



TOWN OF BAR NUNN

1500 Palomino Ave., Bar Nunn,

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TOWN COUNCIL

MEETING MINUTES

Tuesday, February 3, 2026- 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, February 3, 2026, at 7:00 p.m. The roll was called which determined the presence of a quorum.  
**Present:** Mayor, Peter Boyer. Councilmembers: Tyler Martin, Tim Ficken, Dan Sabrosky and Joy Shain
- 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 January 20, 2026:** Moved by Joy Shain, seconded by Tim Ficken, and carried without dissent to approve the minutes for January 20, 2026.
- 4) **Payables List for February 3, 2026:** Moved by Dan Sabrosky, seconded by Tyler Martin, and carried without dissent to approve the payables list of February 3, 2026.
- 5) **Payables Review for January 2026:** Checks #33782-#33865, Direct Deposits #3414-#3458, ACH #51362051, ACH #12884783. The 25-26 Year-to-Date Budget Report. Moved by Tyler Martin, seconded by Joy Shain, and carried without dissent to approve the Payables Review for January 2026 & the 25-26 Year-to-Date Budget Report.
- 6) **Second Reading of Ordinance 2026-01:** "AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL RESIDENTIAL CODE" Moved by Tim Ficken, seconded by Joy Shain, and carried without dissent to approve the second reading of Ordinance 2026-01.
- 7) **Attorney's Report:** A written report was submitted. Town Attorney, Patrick Holscher was present for questions or comments from the Council. Mr. Holscher noted he would attend a county-hosted meeting the following day regarding emergency services districts versus fire protection districts and would report back. He clarified that a site plan review had been completed for a current large-scale building project, despite earlier misunderstandings from the project representatives. However, he explained that a certified building plan review is still required due to the structure's size, and the Town needs to establish a process for handling such reviews in the future. Holscher also reminded the Council that a non-compliant structure without an approved variance remains unresolved.

Discussion followed regarding plan review responsibilities and timelines. Chief Zahara expressed concern that if the Town cannot perform reviews, they default to the State Fire Marshal's Office, which has a 21-day turnaround after which plans are automatically approved if not completed - an outcome he considered problematic. Holscher added that municipalities typically prefer to retain jurisdiction due to Wyoming's home-rule structure and cited challenges in regions relying heavily on state inspectors.

Councilman Sabrosky inquired about the possibility of adding plan review responsibilities to the existing MOU with the Town of Mills. Holscher stated it is not included in the current agreement, but he could explore the option. He confirmed the requirement that plan reviewers be certified and noted the certification process is difficult and time-consuming. Given the Town's limited volume of projects, council members and Holscher agreed hiring in-house staff was impractical and that contracting with a certified professional or another jurisdiction is likely the best approach. Holscher will make inquiries and return with recommendations to ensure a proper process is in place for future projects.

- 8) **Engineer's Report:** Town Engineer, Ray Catellier PE was present for questions or comments from the Council. Mr. Catellier noted the absence of a formal engineer's report and instead introduced Krista Johnston, Wastewater Operations Officer, City of Casper, and Matt Wilhelms, Sanitary Sewer and Stormwater Manager, to provide an informational presentation regarding the regional wastewater system serving Bar Nunn and surrounding communities. Ms. Johnston explained that Bar Nunn, along with Casper, Mills, Evansville, the airport, and other connected areas, conveys wastewater to the regional wastewater treatment plant in Casper through infrastructure constructed in the early 1980s when smaller treatment facilities were consolidated into a single regional system.

She highlighted the North Platte Sanitary Sewer Interceptor (installed in 1982; approximately 47,000 feet in length; 24"-54" concrete pipe), which carries roughly 70% of the area's wastewater flow (approximately 10 million gallons per day). She described ongoing corrosion issues caused by hydrogen sulfide gas interacting with concrete pipe, noting past sinkholes and structural deterioration, including exposed rebar observed during inspections conducted in 2011-2012. She advised that much of the interceptor now shows advanced corrosion and requires phased rehabilitation.

Phase I rehabilitation (2022-2023) included lining approximately 7,500 feet of pipe and rehabilitating 19 manholes at a cost of approximately \$8 million. The estimated total cost to rehabilitate the entire interceptor is approximately \$47 million in current dollars. Funding sources secured to date include federal earmarks, a State Revolving Fund (SRF) loan, and plant reserves, with additional federal funding recently awarded to expand the next project phase. She noted mobilization and bypass pumping are significant cost drivers.

Ms. Johnston also provided an overview of the wastewater treatment plant, originally constructed in 1959 with major expansion in 1982. She described the treatment process and noted the plant operates in a highly corrosive environment that accelerates infrastructure deterioration. Critical needs include replacement of three influent screw pumps (estimated at approximately \$15 million with extended lead times), upgrades to UV disinfection, switchgear, clarifiers, and improvements to SCADA communications. She advised that industry standards would support annual capital investment of \$3-4 million for a facility of this size; however, historic funding levels have been lower, resulting in deferred maintenance. A master planning effort is currently underway to prioritize improvements and evaluate potential future regulatory requirements, including nutrient removal.

**Cost Allocation and 201 Oversight.** Ms. Johnston explained that regional wastewater costs are calculated quarterly and allocated proportionally based on measured flows from each participating entity. She outlined the following key points:

- Casper contributes approximately 84-85% of total regional wastewater flows and associated costs.
- Bar Nunn contributes approximately 3.5% of system flow, with costs fluctuating quarterly based on actual expenditures.
- Septic and grease hauler revenues are tracked separately and offset plant expenses.
- Costs are based on actual operational and capital expenditures; therefore, emergency repairs or deferred projects impact all entities proportionally.
- Revenues collected from Casper customers remain within designated sewer and wastewater enterprise accounts and do not flow into Casper's general fund.
- The 201 Management Oversight Committee meets to review budgets, allocations, and capital priorities, and updates to the 201 agreements are being developed for review by participating communities.

Council discussion followed regarding long-term infrastructure funding challenges at the state level and the difficulty of funding large-scale replacement solely through ratepayer revenue. Ms. Johnston noted ongoing coordination with legislators and continued pursuit of federal earmark and grant opportunities.

Council thanked Ms. Johnston and Mr. Wilhelms for the detailed presentation.

- 9) **Police Department Report:** A written report was submitted. Interim Police Chief Steve Sheridan was present for questions or comments from the Council. Chief Sheridan noted the recent availability of used vehicles, which may help the Town reduce costs, although the bid process can make securing them difficult due to quick market turnover. Mayor Boyer added that pursuing used options could save the Town a significant amount of money. Town Attorney Pat Holscher advised that if vehicles become available through other municipalities, the Town may be able to acquire them

without conducting a formal bid process. Chief Sheridan stated he is following up with the Town of Mills regarding possible opportunities. No further questions were presented.

- 10) **Fire Department Report:** No report was submitted. Chief Zahara was present to deliver an oral report and for questions or comments from the council. Chief Zahara reported that the department roster currently includes 20 personnel, consisting of 18 Fire/EMS members and 2 MS-only personnel. Jake Kujawa will attend a Heavy Equipment Boss class in Cheyenne from the 5th through the 8th.

All apparatus are currently in service except for the ambulance and the new engine. The engine remains in production, and Chief Zahara noted ongoing delays and turnover with sales representatives. Final inspection is anticipated later this month; however, due to scheduling difficulties, it may be pushed to March.

Two grants remain outstanding:

- **McMurry Foundation** – \$70,000 request for a new cardiac monitor.
- **Rocky Mountain Power** – Funding request for wildland Nomex pants.

Regarding the 50/50 matching VFA Grant from the State Department of Forestry, Chief Zahara reported cost savings on wildland boots. The original quote was \$479 per pair, but boots were secured for \$269 per pair, reducing total costs to approximately \$5,200. With State approval, the remaining funds will be used to purchase NFPA 1977-compliant pants. Reimbursement will be submitted upon completion of purchases.

The final invoice for the Garnet Fire has been paid by the State, and all related invoices are now closed. The department's engine remains on the national deployment board, with four personnel ready for assignment. Chief Zahara anticipates increased wildfire activity in Florida and Texas later in March.

Chief Zahara requested Council direction regarding the proposed dozer project, noting that timely action is necessary to retain the department's designated operator. He advised that alternative employment opportunities may arise if the project is delayed.

Discussion centered on restructuring previously awarded Industrial Siting funds (Dino Solar/Nextera project) that were originally designated for the fire engine, which has since been funded through other means.

Town Attorney Pat Holscher advised that, with Council authorization, he could petition the Industrial Siting Committee to amend the funding request to allow purchase of a dozer instead of the truck. Councilman Tyler Martin moved to authorize the Town Attorney to work with the Industrial Siting Committee to amend the petition and restructure the previously awarded siting funds to allow the purchase of a dozer in place of the truck. Councilman Dan Sabrosky seconded, and the motion carried without dissent.

Attorney Holscher confirmed he will amend and submit the revised petition. He noted that the Industrial Siting Committee typically meets quarterly, often in March, and that any petition must be submitted promptly to meet advertising requirements.

Chief Zahara further presented a potential alternative financing option through Northland Financial utilizing a three-year purchase agreement structured in arrears, allowing acquisition of the dozer with the first payment deferred for one year. Council discussed budget implications and the possibility of proceeding with Town funds while awaiting Industrial Siting action.

Council determined that a dedicated work session is necessary to review budget impacts, cost analysis, and financing options. The dozer project will be scheduled as a second work session on March 12, immediately following the previously scheduled work session, to allow adequate review and preparation.

Chief Zahara confirmed this timeline would meet operational needs.

- 11) **Maintenance & Water Report:** A written report was submitted. Head of Public Works, Dustin Smart, was present for questions or comments from the council. Mr. Smart provided additional information regarding a significant and recurring discrepancy between the Town's water usage billed by Regional Water and the amounts billed to local customers. He explained that many of the Town's water meters - some 20 to 30 years old - have exceeded their service life and are likely to contribute to inaccurate readings. Replacing all 1,700 meters is estimated at \$500,000 and would

require establishing a long-term, 20-year replacement cycle. Smart also reported ongoing replacement of failed meters at a rate of roughly 100-150 per year. He further noted that unauthorized water use from fire hydrants may also contribute to water loss and recommended installing hydrant locks. Approximately 400 hydrants could be secured for \$6,000-\$12,000 depending on lock type. Several councilmembers and staff confirmed recent observations of unauthorized hydrant use, and Chief Zahara stated that keys could be distributed to all emergency agencies. The Council agreed to increase line item 625-07 (Hydrant Repair & Maintenance) to \$15,000 to allow the installation of hydrant locks. Discussion also addressed leak detection methods and the financial impact of lost water and sewer revenue, with monthly discrepancies sometimes exceeding 3.8 million gallons. The Council scheduled a work session for March 3 to develop a five-year water-meter replacement plan and requested that staff provide an average monthly usage discrepancy excluding extreme highs and lows. Smart confirmed he would proceed with hydrant locking and noted that smart-meter replacements may qualify for green-initiative grant funding.

- 12) **Office Staff Report:** A written report was submitted. Town Clerk Treasurer, Kalista Schwarzrock, was present for questions or comments from the council. Mayor Boyer noted Kali's upcoming travel to Provo, UT on the 15th as part of the transition to the Caselle software system, stating the Town looks forward to the progress. Kali reported she is also looking forward to the trip, acknowledging that the transition has been a lengthy process with more work still ahead.

13) **Petitions & Public Comment:**

Mike Schoolcraft: Resident Mike Schoolcraft asked for clarification regarding earlier discussion on fire equipment, and staff confirmed that the Town is proceeding with both the firetruck and the proposed bulldozer project. Schoolcraft also requested clarification on remarks made by the Town Attorney at the start of the meeting, and Attorney Holscher explained he had referenced an upcoming county meeting regarding the formation of an emergency services district. Schoolcraft then inquired about the future of the local school building that will close at the end of the school year. Attorney Holscher and other councilmembers explained that the property remains the responsibility of the Natrona County School District, which will mothball, maintain, and secure the facility; however, the Town may still need to patrol the area to prevent trespassing or nuisance activity. Former school board member Ray Catellier described standard mothballing practices, noting that most such buildings do not become significant problems.

Schoolcraft also raised concerns about reports of unauthorized hydrant use and asked whether the public could be made aware of what to look for. Councilmembers agreed that hydrant tampering remains an issue and advised residents to report suspected misuse unless a hydrant meter is present. Mayor Boyer stated that the Town will include information in the newsletter and on social media, and Public Works Director Dustin Smart emphasized that illegally stealing municipal water will lead to enforcement action.

Ken Hume: Resident Ken Hume reported that residents have received tax exemption cards in the mail and noted that the application deadline has been extended to March 1. He encouraged the public to check their mail and submit the forms. He also updated the Council on efforts to establish a volunteer Emergency Operations Center (EOC) team, stating that equipment for six volunteers can be acquired for under \$5,000, excluding radios. Hume discussed sourcing screen-printed vests, hats, and related gear displaying the Town logo and "EOC," and staff recommended local vendors previously used by the Town and Fire Department. Hume explained that the EOC would coordinate with surrounding municipalities and Natrona County while supporting mutual aid when needed. He additionally reported that Visionary crews are continuing repairs in the community, noting that most issues are being addressed promptly and that significant problems on Zuni have already been corrected. Councilman Ficken noted minor sprinkler damage at his property, with Visionary indicating they will repair any confirmed issues in the spring.

Wayne Kasparek: Resident Wayne Kasparek expressed concerns that many residents believe little crime occurs in Bar Nunn and suggested the Town share more information publicly, such as on Facebook, to increase awareness and support for local law-enforcement efforts. Interim Police Chief Sheridan noted that a dedicated section is being developed on the Town website to provide non-specific activity information. Chief Sheridan and councilmembers explained that detailed call data cannot be released due to limitations in Natrona County Sheriff's reporting, which does not distinguish Bar Nunn calls without extensive manual review. They emphasized that while the community may perceive little activity, the Town experiences regular incidents including thefts, vandalism, attempted kidnappings, drug activity, and trespassing. Councilmembers encouraged residents to engage directly with staff, attend meetings, and participate in the community-information board, noting that online discussions often lack context. Kasparek reiterated that many residents prefer digital updates, and councilmembers affirmed that improved communication tools are being developed to share information without relying solely on social media.

- 14) **Council Business:** The Mayor commended Krista Johnson for managing the wastewater situation and noting the significant challenge involved. Mayor Boyer emphasized that the issues should serve as a reminder to all municipalities to prioritize essential infrastructure-such as sewer, water, and roads-before funding additional amenities. He stated that governing bodies must treat public funds responsibly and ensure that core services are fully maintained before pursuing discretionary projects.
- 15) **Adjournment:** Moved by Tim Ficken, seconded by Joy Shain, and carried without dissent that there being no further business the meeting of February 3, 2026, be adjourned at 8:29 p.m.

  
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Peter Boyer, Mayor

ATTEST: (seal)



  
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Kalista Schwarzrock, Town Clerk-Treasurer