

Burns Town Council
July 14, 2014
Council Meeting Minutes

The Burns Town council met in regular session on July 14, 2014. Members present were Mayor Judy Johnstone, Council Members Ralph Bartels, Dennis Bastian, Charlie Vosler, and Harvey Humphrey. Also present were Town Clerk Toni McNamar, Jim Clark, John Thompson with Cheyenne Light, Fuel, and Power, Erica and Scott Maddison, David McPherson, Kim Kranz, Kurt Wilson candidate for County Commissioner, Darren Rudloff with Visit Cheyenne, Mercedes Bartels, Josh Zipp, Elissa Sokl, Jeff and Lyssa Bartels.

At 6:03 pm Mayor Johnstone called the meeting to order and the Pledge of Allegiance was performed. Those present were informed that the meeting was being recorded.

Approval of Consent Agenda:

- Approval of June 9, 2014 Council Minutes
- Approval of Town Vouchers
- Approval of Utility Vouchers
- Approval of Town Treasurers Report

Council Member Vosler moved to approve the consent agenda. Council Member Bastian seconded this motion. Motion carried.

Building Permit:

The Council was presented with a building permit at 233 S Main Street to build an 8ft x 15 ft shed. Council Member Vosler reported that he recommends approval of this building permit as he sees no issues. Council Member Bastian moved to approve the building permit for 233 S Main Street. Council Member Bartels seconded this motion. Motion carried.

Public Comment:

Jim Clark thanked town maintenance for getting the cemetery mowed. Jim also thanked Gary Steege for keeping Liberty Park mowed.

Agenda Requests:

John Thompson with Cheyenne Light Fuel and Power was present to present a check to the Burns Youth League in the amount of \$3100.00. Council Member Humphrey reported that the youth league had applied for a grant for this funding through Cheyenne Light Fuel and Power and received the entire amount they requested. Thank you very much to Cheyenne Light Fuel and Power for helping to support our community activities.

Darren Rudloff with Visit Cheyenne was present to discuss the importance of the Lodging Tax. This is not a tax that is paid by residents of Laramie County; it is paid by people that stay in hotels and campgrounds in Laramie County. This money goes to Visit Cheyenne and is used to promote our area and supports local activities like Burns Day.

Kurt Wilson was present to announce his candidacy for Laramie County Commissioner. Mr Wilson reported that he has lived in the area for 25 years and has been a Deputy with Laramie County Sheriff's Department for 23 years. Mr. Wilson believes that the east side of the County needs better representation and that he can benefit the commissioners with his law enforcement background. Mr. Wilson believes that there are too many private roads that do not get maintained in Laramie County, Roads are going to become a huge issue with the ongoing oil and gas activity in our area. Mr. Wilson believes in economic development but we need to move slowly in doing this.

Mercedes Bartels with Girl Scout Troop 1077 is trying to complete her Silver Award and would like

permission to paint the gazebo. She presented the council with cost options. They would like to do this next weekend. They will make any necessary repairs to the gazebo, scrape the loose paint off and repaint the gazebo. The Council chose to go with a brick red paint and white pillars. Council Member Vosler moved to pay for paint and supplies up to \$600.00. Council Member Bartels seconded this motion. Motion carried. The council agreed to allow them to use the Community Center to keep their snacks in.

Kim Kranz was present to report on Burns Day. Kim thanked the town for all of their help and reported that the tractor pull was a huge success. Kim reported that it was determined to hold Burns Day on the first Saturday in June in the future. Kim reported that she will no longer be on the Burns Day Committee but Sophia and Toni will be organizing it. Kim reported that the Burns Day committee is planning to hold an event each month to get the Burns Day name out there. On August 16th they are planning a community garage sale. Kim would like to have the tractor pull continue but the committees will need to meet and discuss this.

Kim Kranz reported that she is starting an embroidering business and would like to put her name out there. She is able to embroider on anything and presented the council with cost options should they choose to do anything.

Sheriff's Department Report:

Had nothing to report.

Ambulance Board Report:

The revised contract for billing was presented to the Council. Council Member Humphrey moved to approve this phase of the billing contract. Mayor Johnstone reported that Charlie Vosler will be the liaison between the town and the ambulance service and that Erica would be the contact person for the billing service and the one that does the paper work. Toni will issue checks for reimbursements when needed and pay the billing company when sent a bill. Toni McNamar inquired about the terms of the contract. Mayor Johnstone reported that it can be canceled by either party with 60 days notice. Mayor Johnstone reported that she would sign the contract once everything is in place and the account has been opened.

Erica Maddison also presented the Council with an operating contract between the Town of Burns and Fire District #4 regarding the two Expeditions that the County gave to Fire District #4. These will be used as EMS units also as most of the EMTs on the service belong to Fire District #4. Fire District #4 will maintain the vehicles and the Town of Burns will provide medical equipment needed in these vehicles. Only select EMTs will be allowed to use these vehicles. Council Member Humphrey moved to approve the contract. Council Member Bartels seconded this motion. Motion carried.

Erica Maddison also reported that she had submitted an application to have our ambulance be an advanced unit instead of a basic unit.

Utility Board Report:

Jim Clark reported that the water fill station will be shipped on the 25th of July and that the Utility Board has chosen Town and Country Plumbing to install the water fill station.

Jim Clark reported that the board had received 50% plans for the transmission lines and the A-7 well and will hold a special meeting with Lidstone and Associates and WWDC on Friday the 18th at 3 pm to further discuss these plans. Mayor Johnstone reported that we are not able to permit our A-7 well yet as the moratorium has been extended to April 2015.

Jim Clark reported that we recently found 400 feet of clay pipe still in the ground behind the Community Center on Luther Ave. Town Clerk Toni McNamar has found the necessary funding with the 2008 6th Penny money for sewer projects to correct this issue. We are planning on putting a commercial grease trap next to the

Community Center at the same time we replace the clay pipe. This project is currently being engineered.

Maintenance Report:

The maintenance report was reviewed.

Mayor's Report:

Mayor Johnstone reported that Darius was still working on getting truck quotes; it will be at least a month before we submit this proposal to SLIB.

Mayor Johnstone reported that she had the contracts for the land purchase where the A-7 well is and also for the purchase of the 60 foot easement from the end of First Street to County Road 148. She will review them and then if the council is okay with it she would then sign them and pay the property owners for the land. Mayor Johnstone reported that WWDC will reimburse the town for 2/3 of the purchase price at some point and asked Town Clerk Toni McNamar where the remaining funds could come from. Toni reported it would be from the 2012 6th Penny funds.

Council Member Bartels moved to have Mayor Johnstone proceed with this. Council Member Vosler seconded this motion. Motion carried.

There was discussion on the Second Street easement. Council Member Humphrey suggested that we hold a workshop to discuss this further.

Mayor Johnstone reported that the Emergency Management Grant to get a generator for the south building had been submitted. Mayor Johnstone reported that all the towns and the County went together on this grant application and each town applied for generators. Mayor Johnstone reported that she had originally applied for a generator for each building but had to choose which building she would prefer have a generator. The cost for this will be approximately \$130,000.00.

Mayor Johnstone asked for ideas for the SLIB money. We will be receiving \$240,911.04. It had previously been determined to purchase the new maintenance truck and to do repairs and upgrades to the Community Center. Toni inquired whether we need to start getting quotes for the Community Center. Mayor Johnstone had suggested some additional projects dealing with First and Second Street for the SLIB funding. Toni suggested that we discuss this more in a work shop. A work shop will be scheduled sometime after next month's council meeting.

Mayor Johnstone reported that the School Board had tentatively approved renting the gym and wrestling area with the same terms as last year. Mayor Johnstone asked the Council whether once she received the signed documents from the School District she may go ahead and sign them. The Council was in agreement for Mayor Johnstone to sign the contracts with the School District.

Council Member Reports:

Council Member Humphrey had nothing to report.

Council Member Bastian reported that the cemetery looks good. Council Member Bastian reported that we still need to correct the drainage issues on Second Street and Wyoming Ave as rain water continues to run towards and into the church.

Council Member Vosler had nothing to report.

Council Member Bartels reported that on July 4th the Cub Scouts had their flag retirement ceremony and 22 flags were retired. The Pack was wondering if they could keep the ashes in an urn at the town hall in storage. The Council was in agreement.

Jim Clark reported that all is going well at the Community Center

Harvey Humphrey reported that they have one last baseball game at home and then they will be wrapping up the season and waiting for volleyball season to begin.

Old Business:

Mayor Johnstone reported that she had received an email from Terracon today and they had the results from the asbestos study back and would hopefully have a report to us by the end of this week or early next week.

New Business:

Mayor Johnstone presented the Council with the new lease agreement for CB Saddlery; the new monthly amount would be \$266.77. Council Member Bastian moved to approve the lease renewal. Council Member Bartels seconded this motion. Motion carried.

The Council was also presented with the lease renewal for Alphabet Academy. Their new rent rate will be \$630.02 a month. Council Member Bastian moved to approve this lease renewal. Council Member Humphrey seconded this motion. Motion carried.

The Council was presented with Resolution 7-14-14, A Resolution Amending Ordinance 18A.37 Fiscal Year Budget 2013-2014. Town Clerk Toni McNamar reported that the town ended their fiscal year very well as we had excess revenue of \$33,279.37 and we under-spent by \$7,767.52. Council Member Humphrey moved to approve resolution 07-14-14. Council Member Bartels seconded this motion. Motion carried.

Clerk's Report:

Town Clerk Toni McNamar reported that Vicki Steege will no longer be doing the flower pots on Main Street.

Toni also inquired about the use of the gym. As part of the plan to have monthly event for Burns Day Toni inquired about the possibility of having dances in the south gym She understood that we have not allowed this in the past but we allow church service to be held in there, sporting events, day care to play, and Bountiful Basket and never ask people to remove their shoes. Toni feels that if the floors were buffed on a regular basis this would help them last longer. The Burns Day Committee is willing to pay a damage deposit to use this gym and will clean it before and after each use. There was discussion on this and the Council was in agreement to allow Burns Day to use the gym for dances but they would have to pay a damage deposit of \$250.00 and clean the floor with the buffer prior to and after the event.

The Council will revisit this issue at their workshop as to how to handle charging for cleaning of the gym floors. Toni will contact the cleaning people and see what they would charge each time they have to buff this floor.

Announcements

- July 16th – 18th town Hall Closed
- July 17th 6 pm Burns Day Meeting at Community Center
- July 18th 3 pm Special Utility Board Meeting
- July 28th Town Hall closed
- August 4th 6 p, Utility Board Meeting
- August 11th 6 p, council Meeting

New Fees for Exercise Room and Gym are as follows:

- 1 adult -\$10 a month or \$100 a year
- 1 senior - \$5 a month or \$50 a year

Use of gym fees:

- 1 adult - \$10 a month or \$100 a year
- 1 senior - \$5 a month or \$50 a year

Use of both gym and exercise area

- 1 adult - \$15 a month or \$150 a year
- 1 senior - \$7.50 a month or \$75 a year

At 8:10 pm the meeting was adjourned. The next meeting of the Burns Town Council is scheduled for August 11th at 6 pm.

Mayor Judy Johnstone

Attest:

Town Clerk Toni McNamar

Town Council

Judy Johnstone	Mayor	316-0020 630-7305
Charlie Vosler	Council Member Safety/ Town Compliance Officer Ambulance Liaison	286-7996
Dennis Bastian	Council Member Cemetery Board	547-3848
Harvey Humphrey	Mayor Pro Tem Utility Board Representative Parks and Recreation	547-3545
Ralph Bartels	Council Member Streets and Alleys	631-5077

Utility Board

Jim Clark	President	630-6305
Harvey Humphrey	Council Rep	547-3545
Steve Newton	Utility Board Member	547-2214
Harry Pauli	Utility Board member	287-7673
Ralph Bartels	Utility Board Member	631-5077

Town Hall NEW HOURS STARTING JANUARY 2, 2012

Monday - Thursday **7:30 a.m. - 4 p.m.** **547-2206**
Friday **7:30 a.m. – 12:30 p.m**

Toni McNamar	Town Clerk	630-5557
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Maintenance

Darius Mandel	Maintenance	287-0537
Ted Kellner	Maintenance	286-2771