



## TOWN OF BAR NUNN

1500 Palomino Ave., Bar Nunn, Wyoming

### TOWN COUNCIL

#### MEETING MINUTES

Tuesday, January 21, 2025 - 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, January 21, 2024, at 7:02 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 Dan Sabrosky.
- 2) **Pledge of Allegiance:** The Town Council and all present stood in service to the United States Flag and pledged allegiance to the United States of America.
- 3) **Minutes of January 7, 2025:** Moved by Tyler Martin, seconded by Dan Sabrosky, and carried without dissent to approve the minutes for January 7, 2025. Steven Clark recused himself due to his absence.
- 4) **Payables List for January 21, 2025:** Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent to approve the payables list for January 21, 2025.
- 5) **Balance Sheet, Detailed Income Statement & Trial Balance (Financial Reports) for the period ending December 2024:** Moved by Tyler Martin, seconded by Steven Clark, and carried without dissent to approve the Balance Sheet, Budget Income Statement & Trial Balance (Financial Reports) for the period ending December 2025.
- 6) **Attorney's Report:** A written report was submitted. Attorney, Patrick Holscher was present for questions or comments from the council.  
-Mr. Holscher informed the council that the town would hold municipal court later in the week. There is an individual with multiple animal citations for two different dogs, one of which is vicious. He stated he mentioned this because the town had received an unusually high metro bill that the City of Casper attorney was looking into. As soon as he received an explanation, Mr. Holscher stated he would inform the council.  
  
-Mr. Holscher requested guidance from the council regarding how they would like to approach legal notices moving forward. He stated that the City Mills was working on the same thing and he had drafted a document for them that would be addressed at their next council meeting. Since Bar Nunn and Mills want to take the same approach, he stated he would send the document over to the Bar Nunn council if Mills approves it.  
Mr. Holscher noted that the current ordinance allows the town to use a print newspaper, but the only one that is available is the Casper Star Tribune. The other option under the ordinance the town drafted is to designate an electronic media to run legal advertisements, or they could do both. It just depends how the council would like to approach the matter. Mr. Holscher stated that generally, it has to be something that is dispersed in some fashion. It has to be in general circulation in Natrona County.  
He stated that there is only one place in Wyoming's statutes where they define a newspaper, and it is limited to counties. So, there is a statute that pertains only to counties where they reference them as printed journals. Otherwise, you can read them all, whether it's the state, municipalities, or private parties, all of which have different publication requirements and the publication is never defined. He believed the reason for that is because the statutes are very old. When they were first written, the term newspaper didn't require much explanation. Today, a written publication can come in many forms. Mr. Holscher stated for what it was worth, if the current statutes were written in 2025, they would be unconstitutional.

Councilman Sabrosky inquired about what triggered the lawsuit with the Casper Star Tribune. Mr. Holscher stated it was likely the fear that Bar Nunn and Mills would quit utilizing the printed publication for advertising. Bar Nunn and Mills were unhappy with the Tribune, mostly due to the expense of legal notices, and opted to give themselves the option to use an electronic means of publication instead, even though they never stopped printing legal notices.

- 7) **Engineer's Report:** A verbal report was delivered. Town Engineer, Ray Catellier, PE was present to answer questions or comments from the council.  
-Mr. Catellier provided materials for the council to review that included a quote from the company, Gametime, and playground equipment color options for the Antelope Park improvements. He explained that the quote is through a purchasing co-op called Omnia Partners. So Gametime provides their best quote to Omnia Partners, and then the town would receive a percentage discount on top of that. This guarantees the town is receiving the best bid because Omnia handles the vetting and bidding process. Mr. Catellier noted that a similar process was used to purchase the equipment for the splash pad with different purchasing co-op. He stated the purchasing co-ops are nice because they are free to join and you get the best price on exactly what you want instead of a lengthy bid process for something you may not necessarily want. The quote presented to the council included everything but minor grading and the concrete work. Councilman Clark noted the equipment quoted seemed small. Mr. Catellier stated that the two submitted for two quotes, but had only received one back. He stated he would be reaching out to follow up on the status of the quote for the larger equipment and distribute it to the council once he received it.
- 8) **Preparedness Committee Report:** A verbal report was delivered. Committee member, Ken Hume was present for questions or comments from the council.  
-Mr. Hume asked the council if they had any questions or comments regarding the overview of an emergency preparedness plan he had previously submitted. The council had also previously asked him to look into emergency meal kits. Mr. Hume stated that he had researched and the daily requirements come down to an average of 2,000 calories per day per person, 90 days of 2,000 calories is 180,000 calories. He stated he put the population of Bar Nunn at roughly 3,000 people, so the community would require 6,000 calories per day. He stated the town would need 34 90-day supply meal kits per day. To feed the neighborhood would cost roughly \$20,000 per day. Mayor Boyer stated he had considered covering for a brief amount of time, so maybe about 500 meals. The council discussed the expense and logistics of storing large quantities of emergency meals. Councilman Ficken stated it would be nice to have a small reserve for the town just in case roads were shut down or something crazy happened. Councilman Clark stated another option would be to just get the essentials, such as powdered milk, freeze-dried eggs, etc.  
Councilman Ficken stated that maybe they should put some guidance out for the community to buy their own kits. Councilman Clark stated the town could buy emergency kits in bulk at a discounted rate to then sell to the residents and pass that discount along. He said they would have to have people sign up to commit to purchasing, then place an order. Mr. Hume stated he could reach out to some companies and find out about bulk purchasing. Councilman Sabrosky inquired what scenarios Mr. Hume had thought through. He stated he understood short-term situations such as a heavy snow blocks people in like in 1979. But he expressed concern over a major event where people may panic after a number of days. He stated it could become dangerous to store provisions. He stated at some point, it has to be individual responsibility. He stated he could see where the town could set up a filtration system where people could come fill drums of water, but to feed anybody he believed was a dangerous proposition in his opinion. The council determined the emergency plan discussion warranted a work session. They scheduled a work session for February 17<sup>th</sup>.
- 9) **Fire Department Report:** A written report was submitted. Interim Fire Chief, Eugene Zahara, was present for questions or comments from the council.  
-Mayor Boyer stated they needed to discuss the structure engine currently on order. Interim Chief would like to change the order to a water truck rather than a structure engine, but Attorney Holscher expressed concerns over making changes through the industrial siting committee that granted the funds for the purchase. Chief Zahara stated he believed they could draft a letter to the industrial siting committee and tell them what we would like to do, and the estimated cost associated with that. He believed the actual cost could save at least \$150,000 under what was quoted for the original design with the changes he would like to make.  
Attorney Holscher noted that since the request was submitted to the ISC (Industrial Siting Committee) in the

form of a sworn testimony, any changes would have to be taken on as a petition. He stated that the town does not have the leeway to apply for the funding outside of what was approved for the original request. Requesting more money is generally frowned upon, but asking for less money or the same amount would probably be allowed. He stated that the council needed to be aware that they should anticipate that the ISC will require us to attend an industrial siting council session in Cheyenne and present testimony on why we need to make the change. Mr. Holscher warned that the ISC is not keen on making changes and expects the examination to be a little rough. He stated that if the town were to request a change, it needs to be tied to an unmitigated impact that would arise due to that project.

Chief Zahara stated that the way the current engine on order was not designed to go off-road. It is very top-heavy and someone is either going to roll it, or the frame will get bent going off-road. He stated that he foresees that engine costing more money to maintain than they are able to use it for.

Mr. Holscher stated that if the council determines the engine isn't something they want or that they can't use, the order can be canceled. It may cost the town to cancel, but there will not be any funds owed to the ISC for the engine as the town presently has not received any of the funding for that project.

Chief Zahara stated that they have to figure out what the contract was and what the town is on the hook for. He stated that he doesn't have the contract and he wants the council to have the full information to be able to make an informed decision on the matter.

Councilman Clark stated that he recalled that the engine on order was supposed to be equipped with foam for fighting any battery fires. Chief Zahara stated that the lithium-holding cells have been reworked so that they are not supposed to ignite the surrounding cells anymore and that you are supposed to let the entire unit burn and protect the surrounding areas. A water tanker designed to go off-road would suit the town better in this situation.

- 10) **Maintenance Report:** A written report was submitted. Public Works Representative, Dustin Smart, was present for questions or comments from the council.

-Mr. Smart noted that he wanted to make the council aware of a new subdivision going in off of the east side of I25. He stated that he believed Mr. Catellier was in contact with the Metropolitan County planner regarding that. After speaking with Mr. Catellier, he recommended the town establish a bare minimum requirement for any new development that would be tapping into the water system now that Bar Nunn is responsible for that system. He noted that Mr. Catellier explained to him the town has a legal right to be informed and review any plans for development utilizing the water system. The town has a legal responsibility to maintain the water system and the safe drinking water that it transmits. Mr. Smart stated that he had begun working on a list of requirements that he felt would be appropriate for new developments.

Councilman Sabrosky inquired what the protocol is to tap into the water system. He asked who does the physical tap? He stated that the City of Casper has the contractor excavate the lines and supply the materials for inspection, and then the City of Casper crews come out and do the tap themselves. Mr. Smart stated that over the last year, the contractors have done everything, including the tap. Councilman Sabrosky asked if the town was comfortable with contractors handling taps since it is such a critical thing. An inexperienced contractor could split a line the town would have a catastrophe. He stated he assumed that is why the City of Casper does not let contractors perform taps. Mr. Smart stated he was open to whatever the council wanted to do and would be fine contracting with the City of Casper to perform those taps.

-Mr. Smart also noted that he had spoken with engineers from Engineering Associates, which is a firm contracted with the DEQ (Department of Environmental Quality). The firm is paid by DEQ to assist Wyoming municipalities to come into compliance with the lead service line rules that the EPA (Environment Protection Agency) has issued. He stated that the EPA has allocated funds to Wyoming DEQ specifically for water systems to fulfill the lead service line requirements. Mr. Smart requested approval to go through the application process. He reported that there are currently 480 service lines in our system that are classified as unknown. Part of the EPA's rule is that the town needs to be sure what material those lines are. There is a possibility that the EPA's rules may change, but there is no way to know, so he is preparing for the worst-case scenario. All of those lines need to be classified as either non-lead or placed on a replacement schedule by 2027. An allowance of this funding is to purchase the equipment and pay the labor to excavate down and identify the service line material. The initial intended use plan is due by January 31<sup>st</sup>. He stated after speaking with Mr. Catellier, they could meet that deadline. Mayor Boyer stated that there was no reason not to put in the funding application, and

told Mr. Smart to move forward with the application.

- 11) **Parks and Recreation Report:** A written report was submitted. Parks and Recreation coordinator, Virginia Wharton, was present for questions or comments from the council.  
-Ms. Wharton noted that there was not much to report and upcoming events included Arbor Day and Easter. Councilman Martin stated that Outfitter Church would like to help with the Easter Egg Hunt again.
- 12) **Petitions and Public Comment:** Resident, Mike Schoolcraft inquired what the status was of the rowing machines that were ordered for the gym. Clerk, Kalista Schwarzrock stated that there had been some boxes delivered and she believed they may be sitting back in the office, but she had not opened them to confirm. Councilman Ficken stated that he needed to coordinate with the clerk and maintenance departments to get those items set up.  
Mr. Schoolcraft inquired if reports like the playground equipment quotes could be displayed on the monitors for the public to view. Mr. Catellier stated he wasn't sure if the monitors were operational yet. The clerk stated that she had worked with IT to fix the bugs, and they can be used.

13) **Council Business:**

**A) Introduction: CEO of Visit Casper – Annette Pitts**

Ms. Annette Pitts, the new CEO of Visit Casper, was present to introduce herself to the council and share her background. She explained that Visit Casper is the convention and visitors bureau for all of Natrona County. Ms. Pitts stated that she was present that evening so the council could put a face to the name and make sure they have connectivity. She shared her extensive background in running tourism organizations and nonprofits. Prior to becoming the CEO of Visit Casper, Ms. Pitts shared that her previous position was with the same type of organization in Washington State and that she was very happy to be in Wyoming now. She stated that she felt it was important for the council to know her and that her door was always open. She stated that she was going to need to learn about Bar Nunn so that she could understand what the community would like to see from Visit Casper and what they would not like to see from them. She stated that tourism is for the community, not just visitors, and would like to know what the council wants Bar Nunn to be. What aspects of the community do you want to remain, what do you want to preserve, what do you want to grow, and what do you want to do and invite others to do with you? The council welcomed Ms. Pitts to the community.

**B) Property Proposal – Jerry Ressler:**

Mayor Boyer stated he received a call from Jerry Ressler, who owns a lot just north of town hall. He proposed that the town do a straight across trade, the town's 11 acres of lots on Palomino for his 3.5-acre lot across from town hall. Mr. Catellier provided the council with a map of the property. Councilman Martin noted it has a water main going right through the center of it. Mr. Catellier stated there was also sewer and gas mains. The property has multiple easements running through it with numerous utilities. There is not much that can be done with the property. The KOA could expand onto it, or it could be RV storage, but it really isn't possible to build any top of structure on that lot. Councilman Clark stated since the town is making Sunset Blvd the main street, he would rather not have KOA expand there if possible. Attorney Holscher noted that they can't just swap the properties either. The value of both properties has to be determined. If they do not have an equivalent value, a swap can't be done unless it is in the town's favor. The council discussed possible uses for the land, such as a bike trail and a veterans memorial park. Mayor Boyer reminded the council that they town does not want to get involved in the business or real estate. Councilman Clark stated it would be nice with that being on the main street, having some control over what goes in there. The council determined to discuss the issue more at a later meeting with Mr. Ressler in attendance.

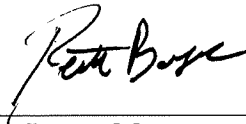
**C) Business Licenses No. 2025-21 Through 2025-22**

Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent to approve Business Licenses 2025-21 through 2025-22.

**D) Council Miscellaneous:** Mayor Boyer informed the council that the nuclear company, Radiant, would like to come out and have lunch with any members of the council willing to attend to discuss to possible manufacturing facility and answer any questions the council may have. He informed the council that lunch would take place on Monday, January 27<sup>th</sup> at noon.

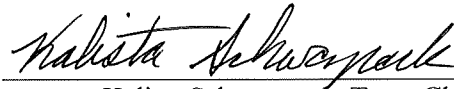
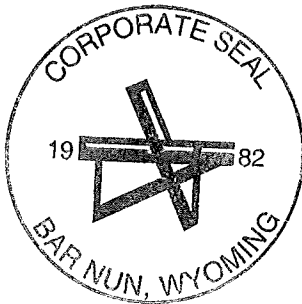
Councilman Martin stated that the owner of the KOA emailed him to ask the council if he could move the fence on the south side of Prairie Lane closer to the road to extend the lots. If not, he asked if he could rock the area to improve curb appeal. Attorney Holscher stated that the request should be drawn out and submitted in writing. He stated that may be a question for the Zoning and Planning Commission.

- 14) **Adjournment:** Moved by Tyler Martin, seconded by Steven Clark, and carried without dissent that there being no further business the meeting of January 21, 2025, be adjourned, at 8:33 P.M.



Peter Boyer, Mayor

ATTEST: (seal)



Kalista Schwarzrock, Town Clerk-Treasurer