



**TOWN OF BAR NUNN** 4820 N. Wardwell Industrial Ave., Bar Nunn, Wyoming  
**TOWN COUNCIL**

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**MEETING MINUTES**  
**Monday, July 10, 2023 - 7:00 P.M.**

- 1) **Roll Call:** Mayor, Peter Boyer called the meeting to order Monday, July 10, 2023, at 7:00 p.m. Roll was called which determined the presence of a quorum.  
**Present:** Mayor Peter Boyer. Council Members: Mary Sue Sorenson, Tyler Martin, Steven Clark, and Tim Ficken.
- 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 June 20, 2023:** Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent to approve the Minutes of June 20, 2023.
- 4) **Payable List for June 2023 & The 22-23 Year-to-date Budget Report:** Checks #31388-31468, Direct Deposit #2201-2241, ACH #60982432, ACH #84721035. Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent to approve Payable List for June 2023.
- 5) **Attorney Report:** Town Attorney, Patrick Holscher was present for questions or comments from the council. Attorney Holscher stated a written report was submitted to the Mayor and council. Attorney Holscher noted items submitted included information discussed in the previous work session and the status of Wardwell Water & Sewer District. Mr. Holscher reported Regional Water has requested information from Wardwell Water. Attorney, Alia Scott is working to provide the requested information. Discussion followed. Mayor Boyer stated he would like to create an informational video regarding the special election for the dissolution of Wardwell Water on August 8, 2023. Discussion regarding the Wardwell Water Board members being involved with the video followed. Tyler Martin will work with Mayor Boyer to create the video for the Town web page and Facebook.
- 6) **Engineer Report:** Project Manager, Tom Brauer was present for council questions or comments. Mr. Brauer updated the council on the following items:
  - **Chip Seal Project-** The road improvement project is scheduled to begin July 13, 2023.
  - **Community Center/Town Hall Project-**The structural steel is complete. The sheeting is expected to begin this week. The project remains on schedule.
  - **Regional Water-** Mr. Brauer will be attending the Regional Water Board meeting on July 18, 2023. Mr. Brauer will provide an update to the council.
- 7) **Fire Department Report:** A written report was submitted. Fire Chief, Robert Hoover was available for questions or comments from the council. Tyler Martin thanked the Fire Department for their service and exceptional response time to a recent wildland fire. The Town Clerk asked Attorney Holscher if a resolution was required for the budgeted stipend increase for zoning and planning and the pay-per-call and training reimbursements for the fire department. Attorney Holscher stated a resolution would need to be drafted to address the stipend, pay-per-call, and training increases for FY 2023-2024, beginning July 1, 2023. An oral resolution may be done to establish the budgeted increases. Moved by Tim Ficken, seconded by Steven Clark, and carried without dissent to approve the increased stipend for zoning and planning from \$25. to \$50. The Volunteer Firemen pay-per-call from \$25 to \$50. The attended training for the Fire Department from \$50. to \$75. to begin July 1, 2023.
- 8) **Maintenance & Wardwell Water Report:** A written report was submitted. Maintenance Supervisor, Robert Hoover was present for questions or comments from the council. Mr. Hoover presented the council with information regarding the removal of elder valve placements for contractors. Discussion followed. Attorney Holscher will draft a resolution addressing the removal of elder valve placements for contractors.

Mr. Hoover reported chip sealing project for Trails End, Sunset Boulevard, East Antelope Drive, and Bel Vista Drive is scheduled for Thursday, July 13<sup>th</sup> and 14<sup>th</sup>. Mr. Hoover stated information will be provided to residents via Facebook regarding the removal of parked vehicles and interrupted parking until the project is complete. Mr. Hoover stated dirt hauling for the construction of the dirt track at High Plains Park will be forthcoming. Mr. Hoover reported grass is causing filter problems at the splash pad. Discussion regarding solutions and cost followed.

- 9) **Zoning & Planning Report:** A written report was submitted. Chairman, Gary Geiger was present for questions or comments from the council. Mr. Geiger stated there was one business item addressed and approved for June 2023. Information was made available to the zoning and planning committee regarding the proposed Midway Subdivision project on South Salt Creek Highway.
- 10) **Office Staff Report:** A written report was submitted. The Town Clerk reported the .gov domain has been approved. The Town of Bar Nunn web page and email addresses will be accessed with barnunnwy.gov. The Town Clerk will be working with Sanner, IT to set up the new domain.
- 11) **Petitions and Public Comment:** Resident, Mike Schoolcraft commented on the possibility of displaying the United States flag on the new Community Center and Town Hall construction. Upon completion of the project, the flag is placed on a ground-level pole. Mr. Schoolcraft stated he had previously observed this practice for displaying the United States flag. Discussion followed. Resident, Jan Schoolcraft asked if absentee ballots were available for the Special Election to be held Tuesday, August 8, 2023. Discussion followed. Attorney Holscher stated that after inquiry, Special Election options are limited to all mail-in ballots or no mail-in ballots, and there will be no mail-in ballots.
- 12) **Council Miscellaneous:**
  - A. **Octane Associates, LLC-Tim Ficken**

Tim Ficken provided an update for the scheduled July 29, 2023, drag races sponsored by Octane Associates, LLC. Octane Associates, LLC identified the need for safer crowd control for future events. Items discussed included crowd control, road closures for through traffic on Westwinds Road and Tonkawa Trail, and parking. Discussion followed. Tonkawa Trail will be closed north halfway toward Westwinds Road, and jersey barriers will be placed to discourage traffic on Westwinds Road and allow for parking and foot traffic.
  - B. **Discussion: Wage scales**

Mayor Boyer requested council members to consider scheduling work sessions regarding wage scales for September 2023.
  - C. **Appreciation:**

Mayor Boyer thanked Tyler Martin for the planning and organization of the Fourth of July events and parade.
  - D. **Community Signs:**

Mayor Boyer opened a discussion regarding the use of digital signs at the entrances of Bar Nunn to inform residents of community events including traffic disruptions, and other various community notices. Options and costs are being pursued and will be presented to the council for consideration.
  - E. **Discussion: Park improvements**

Mayor Boyer stated he would like the council to consider the use of space and additional use of public areas. Discussion regarding the uses of space such as an obstacle course for fitness at various locations followed.
- 13) **Executive Session: Personnel:** Mayor Boyer called to adjourn the regular council meeting and enter Executive Session. Moved by Steven Clark, seconded by Mary Sue Sorenson, and carried without dissent to adjourn the regular council meeting and enter Executive Session at 8:13 pm.
- 14) **Reconvene Regular Council Session:** Mayor Boyer called to reconvene the regular council meeting. Moved by Steven Clark, seconded by Mary Sue Sorenson, and carried without dissent to reconvene the regular council meeting.

**Roll Call:** Mayor, Peter Boyer. Councilmembers: Mary Sue Sorenson, Tyler Martin, Steven Clark, and Tim Ficken.

No Action was taken.

- 15) **Adjournment:** Moved by Tyler Martin, seconded by Steven Clark, and carried without dissent that there being no further business the meeting of July 10, 2023, be adjourned, at 8:34 p.m.

Respectfully Submitted by:  
Donna Damori, Administrative Assistant

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Peter Boyer, Mayor

ATTEST: (seal)

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Kalista Schwarzrock, Town Clerk-Treasurer