



TOWN COUNCIL

MEETING MINUTES

Tuesday, April 21, 2026- 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, April 21, 2026, at 7:00 p.m. The roll was called, which determined the presence of a quorum.
Present: Mayor, Peter Boyer. Councilmembers: Tim Ficken, Dan Sabrosky and Joy Shain.
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 April 7, 2026:** Moved by Tim Ficken, seconded by Joy Shain. The motion carried without dissent to approve the minutes for April 7, 2026.
- 4) **Payables List for April 21, 2026:** Moved by Dan Sabrosky, seconded by Tim Ficken. The motion carried without dissent to approve the payables list of April 21, 2026.
- 5) **Third and Final Reading of Ordinance 2026-02: “AMENDMENT OF THE ANNUAL APPROPRIATION ORDINANCE (BUDGET) FOR THE FISCAL YEAR ENDING JUNE 30, 2026.”** Moved by Tim Ficken, seconded by Joy Shain, and carried without dissent to Table Ordinance 2026-02.
- 6) **First Reading of Ordinance 2026-03: “AN ORDINANCE ADOPTING TITLE 8-7-G AND TITLE 8-7-H”** Moved by Tim Ficken, seconded by Dan Sabrosky, and carried without dissent to approve the first reading of Ordinance 2026-03.
- 7) **Resolution 2026-14: “A RESOLUTION ADOPTING SPECIFICATIONS FOR NEW WATER METERS AND SERVICE INSTALLATIONS”** Moved by Dan Sabrosky, seconded by Joy Shain, and carried without dissent to adopt Resolution 2026-14.
- 8) **Resolution 2026-15: “A RESOLUTION ADOPTING PROCUREMENT POLICIES AND PROCEDURES”** Moved by Tim Ficken, seconded by Dan Sabrosky, and carried without dissent to adopt Resolution 2026-15.
- 9) **Resolution 2026-16: “A RESOLUTION DESIGNATING THE FIRE CHIEF POSITION AS A FULL-TIME PAID AND BENEFITED FIRE CHIEF FOR THE TOWN OF BAR NUNN”** Moved by Joy Shain, seconded by Dan Sabrosky, and carried without dissent to adopt Resolution 2026-16.
- 10) **Resolution 2026-17: “A RESOLUTION ESTABLISHING AND PROVIDING FOR THE DEVELOPMENT OF A POLICE DEPARTMENT AND CREATING A FULL-TIME PAID AND BENEFITED POSITION OF POLICE CHIEF FOR THE TOWN OF BAR NUNN”** Moved by Tim Ficken, seconded by Joy Shain, and carried without dissent to adopt Resolution 2026-17.
- 11) **Oath of Office: Fire Chief – Eugene Zahara:** Oath of Office: Not conducted, as the oath had previously been administered.
- 12) **Attorney’s Report:** A written report was submitted. Attorney Pat Holscher was present for questions or comments from the Council. Mr. Holscher emphasized that the draft Urban Agriculture and Urban Agriculture Residential ordinances should be thoroughly reviewed prior to the upcoming work session, noting they remain in

draft form. He advised that he has contacted the University of Wyoming to provide an expert for the work session to assist Council with technical questions, including appropriate stocking rates.

Mr. Holscher further reported that the Bridal Trail vacation is ready to move forward, with documentation to be prepared for Council consideration. He clarified that the proposed vacation pertains only to a limited section of the trail and that affected properties have been reviewed.

Mr. Holscher also introduced discussion regarding potential annexation along the Salt Creek corridor, noting that while the Town's police station is located on Town-owned property, it is not within municipal boundaries. Council discussed the annexation process, including property owner participation requirements, public hearing requirements, and statutory timelines. Mr. Holscher advised that approximately seventy-five percent (75%) property owner consent would be required under the circumstances discussed.

Council further discussed potential benefits of annexation, including municipal services, permitting authority, road maintenance, and utility considerations, as well as potential impacts such as increased property taxes. Town Engineer, Ray Catellier, was directed to prepare conceptual maps outlining possible annexation boundaries for future Council review and work session discussion.

- 13) **Engineer's Report:** Town Engineer Ray Catellier, PE, was present to answer questions or comments from the Council. Mr. Catellier reported that a quote in the amount of \$49,750 had been received for repairs to the Coleman Circle water tank, with additional optional repairs bringing the total to approximately \$69,550, subject to refinement based on existing materials onsite. He advised that some materials previously installed may reduce overall costs.

Mr. Catellier recommended proceeding with necessary repairs to maintain the tank's functionality, noting that full replacement is likely several years away pending funding and project timelines. He further reported that the contractor had completed additional maintenance work beyond the initial scope and recommended continued use of the same contractor for future repairs.

Mr. Catellier also provided an update on efforts to evaluate the fire hall for code compliance and future improvements, noting that he is working with design professionals and will provide cost estimates once available.

Discussion also included upcoming road maintenance planning for the next fiscal year, with Mr. Catellier advising that updated cost estimates are being prepared.

- 14) **Police Department Report:** A written report was submitted. Police Chief, Steve Sheridan was present for questions or comments from the Council. Chief Sheridan reported that the Police Department was awarded a grant in the amount of \$33,541 for the purchase of radios, which will cover most of the required equipment.

He further reported that work has begun to bring the police building into compliance with code requirements, including installation of lighting, exit signs, and GFI outlets.

Chief Sheridan also advised that he is evaluating dispatch service options to ensure the best solution for the Town, noting that while regional dispatch is the most likely option, all alternatives are being reviewed.

- 15) **Fire Department Report:** A written report was submitted. Fire Chief Eugene Zahara was present for questions or comments from the Council. Chief Zahara reported that the Fire Department received grant funding from the Wyoming Department of Homeland Security for four new portable radios.

Chief Zahara provided an update on the ambulance, advising that mechanical issues are still being addressed and additional diagnostics are ongoing. He also discussed the status of the new fire engine, noting that final inspection is scheduled; however, concerns remain regarding financial loss if the Town does not take delivery. Chief Zahara advised that taking delivery may be the most practical option at this time to avoid significant financial loss, while continuing to evaluate future options.

Council discussed the financial implications and potential resale considerations, and Chief Zahara advised he will continue to provide updates as the situation progresses.

- 16) **Public Works Report:** A written report was submitted. Head of Public Works, Dustin Smart, was present for questions or comments from the Council. Mr. Smart reported that the Arbor Day celebration is scheduled for Saturday at 9:00 a.m. at Town Hall, including a tree planting ceremony to maintain the Town's Tree City USA designation.

Mr. Smart also reported that arrangements have been made to relocate a snow fence near the bike path construction area to a location west of McMurry Boulevard to mitigate snow accumulation.

Council noted a non-functioning light near the park and requested it be addressed.

- 17) **Petitions and Public Comment:** Mayor Boyer opened the floor for public comment. Kenny Souza, a local business owner, addressed the Council regarding placement of a mobile home on property he recently acquired on North Circle Drive. Mr. Souza inquired about obtaining a variance for a unit exceeding the Town's age restrictions.

Mr. Holscher advised Mr. Souza to submit a formal variance application through Town Hall for review by Planning and Zoning prior to Council consideration. Mr. Souza acknowledged the process and indicated he would proceed accordingly.

There being no further public comment, Mayor Boyer closed the public comment period.

18) **Council Business:**

- A) **Regional Water Report:** Councilman Dan Sabrosky reported that regional water providers are closely monitoring drought conditions in coordination with the State Engineer's Office. He advised that current water availability remains stable, with approximately 1.4 billion gallons per week available, projected to decrease slightly but still sufficient under current usage trends.

Councilman Sabrosky further reported that efforts are underway to secure additional long-term water resources through amendments to existing agreements, including increasing allocation capacity. At this time, no water restrictions are anticipated for the Town.

- B) **MPO Report:** Councilman Tim Ficken reported on recent MPO activities, including his appointment as Chair. He advised that ongoing projects include the development of a bike and pedestrian plan, traffic data collection, and regional infrastructure planning.

Councilman Ficken highlighted the Salt Creek corridor study as particularly relevant to the Town and noted efforts to ensure inclusion of Bar Nunn in planning and funding considerations. Additional discussion included potential impacts from increased traffic and future infrastructure improvements in the surrounding areas.

- C) **Business License No. 2026-25:** Moved by Tim Ficken, seconded by Joy Shain, and carried without dissent to approve business license 2026-27 Amathyst Aquarius Co. LLC.

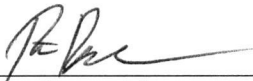
- D) **Miscellaneous Council Business:** The Council discussed scheduling matters, including setting the upcoming budget work session for 6:30 p.m. to accommodate Council availability. Council also discussed scheduling a future work session regarding the Urban Agriculture ordinances, pending availability of a University of Wyoming representative.

- 19) **Executive Session:** Mayor Boyer adjourned the regular council meeting and entered Executive Session at 7:55 p.m. Tim Ficken moved to enter executive session, Joy Shain seconded, and the motion carried without dissent.
- 20) **Reconvene Regular Council Meeting:** Mayor Boyer reconvened the regular council meeting at 8:25 p.m., moved to reconvene the regular council meeting, seconded, and the motion carried without dissent. No action was taken.

Present: Mayor, Peter Boyer. Councilmembers: Tim Ficken, Dan Sabrosky, and Joy Shain.

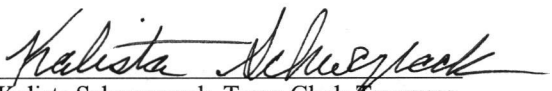
Excused: Councilman Tyler Martin

- 21) **Adjournment:** Moved by Joy Shain, seconded by Tim Ficken, and carried without dissent that there being no further business for the meeting of April 21, 2026, adjourned at 8:26 P.M.



Peter Boyer, Mayor

ATTEST: (seal)



Kalista Schwarzrock, Town Clerk-Treasurer