

Burns Town Council

April 8, 2019

The Burns Town Council met in regular session on April 8, 2019. Members present were Mayor Ralph Bartels, Council Members Rocky Stoner, Dennis Bastian, Betty Nussbaum, and Judy Johnstone. Also present was Town clerk Toni McNamar, Town Maintenance Darius Mandel, Les Heywood, Larry Johnston, Emily Sto-jak with Laramie County Sheriffs Dept, Jeanine West with Emergency Management, Commissioner Linda Heath, and Jeff Bartels with Burns EMS.

Mayor Bartels called the meeting to order at 7:03 pm and the pledge of allegiance was preformed. Members present were informed the meeting was being recorded.

Consent Agenda

Council Member Johnstone moved to approve the consent agenda: consisting of March 11, 2019 minutes, March 25, 2019 minutes, treasurer's report, town vouchers, and utility vouchers. Council Member Bastian seconded this motion. Motion carried.

Burns insurance agency was present to provide the council with the 2019/2020 property insurance quote. The policy does not include Liberty Park as this part of the policy is still being worked on. Council Member Johnstone moved to approve the 2019/2020 property insurance policy renewal in the amount of \$15,391.00. Council Member Bastian seconded this motion. Motion carried.

Jeanine West from Emergency Management was present to discuss the survey that Homeland Security has sent out for each town to complete. They will send people to Burns in July to help with the survey.

Jeanine reported that the Town of Burns needs to develop a Continuity of Operations; Emergency Management will work on this with the town.

Jeanine reported that they will be working on updating the Emergency Management Plan.

Building Permits

The council was presented with a building permit for 206 Antelope Ave for a mobile home, garage, and RV parking pad. The building permit also requested a variance on the front of the property from the required 30 feet to 15 feet. Larry Johnston, the property owner reported that the request was due to the fact that nearly half of his lot could not be used if he had to meet the 30 foot setback.

Council Member Stoner moved to approve the building permit for 206 antelope Ave. Council Member Johnstone seconded this motion. Motion carried.

Council Member Stoner moved to approve requested variance for a 15 foot front set back instead of the standard 30 foot setback. Council Member Johnstone seconded this motion, with the understanding that he will abide by the 6 foot side and back setbacks. Motion carried.

Les Heywood was present to request a variance on lots purchased on north Main Street. He purchased 9 twenty five foot lots (lots 17 – 25 in block 26) Mr. Heywood would like to make these lots the standard 75 foot wide lots by combining lots 17, 18, & 19: lots 20, 21, &22: and lots 23, 24, & 25 into 3 lots. Council Member Stoner moved to grant variance as describe above. Council Member Bastian seconded this motion. Motion carried.

Sheriff's Department Report – None

Burns Youth League Report – None

Ambulance Board Report

Jeff Bartels reported that there were a total of 16 calls with 7 responses, 5 refusals. Jeff reported that the ambulance had its inspection from the state and it passed with 100%. Jeff reported that the cardiac monitors need calabrated at a cost of \$300; he is trying to get funding from the Joint Powers Board for this. Jeff reported that he is trying to get funding to replace the cot batteries.

Jeff reported that he had discussed with his EMTs of possible ways to get funding so that the EMTS can be paid for responding to calls. One of the suggestions was to add a fee of \$2 to \$3 to utility bills then when the ambulance responded to you, you would not be charged; they also suggested a yearly fee for those outside of the town of Burns, if people agreed to pay this they would not be charged by the Burns Ambulance Service. Town Clerk Toni McNamar reported that you cannot charge for a service, you cannot guarantee that the Burns Ambulance will show up when needed. Council Member Bastian can see this being an issue.

Jeff reported that Burns EMS will be offering public education starting this summer.

Jeff Bartels feels that the ambulance facility is compliant for sleeping quarters; if this was the case then EMTs could spend nights there and have a quick response to calls. Jeff Bartels is checking into this. Jeff reported that he has been encouraging EMTs to spend more time at the station.

Utility Board Report:

Council Member Johnstone reported that the utility board will be working on updating the utility sign up form and including the utility ordinance with this form when individuals sign up for service..

Council Member Johnstone reported that the utility board had received easement documents of the sewer line project and recommended they is sent to the council for approval.

Council Member Johnstone moved to approve easement documents pending legal review. Council Member Bastian seconded this motion. Motion carried.

Maintenance Report

The maintenance report was reviewed Darius thanked Jeff Bartels and Jeff Appleman for their assistance with removing snow after the storm last month and inquired as to if the town could pay their utility bill for a month or something like that. The council feels that they should do more than one month.

Council Member Johnstone moved to pay utility bills for Jeff Bartels and Jeff Appleman for three months. Council member Stoner seconded this motion. Motion carried.

Clerks Report

Toni McNamar requested permission to purchase additional card keys for the door locks. Council Member Stoner moved to allow Toni to purchase more card keys. Council Member Johnstone seconded this motion. Motion carried.

Mayors Report

Mayor Bartels reported that the Town is being audited by the state and that they do not like our short second meeting of the month that we have to pay the bills. They feel that it is too short. They had suggested using blanket vouchers; the council feels that this will set us up for other issues.

Mayor Bartels requested permission to attend the WAM conference in June and asked if any of the other council would like to attend. Council was in agreement for Mayor Bartels to attend.

Mayor Bartels reported that Randy Bastian had been the representative for the town of Burns on the Visit Cheyenne Board; she can no longer hold this position and Mayor Bartels would like to appoint Jody Johnstone to this board.

Council Reports

Council Member Johnstone requested permission from the council to serve on the WAMJPIC Board. The council was in agreement for her to be on this board.

Council Member Nussbaum requested \$700 to plant the planters on Main Street. Toni requested that people turn in receipts after they purchase the flowers. Council Member Stoner moved to give the \$700 for flowers for the Main Street planters and to take it out of the Streets and Alley account and those receipts must be turned into town hall. Council Member Bastian seconded this motion. Motion carried.

Council Member Bastian had nothing to report

Council Member Stoner had nothing to report

New Business

The council was presented with first reading of Ordinance 18A.43 Fiscal Year Budget 2019/2020 Annual Appropriations. Council Member Johnstone moved to approve first reading of Ordinance 18A.43 by title only. Council Member Stoner seconded this motion. Motion carried.

Commissioner Heath spoke about the storm last month and issue that the county dealt with. She also reported on road damage due to the oil trucks that will be repaired.

At 8:43 council Member Stoner moved to adjourn. The next meeting of the Burns town council will be on May 13, 2019 at 7 pm.

Announcements

- April 19th Town Office closed
- April 22nd 1 pm Meeting to pay vouchers
- April 24th Last date to take nomination application for council and mayor position.
- May 13th 6 pm Utility board Meeting
7 pm council Meeting
- May 14th Town election 7 am – 7 pm

Mayor Ralph Bartels

Attest:

Town Clerk Toni McNamar

Town Mayor and Council

Ralph Bartels Mayor 307-631-5077
rejgbartels@yahoo.com

Judy Johnstone Mayor Pro tem, 307-547-3637
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

Rocky Stoner Streets and Alleys 307-421-9756
Emergency Management Contact

Harvey Humphrey Fire Marshall 307-547-3545

Brenda Long Youth League Coordinator 307-547-3865

Utility Board Members

Jim Clark Board President 307-630-6305

Ralph Bartels Board Member 307-631-5077

Judy Johnstone Board Member 307-630-7305

Dennis Bastian Board Member 307-547-3848

Jeff Appleman Board Member 307-275-2772

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 7:00 am – 4pm
Fridays by appointment