

Burns Town Council
October 14, 2019

The Burns Town Council met in regular session on October 14 2019. Members present were Mayor Jim Clark, Council Members Dennis Bastian, Jeff Appleman, Craig McPhie, and Judy Johnstone. Also present was Town Clerk Toni McNamar, Town Maintenance Ted Kellner and Darius Mandel, Jeff Bartels with Burns EMS, Scott Cowley with AVI, Tom Martin, Town Attorney Greg Hacker, and Deputy Sto-Jak with Laramie County Sheriff's Department.

Mayor Jim Clark called the meeting to order and the Pledge of Allegiance was performed. Members present were informed the meeting was being recorded.

Consent Agenda:

Council Member Johnstone moved to approve the consent agenda consisting of September 9th and 23rd Council Meeting minutes, Town Treasurers report, and the town and utility vouchers. Council Member Bastian seconded this motion. Motion carried.

Agenda Requests:

Tom Martin was present to discuss the possibility of moving a modular into Pauli Addition. He provided the council with pictures of the Manufactured home which they plan to put on a permanent foundation and build a garage on to the structure. Tom Martin reported that he was told that there could only be new builds on this property but he was currently talking to Bud Pauli regarding this. Mayor Clark reported that there is an ordinance regarding mobile homes more than 10 years old but since this was a manufactured home it did not apply. It is a 28ft x 60 ft 1998 manufactured home. Mayor Clark reported as long as Harry Pauli agrees to this the town has no reason to deny this. Pauli addition has its own convenience they will need to get a building permit with the appropriate setbacks. Ted Kellner requested that they pay attention to drainage when they are building.

Policy and Procedures:

The Council was presented with the Personnel Policy for the Town of Burns Resolution 10-14-19-01. Council Member Johnstone explained changes made to the Personnel Policy. Council Member Bastian moved to approve Resolution 10-14-19-01. Council Member McPhie seconded this motion. Motion carried.

Building Permit:

The Council was presented with a building permit for 108 S Luther RT Communications will be building a 16 x30 x12 building inside of their fenced area. Council Member Bastian moved to approve the building permit for 108 s Luther Ave. Council Member Appleman seconded this motion. Motion carried.

The council was presented with a building permit for 104 S Wyoming Ave for a 40ft x 40ft building. Council Member Bastian moved to approve the building permit for 104 S Wyoming Ave. Council Member McPhie seconded this motion. Motion carried.

Ambulance Report:

Jeff Bartels reported there was a total of 14 calls; 3 stand bys, 10 no response, and 1 transport. Jeff reported that they are still working on SOP's they had sent to the state and the state was not happy with them once they are complete they will be sent to the state for recommendations. Jeff reported that they had participated in a training call with High West Energy which went very well.

Jeff reported that a group has been formed to discuss issues with ambulance response in rural area and they would like to attend the meeting on the 28th of October to speak with the Council for 20 to 30 minutes. The modems for communication need updated but Jeff believes that the Joint Powers Board will pay for this.

Sheriff's Department Report:

Deputy Sto-Jak reported that there is an issue with dogs running at large in town. Some of the dogs appear to be vicious. Deputy Sto-Jak asked the council if they could put a letter out to see if this can be addressed.

Maintenance Report:

Ted Kellner reported that he would like to purchase a 14 foot dump trailer and the utility board has agreed to pay half of the cost. Ted does not yet have the cost of the dump trailer but hopes to have it by the next meeting on the 28th of October. Toni will email price to everyone as soon as we get it. Council Member Johnstone reported that the utility board has agreed to pay half of the dump trailer cost once we have a cost. Council Member Bastian suggested tabling this until the next meeting. The council was in agreement.

Darius reported that the sprinklers have been blown out. The maintenance report was reviewed.

Utility Board Report:

Council Member Johnstone reported that the utility board had discussed the dump trailer and Development Standards.

Mayors Report:

Mayor Clark reported that we had received a quote from Simpson Electric to purchase new fire exit lights to replace the ones that are not working. The quote was only for materials and not installation. Materials were \$1375.00. Council Member Bastian moved to accept the bid for materials to fix the fire exit lights. Council Member Appleman seconded this motion. Motion carried. We will request a bid for the installation of these lights.

Mayor Clark reported that he has noticed since he has been around town hall more all that the youth coordinator does and then he seen what we pay her. He recommends that we give that position a pay increase. Mayor Clark reported that we currently pay \$100 a month. Council Member Bastian moved we increase the youth coordinator pay to \$250 a month. Council Member McPhie seconded this motion. Motion carried.

Mayor Clark reported that we will be having a Christmas Party on Dec 13th at Sanford's for town employees, council, and utility board members. The employees have been selling scrap metal to have this party.

Mayor Clark thanked Judy and Toni for the work they put into getting the audit done. Mayor Clark thanked Brian Loveland for the grading he has done for the town.

Mayor Clark reported that we have a back up operator that needs new prescription safety glasses and he feels that we should purchase them for her since they have purchased safety glasses for Darius in the past. Council Member Bastian moved to purchase these glasses for Toni. Council Member Johnstone seconded this motion. Motion carried. .

Mayor Clark reported that there are roof leaks in the hallway of the north building it is due to the fact that the entire roof was not done when roof was done. Council seemed surprised by this. Mayor Clark reported that he had looked at the bid and what was done was what the council had requested. The council had requested to only do the roof area over the four classrooms and bathrooms. The council feels that we should have the people that done the roof come back and see if they had done it correctly. Mayor Clark reported that he has already had them back and it is correct. The council asked Mayor Clark to get a bid from Weather craft Roofing to do the part of the roof that has not been done.

Council Members reports:

Judy Johntone had nothing to report.

Council Member McPhie had nothing to report.

Council Member Bastian had nothing to report.

Council Member Appleman had nothing to report.

Old Business:

Council Member Johnstone reported that at the Utility Board meeting the board had discussed the Development Standards and would like to recommend to the council that we ask AVI to start work on our Development Standards with a budget of \$30,000. Scott Cowley would like to have a meeting outside of the utility board meeting and Council meeting prior to starting this process. Council Member Bastian moved to have AVI start the creation f the

Development standards for the town of Burns with a budget of \$30,000. Council Member Johnstone seconded this motion. Motion carried. The council feels that it may be a several phase project. Council Member McPhie does not want the council planning for additional phases until we see where we are with this process.

New Business:

Council Member Appleman feels that we need to start looking into repairs to the paved streets. They are not bad yet but will be getting worse through the winter. Mayor Clark reported that he had spoke with the school about adjusting their sprinklers not to water on the street all the time. Council Member Johnstone reported that we do not have a lot of funding for streets and suggests that we request money for street repairs on the next 6th Penny.

Announcements:

October 28 th	5:30 pm council meeting
November 9 th	9 am – 2 pm Craft Show 11 am blessed Hope thanksgiving dinner
November 11 th	Office Closed
November 12 th	6 pm Utility Board meeting 7 pm council meeting

ALL DOGS IN THE TOWN MUST BE IN A YARD OR ON A LEASH. DOGS ARE NOT TO RUN AROUND TOWN FREELY

At 8:22 Council Member Appleman moved to adjourn. The next meeting will be on October 28th at 5:30 pm

Mayor James Clark

Attest:

Town Clerk Toni McNamar

Town Mayor and Council

James F Clark	Mayor	307-630-6305
	jclarkburns@outlook.com	
Judy Johnstone	Mayor Pro tem, Utility Board Representative	307-547-3637
Craig McPhie	Streets and Alleys	307-214-4419
Dennis Bastian	Cemetery Board	307-547-3848

