

Burns Town Council
November 10, 2014
Council Meeting Minutes

The Burns Town council met in regular session on November 10, 2014. Members present were Mayor Judy Johnstone, Council Members Charlie Vosler, Ralph Bartels, and Dennis Bastian. Council Member Harvey Humphrey was absent from this meeting. Also present were Town Clerk Toni McNamar, Maintenance man Darius Mandel, John Thompson with Cheyenne Light, Fuel, and Power, Jeff Bartels, Phil Oakes, Linda Heath, William and Melody Gewecke, Terry Nunnley, Brian Eveleth, and Sgt. MacPherson with Laramie County Sheriff's Department.

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 Absences - Council Member Humphrey is ill.
- Approval of the October 13, 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.

Public Comment:

Newly elected County Commissioner Linda Heath thanked everyone for their support.

Agenda Requests:

Terry Nunnley was present to inquire about offering free martial arts classes to kids in Burns. He would also like to start a scholarship program for kids that are interested in the martial arts. Mr. Nunnley requested the free use of a room in the Burns-Plex in return for offering these classes. There was discussion on this and the Council informed him that he would need to provide liability insurance to have space in the Burns-Plex and would also have to sign a lease.

Mayor Johnstone reported that the rent is \$0.30 per sq foot. Mayor Johnstone also suggested that he takes the scholarship idea to the school district.

Council Member Bartels reported that he was not in favor of a no charge lease. Council Member Bastian reported that the rate is non-negotiable.

Sophia Arehart was unable to attend the meeting. Town Clerk Toni McNamar reported that the Burns Day Committee would like permission to use the kitchen area in the north building on December 13th and 14th to serve concession for the Winter Classic Basketball tournament that would be in Burns that weekend. Toni reported that the Burns Day committee would have to clean the kitchen before using it and that they would clean it after they were done. Council Member Bartels moved to allow the Burns Day committee to use the kitchen area in the north building for concession on December 13th and 14th. Council Member Bastian seconded the motion. Motion carried.

Toni reported that Sophia would also like to discuss space in The Room when she is able to attend the meeting.

William and Melody Gewecke were present on behalf of Blessed Hope Baptist Church. Blessed Hope would like to give up their lease on Room 118 and lease the two newly vacant rooms on the east side of the building. Mayor Johnstone reported that she had this lease change ready and that their new rent would be \$1274.10 per month. Council Member Bartels moved to accept the lease change agreement. Council Member Vosler seconded this motion. Motion carried.

Blessed Hope also requested permission to paint the new rooms, remove the chalk boards, and shampoo the carpets. Council Member Vosler moved to allow this. Council Member Bastian seconded this motion. Motion carried.

Blessed Hope Baptist Church requested use of the Council Chambers on November 22nd to have their Community Thanksgiving dinner. The dinner is free to all. Council Member Bastian moved to allow Blessed Hope Baptist Church to use the council chambers for the Community Thanksgiving dinner on November 22nd. Council Member Bartels seconded this motion. Motion carried. The Christmas Craft show will be going on at the same time as the dinner.

Jeff Bartels, Cub Scout Pack 38 leader requested that the Council renew their charter with Pack 38. Jeff Bartels requested an executive session to discuss legal issues regarding the pack.

Sheriff's Department Report:

Mac reported that the Sheriff's Department is still struggling with manning issues. Mac reported that they had received a resignation of one of the east deputies but he has been replaced.

Ambulance Report:

Phil Oakes reported that AMR will not be able to invoice us for the supplies purchased with the Hospital Readiness Grant. Phil reported that we would have to pay for the supplies and then be reimbursed.

Phil Oakes reported that Erica Maddison had requested to move the safe from the ambulance into the Rural Medic vehicle. Phil reported that this is a safe provided by AMR. Mayor Johnstone is concerned about the security of the vehicle this will be in. Jeff Bartels reported that it is a triple locking system and not easily accessed. Mayor Johnstone reproved that she need to be reassured that this is safe. Council Member Bartels moved to allow the safe to be carried in the Rural Medic vehicle. Council Member Vosler seconded this motion. Motion carried.

Phil Oakes reported that the state had granted the application for the Burns Ambulance to be on intermediate status. This is currently only verbal approval and documentation will follow.

Phil Oakes reported that he would also need an executive session to discuss personnel. Phil reported that Brian Eveleth would be the new ambulance supervisor and Jenny Michaud would be the assistant supervisor.

Brian reported that he needs to learn what the job of the supervisor is and who he needs to talk to.

Utility Board Report:

Darius Mandel reported the utility board had moved to proceed with the south Luther Sewer replacement.

Darius reported that the water fill station is up and running.

Mayor Johnstone reported that she had received the new well land purchase paperwork from Mark Anderson. She will be contacting Marty Jones with Lidstone and Associates to let them know we are ready to move forward.

Maintenance Report:

The maintenance report was reviewed.

Darius Mandel reported that the parks have been winterized. Darius also reported that the Dodge required some repairs but is up and running.

Mayor's Report:

Mayor Johnstone reported that she had the contract for the purchase of the A-7 well property. Mayor Johnstone reported that we have already purchased the land to give us First Street access all the way to Road 148. Council Member Bastian moved to have Mayor Johnstone sign the contract to purchase the property at a cost of \$2,000.00. Council Member Bartels seconded this motion. Motion carried.

Mayor Johnstone reported that she had contacted Gus Lopez with the County regarding monitoring equipment for the sewer odor. Tiffany contacted Mayor Johnstone and suggest that the town contact an Industrial Hygienist. Council Member Bastian feels that we should get it done if not too expensive

Mayor Johnstone reported that she will be attending a housing assessment in Cheyenne. This workshop will show possible rental options.

Mayor Johnstone reported that she would like to see a natural gas fill station in Burns as more vehicles are using natural gas. Mayor Johnstone will be attending a workshop on the 17th of November regarding natural gas fill stations.

Mayor Johnstone reported that she and Bill Shain have been appointed to the Laramie County Water Appropriations Committee.

Mayor Johnstone reported that she would like to make herself the voting delegate for the WAM Winter work shop and Toni as the alternate. Council Member Vosler moved to have Judy as the WAM voting delegate and Toni as the alternate. Council Member Bartels seconded this motion. Motion carried.

Mayor Johnstone reported that Toni McNamar had completed her Level II WAM continuing education and has begun work on Level III.

Mayor Johnstone requested permission for Toni and herself to attend the WAM Winter Workshop in Cheyenne on January 21st -23rd. Mayor Johnstone also encouraged other members of the council to attend the workshop. Council Member Bastian moved to have Toni McNamar and Judy Johnstone attend the winter workshop in Cheyenne in January. Council Member Vosler seconded this motion. Motion carried.

Council Member Reports:

Council Member Humphrey was absent from this meeting

Council Member Bastian had nothing to report.

Council Member Vosler wanted to remind everyone to change the batteries in their smoke detectors and check for bad wiring in their homes.

Council Member Bartels reported that he has been working on getting pricing for chip sealing Fourth Street. He spoke with the contractor that did the initial paving on Fourth Street and they suggested just filling in the cracks. Council Member Bartels reported that they had also reported that Fourth Street was not designed for heavy truck traffic. Council Member Bartels would like to see us redirect truck traffic from this street.

Clerk's Report:

Town Clerk Toni McNamar reported that she is currently advertising the bid for the cleaning of the town buildings and needs direction as to if the Main Street bathrooms will be part of that. Toni reported that at the last meeting the council had discussed leaving the bathrooms locked and only unlocking them for special events and if someone rents the gazebo. The Council will post a sign to this effect and the bathrooms will only be unlocked when requested for special events.

Town Clerk Toni McNamar reported that the final audit for the town for the 2013/2014 Fiscal year had been completed and thanked Ralph and Judy for their help with this.

Toni reported that the sloppy Joe dinner and hay ride sponsored by the Burns Day Committee was a great success. The Burns Day committee earned \$325.00 and we served 91 people. She thanked Mayor Johnstone for donating the sloppy Joes, chips, and buns for this event and also for serving.

Mayor Johnstone reported that Sophia and Toni try to have a Burns Day event each month to raise money. Council Member Bastian reported that Burns Day needs good leadership and it sounds as if they have it.

Mayor Johnstone requested that Toni give Blessed Hope access to their new rooms as soon as the new lease is signed so they can begin cleaning and painting.

Announcements

November 17 th	Town Hall Closed
November 20 th 6 pm	Burns Day Meeting
November 22 ^{ns}	Christmas Craft Show 8:30 – 3 pm
	Community Thanksgiving Dinner sponsored by Blessed Hope Baptist church
November 27 th - 28 th	Town Offices closed
December 1 st	6 pm Utility Board Meeting
December 8 th	6 pm council Meeting
December 3 rd – 4 th	Rural Water will be teaching water certification classes at the Burns Plex.

Mayor Johnstone reported that Mark Court with Rural Water had suggested having each operator bring in a frozen turkey or ham to donate to “The Room” for the holidays. Mayor Johnstone had suggested that if they do that they would receive a free meal from the café paid for by the Council. Council Member Bartels moved to proceed with this if it is okay with Rural Water. Council Member Bastian seconded this motion. Motion carried.

Council Member Vosler thanked all vets for all they have done for our country.

At 7:34 pm Council Member Bartels moved to go into executive session to discuss personnel. Council Member Bastian seconded this motion. Motion carried.

At 8:30 pm Council Member Bartels moved to come out of executive session. Council Member Vosler seconded this motion. Motion carried.

Council Member Bartels moved to approve the re-charter of Pack 38. Council Member Vosler seconded this motion. Motion carried.

Council Member Bastian moved to increase Darius Mandel's wage by 3.5% effective the first pay period in January 2015. Council Member Vosler seconded this motion. Motion carried.

Council Member Bartels moved to increase Toni McNamar's salary by 3.5% effective the first pay period in January 2015. Council Member Bastian seconded this motion. Motion carried.

Council Member Vosler moved to increase Gary Ruybal's pay from \$10 an hour to \$12.50 an hour. Council Member Bartels seconded this motion. Motion carried.

Council Member Bastian moved to give Gary Ruybal a Christmas bonus of \$200.00. Council Member Vosler seconded this motion. Motion carried.

Council Member Bartels moved to give Ted Kellner, Darius Mandel, and Toni McNamar a Christmas bonus of \$500.00 each. Council Member Bastian seconded this motion. Motion carried.

Mayor Johnstone reported that the Christmas bonuses can be paid immediately.

At 8:38 pm Council Member Bartels moved to adjourn into executive session to discuss personnel. Council Member Vosler seconded this motion. Motion carried. Phil Oakes and Brian Eveleth were asked to stay.

The next meeting of the Burns Town Council is scheduled for December 8th at 6 pm at the Burns Plex.

PLEASE PLAN TO ATTEND THE COMMUNITY CRAFT SHOW AND THE COMMUNITY THANKSGIVING DINNER ON NOVEMBER 22ND 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 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

Ralph Bartels	President	631-5007
Harvey Humphrey	Council Rep	547-3545
Steve Newton	Utility Board Member	547-2214
Harry Pauli	Utility Board member	287-7673
Matt Fields	Utility Board Member	

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