, seconded by Steven Clark and passed without dissent to approve the renewal of Retail Liquor License #2022-02 for Energy Catering Inc. dba The Hangar.

- 6) **Minutes of February 1, 2022:** Moved by Mary Sue Sorenson, seconded by Steven Clark and carried without dissent to approve the Council Minutes of February 1, 2022.
- 7) **Balance Sheet, Budget Income Statement & Trial Balance (Financial Reports) for period ending January 31, 2022:** Moved by Steven Clark, seconded by Mary Sue Sorenson and carried without dissent to approve the Balance Sheet, Budget Income Statement & Trial Balance (Finance Reports) for period ending January 31, 2022.

- 8) **Attorney's Report:** Town Attorney, Patrick Holscher was present for council questions or comments. Attorney Holscher stated a written report was submitted to the Mayor and council. Mr. Holscher remarked on additional items to report to council. Mr. Holscher stated the lawsuit by the Star Tribune is responded to and was filed today. We have answered, and counter claimed for declaratory relief. In response to previous discussions regarding the 20-mph speed limit; Mr. Holscher stated he drafted two different documents. One, adding a title 10, which was lacking for Bar Nunn, and the document establishing a general speed limit. Additionally, Mr. Holscher reported the contracts with Arete Design Group have been reviewed. The contract is standard and in order with no identified problems. Arete included modifications, for example, the arbitration clause was replaced with a mediation clause. Mr. Holscher stated the change is preferred. Councilmembers were provided an opportunity for questions or comments.

Ms. Sorenson inquired clarification regarding the significance of Title 10 (municipal code for motor vehicles and traffic), and would it impact the ability of the Sheriff's Department to write citations. Mr. Holscher stated it would not impact the Sheriff's Department as they are currently writing citations according to statues. Discussion followed. Mr. Clark clarified the addition of Title 10 would address the absence of the municipal code for motor vehicles and traffic to our current codes. Discussion regarding the significance of adding Title 10 and the current modifications to Title 5 which includes who sets the speed limits followed. Ms. Sorenson inquired clarification regarding speed limit in alleyways. Discussion followed. Mayor Ford stated that clarification of speed limits including alleyways is significant and is in favor of including Title 10 which further addresses municipal ordinances and state statues. In conclusion, Ms. Sorenson inquired clarification regarding the issuing of permits as related to residential structures. Discussion followed.

- 9) **Engineer's Report:** A written report was submitted. Town Engineer, Ray Catellier was present for council questions or comments. Mr. Catellier provided council with a final draft of the conceptual design for the Town Hall Project from Arete Design Group. Mr. Catellier stated he will share the draft with potential proposers for construction management. Mr. Catellier stated six or seven have request for proposals. A decision is expected to be made by March 15, 2022.

- **Town Hall Project-**

The Construction Manager-At Risk (CMAR) Request for Proposal (RFP) is active, and proposals will be received until February 22, 2022. Work continues for fundraising and non-profit options with local agencies and accounting professionals.

- **Subdivisions-**

There is continual communication with two groups looking at subdividing different parcels around Town. Each of these parties anticipates submitting the required documentation for the March 2022 Zoning and Planning meeting for consideration by the Town.

Mayor Ford opened discussion regarding concerns with the development of subdivisions and the necessity for a review of Town codes as related to subdivisions. Discussion followed.

- 10) **Code Enforcement:** A written report was submitted. Code Enforcement Officer, Marshall Wyatt was present for questions or comments from council. Mr. Marshall inquired information regarding the renewal of the code enforcement contract for 2022. Mayor Ford stated the code enforcement contract renewal was tabled for three months to allow time to update provisions regarding code enforcement. Mr. Holscher requested Mr. Marshall's contact information and will forward the updated provisions to Mr. Marshall. Mayor Ford stated the code enforcement contract will be addressed at future council meeting.

- 11) **Parks and Recreation Report:** Mayor Ford recognized Resident, Brittany Freeman and stated Ms. Freeman submitted a letter of interest for the role of Parks and Recreation Chairman. Mayor Ford welcomed Ms. Freeman's interest for the appointment. Moved by Mary Sue Sorenson, seconded by Steven Clark and carried without dissent to appoint Brittany Freeman as the Parks and Recreation Chairman.
- 12) **Petitions and Public Comment:** Resident, Mike Schoolcraft recommended consideration of compensation for the role of Chairman for the Parks and Recreation department. Mayor Ford stated consideration of compensation is most appropriate during the FY 2022-2023 budget sessions.
- 13) **Council Miscellaneous:**
- A. WAM-JPIC Health Insurance Board Elections (Notice of Vacancies)  
Mayor Ford informed members of council that forms are available for members of council if there is interest in filling vacancies for WAM-JPIC Health Insurance Board Elections.
  - B. Auditors Draft Financial Report  
Mayor Ford informed council the Auditors Draft Financial Report is available for review.
- 14) **Adjournment:** Moved by Steven Clark, seconded by Mary Sue Sorenson and carried without dissent that there being no further business the meeting of February 15, 2022, be adjourned, at 7:45 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