

Burns Town Council Meeting
November 13, 2017

The Burns Town Council met in regular session on November 13,, 2017. Members present were Mayor Ralph Bartels, Council Members Judy Johnstone, Betty Nussbaum, Dennis Bastian, and Rocky Stoner. Also present were Town Clerk Toni McNamar, Town Maintenance Darius Mandel, Jeff Bartels with Burns EMS, Amy with the Pine Bluffs Post, and Commissioner Linda Heath;

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:

October 9, 2017 Council Meeting Minutes

Town Vouchers

Town Treasurers Report

Utility Vouchers

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

Public Comment:

Commissioner Heath reported that Rob Cleveland who was the EMA Manager for Laramie County passed away. Services will be held at the Civic Center in Cheyenne on Saturday the 18th of November at 2 pm. A fund for firefighters at LCCC has been set up. Donations can be made to the animal shelter or a charity of your choice.

Agenda Request:

Mayor Bartels reported that Glen Crumpton had spoken with the Utility Board regarding putting additional communication equipment on the A-6 water tower to help improve emergency communications between the Burns and Albin area. He will be working with the town maintenance department on this.

Maintenance Report:

The maintenance report was reviewed. All exit lights and firelights in the Burns-Plex have been fixed. There are still lights to update at the Community Center. Darius reported that the 855 tractor was unable to be fixed. Darius had the following quotes for a replacement tractor:

- John Deere 25 hp, with bush hog, scraper box, bucket on front and scraper blade for \$19,454.00
- Kubota 26 hp with bush hog, scraper box, and bucket on front for \$20,685.00.

Council Member Johnstone moved to purchase the John Deere with needed attachments, not to exceed \$25,000.00 to be paid for with funding from the Elevation Mapping and Drainage Account. Council Member Bastian seconded this motion. Motion carried.

Darius reported that the parks have been winterized, and are locked for the winter.

Utility Board Report:

Council Member Johnstone reported that Board President Matt Fields had resigned from the Burns Utility Board, as he will be moving.

There is an open position on the Burns Utility Board anyone interested may contact the Burns Town Hall at 547-2206. Candidates must have lived in the Town of Burns for five years and have previous business experience.

Ambulance Board Report:

Jeff Bartels reported that there were a total of 10 calls: 5 responded to and 2 transports. On December 16th from 6 to 9 pm Burns Ambulance Service will be hosting a Chile Cook Off. You may bring your Chile to be in the contest. For \$4 you will receive a bowl of chili, a salad and cinnamon roll.

Jeff reported that we are still moving forward with the billing process. There was more documentation that needed to be turned into the billing service.

Jeff reported that the SOP's are in order. They will allow select officers to have lights and sirens on their vehicle. Toni reminded Jeff that in order for them to do this they must have approval from their insurance company and this documentation must be on file at the town hall prior to them being able to get them installed... This needs to be clearly stated in the SOP's. Council Member Johnstone reported that the council needs to see the SOPs with all required information in them before they can approve them.

Jeff presented the Council with an application for a new EMT on the Burns Ambulance Service, her name is Jillian Vaudrin and she lives in Cheyenne, She is planning on staying out here on weekends at other ambulance personnel houses to run with our ambulance. Council Member Bastian moved to accept her on the Burns Ambulance Service. Council Member Johnstone seconded this motion. Motion carried.

Council Member Johnstone inquired as to if it would be beneficial to have sleeping quarters in the ambulance building. Jeff reported not at this time. Toni reported that we had spoke with the Fire Marshall about this at one point and to do this we have many requirements to meet, including an additional access to the outside from the sleeping quarters.

Jeff reported that as of January 1 Jenny will be stepping down as Assistant Supervisor; however she will still be on the service. Jeff Bartels will remain Supervisor, Jolene will be Assistant Supervisors and Linda Kelly will be supply officer.

In January Jeff and Jolene will start on their Class A EMT certification at the college, Jeff does not know the cost of this class as of yet. Jeff reported that they would like help paying for this class from the town if possible.

Mayors Report:

Mayor Bartels reported that he will need an executive session at the end of the meeting.

Mayor Bartels read a thank you to the Town of Burns for the use of the Burns-Plex facility for Zane Pavalica service.

Council Reports:

Council Member Johnstone had nothing to report.

Council Member Nussbaum reported.

Council Member Bastian had nothing to report.

Council Member Stoner had nothing to report.

Old Business:

The A-7 well project is complete. This project was funded by WWDC: 67% grant and 33% loan. The town has to pay back the 33% loan, which is \$317,199.34. This money will be paid back in one lump sum from the 2008 6th Penny water/well account. Council Member Johnstone moved to pay the WWDC loan back in one lump sum, to save on interest. Council Member Bastian seconded this motion. Motion carried.

New Business:

The council was presented with a quote for \$1,920.00 for the screen and refinish of north gym floor with 2 coats of finish; this will be done prior to December. Council Member Johnstone moved to approve the screen and refinish of the north gym floor. Council Member Stoner seconded this motion. Motion carried.

The council was also presented with a quote for the sanding down and refinishing of both gym floors to be done in April for the cost of \$18,755.00. Council Member Johnstone moved to get the floors sanded down and refinished by J & J Floors in April. Council Member Stoner seconded this motion. Motion carried.

AT 7:40 pm Council Member Johnstone moved to go into executive session to discuss personnel. Council Member Stoner seconded this motion. Motion carried.

At 8:13 pm the council came out of executive session.

Council Member Johnstone moved to pay the three town employees a bonus of \$500 each to be paid the first pay period in December. Council Member Bastian seconded this motion. Motion carried.

Council Member Johnstone moved in give a 3% pay increase to Toni McNamar and Darius Mandel to be effective the First pay period in January 2018. Council Member Bastian seconded this motion. Motion carried.

Announcements

- November 18th 9 – 3pm Craft show south gym Burns-Plex
- 11 – 2 pm Free Thanksgiving Dinner provided by blessed Hope Baptist
- November 23rd – 24th Town Offices Closed
- December 11th 6 pm Utility Board Meeting
- 7 pm council Meeting
- December 16th 6 pm- 9 pm chili cook off sponsored by Burns Ambulance at Ambulance building

At 8:15 pm Council Member Bastian moved to adjourn. The next meeting of the Burns Town Council is scheduled for December 11th at 7 pm.

Mayor Ralph Bartels

Attest:

Town Clerk Toni McNamar

Town Mayor and Council

Ralph Bartels	Mayor	307-631-5077 reigbartels@yahoo.com
Judy Johnstone	Mayor Pro tem, Utility Board Representative.	307-547-3637
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
Harvey Humphrey	Fire Marshall	307-547-3545
Brenda Long	Youth League Coordinator	307-547-3865

Utility Board Members

Matt Fields	President	307-630-2558
Ralph Bartels	Board Member	307-631-5077
Judy Johnstone	Board Member	307-630-7305
Dennis Bastian	Board Member	307-547-3848
Jim Clark	Board Member	307-630-6305

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