



TOWN COUNCIL

MEETING MINUTES

Tuesday, May 5, 2026- 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, May 5, 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 April 21, 2026:** Moved by Joy Shain and seconded by Tim Ficken. Tyler Martin recused himself due to his absence. The motion carried without dissent to approve the minutes for April 21, 2026.
- 4) **Payables List for May 5, 2026:** Moved by Dan Sabrosky, seconded by Joy Shain, and carried without dissent to approve the payables list of May 5, 2026.
- 5) **Payables Review for April 2026:** Checks #34022 - #34111, Direct Deposits #3551 - #3600, EFTPS #2443242, EFTPS #4890266, ACH #2610003 - #260007. The 25-26 Year-to-Date Budget Report. Moved by Tim Ficken, seconded by Dan Sabrosky, and carried without dissent to approve the Payables Review for April 2026 & the 25-26 Year-to-Date Budget Report.
- 6) **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 Dan Sabrosky, and carried without dissent to approve the third and final reading of Ordinance 2026-02.
- 7) **Second Reading Ordinance 2026-03:** “AN ORDINANCE ADOPTING TITLE 8-7-G AND TITLE 8-7-H” Moved by Dan Sabrosky, seconded by Tyler Martin, and carried without dissent to Table Ordinance 2026-03.
- 8) **Attorney's Report:** A written report was submitted. Town Attorney, Patrick Holscher was present for questions or comments from the Council. Attorney Pat Holscher referenced his written legal status report and provided updates on several ongoing matters. He noted that discussion regarding urban agriculture was addressed in the report and stated that annexation options previously provided by Ray would need to be discussed by the Council at a future meeting. Mr. Holscher also advised that, after submitting the report, he had spoken briefly with in-house counsel for Rosenbauer, who indicated she would follow up with him the following day regarding the matter.

Mr. Holscher further discussed the proposed vacation of a portion of the bridal trail, noting that the action must be completed by ordinance and would require three readings. He stated he believed the matter was ready to move forward and offered to prepare a draft ordinance for consideration at the next Town Council meeting. Mayor Boyer and Councilman Ficken expressed support for proceeding. Mr. Holscher stated he would coordinate with Ray on the draft ordinance. No further legal matters were discussed.
- 9) **Engineer's Report:** Town Engineer, Ray Catellier PE was present for questions or comments from the Council. Mr. Catellier reported that he had been working on several ongoing projects and administrative items, including obtaining additional keys and preparing budget revisions related to asphalt improvements. He also provided an update regarding the Coleman tank repairs, stating that the Town was awaiting confirmation from the contractor on when work would resume on-site. Mr. Catellier reminded the Council that the contractor's completion deadline under the contract remained May 31, and he anticipated crews returning during the final week of May to complete the repairs. No further engineering matters

were discussed.

- 10) **Police Department Report:** A written report was submitted. Interim Police Chief Steve Sheridan was present for questions or comments from the Council. Interim Chief Sheridan referenced his written report and advised that one additional matter for consideration involved the creation of official employee identification cards for Town personnel. Sheridan explained that the current paper-laminated identification cards were outdated and not suitable for a growing municipality with public facilities and employee access needs. He discussed the potential implementation of a plastic identification card system that could eventually integrate with employee building access and security systems.

Discussion followed regarding potential costs, system compatibility, and whether the project should be budgeted through the Police Department or implemented Town-wide in the future. Chief Sheridan estimated the cost of a card printing system at approximately \$1,000 and advised that additional research would be conducted to determine compatibility with the Town's current access control system. Mayor Boyer directed Chief Sheridan to proceed with obtaining the identification card printing system for the Police Department budget while continuing to evaluate future integration options.

Chief Sheridan further reported that the Police Department's primary focus for the month of May would be coordinating dispatch operations and establishing working relationships with surrounding agencies and entities in preparation for the department's anticipated operational launch. Mayor Boyer acknowledged that dispatch coordination remained one of the Town's largest remaining challenges. No further police matters were discussed.

- 11) **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 advised that he had not submitted a written report due to ongoing operational demands but provided several verbal updates to the Council. Chief Zahara reported that the fire engine had returned from Georgia the previous evening with personnel and stated that he would begin preparing billing documentation for reimbursement through the State upon returning to town.

Chief Zahara also reported that firefighters Jake, Justin, and Dan were attending the State Dozer Academy at Camp Guernsey. He stated that he had recently spoken with a Department of Forestry representative who indicated the participants were performing well in both dozer operations and heavy equipment training. Chief Zahara anticipated that between one and three operators would complete certification through the academy, which would allow the Town to place the dozer into service upon completion of the training.

Additionally, Chief Zahara advised that he would coordinate with Interim Police Chief Sheridan regarding potential identification card options for the Fire Department, Police Department, and Town staff. He noted that alternative options may be available at a significantly lower cost than purchasing a dedicated card printing system. Chief Zahara stated that he would provide a full written report at the next Town Council meeting. No further fire department matters were discussed.

- 12) **Public Works Report:** A written report was submitted. Head of Public Works, Dustin Smart, was present for questions or comments from the council. Public Works Director Dustin Smart referenced his submitted report and provided several additional updates to the Council. Mr. Smart announced that on May 4, the Town received official notification from the Wyoming Department of Environmental Quality (DEQ) approving the Town's capacity development status for the public water system through May 2029. He explained that the approval formally recognizes the Town as operating the public water system in a competent and compliant manner, making the Town eligible to apply for State Revolving Fund (SRF) loans and other EPA-related funding opportunities for future infrastructure projects. Mr. Smart stated that this approval represented a major milestone for the Town and would support future applications for projects such as the vac truck purchase, meter replacement program, and other large-scale water system improvements.

Discussion followed regarding the structure of SRF funding and the role of the State in administering federal EPA funds for water systems throughout Wyoming. Mr. Smart explained his understanding that DEQ receives federal appropriations and administers the application and distribution process for qualifying systems statewide. Mayor Boyer commended the progress and thanked staff for their efforts in obtaining the approval.

Mr. Smart also provided an update regarding ongoing sewer pump maintenance issues at Lift Station No. 1. He advised that the pumps continue to experience operational problems caused by inorganic materials and non-flushable items being disposed into the sewer system, including wipes, towels, and clothing materials. Mr. Smart stated that he had been working with Engineer Ray Catellier on a proposal to install a grinder pump within the system to reduce damage and improve reliability by shredding debris before it reaches the primary sewer pumps. He indicated that a formal budget request related to the grinder pump would be presented during budget discussions.

In response to Council questions, Mr. Smart explained that Lift Station No. 1 serves a large portion of the community, including the central residential areas, portions of Palomino, Trails End, Sunset, Prairie, and the Ponderosa subdivision, as well as the school. He further noted that he did not anticipate a significant reduction in sewer or water usage during the school closure period because the facility's primary usage was limited to restroom and handwashing activities during operating hours. No further Public Works matters were discussed.

13) **Office Staff Report:** A written report was submitted. Town Deputy Clerk Treasurer, Tiffany Popp, was present for questions or comments from the council. There was no further discussion.

14) **Petitions & Public Comment:** Mayor Peter Boyer opened the floor for petitions and public comment. Resident and Zoning and Planning Chairman, Gary Geiger, addressed the Council regarding code enforcement concerns within the community. Mr. Geiger asked whether the Town planned to hire a new code enforcement officer during the budget process, stating that code enforcement issues and property maintenance concerns were becoming increasingly noticeable throughout town. Mayor Boyer responded that funding for the position had already been included in the budget and advised that the matter remained on his radar and was currently in process. Mr. Geiger expressed support for filling the position, noting that Public Works staff already had substantial responsibilities and limited time to address code enforcement matters. Mayor Boyer acknowledged the concerns and thanked Mr. Geiger for his comments.

Venus Childress, a Bar Nunn resident, addressed the Council to announce a community National Day of Prayer gathering planned for Thursday, May 7, at approximately 7:15 a.m. near the Town Hall flagpole. Ms. Childress stated that the event invitation had been posted publicly on social media for community participation. Council members briefly discussed the event time and thanked Ms. Childress for sharing the information with the Council and community. No further public comments were offered.

15) **Council Business:**

A) Business License No. 2026-28: Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to approve business license 2026-28 Wylder Coffee.

B) Councilman Tyler Martin Resignation: Council Member Tyler Martin formally announced his resignation from the Town Council, stating that the meeting would serve as his final Council meeting. Councilman Martin reflected on his family's move to Bar Nunn more than seven years earlier and expressed appreciation to the community for the opportunity to serve on the Council. He stated that serving the Town had been "one of the greatest blessings" of his life and expressed pride in the accomplishments achieved during his tenure on the Council.

Councilman Martin explained that his resignation was primarily motivated by increasing family and professional responsibilities. He shared that his wife was six months cancer-free but continued to face a difficult recovery process requiring additional family support and time at home. He further advised that he had accepted a new professional opportunity involving statewide ministry and church development work that would require additional time and commitment moving forward.

Councilman Martin further stated that although he had previously considered stepping down, he felt it was important to remain on the Council during the challenges faced by the Town over the past year. He stated that it had been "an honor to walk through a challenging season" with the Council and staff and expressed appreciation for the character, leadership, and teamwork demonstrated throughout that time. Councilman Martin also thanked Mayor Boyer, fellow Council members, Town staff, and the Bar Nunn community for their friendship, trust, and support throughout his service.

Following the announcement, members of the public and Council expressed appreciation for Councilman Martin's service and leadership. Mike Schoolcraft stated that Councilman Martin had been "a great addition to the Town Council" and noted that "your seat is going to be hard to fill."


Councilman Tim Ficken thanked Councilman Martin for the sacrifices he and his family had made while serving on the Council and stated, "As bad as it is for us, it's amazing for you. And I know we all support you a hundred percent."

Councilwoman Joy Shain stated that while she was saddened by the resignation, she was proud of Councilman Martin's contributions to the community, particularly through youth and community events.

Councilman Dan Sabrosky described Councilman Martin as "a powerful man, full of character, grace, wisdom," and stated that although his departure would be difficult for the Council, he supported Councilman Martin's decision to prioritize faith, family, and future opportunities.

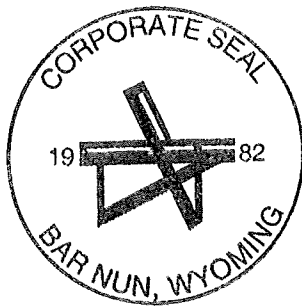
Mayor Boyer thanked Councilman Martin for his friendship and leadership, stating that he had helped provide balance and positivity during difficult periods for the Council and Town administration. Mayor Boyer concluded by stating, "I'm going to miss you, brother."

- 16) **Adjournment:** Councilman Tyler Martin moved to adjourn the meeting. Councilman Tim Ficken seconded the motion. With no further business, the meeting adjourned at 7:39 p.m.



Peter Boyer, Mayor

ATTEST: (seal)





Kalista Schwarzrock, Town Clerk-Treasurer