



TOWN COUNCIL

MEETING MINUTES

Tuesday, March 4, 2025- 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Pro Tem Steven Clark called the meeting to order on Tuesday, March 4, 2025, at 7:00 p.m. The roll was called, which determined the presence of a quorum.  
**Present:** Mayor Pro Tem, Steven Clark. Councilmembers: Tyler Martin and Tim Ficken  
**Excused:** Mayor Peter Boyer and Councilman 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 February 18, 2025:** Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to approve the minutes for February 18, 2025.
- 4) **Payables List for March 4, 2025:** Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to approve the payables list of March 4, 2025.
- 5) **Payable List for February 2025 & The 24-25 Year-to-Date Budget Report:**  
Checks #32926 – #32996, Direct Deposit #2931 – #2965, ACH #2273674 & ACH #62251602. Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to approve the Payables List for February 2025 & the 24-25 Year-to-Date Budget Report.
- 6) **Attorney's Report:** A written report was submitted. Attorney, Kevin Bell, was present for questions or comments from the council.  
The council had no questions for Mr. Bell.
- 7) **Engineer's Report:** A written report was submitted. Town Engineer, Ray Catellier, PE was present for council questions or comments from the council.  
-Councilman Martin asked Mr. Catellier if a color was chosen for the Antelope Park playground equipment. Mr. Catellier stated that he submitted a color option chosen by the town staff. Town Clerk, Kalista Schwarzrock stated that her and Mrs. Popp considered the splashpad colors while making the decision.  
  
-Councilman Ficken inquired about a request for water service outside of the service area as noted in Mr. Catellier's report. Mr. Catellier stated that the water district has an arbitrary boundary line. To get water service out of that area, typically, there is an out-of-area service agreement. Mr. Catellier stated it would be worth having a discussion between the council and the town attorney to create an agreement for those types of service requests, though the town is under no obligation to provide water outside of the service area. This discussion was prompted by a recent request for service to a property near WYDOT off of Salt Creek Highway.
- 8) **Fire Department Report:** A written report was submitted.  
-Mayor Pro Tem Clark asked members of the fire department in attendance if there was anything on the report they would like to discuss. There was nothing notable they wished to discuss. Mr. Clark stated he appreciated them and the work they have all put in.  
-Councilman Ficken noted that Douglas had just opened a new training center. He inquired if Chief Zahara had talked to Douglas about utilizing the center for training since it is closer than the training center in Riverton. Firefighter, Matt Potter stated he did not believe he had but asked for contact information so they could reach out.

- 9) **Public Works Report:** A written report was submitted. Interim Head of Public Works, Dustin Smart, was present for questions or comments from the council.  
 -Councilman Ficken asked for an update to what has been happening with Visionary. Mr. Smart stated the maintenance crew had finished their inspection of the meter pits and did not find any more that had been damaged by the fiber installation. He had been in contact with the general manager of Visionary, who was apologetic for the situation and ensured the subcontractor who performed the installation resulting in damaged meter pits would be held responsible and would pay for the damages.
- 10) **Office Staff Report:** A written report was submitted. Town Clerk, Kalista Schwarzrock, was present for questions or comments from the council.  
 -Councilman Martin inquired if the town was still receiving new gym membership sign-ups. Mrs. Schwarzrock reported that there were 17 new sign-ups in February.
- 11) **Petitions & Public Comment:** Resident, Jan Schoolcraft stated she appreciated the addition of rowers to the gym. Then, Mrs. Schoolcraft inquired when Bar Nunn would get rid of the extra 8 mills assessed for the Wardwell Water & Sewer District. She informed the council that she had been on the county assessor's website, and it still listed an extra 8 mills for Bar Nunn. Mrs. Schwarzrock stated she had spoken to the county assessor's office recently to inquire about that but was told that what was assessed for the district never went away but rather was redistricted. Mrs. Schoolcraft stated she confirmed we are still paying the extra 8 mill according to the assessor's website. Mayor Pro Tem Clark stated that the council needs to ensure the issue is figured out because losing the extra 8 mills was their desire and promise to the residents of Bar Nunn when Wardwell was dissolved. He stated that Mayor Boyer and Attorney Holscher may need to have a conversation with the assessor's office.
- 12) **Council Business:**
- A. Miscellaneous Business:** Councilman Martin informed the council and those in attendance that his wife had been diagnosed with a rare cancer and they would be traveling to Salt Lake City, UT for treatment in the coming weeks. He did not believe it would affect his ability to serve on the council at this time. He stated he appreciated prayers, and that if at any point it affects his ability to serve on the council, he would let Mayor Boyer know immediately. He and his family want to continue with him serving in his role with the town as long as he is able.
- 13) **Adjournment:** Moved by Tim Ficken, seconded by Tyler Martin, and carried without dissent that there being no further business the meeting of March 4, 2025, be adjourned at 7:20 p.m.

  
 Steven Clark, Mayor Pro Tem

ATTEST: (seal)



  
 Kalista Schwarzrock, Town Clerk-Treasurer