



TOWN OF BAR NUNN

1500 Palomino Ave., Bar Nunn, Wyoming

TOWN COUNCIL

MEETING MINUTES

Tuesday, September 17, 2024 - 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, September 17, 2024, at 7:00 p.m. The roll was called which determined the presence of a quorum.
Present: Mayor, Peter Boyer. Councilmembers: Steven Clark, Tim Ficken, and Frank Schwarzrock.
Excused: Tyler Martin
- 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 September 3, 2024:** Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent to approve the minutes for September 3, 2024.
- 4) **Payables List for September 17th, 2024:** Moved by Steven Clark, seconded by Frank Schwarzrock, and carried without dissent to approve the payables list for September 17, 2024.
- 5) **Balance Sheet, Detailed Income Statement & Trial Balance (Financial Reports) for the period ending August 2024:** Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent to approve the Balance Sheet, Budget Income Statement & Trial Balance (Financial Reports) for the period ending August 2024.
- 6) **Attorney's Report:** A written report was submitted. Town Attorney, Pat Holscher was present for questions or comments from the council. There were no comments for Attorney Holscher from the council.
- 7) **Engineer's Report:** Town Engineer, Ray Catellier, PE was present to deliver a verbal report and answer questions or comments from the council.
 - Community Center Update: Landscaping has made progress and plants are in. The contractor is working on getting irrigation completed. The new HVAC condensing units were also received and installed, so all three units are operating.
 - Asphalt Project Update: Ramshorn Construction planned to start preparations for the various asphalt projects around Bar Nunn and would start work on Monday, September 23rd. First, they will take out and replace the Nez Perce section, which is a full-depth repair and replacement. Then they will move to the intersection of Antelope and Sunset. They projected it would take approximately a week. Then they will move over to Salt Creek Highway between Shirks and Motor Power. They will complete one section of that stretch at a time so traffic will be down to one lane with flaggers during the repairs. Mr. Catellier informed the council that there would be a delay while driving that stretch of Salt Creek Highway. Ramshorn will do portions of the repairs during the day, then open both lanes for traffic again in the evening during the improvements.
 - Water System Update: As discussed in a previous meeting, Mr. Catellier and the Public Works Department completed pressure and flow tests on the system. Mr. Catellier noted that another associate from CEPI created a map that shows water pressures through Bar Nunn. This map will assist staff if residents call to report pressure issues. Mr. Catellier explained to the council the cause of pressure differences depends on where the residence is within each zone of the system due to gravity. Ultimately, the system is operating within an acceptable pressure band. Since pressure within the system is where it is expected to be, the next step would be for a resident to determine if the way their plumbing is designed could be a contributing factor.

-Mr. Catellier reported that Mr. Hoover contacted him to report that a section of Sunset Blvd appeared to be sinking. To determine what could be causing the sinking, they started by opening manholes. They inspected four manholes in the Sunset median. These manholes were installed in 1987 and are suffering from substantial H2S corrosion. This corrosion is causing the concrete walls to slough off. Mr. Catellier stated that it is not necessarily an issue right now, but it likely will be in the coming years. Mayor Boyer inquired if this was something that could happen to the entire sewer system. Mr. Catellier stated that it was not likely because these manholes were more susceptible to H2S corrosion because they are connected to an oversized line and are lined with coal tar epoxy. The epoxy was meant to prevent corrosion, but it instead trapped the H2S between the epoxy and the concrete concentrating the corrosive effects. Of the four manholes they examined, one was particularly buried because it hadn't been opened in decades. These manholes are on the interceptor sewer, so they are not connected to services. Since they are not connected to services, Mr. Catellier stated that they could discuss abandoning them later. Mr. Catellier stated this discussion was more of a FYI at this moment and was not an urgent matter. Councilman Ficken inquired what could be causing the sinking. Mr. Catellier said they were unsure because the PVC pipe of the line was still in good condition and they had run a camera through the line and encountered no issues.

8) **Preparedness Committee Report:** No meeting was held for the month of August. Committee member, Ken Hume, was not present to report to the council because he was attending the CERT class that evening.

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

-Mr. Hoover reported that WFI would be coming to run a camera down the entire line from Antelope to Mustang to ensure there aren't any other issues contributing to the sinking on Sunset. He stated they will also video log the sewer line that runs down Prairie Lane as they have had issues with that stretch in the past and it has not been logged since approximately 2005. Mr. Hoover reiterated that he and Mr. Catellier would be examining what could be causing the sinking roadway so they can fix it.

-Mr. Hoover reminded the council and the audience that starting October 1st, snow routes would be in place and there will be no parking in the snow routes. He stated at this time, the projections are for this winter to be as harsh as 2022/2023.

-Mr. Hoover informed the council that the town had always collected grass clippings for the residents of Bar Nunn at the tree farm. The maintenance department would clear out the clippings by running them to the dump once a year. He reported on average, they would run 25 loads per year. Mr. Hoover noted that it was brought to his attention that effective July 2024, the Casper landfill now imposes a charge of \$20 per load for grass clippings. There is no charge for residents to take grass clippings to the dump, but the town is considered commercial. He stated this was a service the town has offered to the residents for quite some time, but now that it will incur a cost to the town, he inquired how the council wanted to proceed. With a minimal increased cost of \$500, the council determined to continue offering the service.

-Mr. Hoover reported that radios had arrived to complete updating the system for the meter reading infrastructure and change-outs were underway.

10) **Code Enforcement Report:** A written report was submitted. Robert Hoover was present to discuss items with the council.

-Mr. Hoover stated that there were only two code enforcement violations in his report. He reported that he was awaiting guidance from the attorney on the next steps for the dangerous building that had been discussed at a previous meeting. Attorney Holscher advised that the town begin citing the property and begin the procedure for dangerous structures outlined in the town ordinance. Attorney Holscher requested that Mr. Hoover contact him later in the week so they could coordinate on the matter.

11) **Parks and Recreation Report:** A written report was submitted. Parks and Recreation Chairwoman, Virginia Wharton, was present for council questions or comments.

-Ms. Wharton reported that she is working on getting regular committee meetings going again on the final Monday of the month. Her hope in restarting committee meetings is to get the community involved. Ms. Wharton suggested ideas for the

upcoming holiday season. She had received a suggestion to decorate the trees in the Antelope median. Perhaps as a community event, individuals or families who wanted to participate could decorate one tree. There would be a sign for each tree stating who sponsored that tree. Since there is no power to the median, they would have to use solar or battery-operated lights. Mayor Boyer stated he liked the idea, but did have concerns about the lack of power. Mr. Hoover stated that some sections of the median may have power. Mayor Boyer instructed Ms. Wharton to put feelers out to the community to gauge interest.

Ms. Wharton stated she is also considering a vote to rename the Christmas decorating contest to be more representative of the holiday. She also suggested a similar decorating contest for Halloween. The council approved of the idea of having a Halloween decorating contest.

Ms. Wharton inquired how Parks & Rec could assist the Fire Department in their fall festivities. Mr. Hoover stated they could use some help operating the haunted house.

- 12) **Petitions and Public Comment:** Resident, Venus Childress referred to the earlier work session discussing Zoning and Planning fees. She stated the best way to assess what those fees should be is to have staff analyze what the town is paying for these kinds of things to determine the cost to the resident. Mayor Boyer stated that the next step was for Zoning and Planning to meet with the town engineer and discuss what the actual prices are and what prices or permit fees should be. It was also discussed to keep track as some of these expenses come in. The town clerk noted that many of the high-fee items in the fee schedule hadn't come up during her time in the position because they are rare occurrences. Councilman Clark stated that they could be adjusted after a period where the town could analyze and determine what the actual cost is. Ms. Childress also referred to the discussion on permits stating she did not think it was the government's place to ensure an individual has a licensed contractor as some permits may require. Councilman Schwarzrock stated it was a good discussion to have about whether there are permits that would be pertinent to have the town involved or not. The town clerk stated that permits that require inspections are important for staff to track where the cost of inspections is from. The town is billed for inspections, so when a permit is purchased, the individual also pays for their inspections. Mayor Boyer stated that the council is doing their best to balance costs to the town while respecting personal freedoms.

Resident, Mary Sue Sorenson noted that she taught her first pickleball class on September 14th and had 8 individuals sign up, and only 1 did not attend. She noted it was a fun event and she hopes pickleball becomes popular in Bar Nunn.

13) **Council Business:**


A. Butch's Propane Fill Station: Mayor Boyer informed the council that Butch's Propane was interested in putting a fill station at Mountain View Truck Center. Erik Parker, the area manager with Butch's Propane was present to discuss this with the council. Mr. Parker stated there were no propane fill stations in the area so they were interested in getting a location started. He stated the fill station would be inside of a fenced area. They would supply the tanks and the dispenser. Mountain View will manage the fill station with their employees Butch's Propane would provide training for them to manage that aspect of the business. He was attending to see what Bar Nunn's requirements are to move forward. The town clerk stated she wanted some guidance from the attorney regarding what the appropriate steps were and what requirements were required for this particular type of business. Attorney Holscher stated he would check to make sure the town has the appropriate permits and would coordinate with the engineer to determine what the standard is. He stated that it had been a long time since the town had a business like that. Mayor Boyer informed Mr. Parker the town clerk and attorney would work together to ensure he met the requirements and was provided with the proper permits. He stated he was excited to have a fill station nearby.

B. Miscellaneous Council Business: Councilman Schwarzrock reported that he attended the Regional Water Board meeting earlier that day. He noted that meeting minutes are available online. He stated the most notable item from the meeting are the turnovers in staff at Central Regional Water. He stated that Charlie Chapin, the attorney has retired and Regional is attempting to bring on his associate, Alia Scott. The plant manager recently left, and the admin would also be retiring on October 11th. Mr. Schwarzrock stated that there was a lot of institutional knowledge leaving the organization with these three individuals.

Mayor Boyer said a big thanks to all of the area fire departments for their efforts fighting the large fire west of town on

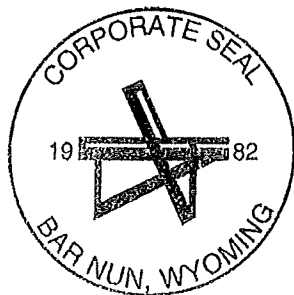
September 11th and stated it was ironic that the firefighters were faced with danger on that same date as the events of 2001.


- 14) Adjournment: Moved by Steven Clark, seconded by Tim Ficken, and carried without dissent that there being no further business the meeting of September 17, 2024, be adjourned, at 7:57 P.M.



Peter Boyer, Mayor

ATTEST: (seal)





Kalista Schwarzrock, Town Clerk-Treasurer