

Burns Town Council Meeting
May 8, 2017

The Burns Town Council met in regular session on May 8, 2017. Members present were Mayor Ralph Bartels, Council Members Harvey Humphrey, Betty Nussbaum, and Rocky Stoner. Council Member Dennis Bastian was absent from this meeting. Also present were Town Clerk Toni McNamar, Town Maintenance Darius Mandel, John Thompson with Black Hills Energy, Jeff Bartels and Jenny Muchard with Burns EMS, Dr. Schmidt Medical Director, Julie Bartels, Susan Mills, Jodee Kadous, Desie Johnson, and Jeannie Acton.

At 7:00 pm Mayor Ralph Bartels called the meeting to order and the Pledge of Allegiance was performed. Mayor Bartels announced the meeting was being recorded.

Approval of Consent Agenda:

- April 10, 2017 Council Meeting Minutes
- April 17, 2017 Public Hearing Minutes
- Town Vouchers
- Town Treasurers Report
- Utility Vouchers

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

Agenda Request:

Jodee Kadous with the Burns Café was present to report that she is happy with everything and has no negatives. She has a request to do something with the parking lot, during basketball season there is no parking organization and everyone parks everywhere. She would like to have café parking along the sidewalk of the south building; she is willing to put signs in at her cost. She would like to see the area along the sidewalk of the north building not to allow parking, this would allow people to travel through that area.

Council Member Humphrey inquired as to if we poured concrete out further to the east if that would help. Council Member Humphrey moved to allow Jodee Kadous to put signage up at her cost and the town will extend the concrete to the east between the buildings an additional 40 feet. Council Member Stoner seconded this motion. Motion carried.

Jodee inquired about the cost to get garbage service through the town if she had four dumpsters. Town Clerk Toni McNamar reported that it would be \$51 a month as previously discussed and that she believes she had already given Jodee the form to fill out to start this service. Jodee is concerned about the unbagged garbage that ends up on the east side of the building and feels that it is from the room. Ralph will speak to The Sheppard's Closet to be sure their garbage is being bagged.

Cemetery Board Report:

Susan Mills was present to give the Cemetery Board Report as Dennis was not available. Susan reported that at the last cemetery meeting the board had decided to rewrite the ordinance to make it clearer and update some of the information. There will be guidelines as to headstone size, the number of burials allowed per plot, pricing, and no planting of trees at individual cemetery plots. The board was in agreement to wait awhile on the trees that were damaged in the hail to see if they survive or not. We will be designing a plan to make a road that loops through the south side of the cemetery and a parking area at the cemetery.

Ambulance Report:

Jeff Bartels reported that there were a total of 13 calls: 6 of them were responded to, with 1 transport. Jeff Bartels thanked Riley McNamar for driving the ambulance on the 1 transport to Cheyenne.

Jeff Bartels reported that Brian Everleth has submitted a letter of resignation from the Burns Ambulance Service. Jeff reported that he will be the new Ambulance Supervisor, Jenny Muchard the Assistant supervisor, and Jolene Martz and Training and Supply Officer.

Jeff reported that the coats are in and Kim Kranz is doing the embroidering on them now, the cost of this is \$309.37.

Jeff presented the council with two quotes for new hand held radios.

EF Johnsons for a cost of \$3,232 – these radios will need to be sent off anytime any repairs are required on them. They also do not auto switch between towers.

Motorola APX 7000 for a cost of \$4,922.05 – these radios will auto switch between towers and can be repaired here in Cheyenne, these radios also include housing, a shoulder mic, and have a three year service plan. Jeff Bartels recommended the Motorola APX 7000; he would need a total of 5 radios.

Council Member Humphrey moved to purchase the 5 Motorola handheld radios now and reimburse the funds when we start receiving the Sixth Penny Money. Council Member Stoner seconded this motion. Motion carried.

Jeff Bartels reported that he had an idea for recruitment that may help get EMT's on the services. Jeff suggested offering an EMT class at no cost to those who would take the class, pass it and follow all of the SOP requirements and serve two years on Burns EMS. Dr Schmidt was present to discuss this possibility. He reported that the class is usually 4 months long, 3 days a week, and every other Saturday. If we could get teachers to volunteer then the only cost to the town would be the books. The council asked that they come back with a cost for doing this. Susan Mills suggested holding a free CPR class or First Aid Class for the community and maybe someone that took the class would find that this was something they enjoyed, and want to go further with their training.

Jenny Muchard is currently designing a sign to get more volunteers.

Jeff Bartels reported that the ambulance needs serviced and recommended that he take it to Hallars Repair. The council was in agreement to get it scheduled for service.

Mayor Bartels reported that when Brian Everleth had his problems the council had put Jeff Bartels as a temporary supervisor. Council Member Stoner moved to make Jeff Bartels Ambulance Supervisor, if he is willing to take the position. Council Member Nussbaum seconded this motion. Motion carried.

Maintenance Report:

The maintenance report was reviewed. Darius reported that the AC is all in and running. Darius reported that he had received a quote of \$1,122.00 to replace the two exhaust fans that are not working. Council Member Humphrey moved to get the exhaust fans replaced. Council Member Nussbaum seconded this motion. Motion carried.

Darius had a quote of \$2,159.00 to remove the old units and replace with one unit the shop heater in the maintenance shop; it had quite working last winter. Council Member Stoner moved to replace the shop heater. Council Member Nussbaum seconded this motion. Motion carried.

Darius reported that he has had several people inquire about town clean up. Darius would like to do it starting on the 15th of May through the first week in June. We ask that you put the stuff in front of your house by the street and it will be picked up on Mondays and Thursdays. We will not pick up tires, batteries, oil, paint, pesticides, refrigerators, freezers, or air conditioners.

Utility Board Report:

Council Member Humphrey reported that the utility board was presented with the 2017/ 2018 fiscal year budget. Utility board Representative Humphrey reported that it is the recommendation of the utility board that the council pass this budget. Council Member Humphrey moved to pass the 2017/2018 Fiscal Year Budget for the Burns Utility Board. Council Member Stoner seconded this motion. Motion carried.

Utility Board Representative Humphrey reported that the board will be getting well A-3 redrilled and will be applying for funding through SLIB; the utility board will be setting up a workshop in the near future to get started on this.

Clerks Report:

Town Clerk Toni McNamar provided the council with the names of those who would be working the Town election; Alan McDonald, Jeri Humphrey, Susan Mills, and Toni McNamar will be the judges for the election. Alan McDonald, Jeri Humphrey, Jan Gray, and Toni McNamar will be the canvassing board following the election.

Mayors Report:

Mayor Bartels reported that we had received no bids for the property at First Street and Main Street. The property will no longer be available for sale. The Council was in agreement.

Mayor Bartels reported that we had received a quote to redo the sidewalk in front of Town Hall leading to the main entrance and also sidewalk on the south side of the building as the air conditioning units were set on our current sidewalk. The quote for doing this was \$4,110.00 and they will be starting at the end of the month.

Mayor Bartels read a letter of resignation from our Fire Marshalls Phil Oakes and John Narva. Phil will be moving to Florida and John is relocating to another location. Mayor Bartels thanked them for their service and appointed Harvey Humphrey to the position until the end of his term.

Mayor Bartels had the new lease from the Burns Café to begin on June 1, 2017 and go through May 31, 2018. The new rental amount is \$721 per month. Jodee Kadous reported that all is going well.

Mayor Bartels had received quotes for new signs for the town buildings, the council agreed to table this at this time.

Council Reports:

Council Member Humphrey reported that he has someone coming to trim trees in Liberty Park getting it ready to start construction. The cost for doing this will be between \$14,000 and 15,000 and they may be starting later this week. Council Member Humphrey moved to get the trees removed with 6th Penny funding that is designated for Liberty Park. Council Member Stoner seconded this motion. Motion carried.

Council Member Humphrey reported that we had collected \$640,000 from the 2012 Sixth Penny Tax for Liberty Park. Work will be starting this summer on Liberty Park. We had not been charged for our previous engineering. The proposal for engineering is for \$70,600.00 this will include civil engineering, structural engineering, electrical engineering, Sawyer Landscaping engineering. Council Member Humphrey moved to accept this proposal for engineering. Council Member Stoner seconded this motion. Motion carried. Mayor Bartels will sign the agreement.

Council Member Nussbaum reported that the Arbor Day tree will be planted on Thursday at 10 am on the east side of the Main Street Park. Council Member Nussbaum reported that the flowers will be planted soon and that she has been working on the wall in the Main Street Park...

Council Member Bastian was absent from this meeting. .

Council Member Stoner reported that people are racing down Second Street once again and need to slow down.

Council Member Stoner reported that he has been trying to get quotes for putting sprinkler and sod south of the Burns Plex to make a soccer field. He has received one quote of \$60,000. Town Clerk Toni McNamar reported that after the fiscal year begins we can put it out for bids if we need to.

Old Business:

The council was present with second reading of Ordinance 18A.41 Fiscal Year Budget 2017/2018 Annual Appropriations. Council Member Humphrey moved to approve second reading of Ordinance 18A.41 by title only. Council Member Nussbaum seconded this motion. Motion carried

New Business:

The Council was presented with First Reading of Ordinance 10D.04 Titled Cemetery. This Ordinance will repeal Ordinances 10D.02, 10D.03 and 10D.03 (a). The Ordinance updates some of the cemetery rules and pricing. Council Member Humphrey moved to approve first reading of Ordinance 10D.04 by title only. Council Member Stoner seconded this motion. Motion carried.

Announcements

May 29 th	Town Offices Closed Memorial Day
June 6 th	Town Hall Closed
June 9 th	town Hall closed – Payroll Law Training Cheyenne
June 12 th	6 pm Utility Board meeting 7 pm Council Meeting. Swearing in of new Council Members..

Town Clean up will be from May 15th – June 9th. Please place items in front of your house along street and they will be picked up on Mondays and Thursdays. We will not pick up tires, batteries, oil, paint, pesticides, refrigerators, freezers, or air conditioners. .

At 8:12 pm Council Member Nussbaum moved to adjourn. The next meeting of the Burns Town Council is scheduled for June 12, 2017 at 7 pm.

Mayor Ralph Bartels

Attest:

Town Clerk Toni McNamar

Town Mayor and Council

Ralph Bartels	Mayor	307-631-5077 reigbartels@yahoo.com
Harvey Humphrey	Mayor Pro tem, Parks and Recreation Safety, Utility Board Representative.	307-547-3545 july2011@rtconnect.net
Betty Nussbaum	Senior Liaison Town Horticulturist	307-547-2605
Dennis Bastian	Cemetery Board Ambulance Liaison	307-547-3848 dennis.bastian@draircraft.com
Rocky Stoner	Streets and Alleys Emergency Management Contact	307-421-9756
John Narva	Fire Marshall	
Phil Oakes		
Brenda Long	Youth League Coordinator	307-547-3865

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
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