



TOWN COUNCIL

MEETING MINUTES

Tuesday, December 20, 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, December 20, 2022, at 7:00 p.m. The roll was called which determined the presence of a quorum.
Present: Mayor, Patrick Ford. Councilmembers: Robert Hoover, Peter Boyer, and Steven Clark.
Excused: Mary Sue Sorenson
- 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 December 6, 2022:** Moved by Steven Clark, seconded by Robert Hoover, and carried without dissent to approve the minutes for December 6, 2022.
- 4) **Balance Sheet, Detailed Income Statement & Trial Balance (Financial Reports) for the period ending November 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 November 2022.
- 5) **Third and Final Reading for Ordinance No. 2022-07:** “AN ORDINANCE ADOPTING TITLE 10: VEHICLES AND TRAFFIC.” Moved by Steven Clark, seconded by Robert Hoover, and carried without dissent to approve Ordinance No. 2022-07.
- 6) **Third and Final Reading for Ordinance No. 2022-09:** “AN ORDINANCE REPEALING AND REPLACING TITLE 1.” Moved by Peter Boyer, seconded by Steven Clark, and carried without dissent to approve Ordinance No. 2022-09.
- 7) **Third and Final Reading for Ordinance No. 2022-10:** “AN ORDINANCE ADOPTING AN NEW TITLE 2 AND MOVING THE EXISTING TITLE 2 TO TITLE 5.” Moved by Robert Hoover, seconded by Peter Boyer, and carried without dissent to approve Ordinance No. 2022-10.
- 8) **Third and Final Reading for Ordinance No. 2022-11:** “AN ORDINANCE ADOPTING AMENDED FORMER TITLE 2, NOW TITLE 5.” Moved by Peter Boyer, seconded by Steven Clark, and carried without dissent to approve Ordinance No. 2022-11.
- 9) **Attorney's Report:** Town Attorney, Patrick Holscher was present for council questions or comments. Mr. Holscher stated items addressed in the written report submitted to the council included the presented amended ordinances and the memorandum of understanding with Wardwell Water. Mr. Holscher stated a dissolution plan with Wardwell Water will be presented to the council at the next scheduled council meeting. In addition, the Wyoming Game and Fish Department has written to each of the municipalities in Natrona County regarding the feeding of turkeys and wildlife. The Wyoming Game and Fish Department would like to see the municipalities adopt an ordinance prohibiting the feeding of turkeys and wildlife. Discussion regarding the branch of government the matter would be most appropriately addressed followed. Mr. Holscher recommended the matter be addressed through Game and Fish and/or the legislature due to the matter being addressed to each municipality. Mr. Holscher will contact County Attorney, Eric Nelson regarding the request received by the Wyoming Game and Fish Department.

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:

- **Community Center and Town Hall Project-**

- Due to the holidays, the advertising and bidding period for Phase 1 of the community center site improvements will be delayed. Advertising will begin January 1, 2023, and end January 8, 2023, with a mandatory pre-bid, the award of the project is expected January 17, 2023.
- Right of Way Vacation
 - Mr. Catellier will work with Attorney Holscher to ensure all items are in order for the right-of-way vacation at the community center lot. Mr. Catellier provided the council with a vacation exhibit.

- **Grant Opportunities**

- Additional grant opportunities have opened for the upcoming year. CEPI will work with the Town to determine eligibility and work through processes. ARPA, Local Government projects, RAISE, and a few others have timelines due in late January or early February.

Mayor Ford inquired if the parking and the landscaping projections with the Community Center/Town Hall would be altered due to vacation of the right-of-way. Mr. Catellier stated that future parking and landscaping would not be interrupted due to the vacation of the right-of-way.

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. Mayor Ford inquired about the results of the Igloo Contest for 2022. Ms. Freeman stated the winners were announced on Facebook. First place was awarded to the residents of Kalina Trail, second place to the residents of Pawnee Circle, and third place winner to the residents of Trails End. Mayor Ford thanked the Maintenance Department for the placing of Christmas lights at Antelope Park.

13) **Petitions and Public Comment:** Realtor, Jerry Ressler addressed the council regarding property that was sold on the west end of Bar Nunn. The property has a designated bridle trail that runs over the property. Mr. Ressler inquired if Bar Nunn has vacated the bridle trail and stated the property cannot be properly titled without the vacation of the bridle path on the property. Mr. Ressler asked the council for assistance with the matter. Mayor Ford stated the council is aware that the bridle path exists and poses concern. Attorney Holscher addressed the matter and stated the bridle trail has not been vacated and the nature of the dedication is unclear. The bridle trail remains an orphaned feature of the property records. The dedication predates the Town and was not resolved when the Town was incorporated. Mr. Holscher purposed a meeting with Ray Catellier to discuss a pathway forward to resolve the matter and will present a recommendation at the next scheduled council meeting on January 3, 2023. Additionally, Mr. Ressler expressed the desire to see future water and sewer development in Bar Nunn along Palomino Avenue and suggested the three-and-a-half acres located on Prairie Avenue is for sale and would be well suited for the Town if there is an interest.

Resident, Mike Schoolcraft acknowledged Mayor Ford for his dedication and service to the community. Mr. Schoolcraft stated he appreciates the leadership and the council's openness to community members' petitions and comments and feels the council has made it possible for opinions and suggestions to be heard. Mayor Ford thanked Mike Schoolcraft for his assistance and efforts made with the Westwinds Interchange and the continued community involvement from Mike and Jan Schoolcraft. Mayor Ford stated being a member of the community it was his desire to hear residents' concerns and encourage residents to bring suggestions and concerns to the council directly.

Resident, Andrea Boyer thanked Mayor Ford and Councilmen, Hoover for all they have done for the Town and for her appreciation of their service.

Resident, Tyler Martin wished to echo the appreciation and dedication of the Mayor and council for their commitment to the community. Mr. Martin stated the demonstrated love for the community inspired him so much that he wanted to be part of it. Mr. Martin thanked the council for the projects such as the Splash Pad that make Bar Nunn a great community to live in.

14) Council Miscellaneous:

A. Appointments:

Mayor Ford encouraged council members and incoming council members to consider representing the Town of Bar Nunn with one or two of the committee appointments for the 2023-2024 term. Discussion regarding the time commitment each of the committee assignments followed.

- 201 Management Oversight- meets annually
- MPO Policy Member- meets every other month
- MPO Citizen Member- meets every other month
- JPB-Animal Services (Metro)-meets twice annually
- County Recreation Board- meets quarterly
- Homeland Security- (Vacant) Emergency Management for Bar Nunn during an emergency event

B. Business Licenses No. 2023-01 thru 2023-17

Moved by Steven Clark, seconded by Robert Hoover, and carried without dissent to approve business licenses 2023-01 thru 2023-17.

2023-01	<i>Slash Back Canvas Co.</i>	<i>Canvas Repair</i>	<i>Bob Eveland</i>
2023-02	<i>All Action Recovery</i>	<i>Collateral Recovery</i>	<i>Gary & Diane Chandler</i>
2023-03	<i>Inland Truck Parts</i>	<i>Retail</i>	<i>Marshal Smouse</i>
2023-04	<i>Sunset Car & Truck Wash</i>	<i>Carwash</i>	<i>Fox Ventures, LLC</i>
2023-05	<i>High Desert Gunworks, LLC.</i>	<i>Gunsmith</i>	<i>Robert Adams</i>
2023-06	<i>Motor Power Casper, Inc.</i>	<i>Truck Sales/Repair</i>	<i>Brian Sunwall</i>
2023-07	<i>RW Specialties, Inc.</i>	<i>Wholesale Distributor</i>	<i>Darrel Stewart</i>
2023-08	<i>Wyoming Coffee Company</i>	<i>Coffee Shop/Drive Thru</i>	<i>Britmay Freeman</i>
2023-09	<i>Brue Investments, LLC</i>	<i>Construction</i>	<i>Scott Legerski</i>
2023-10	<i>Casper KOA Journey</i>	<i>Campground</i>	<i>Greg Christoffel</i>
2023-11	<i>International Union of Operating Engineers</i>	<i>Training</i>	<i>Scott Norris</i>
2023-12	<i>Scott's Hot Shot, LLC</i>	<i>Hot Shot</i>	<i>Scott Legerski</i>
2023-13	<i>Bar Nunn Storage</i>	<i>Storage</i>	<i>Rod Palmer</i>
2023-14	<i>Pinnacle Construction</i>	<i>Construction</i>	<i>Ty Robertson</i>
2023-15	<i>Pronghorn 307 Insurance, LLC</i>	<i>Insurance</i>	<i>Sandye Skinner</i>
2023-16	<i>Forterra Concrete Products</i>	<i>Concrete</i>	<i>Luke Murcra</i>
2023-17	<i>Pagel Storage</i>	<i>Storage</i>	<i>Gary Pagel</i>

C. Front End Loader

Maintenance Supervisor, Robert Hoover stated the repairs on the front-end loader have been completed and the equipment is now back in operation. The final cost of rental equipment and repairs totaled approximately \$68,500.

D. Construction Update

Robert Hoover stated construction for the building project at the Town Hall lot has been deterred due to high winds. Construction will continue as the weather allows.

E. Mayor Ford's Remarks

Mayor Ford wished to take the opportunity to say thank you for the pleasure of serving the Town of Bar Nunn for the past 8 years. Mayor Ford stated, "It has been a joy and a labor of love for the community". Mayor Ford recognized each council member for their contribution of time and talent. Mary Sue Sorenson, for her accounting background and assistance with the budgeting process, and for her time submitting data research. Appreciation for Robert Hoover and

his years of service to the community working uncompensated. Mayor Ford wished good luck to incoming Mayor, Peter Boyer, and Steven Clark for their continued contribution and commitment. Appreciation for the cooperative relationships with Town Engineer, Ray Catellier and Attorney, Patrick Holscher. Thank you to the Town staff, Parks and Recreation, and community residents Mike and Jan Schoolcraft. Mayor Ford thanked his family for the countless hours sacrificed and their support.

- 15) **Adjournment:** Moved by Robert Hoover, seconded by Steven Clark, and carried without dissent that there being no further business the meeting of December 20, 2022, be adjourned, at 7:55 P.M.

Respectfully Submitted by:
Donna Damori, Administrative Assistant

Peter Boyer, Mayor

ATTEST: (seal)

Kalista Schwarzrock, Town Clerk-Treasurer