

Town of Burns
February 11, 2019
Council Meeting Minutes

The Burns Town council met in regular session on February 11, 2019. Members present were Mayor Ralph Bartels, Council Members Dennis Bastian, Betty Nussbaum, and Judy Johnstone. Council Member Rocky Stoner was absent from this meeting. Also present was Town Clerk Toni McNamar, Town Maintenance Ted Kellner, and Jeff Bartels with Burns EMS.

At 7:00 pm Mayor Bartels called the meeting to order and the Pledge of Allegiance was performed. Those present were informed the meeting was being recorded.

Consent Agenda;

Council Member Johnstone moved to approve the consent agenda, consisting of: the minutes from the January 14, 2019 meeting minutes, the January 28, 2019 meeting minutes, treasurer's report, town Vouchers, and utility board vouchers. Council Member Bastian seconded this motion. Motion carried.

Maintenance Report:

The maintenance report was reviewed. Ted Kellner reported that Toni and he had submitted a grant to LCSD#2 Recreation. Ted would like to see the playground be resurfaced with rubber matting, new equipment, and sod. Ted reported that he had come up with an estimate of \$33,000 for equipment but was still waiting on a couple of quotes for additional equipment. The matting for the playground would be around \$100,000, there would be cost for removing current equipment and dirt. There is money in the Burns -Plex account that could be used for this project if the council was in agreement to proceed with it. Council Member Bastian moved to allow Ted and Toni to continue with gathering prices and information for the playground. Council Member Johnstone seconded this motion. Motion carried.

Burns Youth League:

Toni reported that basketball season is nearly over, once basketball season is over Brenda Long will no longer be the youth coordinator. Heaven Appleman will take over spring soccer and then after that we are not sure who will take over the youth sports program.

Ambulance Report:

Jeff Bartels reported that there were a total of 10 calls and Burns EMS responded to 4 calls. Jeff will be attending the Joint Powers meeting on Tuesday and discussing allowing Burns EMS to do transport from out here. The Council is trying to figure ways to get better responses to calls. Council Member Bastian had brought up paying the EMTs for calls responded to at the previous meeting. Council member Bastian had suggested paying the EMTs but Toni McNamar reported that she does not think that will help response during the

day as people are not going to quit their jobs to answer and ambulance call for a small fee. We have not received any money from billing. Jeff will talk to his EMTs regarding if we get funding from our billing we could possibly pay them, and see if this makes any difference in responses.

Council Member Johnstone reported that Burns is putting out lots of money to keep the ambulance going and it covers a much larger area than just Burns. There may come a time that the town can no longer subsidize the ambulance service any longer. We need to consider the economics of having the ambulance.

Jeff reported that he has received the 2019 billing schedule from the billing company and will be filling out the paperwork sent.

Council Member Johnstone suggested that if people don't pay that they are turned over to collections. Toni inquired as to if it cost to turn people over to collections. Jeff will be finding this out.

Utility Board Report:

Utility Board Representative Johnstone reported that there was discussion on using SLIB funding for additional work that needs done to the chlorination building. Johnstone will have the required paperwork ready for submission to SLIB at the next council meeting.

Clerks Report:

Town Clerk Toni McNamar inquired as to if the council would like to have a budget work session. The council would like Toni to have budget numbers to present them with at the next meeting and then we can plan to have first reading in April.

Mayors Report:

Mayor Bartels had nothing to report.

Council Reports:

Council Member Johnstone reported next week is the WAM conference in Cheyenne.

Council Member Nussbaum had nothing to report.

Council Member Bastian had nothing to report.

Council Member Stoner was absent from this meeting.

New Business:

The council was presented with the rental agreement for Brenda Long. The only change on the agreement was an increase in rental fees from 0.32 to 0.33 per square foot. Council

Member Johnstone moved to approve the new rental agreement. Council Member Bastian seconded this motion. Motion carried.

Council Member Johnstone moved to designate Wyoming Bank and Trust as the depository for the Town of Burns. Council Member Bastian seconded this motion. Motion carried.

Council Member Johnstone moved to designate WYO-STAR as the depository of reserve funds for the Town of Burns. Council Member Bastian seconded this motion. Motion carried.

The Council was present with an Investment Policy for the Town of Burns, which is a requirement. Council Member Johnstone moved to adopt the investment policy for the Town of Burns. Council Member Bastian seconded this motion. Motion carried.

The Council was presented with a Reimbursement Policy for the Town of Burns, the policy will follow the up to date information on the GSA website. Council Member Johnstone moved to adopt the Reimbursement Policy for the Town of Burns. Council Member Bastian seconded this motion. Motion carried.

Council Member Johnstone moved to adopt a Credit card policy for the town of Burns. Council Member Bastian seconded this motion. Motion carried.

There have been lots of issues with the heating at the Community Center. The council was presented with a bid to replace the outdated heating system in the Community Center. The bid was from Precision Automation in the amount of \$18,739.00. This project will be completed with SLIB funding. Council Member Johnstone will have the resolution and any necessary paperwork ready to be approved at the March council meeting. The paperwork will need to be into Sandra Newland by March 27th. Council Member Johnstone moved to proceed with the Community Center heating replacement. Council Member Bastian seconded this motion. Motion carried.

Adjourn:

At 8:00 pm Council Member Bastian moved to adjourn. The next meeting will be March 11th at 7 pm.

Announcements:

- February 18th Town Offices closed
- February 21st & 22nd WAM conference Cheyenne
- February 25th 1 pm council meeting to pay bills
- March 11th 6 pm Utility Board Meeting
7 pm council meeting
- March 15th start taking nominations for Council and Mayor Positions:

- 2 council positions each for a 4 year term
- Mayors position for a 2 year Term

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

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	7:30 am – 4pm
	Fridays	7:30am – 12:30 pm