



TOWN COUNCIL

MEETING MINUTES

Tuesday, April 2, 2024- 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, April 2, 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 March 19, 2024:** Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent to approve the minutes for March 19, 2024.
Special Meeting Minutes of March 26, 2024: Moved by Frank Schwarzrock, seconded by Steven Clark, and carried without dissent to approve the special meeting minutes of March 26, 2024.
- 4) **Current Payables List:** Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to approve the payables list of April 2, 2024.
- 5) **Payable List for March 2024 & The 23-24 Year-to-Date Budget Report:**
Checks #32076–32146, Direct Deposit #2524–2559, ACH #5395964 & ACH #12522671. Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent to approve the Payables List for March 2024.
- 6) **Second Reading for Ordinance No. 2024-01:** “AN ORDINANCE ADOPTING TITLE 13: PUBLIC SERVICES, DIVISION I. WATER SYSTEM” Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent to table the second reading for Ordinance No. 2024-01.
- 7) **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.

-Mayor Boyer inquired who would be attending the Regional Water meeting on April 16th. Councilman Clark stated that he would be attending.

-Attorney Holscher noted to the council that the state industrial siting committee should have issued a \$13,750 allotment to the Town of Bar Nunn as of March 31st. The siting committee has been issuing those payments, but they have been issuing them to the counties. He stated it would be up to Natrona County to issue the town a check for our allotted amount, but Natrona County is behind on issuing the payments. Attorney Holscher stated he would follow up with the county to check on the status of those payments. Councilman Clark asked which projects these impact funds were dedicated to. Mr. Hoover stated these payments were designated for the Salt Creek repairs, the asphalt patcher, and the fire department high-angle rescue gear.

- 8) **Engineer's Report:** A verbal report was delivered. Town Engineer, Ray Catellier, PE was present for council questions or comments.

-**Town Hall:** The entire air handling unit has been installed. We were given a firm date for turnover to the town of May 1st. The only thing Sampson is concerned about is not having the weight room floor installed. They want to make sure all of the doors and exterior are completed, but that won't impair the town from taking the building over and receiving a certificate of occupancy. The council determined they would like to have the first council meeting of May in the new building. Councilman Ficken inquired if the internet would be available in the building by that date. Chief Hoover stated that the fire systems required a wireless connection to pass inspection for the certificate of occupancy. The town clerk had contacted Spectrum for a quote on business internet and was told it would take 60 days for a survey of the site. Spectrum wanted the town to go through the normal installation procedures, but Sampson had already gone through that process for the job site, so they contacted Spectrum to see if that process could be bypassed to have internet sooner. Mr. Catellier stated hopefully we would be hearing if Spectrum will be an option in the next few days.

Councilman Clark inquired if we were planning to use Spectrum and that he was not thrilled with that provider. The town clerk noted she had explored a few options, including Starlink, but the architect of the town hall had concerns with the maintenance that would be required for the installation of that satellite on the steel structure. She stated Visionary would be the preferred provider, but their installation costs were high, so she was exploring price points from all options.

9) **Zoning & Planning Report:** A written report was submitted. Gary Geiger was present for questions or comments from the council. Mr. Geiger stated Zoning and Planning had one item on their agenda for the March 21st meeting. The committee approved a site plan of a preapproved house plan for Current Homes.

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

-Councilman Schwarzrock inquired if Mills is taking care of the maintenance an inspection of 11-2 while they are borrowing the truck. Chief Hoover stated that they are and they will possibly have their truck here in May.

-Chief Hoover presented the council with a quote for an extractor, which is essentially a high-powered washing machine, for washing bunker gear. With the new extractor, the fire department would comply with the NFPA's cancer regulations for bunker gear and turnout gear. The quote was for a 35-pound capacity express soft mount extractor for \$7,632.

Councilman Clark asked how many sets of bunker gear it can wash at a time. Chief Hoover said three sets and that bunker gear is washed after every fire call or medical call involving any biohazards such as bodily fluids.

Moved by Steven Clark, seconded by Tyler Martin, and carried without dissent to approve the purchase of bunker gear extractor not to exceed \$8,000.

11) **Maintenance & Water Report:** A written report was submitted. Director of Public Works, Robert Hoover, was present for questions or comments from the council.

-Councilman Schwarzrock inquired if we received any further clarification on the propagation study performed by Ferguson Waterworks. Mr. Hoover stated we would be receiving clarification later in the week.

-Councilman Martin inquired if it would be possible to get better quality paint for the street striping. Mr. Hoover stated that we work with WYDOT for striping, so quality isn't the problem, but much of the problem from wear and tear is the application of the paint and making sure the street is clean. Currently, we utilize WYDOT or Natrona County to stripe our streets, but the town will get to a point where we will likely need to purchase a striping machine to keep street lines maintained. Councilman Clark brought up the possibility of embedding rubber striping at crosswalks and inquired what the cost and process would be for that. Mr. Catellier stated it is a complex and expensive installation but can be very effective for crosswalks.

-Mr. Hoover informed the council of cost-saving measures the maintenance department took by repurposing items from the totaled command unit, such as swapping tires and bumpers.

-Mr. Hoover discussed putting in an all-in-one washer/dryer combo in the new town hall for janitorial purposes. Sampson will be providing us with a price to run a hot and cold-water line and utilize an existing drain in the mechanical room. There is nowhere to vent a conventional dryer, so the ventless combo is the best choice for the new town hall. The price for the ventless washer/dryer is \$2,298. The council discussed various options for cleaning the rags provided to the fitness room.

Moved by Tim Ficken, seconded by Tyler Martin, and carried without dissent to approve the purchase of a Profile 4.8 Cubic Foot Smart Ultrafast Electric Washer Dryer Combo with Ventless Heat Pump Technology not to exceed \$3,000.

-Mr. Hoover stated he received the contract from Comtronix for the fire alarm system and the keyless entry. He gave the contract to the town attorney to review. The contract price is \$960 annually.

-Councilman Martin inquired if the town was going to be able to put a drop-down divider in the new gym. Mr. Hoover discussed additional hoops and divider with Sampson Construction and Mr. Catellier and it can't be done. There is no center beam across the ceiling and there is no structural support for that addition. Mr. Hoover stated that the only way we can have additional basketball hoops is with free-standing hoops. With the way the floor in the gym is, they don't want things rolling across that flooring all the time.

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

13) **Petitions & Public Comment:** Resident, Mike Schoolcraft, inquired why the council choose the seed/sod the open areas around the new town hall instead of zero-scaping. With the cost of maintenance and irrigation, he inquired why the town needed grass there. Mr.

Catellier stated that back in the planning stages for the new town hall, the council wanted a flat grassy area because that does not exist in Bar Nunn and it would be nice for the town to have a space for kids to play soccer or football. The parks are not an option for that because they have little rolling hills. Councilman Ficken stated it would also be providing another place for older kids to go, hopefully freeing up the park structures for younger kids. There is still a lot of maintenance with zero-scaping trying to keep weeds at bay. Resident, Jennifer Hopkins, stated that zero-scaping in Bar Nunn with the wind blowing and the amount of dirt it brings in, you have to remove all the rocks and dirt and replace it every couple of years to keep it looking nice. Mrs. Hopkins stated that she seeded her yard. Seeding does take time, but seeding as opposed to sod gives deeper roots and once it gets going, you can't get rid of it.

Gary Geiger inquired if there was a date set for the spring clean-up. Mayor Boyer stated that a date had not been set yet. Mr. Geiger suggested Romie Nunn from Mustang to Trails End and Salt Creek Highway be cleaned. The council set May 4th as the Bar Nunn clean-up day with a meet-up at 10 a.m. at the fire department.

Robert Hoover stated that the trees at the tree farm are not healthy enough to plant for the Arbor Day celebration on April 27th, so they would be getting trees from Leeward. He suggested putting some trees on Palomino, Sunset, and also a few at High Plains Park. The council agreed to try planting trees at the park because it would be nice to have some shade there.


14) **Council Business:** None

15) **Miscellaneous Business:**

-Frank Schwarzrock: Councilman Schwarzrock noticed a resident digging a hold in their yard to plant a tree while driving down Nez Perce. He noticed that the hole was dug directly in line with their gas meter going out toward where it ties into the main. He stated he was shocked that they did not hit the service line. He inquired if something could be put in the newsletter to remind residents to call 811 before digging.

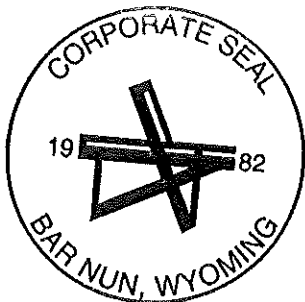
-Tyler Martin: Councilman Martin stated he was approached by a neighbor inquiring what age the town would hire for the new community center. The council discussed what the appropriate age of employment would be and what tasks could be designated. They determined they could hire teens for standard janitorial and landscaping.

16) **Adjournment:** Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent that there being no further business the meeting of April 2nd, 2024, be adjourned at 8:20 p.m.



Peter Boyer, Mayor

ATTEST: (seal)





Kalista Schwarzrock, Town Clerk-Treasurer