



TOWN OF BAR NUNN 4820 N. Wardwell Industrial Ave., Bar Nunn, Wyoming
TOWN COUNCIL

MEETING MINUTES
Tuesday, February 7, 2023 - 7:00 P.M.

- 1) **Roll Call:** Mayor Pro tem Steven Clark called the meeting to order Tuesday, February 9, 2023, at 7:00 p.m. Roll was called which determined the presence of a quorum.
Present: Mayor Protem, Steven Clark. Council Members: Tyler Martin.
Via video conference: Mary Sue Sorenson.
Excused: Mayor Peter Boyer.
- 2) **Pledge of Allegiance:** The Town Council and all those present stood in service to the United States Flag and pledged allegiance to the United States of America.
- 3) **Appointment:** Council Seat Vacancy
Steven Clark stated on behalf of Mayor Boyer that the council seat vacancy appointment be extended to Tim Ficken. Moved by Tyler Martin, seconded by Mary Sue Sorenson, and carried without dissent to approve the council appointment to Tim Ficken.
- 4) **Oath of Office:** Council Member
Mayor Pro tem Steven Clark administered the Oath of Office for Tim Ficken.
- 5) **Minutes of January 17, 2023, & Special Meeting Minutes of January 24, 2023:** Moved by Tyler Martin, seconded by Mary Sue Sorenson, and carried without dissent to approve the Minutes for January 17, 2023, & Special Meeting Minutes of January 24, 2023.
- 6) **Payable List for January 2023:** Checks #31062-31119, Direct Deposit #2002-2039, ACH #44398703, & ACH#50177806. Moved by Tim Ficken, seconded by Tyler Martin, and carried without dissent to approve Payable List for January 2023.
- 7) **Resolution No. 2023-08:** “A RESOLUTION AUTHORIZING COUNCILMAN SORENSON TO APPEAR AT COUNCIL SESSIONS REMOTELY THROUGH APRIL 2023”. Discussion regarding the background for the resolution was provided for council member Tim Ficken. Moved by Tyler Martin, seconded by Tim Ficken. Mary Sue Sorenson was recused. The motion carried without dissent to approve Resolution No. 2023-08.
- 8) **First Reading: Ordinance No. 2023-01:** “AN ORDINANCE GRANTING A FRANCHISE AGREEMENT TO VISIONARY COMMUNICATIONS, LLC “VISIONARY” TO OPERATE AND MAINTAIN A TELECOMMUNICATIONS SYSTEM (“THE SYSTEM”) IN THE TOWN OF BAR NUNN, WYOMING (“THE TOWN”). Mary Sue Sorenson asked for clarification regarding the recommended changes made to the document. Attorney Holscher stated the recommended changes were made to the document. Discussion regarding the financial benefit to the Town followed. Attorney Holscher clarified the percentage rate upon the acceptance of the ordinance will be an amount equal to 5% of the monthly recurring revenues received for basic local exchange service within the Town. Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to approve the First Reading: Ordinance No. 2023-01.

- 9) **Attorney Report:** Town Attorney, Patrick Holscher was present for questions or comments from the council. Attorney Holscher stated a written report was submitted to the Mayor and council. Mr. Holscher stated the written report summarized items previously addressed. Mr. Holscher reported the Right of Way Vacation for the Ressler property has been reviewed and stated the Town has no ability to act on the request of Mr. Ressler. Due to the state of the current title, it is unclear who holds the property right. Discussion regarding communication of the finding to Mr. Ressler followed. Mayor Protem recommended Attorney Holscher contact Mr. Ressler. Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to authorize the Town Attorney to draft a letter to inform Mr. Ressler of the Town's findings.
- 10) **Engineer Report:** Town Engineer, Ray Catellier was present for questions or comments from the council. Mr. Catellier provided an update on work that has begun on the Community Center/Town Hall site. The contractor has completed the installation of the fire lines for the community center building. Lines for sprinkler service are complete. The water and sewer service lines are expected to complete by the week's end. Tyler Martin commented he is excited to see progress at the work site. Mary Sue Sorenson asked Mr. Martin to share photos of work at the site. There were no further questions or comments from the council.
- 11) **Fire Department Report:** A written report was submitted. Josh Freeman was available for questions or comments from the council. Mary Sue Sorenson asked for a correction of the dates listed in the report and thanked Mr. Hoover for providing current budget information in the report.
- 12) **Zoning & Planning Report:** Chairman, Gary Geiger was present for questions or comments from the council. There was no meeting held for January 2023. Tyler Martin commented that he contacted Mr. Geiger regarding a zoning question and appreciated Mr. Geiger's timely response to his inquiry.
- 13) **Maintenance Report:** A written report was submitted. Maintenance Supervisor, Robert Hoover was present for questions or comments from the council. Mary Sue Sorenson asked to correct the dates in the report. Discussion regarding the number of man hours required to manage the month of January snow events followed.
- 14) **Office Staff Report:** A written report was submitted. There were no further questions or comments from the council. Mary Sue Sorenson asked if the funds for collateralization had been transferred. The Clerk stated transfer of funds will require signature authorizations. The Clerk will obtain the required signatures and submit them for the WYOSTAR account.
- 15) **Petitions and Public Comment:** Resident, Mike Schoolcraft welcomed Tim Ficken to the council and wished Mary Sue Sorenson well. Mr. Schoolcraft noted the unprecedented amount of snow received this year has raised a concern regarding access to the Town's fire hydrants. Mr. Schoolcraft stated that after speaking with Fire Chief, Robert Hoover regarding the Town's ordinance addressing fire hydrants, the homeowner is responsible for keeping a clear path to the fire hydrants on private property. Mr. Schoolcraft asked if the Town intends to enforce the ordinance and is concerned that if there was a fire, the response to the fire would be impeded due to a fire hydrant buried in snow. Discussion regarding the location, number, and responsibility for fire hydrants in Bar Nunn followed. Mayor Pro tem Steven Clark recommended the Town Clerk add a statement in the monthly newsletter to address the importance of clearing a path to fire hydrants. The Council concurred.

16) **Council Miscellaneous:**

A. JPB-Animal Services Report-Tyler Martin

Tyler Martin presented the council with a report on the recent Joint Powers Board-Animal Services meeting. Information included:

- 2,100 animals sheltered in 2022, information regarding animal vaccinations, the number of cats outnumber dogs in need of shelter. There are currently 4- Kennel Techs with 1 job opening paying \$16 per hour w/benefits. Currently, there are 7- full-time officers on staff. In 2022: 23 animals were euthanized.

B. Reschedule the Annual Volunteer BBQ for Saturday, July 15, 2023

Mayor Pro tem Steven Clark reminded the council the Annual Volunteer BBQ will be rescheduled for Saturday, July 15, 2023. Tyler Martin stated the Outfitter Church will be holding an event on the same date and offered to assist with the BBQ. Mayor Pro tem Steven Clark suggested Mr. Martin contact the Parks and Recreation Chairman, Britnay Freeman.

C. Schedule a Special Session for discussion regarding revisions to MOU: Wardwell Water

Mayor Pro tem Steven Clark asked the council to consider a date for a special session of the council regarding revisions to the memorandum of understanding with Wardwell Water. Discussion followed. A special meeting of the council was scheduled for Thursday, February 9, 2023, at 6:00 pm.

17) **Executive Session:** Legal Matter

Mayor Pro tem Steven Clark adjourned the regular council meeting to enter executive session at 7:55 p.m. Moved by Tim Ficken, seconded by Tyler Martin, and carried without dissent to adjourn the regular council meeting to enter executive session.

18) **Reconvene regular council meeting:** Mayor Pro tem Steven Clark reconvened the regular council meeting at 8:18 p.m.

Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to reconvene the regular council meeting.

Roll Call:

Mayor Pro Tem Steven Clark. Tyler Martin, Tim Ficken, and Mary Sue Sorenson.

Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent to reconvene the regular council meeting.

19) **Adjournment:** Moved by Tyler Martin, seconded by Tim Ficken, and carried without dissent that there being no further business the meeting of February 7, 2023, be adjourned, at 8:20 p.m.

Respectfully Submitted by:
Donna Damori, Administrative Assistant

Peter Boyer, Mayor

ATTEST: (seal)

Kalista Schwarzrock, Town Clerk-Treasurer