



TOWN OF BAR NUNN

1500 Palomino Ave., Bar Nunn, Wyoming

TOWN COUNCIL

MEETING MINUTES

Tuesday, September 3, 2024- 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

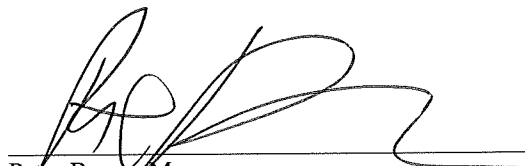
- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, September 3, 2024, at 7:00 p.m.
The roll was called which determined the presence of a quorum.
Present: Mayor, Peter Boyer. Councilmembers: Steven Clark, Tyler Martin, Tim Ficken, and Frank Schwarzrock
- 2) **Pledge of Allegiance:** 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 August 20, 2024:** Moved by Steven Clark, seconded by Frank Schwarzrock, and carried without dissent to approve the minutes for August 20, 2024.
- 4) **Payables List for September 3rd, 2024:** Moved by Tyler Martin and seconded by Tim Ficken. The motion was carried without dissent to approve the payables list of September 3, 2024.
- 5) **Payable List for August 2024 & The 23-24 Year-to-Date Budget Report:**
Checks #32439 – #32540, Direct Deposit #2714 – #2752, ACH #82074248 & ACH #54828165. Moved by Tim Ficken, seconded by Steven Clark, and carried without dissent to approve the Payables List for August 2024 & the 24-25 Year-to-Date Budget Report.
- 6) **Resolution 2024-18:** “A RESOLUTION AUTHORIZING SUBMISSION OF A 50/50 MINERAL ROYALTY GRANT REQUEST FOR THE TOWN OF BAR NUNN, WYOMING” Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent to approve Resolution 2024-18.
- 7) **Third and Final Reading of Ordinance No. 2024-05:** “AMENDMENT OF THE ANNUAL APPROPRIATION ORDINANCE (BUDGET) FOR THE FISCAL YEAR ENDING JUNE 30, 2025”. Moved by Tyler Martin, seconded by Steven Clark, and carried without dissent to approve the third and final reading of Ordinance No. 2024-05.
- 8) **Attorney's Report:** A written report was submitted to the mayor and council. Town Attorney, Patrick Holscher, was present for questions or comments from the council.
-Attorney Holscher reported he sent a series of documents regarding the community center and gym for the council to review. The series included a facilities rental agreement, a liability waiver, and a membership agreement.
- 9) **Engineer's Report:** A written report was submitted. Town Engineer, Ray Catellier, PE was present for council questions or comments from the council.
-Mr. Catellier reported that Sampson Construction ordered all new condensing units. They should arrive by the middle of September. He stated it was easier and faster to get new condensing units than it was to order replacement parts.

-Comtronix was authorized to move forward with the changes that were requested. Those changes include adding an access panel to the weight room door inside of the gymnasium and a hold-open option to the lobby door.

-Due to concerns from residents about low water pressure, Mr. Catellier reported that transducers were installed around zone three of the water system which is north of Tipton. The flow rates were better than anticipated, so Mr. Catellier and the public works department will begin granular investigations. This will entail installing pressure transducers at residences experiencing pressure issues.

- 10) **Zoning & Planning Report:** Gary Geiger was present for questions or comments from the council. Mr. Geiger reported that the Zoning and Planning met for their last meeting to discuss the fee schedule with the town planner. This meeting resulted in a scheduled work session with the council to take place on September 17. Mayor Boyer instructed the Town Clerk to be sure the town planner would be available to attend the work session.
- 11) **Fire Department Report:** A written report was submitted. Fire Chief, Robert Hoover, was present for questions or comments from the council.
- Mayor Boyer inquired if the fire calls had slowed down. Chief Hoover stated that call volume was still high but had slowed down some.
 - Councilman Clark commented that Chief Hoover's report noted that a brush truck from the Bureau of Land Management was in need of some electrical repairs and inquired if BLM would cover those repairs. Chief Hoover stated that the truck was awarded to the fire department by a BLM grant, and it had not been lent out. They would not be responsible for the repairs. Chief Hoover assured the council that the repairs were minor.
 - Councilman Martin stated it was cool to see a Wyoming wildfire page share a picture of some Bar Nunn firefighters. He thanked Chief Hoover for the department's vigilance.
- 12) **Maintenance & Water Report:** A written report was submitted. Head of Public Works, Robert Hoover, was present for questions or comments from the council.
- Mayor Boyer clarified that the gallons expended during hydrant flushing would not be billed to the town. Mr. Hoover stated that those amounts are exempt if reported to Regional Water. Generally, water expenditure required for maintenance of the system is exempt.
 - Mr. Hoover informed the council that the automatic meter infrastructure was very close to being online. However, he stated that there are still 200 radios that are not compatible with that system, so those meters would still need to be read by the handheld tool while the rest of the system would automatically load readings via a radio tower. He stated that the AMI system itself would be less expensive than anticipated, so there will be funds left in that line item, along with funds that were budgeted for repairs and replacement of radios and meters. Mr. Hoover stated it would be nice if the remaining funds for the AMI conversion could be put towards replacing the remaining radios so that there is a cohesive system. Councilman Schwarzrock clarified spending funds from the two line items discussed would not negatively impact any other repairs that would be necessary for the system. Mr. Hoover stated that the radios being replaced were what the meters and radios line item was initially for, but with the remaining funds from the AMI conversion, all of the radios could be replaced rather than only a portion. The council was in agreement that it would best to have a cohesive and streamlined system. Mayor Boyer stated that hopefully, this would save customers money in the long term because catastrophic and expensive leaks could be caught much sooner with real-time readings.
 - Mr. Hoover reported that the town received one bid from the advertisement to bid for a street striper. The bid met all of the requested specifications and came in at \$94,000. He requested that the bid be awarded to Traffic Markings Incorporated. The cost included delivery and insurance during transport. Attorney Holscher stated that the street striper was one of the items that was requested from the Settler Wind Farm project. He stated that if this is awarded now, there is no argument that it is needed from the energy funds. Mr. Hoover stated he believed it was unlikely to be awarded through the energy project, and Mr. Holscher agreed. Mr. Holscher advised the council that they should not indicate the striper as needed to the industrial siting committee if the bid is accepted. The council determined they were unlikely to be awarded funds for the unmitigated impact of the Settler energy project for a striper and would likely not find a better price. Moved by Tyler Martin, seconded by Steven Clark, and carried without dissent to award the bid to Traffic Markings Incorporated for \$94,000 for a street striper.
 - Mr. Hoover stated that he and Mr. Catellier had discussed having a bus shelter installed at the new Palomino bus stop. He believed it was unfair that there was a bus shelter for one bus stop, but not the other. He and Mr. Catellier had discussed installing one similar to the ones the City of Casper provides for public transportation. Mayor Boyer inquired how much bus shelters run. Mr. Catellier stated approximately \$10,000. Mayor Boyer asked the town clerk if the Community Gas funds could be put towards a bus shelter. The clerk stated that the distribution received earlier in the year had already been spent on equipment for the gymnasium, but a bus shelter could be submitted in December as a project designation for next year's funds. The town should receive roughly \$4,700 that could be spent on a bus shelter. Councilman Clark expressed concerns over vandalism. Mr. Catellier stated that the shelter would be tempered glass, so paint could easily be scraped off. Councilman Ficken stated he would like to put one in but could easily see rocks being thrown through the glass. The council discussed which line item they could utilize for that expenditure.
 - Councilman Ficken stated he had received some messages from parents requesting bike racks. He wanted to be sure the community was aware that bike racks had been installed at the town hall and at the bus stop.

- 13) **Office Staff Report:** A written report was submitted. Town Clerk, Kalista Schwarzrock, was present for questions or comments from the council.
- 14) **Petitions & Public Comment:** Resident, Jennifer Hopkins commented that she was displeased that the council chose to purchase the street striper when it appeared the council was trying to find funds for kids to have a bus shelter. Mayor Boyer clarified that the council was not trying to find money and that there was plenty of money budgeted in the Parks department, they were discussing what line item a bus shelter would fall under. He stated that with the funds from Community Gas and some budgeted funds from the town, there would be plenty of funding for a bus shelter. Mayor Boyer stated that funds had been budgeted for the street striper. The council's goal was to be fiscally responsible while also being self-sustaining instead of depending on other agencies to handle our maintenance. Resident, Mike Schoolcraft commented that with as much as the town is spending on the street striping truck, he wanted assurance that it would be utilized often enough to justify the purchase. Councilman Ficken stated it would be an investment that will be utilized for decades. The council stated that ideally, it can also be contracted out to other municipalities that may need it.
- Resident, Mike Schoolcraft asked if the maintenance department could build a bus shelter rather than purchasing one. Councilman Clark stated that employee overtime was just discussed in the previous work session. There simply isn't enough time for them to do that. The shelter that would be considered would also be more durable.
- Resident, Mary Sue Sorenson asked if the dirt track was only meant for bicycles. She noted that motorbikes were utilizing it as well as driving on the walking path. Councilman Ficken stated they were aware, and they were concerned they would hurt someone because he was driving through the park and that track was only intended for bicycles. The council advised Mrs. Sorenson to call the Sheriff's Department if she witnesses it again.
- 15) **Council Business:** Mayor Boyer acknowledged that the police department had been put on the back burner while other items took priority. He stated he wanted to finalize the fee schedule and finish rezoning. Then the council could focus their efforts on starting the police department. Mayor Boyer expressed his intent to gather community input regarding the police department later this year or early next year.
- 16) **Adjournment:** Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent that there being no further business the meeting of September 3rd, 2024, be adjourned at 8:05 p.m.


Peter Boyer, Mayor

ATTEST: (seal)




Kalista Schwarzrock, Town Clerk-Treasurer