



TOWN OF BAR NUNN

1500 Palomino Ave., Bar Nunn, Wyoming

TOWN COUNCIL

MEETING MINUTES

Tuesday, November 5, 2024- 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, November 5, 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 October 15, 2024:** Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent to approve the minutes for October 15, 2024.
- 4) **Payables List for November 5, 2024:** Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent to approve the payables list of November 5, 2024.
- 5) **Payable List for October 2024 & The 23-24 Year-to-Date Budget Report:**
Checks #32621 – #32706, Direct Deposit #2792 – #2829, ACH #81520009 & ACH #62168084. Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent to approve the Payables List for October 2024 & the 24-25 Year-to-Date Budget Report.
- 6) **Attorney's Report:** Town Attorney, Patrick Holscher, was present for questions or comments from the council.
-Attorney Holscher reminded the council that the Industrial Siting committee would meet on November 6th for the Dutchman Solar Project. He stated that he would be asking to increase what was requested for the fire department.
- 7) **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 informed the council that Ramshorn Construction has been working on the drainage improvements to Salt Creek Highway. They have completed the installation of the catch basin and are figuring out how to clean up the shoulders. They are also actively working on cleaning out the drainage.

-Mr. Catellier presented the council with two fencing options to protect the young plants at the town hall from antelope. The first option was a standard plastic snow fence, and the second option was a welded wire fence. The welded wire option would not cause drifting like the plastic option tends to. Though the more expensive option, it would last much longer and would not create drifting issues in the parking lot and adjacent road. The plan is for the fencing to remain for a couple of years while the plants are established. After some discussion, the council decided the welded wire option would be the better option because it would look better aesthetically, protect the new plants without creating problematic snow drifts, and the fencing could be kept for later projects.

-The Long-Range Transportation Plan (LRTP) is something the Casper area Metropolitan Planning Organization (MPO) does periodically just to have a cohesive transportation network in the area. Mr. Catellier noted that they were seeking more input from Bar Nun and looking for a point of contact to bounce ideas off of and include in future discussions. Councilman Ficken stated he was on the email list, and Mayor Boyer requested to be included as well. Mr. Catellier clarified that the group creates a list of projects or potential projects to help with prioritization as Casper and surrounding communities grow.

-Mr. Catellier informed the council that he spoke with the bidder of the Palomino properties and trying to think of a way for the town to divest those properties without saddling the future owner with having to do a bunch of infrastructure work. He stated that something to consider would be vacating the road on the south side of Palomino and giving a portion of that

property to the property owners, then eventually when that gets developed, they could replat those lots to make them more usable lots than they have now. Then the town would just have to give them some sort of access across the median. He stated it would be similar to the southern part of Antelope where the driveways go across the right of way.

Councilman Ficken stated this idea would make those lots larger and the council should get a new valuation on them. Mr. Catellier stated the developer would still need to get water and sewer to those lots, but the expense would be significantly less without the street development costs. Attorney Holscher stated that this was a great idea that would make those lots significantly more marketable and they would have to be revalued.

Councilman Clark inquired if the town needed to vacate first. Attorney Holscher stated they would have to vacate the access easement and then by law, it essentially splits that road down the center with half going to the property owner, half going to the median. The town currently owns both, which simplifies the matter. Mr. Catellier stated he would bring an exhibit that shows exactly what would be done. Attorney Holscher stated that then the council would do a resolution to vacate the access easement. The process would take approximately six weeks. Then the council would need to acquire a new valuation of those properties that reflects the increased value.

- 8) **Zoning & Planning Report:** Zoning and Planning Chairman, Gary Geiger was present for questions or comments from the council.

-Mr. Geiger stated that the commission met on October 17th to approve site plans for placement of 2 mobile homes. One property owner did not attend the meeting, so their plan was tabled until the next meeting. Mr. Geiger stated they also discussed fees with Mr. Catellier at their meeting. He informed the council that the Zoning and Planning Commission would like another joint work session with the council to finalize the fees that were discussed. A work session was planned for November 21st at 7:00 p.m.

-Commission member, Mike Schoolcraft stated a majority of the Zoning and Planning committee's work are site plans for very simple items. He proposed that Bar Nunn implement something like Evansville does to streamline and simplify things for the town and for individuals needing site plan approval. He stated that he proposed the town use a similar form that would be filled out, and submitted to the clerk, then the clerk would send it to the town engineer who can look it over and approve it, and then the clerk let the citizen know they are fine to move forward with their build. That process would eliminate the expense of the commission meeting to approve it. It benefits the citizens of Bar Nunn because they no longer have to wait until the third Thursday of every month for approval. Then the Zoning and Planning Commission would only meet for something that would be an exception to what they normally meet for, such as a variance. The council liked that idea and approved moving forward with implementing it.

- 9) **Fire Department Report:** A written report was submitted. Fire Chief, Robert Hoover, was present for questions or comments from the council.

- 10) **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 inquired what the status of the AMI system was. Mr. Hoover stated that the system is working, but town staff is still waiting for formal training on the system. The town clerk stated that office staff implemented readings from the system for billing for the first time for the November statements, but there were still some issues that were being worked through while awaiting training.

-Mr. Hoover presented the council with a quote from Air Innovations for necessary repairs to the heater in the shop of the maintenance building. Councilman Clark asked if Mr. Hoover had shopped around for prices. Mr. Hoover stated no, but Air Innovations is who the town has worked with extensively, and after a negative experience with another company, Mr. Hoover chose to stay with Air Innovations. The council approved Mr. Hoover to move forward with the repairs.

- 11) **Office Staff Report:** A written report was submitted. Town Clerk, Kalista Schwarzrock, was present for questions or comments from the council.

-Mrs. Schwarzrock reported that out of the total number of water meters in the system, only 87 experienced an error and did not provide a reading the first month of implementing the automatic meter software, which was not bad considering it was the first run with the system with no training.

- 12) **Petitions & Public Comment:** Resident, Jan Schoolcraft stated she had begun using the gym, and it is very busy at 5 a.m. She had spoken with several people that come at that time and feel rushed and inquired if the council would be willing to open the gym at 4 a.m. instead. The council stated they would be ok with changing the opening time to 4 a.m.

Jo Anne Wenberg was present on behalf of Reveille Rotary of Casper was present to discuss a proposition with the council. She stated that one of the Rotary Club's projects has been installing park benches in the City of Casper. She inquired if Bar Nunn would be interested in a park bench with the rotary's logo on the back. The rotary's initial thought was to install one in front of

the new town hall by the front doors. If the council would like one at one of the parks in a grassy area, Reveille Rotary has received help from the City of Casper's maintenance department to install a concrete pad to secure the bench. The town clerk stated having a bench by the town hall would be fantastic since a lot of teens wait for the bus there.

Resident, Mike Schoolcraft, asked if there was any way that the council desk could be a no-phone zone. He stated that he did not like members of the council looking at their phones during the meeting. Councilman Clark stated that often when members of the council are looking at their phones, it is to review reports that are sent through email. Jan Schoolcraft stated that it is the perception that the council looks disinterested. The council thanked the Schoolcrafts and thanked them for their comment.

Gary Geiger inquired if the town had received any impact funds from the Anticline wind farm project. The clerk stated that the town had received them sporadically and behind schedule, but the payments had been coming in.

13) **Council Business:**

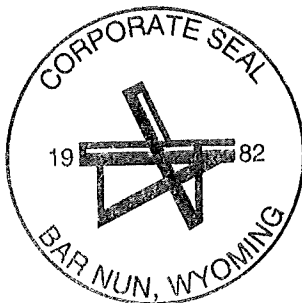
A. Council Miscellaneous: The council scheduled a work session to work more on the employee handbook for November 19th.

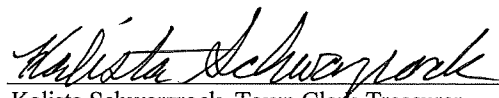
14) **Adjournment:** Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent that there being no further business the meeting of November 5, 2024, be adjourned at 8:01 p.m.



Peter Boyer, Mayor

ATTEST: (seal)





Kalista Schwarzrock, Town Clerk-Treasurer