

Burns Town Council
May 12, 2014
Council Meeting Minutes

The Burns Town council met in regular session on May 12, 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 Department Darius Mandel, John Thompson with Cheyenne Light Fuel and Power, Kim Kranz, Troy Thompson, Gary Hoyt, Jack Bomhoff with Laramie County School District #2, Phil Oakes, Scott Cowley with AVI, and Linda Heath.

At 6:00 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 April 14, 2014 Council Minutes
- Approval of Town Treasurer's Report
- Approval of Town Vouchers
- Approval of Utility Vouchers

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

Building Permit:

The Council was presented with three building permits. The first permit was for 115 S Prairie Ave for a 10x 10 ft shed and car port cover. Council Member Humphrey reported that he has been over and looked at this permit and that they have requested a variance. Council Member Humphrey moved to approve the building permit for 115 S Prairie Ave with the requested variance. Council Member Bartels seconded this motion. Motion carried.

The second permit was for a car port at 133 S Prairie Ave. All locates have been completed and he has started the building of the car port. Council Member Humphrey moved to approve the building permit for a car port at 133 S Prairie Ave. Council Member Vosler seconded this motion. Motion carried.

The third building permit was for a 24 x 30 foot two car garage located at 116 N Prairie Ave. Council Member Humphrey reported that it meets all setbacks and is on an empty lot and recommends approval. Council Member Humphrey moved to approve the building permit for 116 N Prairie Ave. Council Member Bartels seconded this motion. Motion carried.

Agenda Requests:

Kim Kranz was present to ask permission to allow a beer garden, parade permit, and dance permit. Kim reported that Charlene Smith will be doing the cream can supper and they would like to do this in the Community Center. Kim reported that the beer garden would be located near the maintenance shop and the Hair Affair. Kim reported that the beer would be served in plastic cups. Council Member Bastian would like to see the town be able to make some of the profits off of Burns Day in the future. Council Member Bastian moved to approve the beer permit, dance permit and parade permit, and allow Charlene to use the Community Center for the cream can supper if she would like to. It was determined that the beer would need to stay on Main Street between First Street and Second Street. Council Member Bartels seconded the motion. Motion carried.

Jack Bomhoff from Laramie County School District #2 was present to continue discussion on making Jackson Street a two way street.

Mayor Johnstone read from the April 2008 minutes where the school district had approached the town about allowing this to be a one way street, after it was complete, as they had not followed the architect's plans which has Jackson Street as a 60 foot street. Mayor Johnstone reported that the Town of Burns had agreed to this but was not happy.

Jack Bomhoff reported that the school district would like 30 feet. Mayor Johnstone reported that it must be 60 feet. Mayor Johnstone reported that the school district could look for other sources of funding through the state. Jack Bomhoff reported that the school must own the property for the school facilities committee to fund the project. Jack Bomhoff suggested that the Town deed this property to the school district and then the school district would give the town an easement. And then Jack Bomhoff would like to have the town maintain it.

Town Clerk Toni McNamar reported that if the town gave the school district the property as Mr. Bomhoff had just suggested, then it would be the school's responsibility to maintain it.

Phil Oakes reported that he believe the town has to maintain ownership of the road to keep it from reverting back to the original owner. Council Member Bastian reported it would be better if Jackson Street was a two way street, but he is not sure that we can agree on how to do this. Mayor Johnstone believes that the school district needs to get the documents in order. Council Member Bartels suggested that the school district check into other sources of funding. Phil Oakes suggested that the school district check into funding assistance through WYDOT for this project.

Jack Bomhoff asked that since town owns the street can they make it in to a two way street. The Council reported that they cannot as it currently stands.

Scott Cowley reported that drainage is an issue there and we need to maintain our 60 feet.

Phil Oakes, chief of Laramie County Fire District #4, reported that District #4 may be getting two vehicles from the county and would like to put Burns EMS on these vehicles also since most of Burns EMS are members of District #4. These vehicles would be given to EMTs that live in the outlying areas to respond in so that they were not taking their personal vehicles on scene. District #4 would pay for the maintenance of the vehicles and the insurance. The Council believes it is a good idea to do this. Council Member Vosler and Town Clerk Toni McNamar inquired about insurance; there was some discussion on this matter.

Council Member Bastian moved to allow them to put Burns EMS on these vehicles. Council Member Humphrey seconded this motion. Council Member Vosler opposed. Motion carried.

Ambulance Board Report:

Phil Oakes reported that Scott and Erica Maddison were snowed in. Phil Oakes reported that Erica Maddison reported that Burns EMS has received the Hospital Association Grant in the amount of \$9,000.00.

Phil reported that Erica had asked him to request permission for her to pursue upgrading the ambulance to an intermediate service. If we have proper equipment on board we can use IVs and IV medication. Council Member Humphrey believes it is a great idea if we have properly trained personnel. Phil Oakes reported that there are many steps to do this. Mayor Johnstone suggested that Erica check into this and report the steps required back to the Council.

Mayor Johnstone asked that Phil ask Erica about the funding for the Mission Life Line Grant that Erica had reported that Burns EMS has received. She has already purchased the equipment, but we have not received the approved funding as of yet.

Phil Oakes reported that we now have two intermediate EMTS on our service.

Council Member Vosler reported that he has many questions. He has needed the ambulance twice and neither time has it showed up. Charlie reported that it appears that their response is few and far between.

Phil Oakes reported that calls during the day are hard for all volunteer agencies.

Council Member Vosler reported that he has reviewed the billing proposal that was given to him by Erica and has many questions and suggests that Erica get a representative from this company to come and speak with us.

Utility Board Report:

Council Member Bartels reported that at the last utility board meeting they had spoken with the school district regarding Jackson Street, awarded the bid for the Utility Crossing under the UPRR tracks to Town and Country Plumbing, and the fill station is on order. When we receive it we do not need to go out for bids to have someone install it for us as it is under the required limit of \$35,000.

Maintenance Report:

The maintenance report was reviewed. Darius reported that we had smoked the sewer system in this building and found trouble areas in the sewer drains. Darius reported that he would like to put plugs in drains to see if this fixes the odor problem. The only issue is if all the drains are plugged and we have a flood the water will be in the building.

Darius reported that there is a fuel leak in the grader that will cost \$500 to repair. Council Member Humphrey move to have John Deere come out and fix the fuel leak. Council Member Bartels seconded this motion. Motion carried.

Darius reported that he also would need to spend \$600 to \$800 on cutting edges for the grader. Council Member Humphrey moved to purchase the cutting edges for the grader. Council Member Bartels seconded this motion. Motion carried.

Darius presented the Council with a quote for a push broom for the skidsteer. He would trade in one of the other attachments for this push broom and it would be \$100 cheaper. Council Member Vosler moved to allow Darius to make this exchange. Council Member Bastian seconded this motion. Motion carried.

There was discussion on what to do with the old street sweeper.

Darius reported that Steve will paint the gazebo by Burns Day. Council Member Bastian moved to allow Darius to purchase the paint needed for this. Council Member Bartels seconded this motion. Motion carried.

Mayor's Report:

Mayor Johnstone reported that she had spoken with Craig Nelson from Terracon and sent him what information we had on the asbestos in these two buildings. He will be getting back with Judy on this project. The council was in agreement that once Judy hears from him to just have him go ahead and get started.

Judy reported that she had spoken with Jeanine West from EMA and we have re-applied for the two emergency generators for these two buildings. The amount of this grant is \$327,000.00.

Mayor Johnstone reported that the amount of funding from the SLIB consensus money for the town of Burns will be \$240,911.04. We will be able to purchase the new maintenance truck with this money. Mayor Johnstone requested that the council bring any other requests to the June Council meeting. Mayor Johnstone reported that we currently have three requests: the maintenance truck, work on the community Center, and a

new ambulance. Mayor Johnstone reported that she would be more willing to put the ambulance on the list if we had more responders and if we were not in line to get an ambulance donated to us.

Mayor Johnstone had the addendum to the lease for Alphabet Academy giving them the room next to their current room to rent. Mayor Johnstone will include this room in the new lease starting August 1st. Council Member Bartels move to approve the addendum to the lease for Jessica Loyd. Council Member Bastian seconded this motion. Motion carried.

Mayor Johnstone had the lease for Narva and Associates starting on June 1st. They will be renting rooms 111 and 112 in the north building. Council Member Bartels moved to approve the lease. Council Member Bastian seconded this motion. Motion carried. Phil Oakes reported that when RT Communications was installing his service they had suggested putting heavier wires in the north building.

Phil Oakes had asked if District #4 could store one of their trucks in with the ambulance until they get their new station finished if they get an additional truck. This is several months out and will be discussed at that time.

Mayor Johnstone reported that she has spoken with RT Communications regarding getting static IP addresses for our camera system and that we will be getting a faster speed for our service at a lower price.

Mayor Johnstone requested Council approval for her to sign the WAM/JPIC insurance renewal which is the health insurance for the town employees. The Council was in agreement that she signs this.

Council Member Reports:

Council Member Humphrey had nothing to report.

Council Member Bastian had nothing to report.

Council Member Vosler had nothing to report.

Council Member Bartels reported that there is concern with the damage that Knife River is doing to our roads. . He has spoken with Les Horst and Les reported he has been grading them and when the project is complete they will have the roads back in good shape.

Old Business:

The Council was presented with second reading of Ordinance 18A.38 Town of Burns Fiscal Year Budget 2014/2015. Council Member Humphrey moved to approve second reading of ordinance 18A.38 by title only. Council Member Bartels seconded this motion. Motion carried.

New Business:

Mayor Johnstone presented the Council with a SLIB Resolution (resolution 05-12-14). This is a joint resolution supporting modifications to the SLIB consensus approval process. Each entity needs to approve this resolution before it can go before the legislators. Council Member Bastian moved to approve Resolution 05-12-14. Council Member Vosler seconded this motion. Council Member Vosler inquired what happens if everyone doesn't approve it. Mayor Johnstone reported that if that happened it would not make it before the legislators. Motion passed.

Mayor Johnstone reported that we had a request from the Burns Booster Club to advertise on their sports calendar as we have done in the past. The cost is \$175.00 for a business card size ad. Council Member Vosler moved to advertise on the Burns Booster Club Calendar. Council Member Bastian seconded this motion. Motion carried.

Clerk's Report:

Town Clerk Toni McNamar reported that Vicky Steege had called regarding planting flowers in the Main Street pots. Council Member Vosler moved to allow \$300.00 for the planting in the Main Street pots. Council Member Humphrey seconded this motion. Motion carried.

Town Clerk Toni McNamar reported that she had spoken with Judy regarding purchasing an electronic lock for the storage area in the gym. That way Bountiful Basket people could easily access the area for set up and the day care could easily get their toys out of the area. Council Member Bastian moved to purchase an electronic lock for this door. Council Member Humphrey seconded this motion. Motion carried.

Town Clerk Toni McNamar reported that she had an individual interested in teaching an aerobics class three mornings a week in the south gym for donations but they wanted to use the gym area at no charge. The Council was in agreement that the charge to use the gym is \$20 an hour.

Announcements

May 20 th	7 pm Burns Day Meeting at Community Center
May 21 st	Town Hall Closed
May 26 th	Town Offices Closed
June 2 nd	6 pm Utility board Meeting
June 3 rd	7 pm Burns Day Meeting at Community Center
June 7 th	Burns Day
June 9 th	6 pm 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/ \$150 a year
- 1 senior - \$7.50 a month/ \$75 a year

One key will be provided. If key is lost 2nd key will cost \$35.

TOWN CLEAN UP WILL BE THE MONTH OF MAY. THROUGHOUT MAY ON MONDAYS AND THURSDAY YOU MAY PUT YOUR ITEMS TO BE THROWN AWAY IN FRONT OF YOUR HOUS NEXT TO THE STREET AND THEY WILL BE PICKED UP. NO OIL, PAINT, CHEMICALS, TIRES, OR BATTERIES. IF WE LEAVE ITEMS BEHIND THEY CANNOT BE TAKEN TO THE LANDFILL AND WILL NOT BE PICKED UP.

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