

Burns Town Council

February 10, 2020

The Burns Town Council met in regular session on February 10, 2020. Members present were Mayor James Clark, Council Members Jeff Appleman, Dennis Bastian, Craig McPhie, and Judy Johnstone. Also present was Town Clerk Toni McNamar, Town Maintenance Darius Mandel, Victoria Smithey with the Pine Bluffs Post, Jeff Bartels and Cassandra Morris with Burns EMS, Robert Gaskin s with Laramie County sheriff's Department, and Trevor and Kayla Madler.

At 7:09 pm Mayor Clark 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 13, 2020 meeting, the minutes of the January 27, 2020 meeting, the Treasurers Report, and Vouchers. Council Member Bastian seconded this motion. Motion carried.

Agenda Requests:

Trevor and Kayla Madler were present to discuss the options of renting a space for chiropractic and acupuncture one to two days a week. Kayla reported that they were interested in renting the first room in the southwest corner of the north building and possibly growing into the second room there. Kayla also inquired about the meeting room at he south east end of the building. The council does not want to rent this room as we use it for meetings and rent it out to other organizations for meetings. They will begin renting the room the first of March at 0.33 a square foot.

Building Permits:

The council was presented with a building permit for a modular and garage at 151 N Main Street. The council had previously approved the modular that would be coming in. Council Member Johnstone moved to approve the building permit. Council Member McPhie seconded this motion. Motion carried.

The council was presented with a building permit for a deck at 415 E Second Street. Darius had looked at this permit and reported that it was good. Council Member Bastian moved to approve the building permit for a deck at 415 E Second Street. Council M ember Appleman seconded this motion. Motion carried.

Ambulance Report:

Jeff Bartels reported that in January there was a total of 22 calls, Burns EMS responded to 9 of these calls. Jeff reported that the SOP's had been approved and they are finishing up

some editing. Jeff reported that POV letters are coming in from insurance companies. Jeff will put these in the individual's files and a copy at the town hall. Jeff reported in April they will be having an Emergency Vehicle Operations and Control class.

The Joint Powers board has a \$5,000 grant to do an EMS assessment in Eastern Laramie County, Jeff is currently working on this paperwork.

Sheriffs Department Report:

Gaskins reported that they are trying to get some evening coverage in the Burns area.

Maintenance Report:

The maintenance report was reviewed. Darius reported that the motor grader needs repairs and he is waiting for someone to come out.

Darius had a quote from Precision Automation and Town and Country Plumbing to get the boiler system in the north building up and working properly. the quote was for \$33,975.00. Council Member Johnstone moved to go forward with the necessary repairs and upgrade. Council Member Appleman seconded this motion. Motion carried.

Utility Board Report:

Utility Board Representative Johnstone reported that the Utility Board met with AVI regarding the initial task of a Developmental Plan for the Town of Burns.

Mayor's Report:

Mayor Clark reported requested that we put the towns property insurance out for bids.

Mayor Clark presented the council with pictures of the interior wall in the entry way where moisture is getting in and dissolving the wall away. It is due to the space between the sidewalk and the building and the way the rain gutters drain. Council Member Appleman feels that it should be sealed for now. Council Member Bastian will look at it, this will be revisited at the next meeting.

Mayor Clark would like permission to purchase a stove, deep fryer, and stainless-steel prep tables for the café area. He has had a couple inquires about this area and feels that if the Town had the major equipment in the café then the people that rented it would provide their dishes and cooking needs. Over the years everything has been taken out and for someone to come in and start up they must bring everything. Town clerk Toni McNamar reported that another suggestion would be that we charge a set amount for rental and not a square footage amount. Keep it low so that the individual can succeed at it and provide a service to the people of Burns.

Mayor Clark requested permission to use \$6,000 to purchase a stove, deep fryer and other equipment that he could purchase with this amount of money. Council Member Appleman moved to allow Mayor Clark up to \$6,000 to purchase equipment for the café area. Council Member Johnstone seconded this motion. Motion carried.

Council Reports:

Council Member Johnstone 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.

New Business:

Mayor Clark reported that he had received two cleaning bids. The bids were as follows: Shawntelle Young \$775.00. and Jodie Saukerson \$950.00. There was discussion on the bids. Council member Appleman moved to accept the bid from Jodie Saukerson, she has done this for the town for several years and seems to do a good job. Council Member McPhie seconded this motion. Motion carried.

Mayor Clark asked the Council if we could let the cleaning bid be for a longer time, rather than every year. The council wants to keep it as a yearly bid.

Announcements:

February 17 th	Town Offices Closed
February 24 th	5:30 pm council Meeting
March 9 th	6 pm utility Board meeting
	7 pm council Meeting

Adjournment:

At 8:11 pm Council Member Appleman moved to adjourn. The next meeting of the Burns Town council will be February 24th at 5:30 pm.

Mayor James F 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 Ambulance Liaison	307-547-3848 dennis.bastian@draircraft.com
Jeff Appleman	Council Member	307-275-2772
Harvey Humphrey	Fire Marshall	307-547-3545
Heaven Appleman	Youth Coordinator	307-421-1159

Utility Board Members

Judy Johnstone	Board President	307-547-3637
Ralph Bartels	Board Member	307-631-5077
Harvey Humphrey	Board Member	307-547-3545
Jeff Appleman	Board Member	307-275-2772
Vernon Testerman	Board Member	307-701-2331

Town Employees

Toni McNamar	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 - Closed