



TOWN COUNCIL

MEETING MINUTES

Tuesday, June 16, 2026- 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, June 16, 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.
- 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 June 2, 2026:** Moved by Joy Shain, seconded by Tim Ficken. The motion carried without dissent to approve the minutes for June 2, 2026.
- 4) **Payables List for June 16, 2026:** Moved by Dan Sabrosky, seconded by Joy Shain. The motion carried without dissent to approve the payables list of June 16, 2026.
- 5) **Financial Statements for the Period Ending May 2026:** Moved by Tim Ficken, seconded by Dan Sabrosky, and carried without dissent to approve the financial statements for the period ending May 2026.
- 6) **Second Reading for Ordinance No. 2026-05: "ORDINANCE MAKING CERTAIN AMENDMENTS TO TITLE 2."** Tim Ficken moved to table the second reading of Ordinance No. 2026-05, seconded by Dan Sabrosky. The motion carried without dissent.
- 7) **Third and Final Reading of Ordinance 2026-04: "ANNUAL APPROPRIATION ORDINANCE (BUDGET) FOR THE FISCAL YEAR ENDING JUNE 30, 2027"** Moved by Joy Shain, seconded by Dan Sabrosky, and carried without dissent to approve the third and final reading of Ordinance 2026-04.
- 8) **Wyoming Association of Rural Water Systems Rate Presentation – Kathy Weinsaft:** Kathy Weinsaft, Training Specialist with the Wyoming Association of Rural Water Systems, presented the results of a preliminary review of the Town's water and wastewater utility rates. She explained that utility systems should be operated as self-supporting enterprises with rates that adequately fund operations, maintenance, equipment replacement, emergency repairs, regulatory compliance, and long-term infrastructure improvements. Based on the Town's current financial information, the proposed rate structure would generate sufficient revenue to fund approximately \$100,000 annually for capital improvements while adding approximately \$146,000 annually to utility reserves.
Ms. Weinsaft encouraged the Town to obtain a professional utility rate study to ensure rates are appropriately structured and recommended implementing modest annual increases of approximately two to three percent to avoid larger adjustments in future years. She also suggested tying future water rate increases to Regional Water's wholesale rate increases.
Council discussed the Town's current reserve balances, future infrastructure replacement costs, and the importance of maintaining adequate reserves to remain competitive for grant and loan funding opportunities. Executive Director Mark Pepper also addressed the Council regarding anticipated reductions in federal infrastructure funding, changes to State Revolving Fund and USDA Rural Development programs, and the increasing importance of asset management planning and long-term financial sustainability for Wyoming municipalities. Council discussed the challenges local governments face in funding aging infrastructure while balancing affordability for residents.

- 9) **Attorney's Report:** No written report was submitted. Attorney Liz Grill was present for questions or comments from the Council. Liz Grill reported that Attorney Holscher had reviewed and approved the Casper Area Transit Agreement that had previously been approved contingent upon his review. Tim Ficken moved to approve the Casper Area Transit Agreement, Joy Shain seconded, and the motion carried without dissent.
- 10) **Engineer's Report:** Enrique Jimenez provided the report in Town Engineer Ray Catellier's absence. He reported that work continues on the street crossing projects and stated that additional updates would be provided as they become available.
- 11) **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 he is continuing to work with Mountain West Technologies to restore the Town's park camera system to operation after following up on delays with the vendor. He also reported that the Police Department submitted its reimbursement request for the radio grant and is awaiting review of the application.
- 12) **Fire Department Report:** A written report was submitted. Fire Chief Eugene Zahara was present for questions or comments from the Council. Fire Chief Eugene Zahara reported that interviews were underway to fill firefighter vacancies created by recent resignations and upcoming relocations. He also addressed recent public comments regarding volunteer fire staffing and mutual aid services, explaining that he had personally verified information with Natrona County Fire District leadership and clarified several misconceptions regarding staffing levels, funding challenges, and mutual aid capabilities.

Mayor Boyer expressed appreciation for the dedication of the volunteer firefighters and emphasized the significant number of volunteer hours contributed by department members each month. Council also thanked the department for its continued service to the community.

Chief Zahara then recognized firefighters Tara Blizzard and Eric Crim for successfully completing Wyoming State Fire Training certifications in Hazardous Materials Awareness, Hazardous Materials Operations, and Firefighter I. He noted that Drew Gibson had also completed the certifications but was unavailable due to wildfire deployment. Chief Zahara commended each firefighter for their commitment to training and professional development, and Council congratulated them on their accomplishments.

- 13) **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 reported that the Town's State Revolving Fund loan application had been approved by the State Loan and Investment Board and that final loan documents were expected from the State. He also announced that the Town had been awarded a Wyoming Department of Homeland Security grant to purchase emergency backup generators for the Coleman water tank and booster station.

Mr. Smart further reported that repairs to the Coleman water tank roof had been completed, the tank had been disinfected in accordance with EPA requirements, and bacteriological testing would be completed before returning the tank to service. Preparations for the Fourth of July celebration were also underway, including mowing the fireworks safety area and completing routine maintenance throughout Town.

Council discussed operation of the splash pad, including the automatic shutdown feature that activates if water chemistry falls outside acceptable operating parameters to protect public health.

- 14) **Petitions and Public Comment:** Mayor Boyer opened the floor for public comment. Venus Childress commented on the utility rate recommendations presented by the Wyoming Association of Rural Water Systems, expressing concern over the size of the proposed increases and encouraging the Council to consider implementing smaller incremental adjustments over time. Council acknowledged the concern and discussed balancing affordability with the need to adequately fund future infrastructure replacement and reserve accounts.

Mike Schoolcraft addressed the Council regarding the authority of future mayors to remove appointed department heads. He expressed support for requiring Council approval before department heads could be

terminated except for cause. Mayor Boyer explained that the proposed amendments to Title 2 were intended to provide additional checks and balances while preserving the Town's ability to address disciplinary matters when necessary.

Shannon Eli expressed concerns regarding a recent grass fire believed to have been started by a dirt bike behind his property and encouraged continued efforts to maintain fire breaks and reduce wildfire hazards around Town. Chief Zahara advised that maintenance of certain adjacent private property remained outside the Town's authority.

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

15) **Council Business:**

A) **Regional Water Report:** Dan Sabrosky reported that Regional Water approved a 2.83 percent wholesale water rate increase, equating to approximately seven cents per thousand gallons. He noted that while future retail rate adjustments would likely be necessary, they should be implemented thoughtfully. He also reported that Regional Water remains financially stable and that regional water supplies continue to be adequate despite ongoing dry conditions.

B) **MPO Report:** Tim Ficken reported that there were no significant MPO updates.

C) **Miscellaneous Council Business:** Mayor Boyer advised the Council that concerns had been raised regarding campaign signs obstructing visibility at intersections. Council discussed reviewing ordinances adopted by other municipalities to determine whether future amendments would be appropriate.

Mayor Boyer also announced that interviews for the vacant Council seat would be held during a Special Meeting scheduled for Tuesday, June 30, 2026, beginning at 6:00 p.m., with Executive Session to follow.

Council briefly discussed final preparations for the Town's Fourth of July celebration, including parade logistics, the flag raising ceremony, and fireworks planning.

Councilmember Joy Shain also raised concerns regarding increasing use of electric bicycles and motorized scooters within Town parks. Police Chief Sheridan discussed current enforcement limitations and emphasized the importance of education, parental involvement, and evaluating potential ordinance changes to improve public safety.

16) **Adjournment:** Moved by Tim Ficken, seconded by Joy Shain, and carried without dissent that, there being no further business for the meeting of June 16, 2026, adjourned at 8:27 P.M.

ATTEST: (seal)

A handwritten signature in black ink, appearing to read "P. Boyer".

Peter Boyer, MayorA handwritten signature in black ink, appearing to read "Kalista Schwarrock".

Kalista Schwarrock, Town Clerk-Treasurer