

Burns Town Council  
Meeting  
November 14, 2016

The Burns Town Council met in regular session November 14, 2016. Members present were Mayor Ralph Bartels, Council Members Rocky Stoner, Betty Nussbaum, Harvey Humphrey, and Dennis Bastian. Also present was Town Clerk Toni McNamar, Town Maintenance Darius Mandel, John Thompson with Cheyenne Light Fuel and Power, Brian Everleth and Jeff Bartels with Burns EMS, and Emily Stojak with Laramie County Sheriffs Dept.

At 7 pm Mayor Ralph Bartels called the meeting to order and the Pledge of Allegiance was preformed. Mayor Pro Tem Humphrey announced the meeting was being recorded.

**Approval of Consent Agenda:**

October 10, 2016 Council Meeting Minutes

Town Vouchers

Town Treasurers Report

Utility Vouchers

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

**Agenda Requests:**

Mike with Rise Broadband was present to discuss upgrades to equipment that is currently on the water tower. Mayor Bartels inquired about the current lease agreement. The Utility Board has some requirements that they would like met before the upgrades can occur. Mayor Bartels suggested that they set up meeting with part of the Council or Utility Board to discuss an increase in the franchise fee and the possibility of some changes that should be made.

**Building Permit:**

The Council was presented with a building permit for a 24 ft x 30 ft garage to be put at 110 E First Street... Council Member Bastian moved to approve the building permit. Council Member Stoner seconded this motion. Motion carried.

**Sheriffs Dept Report:**

Emily Stojak reported that there is not much going on in town, there has been an increase of break-ins in the county. If you see something suspensions call it in don't wait. Emily reported that the Sheriff's Department hopes to be moved into their new room in the north building by the end of the month.

**Ambulance Report:**

Brian Everleth provided the council with a report of calls responded to. He reported that this report includes all calls including the ones responded to POV.

Brian had the information for the "I am Responding" paging system. It is \$800 for one year contract, \$725 a year for a three year contract. Brian reported that they do have a two month free trial. This system works through the cell phones and it gives the EMT the ability to let others know they are or are not responding. Brian reported that new pagers are close to \$800 so this would be a better option. Council Member Bastian feels that this is a good system and suggested that we try it for the two month trial. Clerk McNamar reported that we could pay for this with money from the ambulance reserve account. Brian will sign up for the free trial.

Brian reported that we had received a letter from the state showing the charges for air time with Wyo-Link if they were charging, this is an option for the future but it needs to go through the legislature first.

Brian had an application for a new member on the Burns Ambulance Service she has recently moved here for Colorado and is an EMR. Council Member Bastian moved to allow the new member on the service. Council Member Humphrey seconded this motion. Motion carried.

Jeff Bartels reported that on the 26<sup>th</sup> of November he will be teaching a CPR class to renew all of the Burns Ambulance member's CPR certifications.

#### **Maintenance Report:**

The maintenance report was reviewed. Darius reported that he has blown out the sprinkler systems and will be winterizing the bathrooms in the park. The A-7 project is moving along and all the pipe is in the ground.

#### **Mayors Report:**

Mayor Bartels present the council with Pay request #1 from Aztec Construction in the Amount of \$249,837.82. Council Member Humphrey moved to approve the pay request. Council Member Stoner seconded this motion. Motion carried.

Mayor Bartels reported that a question had been brought up regarding EMTs responding to calls in their own vehicles. Toni has contacted Workmen's Comp and LGLP to get their opinions on this matter. Workmen's Comp reported that it is on case by case bases, but suggested that the town write up their own policy regarding this matter. LGLP reported that they would cover the liability part of an incident but not vehicles and also suggested that the town write up a policy regarding this. Mayor Bartels will be getting with the Town Attorney Alex Davison and have him write a policy regarding this. Council Member Humphrey was in agreement to get a policy but also to encourage the EMTs to respond to the station and get the ambulance.

Mayor Bartels reported that the WAM Convention is January 11 -13<sup>th</sup> in Cheyenne. Mayor Bartels will be the voting delegate.

Mayor Bartels reported that the north building is done and that the Sheriffs Dept will be moving in to their new room by the end of the month. Jodee with the café will be putting an office in the north building also. We will put the old modular out for bids at the December council meeting. Renovations on the south building are now starting. They are currently working on the town hall office, and plan to do the council chambers after that.

The maintenance shop is currently being constructed.

#### **Council Reports:**

Council Member Humphrey reported that the utility board had agreed to purchase a snake /camera for looking in lines and locating, the cost of this is \$10,000. The utility board also agreed to pay half on a grapple attachment for the skidster; this could be used for utility work and also town projects. The cost of this equipment is \$5,000 and utility board asked that the town pay half of this expense. Council Member Humphrey moved to purchase the grapple for the skidster. Council Member Bastian seconded this motion. Motion carried.

Council Member Nussbaum had nothing to report.

Council Member Bastian had nothing to report.

Council Member Stoner reported that we had hired Aztec construction to haul gravel into the alleys of Prairie and Wyoming Ave.

Council Member Stoner reported that Brenda Long will be taking over the Youth League and that the youth league will pay her \$100 a month.

**New Business:**

Mayor Bartels presented the Council with the low bid for the installation of the air conditioning in both buildings. The low bid was Laramie Mechanical Systems at \$150,000. The project will start at the beginning of the year and be complete by the end of April. Council Member Stoner moved to accept the bid of Laramie Mechanical systems for \$150,000. Council Member Humphrey seconded this motion. Motion carried. .

At 8:07 pm Council Member Bastian moved to go into executive session to discuss personnel. Council Member Humphrey seconded this motion. Motion carried.

At 8:11 pm Council Member Bastian moved to come out of executive session. Council Member Stoner seconded this motion. Motion carried.

Council Member Humphrey moved to give the town employees the same Christmas bonus as last year. Council Member Stoner seconded this motion. Motion carried.

At 8:12 pm Council Member Stoner moved to adjourn. The next meeting of the Burns Town Council is scheduled for December 12<sup>th</sup> at 7 pm.

**Announcements**

November 19 <sup>th</sup>	8 am – 2 pm Craft show both gyms
	11 am – 2 pm Blessed Hope free thanksgiving dinner
November 24 <sup>th</sup> – 25 <sup>th</sup>	Town Offices closed
December 3 <sup>rd</sup>	9 am – 12 Rabies Clinic at Burns- Plex
December 12 <sup>th</sup>	6 pm Utility Board Meeting
	7 pm council Meeting
December 23 <sup>rd</sup> – 26 <sup>th</sup>	Town Offices Closed

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Mayor Ralph Bartels

Attest:

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Town Clerk Toni McNamar

**Town Mayor and Council**

Ralph Bartels Mayor 307-631-5077

[reighbartels@yahoo.com](mailto:reighbartels@yahoo.com)

Harvey Humphrey Mayor Pro tem, 307-547-3545  
Parks and Recreation [july2011@rtconnect.net](mailto:july2011@rtconnect.net)  
Safety,

Utility Board Representative.

Betty Nussbaum Senior Liaison 307-547-2605

Town Horticulturist

Dennis Bastian Cemetery Board 307-547-3848

Ambulance Liaison

[dennis.bastian@draircraft.com](mailto:dennis.bastian@draircraft.com)

Rocky Stoner Streets and Alleys 307-421-9756

Youth Program Liaison

John Narva

Fire Marshall

Phil Oakes

### **Utility Board Members**

Matt Fields President 307-630-2558

Steve Newton Board Member 307-630-6392

Harvey Humphrey Board Member 307-547-3545

Ralph Bartels Board Member 307-631-5077

Judy Johnstone Board Member 307-630-7305

### **Town Employees**

Toni McNamar Town Clerk/Treasurer 307-547-2206

307-630-5557

[burnswy@hotmail.com](mailto:burnswy@hotmail.com)

Darius Mandel Maintenance 307-287-0537

Ted Kellner Maintenance 307-286-2771

Office Hours Mon – Thurs 7:30 am – 4pm

Fridays 7:30am – 12:30 pm