

Burns Town Council
January 13, 2014
Council Meeting Minutes

The Burns Town council met in regular session on January 13, 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, Maintenance Man Darius Mandel, Linda Heath, Scott and Erica Maddison, John Thompson with Cheyenne Light Fuel and Power, Jim Clark, Scott Cowley with AVI, Bill Thomas with Laramie County Sheriff's Department, Kim Nelson with Laramie County School District Number Two, Jeff Bartels, and Mercedes Bartels..

At 7:00 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 December 9, 2013 Council Minutes
- Approval of Town Treasurer's Report
- Approval of Town Vouchers
- Approval of Utility Vouchers

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

Public Comment:

Kim Nelson with LCSD#2 was present to request that the school district be allowed to use the well on the north end of the football field rather than the A-5 well on the south side. Using the well on the south side of the field would negatively affect their project.

Agenda Requests:

Scott Cowley with AVI was present to present the council with a proposal for the Town of Burns Street and Drainage Master Plan. The proposed cost for this phase will be \$38,500.00. Scott reported that the photography has been completed. Mayor Johnstone reported that we have the money to continue with this project. Scott reminded the Council that this was only a master plan, not a design for any project.

Council Member Bartels moved to authorize Mayor Johnstone to sign the contract to allow Scott Cowley with AVI to proceed with the Town of Burns Street and Drainage Master Plan at a cost of \$38,500.00. Council Member Vosler seconded this motion. Motion carried.

Scott Cowley reported that the school project is not his project, however the school district does not feel that the A-5 well can meet their irrigation needs. Scott Cowley suggested that the school district be allowed to tap into the eight inch main on Third Street and get their water from this location. The town can charge them for water used. This way it leaves both wells out of the matter.

Council Member Humphrey inquired as to how much water the school district thought that they needed to water these fields. Kim did not have an answer. Mayor Johnstone reported that this is a Utility Board decision so they would have to schedule a special meeting or discuss it at their next

meeting. Mayor Johnstone suggested that Kim Nelson contact Toni at the Town Hall if they want a special meeting scheduled and Toni would inform Jim Clark of this.

Sheriff's Department Report:

Bill Thomas with Laramie County Sheriff's Department reported that all has been quiet in Burns. Bill Thomas reported that they are currently very short handed and have not been able to spend as much time in Burns as they would like to. Bill Thomas reported that he would be retiring as of March 1st and Dave McPherson would be taking over his position.

Ambulance Board Report:

Erica Maddison reported that they were having some issues with the lights on the ambulance. They think they have since resolved the issue. They have recently got more equipment that requires batteries to be charged on the ambulance which was drawing the power from the ambulance. They have since removed a couple of chargers from the ambulance which seems to have fixed the issue for now.

Erica suggested that we could save power by putting LED light bars on the ambulance and she may have a source to get these from New York State. The only cost to the town would be the installation of these lights. .

Erica reported that the hot spot is up and working well for the ambulance. Erica reported that she is still looking into billing options for the ambulance service. Mayor Johnstone reported that she is interested in billing for the ambulance service but does not feel we have enough information as of yet.

Mayor Johnstone reported that Erica Maddison would be requesting an executive session at the end of the meeting to discuss personnel.

Utility Board Report:

Utility Board Representative Harvey Humphrey reported that the Utility Board held a special meeting to discuss the utility crossing under the railroad tracks. There was concern on how the ballot read and how this limited us. The Utility Board got the opinion of the County Attorney. It was determined that the Utility Board can put the casings, pipes and what is required to get water to the north side of the tracks and looped back into the system. This will consist of looping the north side of the tracks into our water system and installing two fire hydrants on the north side of the tracks.

Utility Board President Jim Clark reported that at the January meeting they discussed utility rates and decided to leave all rates the same other than the fee charged for turning water service back on after it had been shut off for nonpayment. The charge for this went from \$12 to \$35. Jim Clark reported that the board moved to have him remain as Utility Board president.

Maintenance Report:

The maintenance report was reviewed. Darius reported that the lights in the north gym have been completed.

Darius presented the Council with two quotes for servicing the heaters in all Burns Plex buildings and the Community Center twice a year. Darius reported that he favored Precision Automation Inc even though they are not the low bid as they have knowledge of our computer system

that the heaters are controlled through. The Council asked that Darius find out what they charge for a service call and to also be sure the Community Center is included in this quote.

Council Member Humphrey moved to use Precision Automation Inc for the twice a year service plan for all of the Burns-Plex buildings and the Community Center at a cost of \$2294.00 per visit. Council Member Bartels seconded this motion. Motion carried.

Mayor's Report:

Mayor Judy Johnstone reported that she and Toni would be attending the WAM winter workshop in Cheyenne in February. Mayor Johnstone asked that the council allow her to be the voting delegate and Toni the alternate at the business meeting. Council Member Bastian moved to allow Mayor Johnstone to be the voting delegate and Toni McNamar to be the alternate. Council Member Bartels seconded this motion. Motion carried.

Mayor Johnstone presented the council with proposed rates for rental of the gym area and tables and chairs. . Town Clerk Toni McNamar suggested that we hold a workshop to discuss this. Mayor Johnstone reported that people that have keys to the exercise room also have access to the gym and she does not want this to happen without an additional fee. If they want to use the gym they need to rent it on hourly basis.

Council Member Reports:

Council Member Humphrey had nothing to report.

Council Member Bastian had nothing to report.

Council Member Vosler reminded residents to be aware of the tumbleweeds as they can be a fire hazard and they can block doorways.

Council Member Vosler inquired whether the ambulance was having problems getting to calls in a timely manner. Scott Maddison reported that they are not having a problem. Council Member Vosler inquired about their response time. .

Council Member Bartels reported that he had attended a flag cremation ceremony with the Cub Scouts. Council Member Bartels reported that this was a very good ceremony and recommended that others attend these ceremonies. Council Member Bartels requested that once Liberty Park is completed the Cub Scouts be allowed to bury the ashes of the flags in the park. Council Member Bartels reported that Wiederspahn-Radomsky Funeral Home had donated an urn for them to keep the ashes from the cremated flags in.

Council Member Bartels reported that Jeff Bartels is the Cub Master, Lyssa Bartels is the Wolves and Bears leader, and Jim Archer is the Tiger Cub leader.

Senior Representative Betty Nussbaum was absent from this meeting.

New Business:

Town Clerk Toni McNamar reported that each year the town needs to designate who will be the town’s depository for their funds and also the depository for the reserve funds.

Council Member Bastian moved to name Wyoming Bank and Trust as the depository for the Town of Burns. Council Member Vosler seconded this motion. Motion carried.

Council Member Vosler moved to name WYO-Star as the depository for the Town of Burns reserve funds. Council Member Bastian seconded this motion. Motion carried.

Clerks Report:

Town clerk Toni McNamar reported the Burns Insurance had donated \$1,000.00 for the exercise room. Toni reported that she had contacted Judy Anderson and inquired whether there was a specific piece of equipment that they would like to see purchased. They had no preference. Toni will be asking those who use the area on regular basis to get an idea of what is needed.

Town Clerk Toni McNamar reported that when people checked out keys for the exercise room Toni allowed them access to the gym also. Toni reported that she had done this because we were renting out the gym for walking prior to having the exercise room up and running. Toni inquired whether the Council would like her to un-program the gym keys at this time or wait until we have discussed our rates. Mayor Johnstone stated she was comfortable with waiting until the new rates are established and the Council was in agreement.

Announcements

- January 15th – 17th Town Hall Closed (Training in Casper)
- January 20th Town Office closed
- January 21st Town Hall Closed
- January 22nd Town Offices closed in the am for safety training
- February 3rd 7 pm Utility Board meeting
- February 10th 7 pm council meeting.

PLEASE REMEMBER TO REGISTER YOUR DOGS. PLEASE BRING PROOF OF RABIES VACCINATION WITH YOU.

At 8:26 pm Council Member Bastian moved to go into executive session to discuss ambulance personnel. Council Member Humphrey seconded this motion. Motion carried.

At 8:50 pm the Council came out of executive session.

Council Member Bastian moved to allow Erica Maddison to proceed with upgrades to the ambulance. Council Member Vosler seconded this motion. Motion carried. .

At 8:52 Council Member Bastian moved to adjourn. The next meeting of the Burns Town Council is scheduled for February 10, 2014 at 7 pm at the Burns-Plex 327 S Main Street.

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	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