



TOWN COUNCIL

MEETING MINUTES

Tuesday, September 19, 2023 - 7:00 P.M.

4820 N. Wardwell Industrial Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, September 19, 2023, at 7:00 p.m. The roll was called which determined the presence of a quorum.
Present: Mayor, Peter Boyer. Councilmembers: Mary Sue Sorenson, Steven Clark, and Tim Ficken.
Excused: Tyler Martin
- 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 September 5, 2023:** Moved by Steven Clark, seconded by Mary Sue Sorenson, and carried without dissent to approve the minutes for September 5, 2023.
- 4) **Balance Sheet, Detailed Income Statement & Trial Balance (Financial Reports) for the period ending August 2023:** Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent to approve the Financial Reports for the period ending August 2023.
- 5) **First Reading of Ordinance 2023-06:** “AN ORDINANCE REGARDING LEGAL ADVERTISEMENTS”. Mary Sue Sorenson commented that attorney Holscher did a very good job on this matter. Moved by Steven Clark, seconded by Mary Sue Sorenson, and carried without dissent to approve the first reading of Ordinance 2023-06.
- 6) **First Reading for Ordinance No. 2023-07:** “AN ORDINANCE REGARDING FERAL CATS”. Moved by Tim Ficken, seconded by Steven Clark, and carried without dissent to approve the first reading of Ordinance 2023-07.
- 7) **Second Reading for Ordinance No. 2023-04:** “ORDINANCE AMENDING TITLE 4: OFFENSES AGAINST PUBLIC PROPERTY AND PUBLIC PEACE”. Moved by Steven Clark, seconded by Mary Sue Sorenson, and carried without dissent to approve the second reading of Ordinance 2023-04.
- 8) **Second Reading for Ordinance No. 2023-05:** “ORDINANCE TO REQUIRE MASSAGE BODYWORK THERAPISTS TO MAINTAIN PERMITS FROM THE TOWN OF BAR NUNN”. Moved by Tim Ficken, seconded by Steven Clark, and carried without dissent to approve the second reading of Ordinance 2023-05.
- 9) **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 stated items noted included:
 - o Ordinances 2023-04 through 07
 - o Wyoming Class resolution – pulled from the agenda for further review by Councilwoman Sorenson
- 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 & Town Hall Project

- o Exterior Walls nearly completed, minus opening for air-handling unit
- o Insulation and roof sheeting to begin
- o Top-out of town offices completed
- o Site Contractor to start with grading, curb & gutter with estimated completion of mid-October

Introduction to Enrique Jimenz with CEPI

- Working on water system meter inventory, trying to complete before winter
- Enrique will be filling in for Mr. Catellier when he cannot be present
- Will be performing an evaluation of utilities down Melodi Lane for solar project

Solar Project

- Utilities will be impacted by grading done by solar project and further analysis will need to be done by the solar farm. Discussion followed concerning the Solar Energy Project road use impact. Councilman Clark inquired if Wardwell requested funding from the industrial siting committee to cover those impacts. Attorney Holscher responded that Wardwell did request funds, but the maintenance of Melodi Lane and Renauna will exceed what was requested. Councilwoman Sorenson inquired if West Winds is still being discussed as a possible use road for the project, but the impression was that currently it is not. Attorney Holscher believes that road access is currently being looked at closely for the first time since the project permit was issued. Impact to utilities down the possible use roads is expected to be significant and Attorney Holscher stated that the project would need a use agreement with us and private property owners along Melodi and Renauna since those roads are considered private by Natrona County.

Miscellaneous Discussion for Town Engineer

- Councilman Clark suggested considering speed tables across the walking paths on Nez Perce and Tonkawa to slow traffic around the park. Mayor Boyer echoed the sentiment and suggested it be considered in next year's budget. Councilwoman Sorenson asked Mr. Catellier for an estimate on how much the speed tables cost. He responded that the town would be looking at between \$5,000 to \$10,000 and he would investigate pricing.
- Councilman Clark also discussed a grant for lighted crosswalks/signs that he learned about at a recent MPO meeting for the town to considered pursuing.

- 11) **Maintenance & Water Report:** A written report was submitted, and Mr. James Dickemper was present in lieu of Robert Hoover for questions or comments from council.
- A Water line burst at Blue Sage Lane was reported at about 4 p.m. on September 6th and repaired by about noon the next day.
 - Mid-Co Diving coming to clean out water tank on Coleman Circle – September 23
 - Maintenance employee Rebecca Page passed her driving test and received her Class B CDL
- 12) **Code Enforcement Report:** A written report was submitted. Councilwoman Sorenson commented that there are a lot of trailers out. Councilman Clark spoke with the town code enforcement officer who also said there are a lot of trailers out currently. Mayor Boyer commented it is likely due to hunting season.
- 13) **Parks and Recreation:** Parks and Rec representative not present. Councilwoman Sorenson reminded the council of Community Clean-up Day Saturday, September 23. Clean-up group to meet at Antelope & Zuni.
- 14) **Petitions & Public Comment:** Resident, Mike Schoolcraft commented on Councilwoman Sorenson's resignation. "When you first came on town council, quite frankly I was skeptical of what you were going to bring to the table, but as you served on council, I want to say thank you. You brought a lot to the town council and your tenacious attention to detail cracks me up. I want to thank you for serving on the town council. The person coming in will have some big shoes to fill. I just want to say thanks, I appreciate what you did for the town, I wish you well." The rest of the council echoed Mr. Schoolcraft's sentiment.

Then Mr. Schoolcraft addressed Town Engineer, Ray Catellier and mentioned that since the repaving project was done on Sunset, the dip at Sunset and Mustang became a lot more "vicious". Mr. Catellier said no one had mentioned it, but that he would look into it.

15) Council Business:

A. Discussion: Wyoming Class Investment Pool

Will be addressed at the next council meeting on October 3, 2023.

B. Community Preparedness Committee By-Laws

Mayor Boyer entertained a motion to approve the Community Preparedness Committee By-Laws. Moved by Steven Clark, seconded by Mary Sue Sorenson, and carried without dissent to approve the Community Preparedness Committee By-Laws.

C. Councilwoman Sorenson Resignation

Mary Sue Sorenson will serve through October. Council vacancy to be advertised. Mayor Boyer thanked Mary Sue again for her service on council.

16) Miscellaneous Business:

Tim Ficken- Bid for gym equipment is almost finalized.

Mary Sue Sorenson- Attending the Metro meeting for September.

17) Executive Session: Casper Star Tribune- Mayor Boyer called to adjourn the regular council meeting and enter the Executive Session. Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent to adjourn the regular council meeting and enter Executive Session at 8:00 p.m.

18) Reconvene Regular Council Meeting: Mayor Boyer called to reconvene the regular council meeting. Moved by Mary Sue Sorenson, seconded by Steven Clark, and carried without dissent to reconvene the regular council meeting at 8:14 p.m. No action was taken.

19) Adjournment: Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent that there being no further business the meeting of September 19th 2023, be adjourned at 8:15 p.m.

Respectfully Submitted by:

Kalista Schwarzrock, Town Clerk Treasurer

Peter Boyer, Mayor

ATTEST: (seal)

Kalista Schwarzrock, Town Clerk-Treasurer