



TOWN COUNCIL

MEETING MINUTES

Tuesday, January 5, 2021 - 7:00 P.M.

- 1) **Administer Oath of Office:** Newly Elected Council Members
Mary Sue Sorenson, Peter Boyer, Adam Willett
- 2) **Roll Call:** Mayor Patrick Ford called the meeting to order Tuesday, January 2021 at 7:00 p.m.
Roll was called which determined the presence of a quorum.
Present: Mayor Patrick Ford, Council: Mary Sue Sorenson, Peter Boyer, Adam Willett, and Robert Hoover.
- 3) **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.
- 4) **Minutes of December 15, 2020:** Moved by Robert Hoover, seconded by Adam Willett, and carried without dissent to approve the Council Minutes of December 15, 2020.
- 5) **Payable List for December 2020:** Checks #29671-29725, Direct Deposits #975-1003, ACH #32794008 & ACH #35228337. Moved by Robert Hoover and seconded by Adam Willett and carried without dissent to approve Payable List for December 2020: Checks #29671-29725, Direct Deposits #975-1003, ACH #32794008 & ACH #35228337.
- 6) **Resolution No. 2021-01:** A RESOLUTION REGARDING ORDERS ISSUED BY THE STATE AND COUNTY HEALTH OFFICERS IN HEALTH EMERGENCIES *
Moved by Robert Hoover, seconded by Adam Willett and carried without dissent to approve Resolution No. 2021-01.
- 7) **Resolution No. 2021-02:** A RESOLUTION OF THE TOWN OF BAR NUNN, WYOMING, AUTHORIZING THE MILEAGE RATE FOR ALL BUSINESS MILES DRIVEN BEGINNING JANUARY 1, 2021, TO BE IN COMPLIANCE WITH FEDERAL REGULATIONS.
Moved by Robert Hoover, seconded by Adam Willett and carried without dissent to approve Resolution No. 2021-02.
- 8) **Resolution No. 2021-03:** RESOLUTION OF THE TOWN BAR NUNN, WYOMING, SETTING THE MILL LEVY FOR THE CALENDAR YEAR 2021.
Moved by Peter Boyer, seconded by Robert Hoover and carried without dissent to approve Resolution No. 2021-03.
- 9) **Resolution No. 2021-04:** A RESOLUTION DESIGNATING CERTAIN BANKS TO BE NAMED AS DEPOSITORY AND CHECKING ACCOUNT BANKS, PER W.S. #9-4-817, FOR THE CALENDAR YEAR 2021. Moved by Adam Willett, seconded by Mary Sue Sorenson and carried without dissent to approve Resolution No. 2021-04.
- 10) **Resolution No. 2021-05:** A RESOLUTION OF THE TOWN OF BAR NUNN, WYOMING, AUTHORIZING A PROCLAMATION FOR ARBOR DAY, SATURDAY, APRIL 24, 2021.
Moved by Peter Boyer, seconded by Robert Hoover and carried without dissent to approve Resolution No. 2021-05.

- 11) **Resolution No. 2021-06:** A RESOLUTION OF THE TOWN OF BAR NUNN, WYOMING, AUTHORIZING A PROCLAMATION FOR BAR NUNN COMMUNITY VOLUNTEER APPRECIATION DAY, SATURDAY, JULY 17, 2021. Moved by Adam Willett, seconded by Peter Boyer and carried without dissent to approve Resolution No. 2021-06.
- 12) **Attorney's Report:** A written report was submitted. Town Attorney, Patrick Holscher was present for questions or comments from Council. Attorney, Holscher updated council regarding vendor Co-op participation for the Splash Pad Project. Mr. Holscher is satisfied with Bar Nunn's participation with the vendor Co-op would comport with Wyoming Law. Additionally, Mr. Holscher stated in his legal status report he responded to questions by an oncoming council member related to enforcement of violations of quarantine orders. In conclusion, Mr. Holscher stated work on items of continuance and ordinance changes are ongoing.
- 13) **Engineer's Report:** Town Engineer, Ray Catellier submitted a written report and was present for questions or comments from Council. Mr. Catellier updated council on the following items:
- **Splash Pad-** Purchasing cooperative information was sent to the supplier who will be providing a new quote. Mr. Catellier asked for councils preferred approach to the Splash Pad Project. A phased project? Or as one project? This will impact the required down payment. Ray outlined Phase I to include infrastructure and installation of ground spray equipment. Phase II would include cost for installation of dump buckets and special features. Mayor Ford inquired if modifications to complete the buildout are possible with each phase. Ray will inquire from Vortex what modifications can be made. Ray clarified the agreement with Vortex enables use of the purchasing cooperative for products to be used in the project. The conceptual design and modifications will be addressed before the project goes out to bid. Mayor Ford recommended council commence with Phase I which includes the main functional features and apparatuses for the Splash Pad Project. Robert Hoover inquired the time frame for the bathroom construction. Ray stated there is sufficient time for the buildout to customize or make modifications for the bathroom construction in Phase I. Discussion regarding storage of ordered equipment followed. Ray inquired maintenance supervisor's preference for dispensing of required chlorination. Discussion regarding liquid and tablet dispensary followed. Tablet Chlorine with use of injector pump was stated as the preferred option. Vortex will send a new quote, a contractual agreement for signature and an invoice for the down payment.
 - **Salt Creek Highway Corridor Study-** A presentation/community input session will be held at the Hangar January 14, 2021 from 4-7pm.
 - **Town Hall-** Site visits are currently being scheduled. Wright, WY has invited us to come anytime. Mr. Catellier inquired if scheduling for the latter part of January was feasible and stated he will set up times with the YMCA, Evansville, and Mills, as well other similarly sized buildings in the area. Town Hall tours will be tentatively scheduled for Friday, January 22nd and 29th.
 - **Elevated Crosswalk Signage-**Mr. Catellier has contacted the contractor to obtain the correct signs posted at the elevated crosswalks for the new pathway project. The contractor will be adding "Speed Table" warning signs for additional driver awareness. Signs will include a large 30 x 30 in crosswalk sign 100 ft. before approach on each side and a 20-mph speed table sign.

Maintenance Supervisor, Paul Watson inquired when Town Engineer, Ray Catellier would be available to address issues regarding lift station concerns. Mr. Watson is concerned about the confined space and would like to see it moved above ground. Mr. Catellier scheduled a time with Mr. Watson for Thursday, January 6th at 9:00 am.

- 14) **Fire Department Report-** A written report was submitted. Cody Edgeington was present for questions or comments from council. Mr. Edgeington clarified the Total Fire Calls: (Town/Mutual Aid to County) to be 83. Peter Boyer inquired clarification of EMT Certification levels. Mr. Edgeington noted each level qualifies the EMT to perform various levels of response activities.

- 15) **Zoning & Planning Report:** Chairman Gary Geiger was available for questions or comments from Council. Mr. Geiger stated there was no written report as the Zoning Commission did not hold a meeting in December. Gary Geiger also mentioned that there are approximately 20 vacant lots in the Vista Hills Subdivision to be developed. There were no further questions or comments from council.
- 16) **Maintenance Report:** A written report was submitted. Maintenance Supervisor, Paul Watson was available for questions or comments from council. Mr. Watson noted he would like to see budget consideration for funds from sewer repair and capital improvements to replace the lift station vault to above ground access. Mayor Ford clarified the protocols used for snow plowing and use of gravel on residential streets. Residents have made inquiries regarding snowplows operating without use of the blade. Mr. Watson stated when there is less than 3 inches of snowfall gravel is used for traction. When snowplows are used with less than 3 inches of snow, snowplowing will pack the snow creating icy conditions. In conclusion, Mr. Watson reported that snow blower use for snow removal around the boulders on Antelope Drive would be most effective.
- 17) **Office Staff Report:** A written report was submitted. There were no questions or comments from council.
- 18) **Petitions and Public Comment:** Mr. Martin from Outfitter church in Bar Nunn offered encouragement to the council as they continue to serve the Town of Bar Nunn.
- 19) **Council Miscellaneous:**

A. Business Licenses Renewals: No. 2021-07 thru No. 2021-17

Moved by Robert Hoover, seconded by Adam Willett and carried without dissent to approve Business Licenses Renewals: No. 2021-07 thru No. 2021-17.

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|---------|----|-------------------------------|-----------------|
| RENEWAL | 07 | INLAND TRUCK PARTS | MARSAHL SMOUSE |
| RENEWAL | 08 | HIGHLAND CRANE SERVICE | KENT LUDINE |
| RENEWAL | 09 | MOTOR POWER CASPER, LLC. | BRIAN SUNWALL |
| RENEWAL | 10 | WYOMING OPERATORING ENGINEERS | SCOTT NORRIS |
| RENEWAL | 11 | MCDONALD LANSCAPING | THOMAS MCDONALD |
| RENEWAL | 12 | BAR NUNN STORAGE | ROD PALMER |
| RENEWAL | 13 | JIMMY B TRUCKING INC. | JAMES BETHERS |
| RENEWAL | 14 | RE SPECIALITIES INC. | LARRY STAUCH |
| RENEWAL | 15 | SLASH BACK CANVAS CO. | BOB EVELAND |
| RENEWAL | 16 | BRUE INVESTMENTS | SCOTT LEGERSKI |
| RENEWAL | 17 | SCOTT'S HOT SHOT, LLC. | SCOTT LEGERSKI |

- B. Pathway Lighting- Robert Hoover stated three solar lights will be tested at the Fire station. The solar lights will be used in high and low light conditions to evaluate how affective they are. Mr. Hoover suggested, if successful they may be used for pathway lighting.
- C. Council Conflict of Interest- Mayor Ford opened discussion regarding previous communication with Mary Sue Sorenson in relation to a possible conflict of interest with the council's effort to dissolve the Wardwell Water and Sewer District. Mary Sue Sorenson explained that her son-in-law's half -sister was married to Larry Forsberg, who is member on the Wardwell Water Board. Ms. Sorenson felt this was a far extended relationship, not even a direct family member of Ms. Sorenson's that should not pose a conflict of interest for her and requested the Town Attorney offer consultation on this issue regarding conflict of interest. Attorney Holscher recommended that any issue regarding a conflict of interest should be addressed immediately with each council member given opportunity to discuss and bring resolution as a council body. Ms. Sorenson stated she would like for each member of council to state their opinion on the issue of conflict of interest. Mr. Hoover stated that as a council member, he has recused himself from any council vote that may have a conflict of interest due his position as Fire Chief of the Town of Bar Nunn Fire Department including familial relationships as they relate to matters presented to council. Mayor Ford offered a detailed explanation and recommended Ms. Sorenson recuse herself from voting on issues related to Wardwell Water. Further, Mayor Ford stated his concern regarding the previous council's cooperative effort to resolve issues related to Wardwell Water could be disrupted if the current council

is not in full agreement. Peter Boyer conferred with statements made regarding conflict of interest and recommended Ms. Sorenson recuse herself from voting on issues related to Wardwell Water. Adam Willett stated Ms. Sorenson is an elected official and has the responsibility to represent constituents. If there is a conflict of interest, she has the responsibility to recuse herself from voting. Councilmember Mary Sue Sorenson stated in acknowledgement of the council members considerations and in the spirit of cooperation she would recuse herself from voting on issues related to Wardwell Water. Discussion regarding ordinance review recommendations included: council conduct, conflict of interest, charter ordinances, and legal notices. Attorney Holscher recommended an ordinance review work session. Mayor Ford recommended council set a work session for ordinance revisions dealing with council and legal notices. Council concurred and a work session was scheduled for Tuesday, January 19, 2021 at 6:00 pm.

- 20) **Adjournment:** Moved by Peter Boyer, seconded by Adam Willett and carried without dissent that there being no further business the meeting of January 5, 2021 be adjourned at 8:30 P.M.

Patrick R. Ford, Mayor

ATTEST: (seal)

Carisa Hensley, Clerk Treasurer