



TOWN OF BAR NUNN
TOWN COUNCIL

1500 Palomino Ave., Bar Nunn, Wyoming

MEETING MINUTES

Tuesday, July 7, 2026- 7:00 P.M.

1500 Palomino Avenue,

Bar Nunn, Wyoming

- 1) **Roll Call:** Mayor Peter Boyer called the meeting to order on Tuesday, July 7, 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) **Appointment: Council Seat Vacancy**
- 4) **Oath of Office: Council Member – Matt Boyles**
- 5) **Minutes of June 16, 2026:** Moved by Tim Ficken and seconded by Joy Shain. The motion carried without dissent to approve the minutes for June 16, 2026.
- 6) **Special Session Minutes of June 30, 2026:** Moved by Dan Sabrosky and seconded by Tim Ficken. The motion carried without dissent to approve the Special Session Minutes of June 30, 2026
- 7) **Payables List for July 7, 2026:** Moved by Joy Shain, seconded by Tim Ficken, and carried without dissent to approve the payables list of July 7, 2026.
- 8) **Payables Review for June 2026:** Checks #34191- #34276, Direct Deposits #3658- #3712, EFTPS #43930504, EFTPS #90300860, ACH #2610012- #22610019. Moved by Tim Ficken, seconded by Joy Shain, and carried without dissent to approve the Payables Review for June 2026.
- 9) **Second 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 second reading of Ordinance 2026-03.
- 10) **Second Reading of Ordinance 2026-05:** "ORDINANCE MAKING CERTAIN AMENDMENTS TO TITLE 2" Moved by Tim Ficken, seconded by Joy Shain, and carried without dissent to approve the second reading of Ordinance 2026-05.
- 11) **Resolution 2026-18:** "RESOLUTION ADOPTING BOND SCHEDULE" Moved by Joy Shain, seconded by Tim Ficken, and carried without dissent to approve Resolution 2026-18.
- 12) **Resolution 2026-19:** "RESOLUTION ESTABLISHING COMPENSATION FOR TOWN OFFICIALS AND EMPLOYEES FOR FISCAL YEAR 2026-2027" Moved by Tim Ficken, seconded by Dan Sabrosky, and carried without dissent to approve Resolution 2026-19.
- 13) **Resolution 2026-20:** "A RESOLUTION ACCEPTING A STATE REVOLVING FUND LOAN FROM THE STATE LOAN AND INVESTMENT BOARD FOR THE LEAD SERVICE LINE INVENTORY COMPLIANCE PROJECT" Moved by Dan Sabrosky, seconded by Joy Shain, and carried without dissent to approve Resolution 2026-20.

- 14) **Parks & Rec Report:** Former Councilman and Parks & Recreation Committee Chairman Tyler Martin presented a recap of the Town's Fourth of July celebration, including a video highlighting the day's events. Mr. Martin thanked the Mayor, Town Council, Town staff, Fire Department, volunteers, churches, and community members who contributed to planning and hosting the celebration over the past year. He reported receiving overwhelmingly positive feedback from residents regarding the event and stated that discussions had already begun for next year's festivities. Council members expressed their appreciation to Mr. Martin and everyone involved for their hard work and dedication in making the celebration a success.

- 15) **Audible Change to the Agenda – Wind City No Prep:** Mayor Boyer announced an audible addition to the agenda to allow Wind City No Prep to present a request regarding a makeup racing event following weather-related issues at their previous event.

Ashley Anton presented a proposal for a small invitation-only event to be held on West Winds Road. She explained that approximately nine participating vehicles were expected, with no public spectators, minimal road closures, and event hours requested from noon until 6:00 p.m. due to anticipated high temperatures and vehicle cooling requirements.

Fire Chief Eugene Zahara discussed emergency response considerations and recommended that the Bar Nunn Fire Department provide fire suppression coverage during the event rather than relying on outside emergency medical personnel. Ms. Anton agreed with the recommendation.

Mayor Boyer advised that the event would require a new Memorandum of Understanding and directed Wind City No Prep to work with the Town Attorney to execute the agreement prior to the event. Council expressed support for the request pending completion of the required agreement.

- 16) **Attorney's Report:** A written report was submitted. Town Attorney Patrick Holscher was present for questions and comments from the Council. Mr. Holscher reported that the Town had previously adopted the Uniform Sign Code and recommended assigning sign appeal matters to the Planning and Zoning Commission rather than creating a separate appeals board. No action was taken.
- 17) **Engineer's Report:** Town Engineer, Ray Catellier, P.E., was present for questions or comments from the Council. Mr. Catellier provided updates on several ongoing projects. Mr. Catellier reported that the crosswalk improvement project was ready to be advertised for bids later in the month, with bid options to include both concrete and asphalt raised crosswalks. He noted that the Council would have the opportunity to determine the final scope of work after bids were received.

Mr. Catellier also updated the Council on the Land and Water Conservation Fund grant application for improvements at High Plains Park. Following a meeting with representatives from Wyoming State Parks, additional improvements were discussed including lighting, fencing, irrigation, shade structures, parking, restroom facilities, and other park amenities. Staff will continue refining the project scope and present additional recommendations to the Council as the grant process moves forward.

- 18) **Zoning & Planning Report:** A written report was submitted. Planning and Zoning Chairman Gary Geiger was present for questions or comments from the Council. Mr. Geiger reviewed recent variance requests considered by the Commission and requested that the Town review its current variance fee schedule. Attorney Holscher recommended reviewing and updating the Town's fee schedule as a whole rather than addressing a single fee. Council discussed scheduling a work session to review proposed fee adjustments.

- 19) **Police Chief Report:** A written report was submitted. Police Chief Steve Sheridan was present for questions or comments from the Council. Chief Sheridan introduced Officer William Grossklas as the department's first part-time police officer and recognized his extensive experience and positive contributions to the department.

Chief Sheridan reported that reimbursement for the department's radio grant had been approved in the amount of approximately \$38,000. He also thanked the community for their cooperation during the Fourth of July festivities, noting that the celebration concluded without significant incidents and praising residents for helping make the event a success.

Chief Sheridan announced the launch of the Bar Nunn Police Department's new Facebook page, "Bar Nunn Banter,"

which will be used to share department information, community updates, and public safety information.

- 20) **Fire Department Report:** Fire Chief Eugene Zahara was present for questions or comments from the Council. Chief Zahara announced that firefighters Eric Crim and Eric Vanblaricom had successfully completed their Firefighter I certification testing and were awaiting final certification from the State.

Chief Zahara reported that Brush 11 and one command vehicle had been assigned to wildfire operations in southern Wyoming and that Dozer 11 remained assigned to the Aspen Acres Fire in Colorado. He noted that wildfire conditions throughout the region remained extremely severe due to critically low fuel moisture levels.

Chief Zahara also provided updates on several grant reimbursements, including the Motorola grant, Volunteer Fire Assistance grant, and a \$5,000 contribution from Rocky Mountain Power.

Chief Zahara informed the Council that he had accepted the position of Nevada State Fire Marshal and would be resigning from the Town effective July 16, 2026.

Mayor Boyer and members of the Council expressed their appreciation for Chief Zahara's leadership, professionalism, and dedication to the Town of Bar Nunn. They recognized the significant progress made within the Fire Department during his tenure and wished him continued success in his new position. Additional recognition was given to the Fire Department for its extraordinary efforts during the Town's Fourth of July celebration.

- 21) **Public Works Report:** A written report was submitted. Public Works Supervisor, James Diekemper, was present for questions or comments from the council. Mr. Diekemper reported that operations were proceeding normally, the Coleman Circle water tank had been returned to service without issue, and Public Works had completed cleanup efforts following the Fourth of July festivities.

Council reviewed the bid received for the replacement 5500 Maintenance Truck. Moved by Tim Ficken, seconded by Joy Shain, and carried without dissent to approve the purchase of the 5500 Maintenance Truck from Laramie Peak Motors in the amount of \$128,032.

Council also discussed generator bids submitted for grant-funded backup generators. Due to the absence of additional project information, Council agreed to table consideration until a future meeting.

- 22) **Office Staff Report:** A written report was submitted. Town Clerk Treasurer, Kalista Schwarzrock, was present for questions or comments from the council. Mrs. Schwarzrock reported that the Town's Community Project Funding request through Representative Harriet Hageman's office had advanced to the next phase of the federal appropriations process, with approximately \$700,000 had advanced to the next phase of the federal appropriations process. The requested funding would support water system improvements including water meter replacement and utility infrastructure expansion.

- 23) **Petitions & Public Comment:** Mayor Peter Boyer opened the floor for petitions and public comment. Mike Schoolcraft thanked the community members who volunteered to assist with cleanup following the Fourth of July celebration, noting that many residents contributed to restoring the ball field after the festivities. He encouraged additional community participation in future Fourth of July parades and requested copies of Ordinance 2026-05 and the proposed Urban Agriculture Ordinance, which were provided by the Town Attorney.

Lee Allen, representing Midwest Assistance Program, expressed his support for Resolution 2026-20 regarding the State Revolving Fund Loan and recognized Town staff for their work throughout the application process.

Before closing public comment, Mayor Boyer publicly thanked the Parks and Recreation Committee, Fire Department, Public Works Department, Police Department, Town staff, volunteers, and community members for their tremendous efforts in making the Town's Fourth of July celebration a success. He expressed his appreciation for the dedication shown by everyone involved in both the event and the subsequent cleanup efforts.

- 24) **Council Business:**

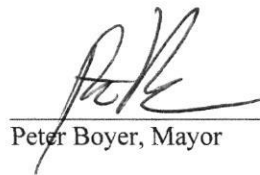
A) Business Licenses 2026-30 Through 2026-31

Moved by Dan Sabrosky, seconded by Joy Shain, and carried without dissent to approve Business License No. 2026-30 for 307 Wood Creations, LLC.

Moved by Joy Shain, seconded by Tim Ficken, and carried without dissent to approve Business License No. 2026-31 for Bearfoot Resin & Design, LLC.

No additional Council Business was brought before the Council.

- 25) **Executive Session – Personnel Matter:** Mayor Boyer adjourned the regular council meeting and entered Executive Session at 7:52 p.m. Tim Ficken moved to enter executive session, Joy Shain seconded, and the motion carried without dissent.
- 26) **Reconvene Regular Council Meeting:** Mayor Boyer reconvened the regular council meeting at 8:18 p.m. Joy Shain moved to reconvene the regular council meeting, Tim Ficken seconded, and the motion carried without dissent. Roll call confirmed the presence of a quorum. No action was necessary.
Present: Mayor, Peter Boyer. Councilmembers: Tim Ficken, Joy Shain, and Matt Boyles.
- 27) **Executive Session – Contractual Matter:** Mayor Boyer adjourned the regular council meeting and entered Executive Session at 8:18 p.m. Tim Ficken moved to enter executive session, Dan Sabrosky seconded, and the motion carried without dissent.
- 28) **Reconvene Regular Council Meeting:** Mayor Boyer reconvened the regular council meeting at 8:56 p.m. Tim Ficken moved to reconvene the regular council meeting, Joy Shain seconded, and the motion carried without dissent. Roll call confirmed the presence of a quorum. No action was necessary.
Present: Mayor, Peter Boyer. Councilmembers: Tim Ficken, Joy Shain, and Matt Boyles.
- 29) **Executive Session – Legal Matter:** Mayor Boyer adjourned the regular council meeting and entered Executive Session at 8:57 p.m. Tim Ficken moved to enter executive session, Dan Sabrosky seconded, and the motion carried without dissent.
- 30) **Reconvene Regular Council Meeting:** Mayor Boyer reconvened the regular council meeting at 9:14 p.m. Tim Ficken moved to reconvene the regular council meeting, Joy Shain seconded, and the motion carried without dissent. Roll call confirmed the presence of a quorum. No action was necessary.
Present: Mayor, Peter Boyer. Councilmembers: Tim Ficken, Joy Shain, and Matt Boyles.
- 31) **Adjournment:** Councilman Dan Sabrosky moved to adjourn the meeting. Councilwoman Joy Shain seconded the motion. With no further business, the meeting adjourned at 9:14 p.m.


Peter Boyer, Mayor

ATTEST: (seal)




Kalista Schwarzrock, Town Clerk-Treasurer