

## NOTICE OF PROCEDURE

Town of Baggs  
October 13, 2020

- I. Call to Order: The regular meeting of the Baggs Town Council was called to order at 7:00 p.m. by Mayor, AnnaMarie Waldron.
  - A. Roll Call: Council members present were AnnaMarie Waldron, Nathan Habel, Jared Wille, Shan D Ferguson, and Jacob Dana. Employees present were Alyssa VanNorman, Samantha Hardzog, and Alex Foster. Visitors present were Ben Cozzens, Marilyn Caracena, and Rachel McAllister.
  - B. Pledge of Allegiance: The Pledge of Allegiance was led by Mayor Waldron.
- II. Approval of Agenda: Wille moved to approve the agenda as presented, seconded by Habel; motion carried with all voting aye,
- III. Approval of Minutes:
  - A. September 22, 2020 – Regular Meeting: Dana moved to approve the minutes from the September 22, 2020 regular meeting as amended, seconded by Ferguson; motion carried with all voting aye.
- IV. Correspondence:
  - A. Oath of Office: Dana took the oath of office as a council member.
- V. Visitors:
  - A. Linda Fleming – Snake River Press: Linda Fleming was unable to attend.
- VI. Reports:
  - A. Employee Time Sheets: Wille moved to approve the employees time sheets for the pay period September 12 through the October 9, 2020, as presented, seconded by Ferguson; motion carried with all voting aye.
  - B. Water/Sewer/Maintenance Report – September 2020: VanNorman stated that the new filter replacement is completed. They shut down the lagoon discharge due to extremely low pond levels. They are finished with trimming the trees. They got the town hall shop straightened up. The Council and VanNorman discussed the sewer jetter and decided to sell it. VanNorman stated that John Cozzens presented a cost for adding the lift station to their SCADA system so that they will get alarms on their phones for \$2500. Nathan move to allow John Cozzens to add the lift station to their system, seconded by Wille; motion carried with all voting aye. VanNorman stated that they had a complaint about water running down a ditch on Pine Street. It was the service line for North Baggs Water Users, and they finished fixing it this afternoon. Ferguson moved to put the Water/Sewer/Maintenance Report for September 2020 on file, seconded by Dana; motion carried with all voting aye.
  - C. Clerk Report – September 2020: Foster stated that she had received request for police reports on open cases. Wille moved to allow Foster to send the police reports, seconded by Ferguson; motion carried with all voting aye. Habel moved to put the Clerk Report for September 2020 on file, seconded by Ferguson; motion carried with all voting aye.
  - D. Code Enforcer Report – September 2020: Hardzog updated the Council on who she is working on concerning weeds, maintenance of property, and vehicles. Habel moved to accept the Code Enforcer Report for September 2020 on file, seconded by Wille; motion carried with all voting aye.
- VII. Old Business:
  - A. Park Update: Wille had nothing new to report. They are looking for more grants. Mayor Waldron stated that the Carbon County Council of Government are going to discuss hiring a grant writer that will assist the whole county.
  - B. Haunting Drive Thru: VanNorman stated that they had their first meeting in person on Monday, October 12, 2020. It will be Friday, October 30, 2020 from 7:00 p.m. to 11:00 p.m. Mayor Waldron wanted it noted that it is all volunteers and donations.
  - C. Lagoon Fence: Mayor Waldron found out that DEQ do not have fence regulations. She suggested updating the current fence. After some discussion, the Council decided that they wait until the completion of the lagoon project.  
Nick Munzing joined the meeting at 7:33 p.m.
  - D. WYOSTAR: Foster stated that it is an investment account. As far as she could find there has never been a negative. Wille moved to keep the Town's funds in WYOSTAR, seconded by Ferguson; motion carried with all voting aye.

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VIII. New Business:

- A. Bill Presentation: Ferguson moved to accept the bill presentation, paying bills #22224 - 22268 and electronic checks #88392 - 88396, and 99624 - 99625 in the amount of \$76,516.09 seconded by Habel; motion carried with all voting aye.
- B. Zoning Change – Public Hearing
  - a. Lot 29 – Buckskin/Riverview Dr – Industrial to Residential: Mayor Waldron opened the public hearing at 7:47 p.m. Mayor Waldron stated that the Town’s attorney did not recommend the zoning changes. She had talked to business owners and Foster had heard from residents stated their opinions and they all stated that there are open lots available in residential zoning and did not want to lose industrial lots. Mayor Waldron closed the public hearing at 7:54 p.m. Ferguson moved to deny the zoning change, seconded by Habel; motion carried with Habel, Ferguson, and Waldron voting aye and Wille and Dana voting nay.
- C. Site Plan Application:
  - a. Ben Cozzens – Lot 29 Riverview Dr. – House: No need to discuss as the zoning change was denied.
  - b. Michael McAllister – 265 Spruce St – Bathroom Extension: Dana moved to approve Michael McAllister’s site plan, seconded by Wille; motion carried with all aye.  
Rachel McAllister left the meeting at 8:01 p.m.
- D. Sale of Ammunition: Wille moved to sell 20 boxes of 45s for \$350, seconded by Dana; motion carried with all voting aye.  
Nick Munzing left the meeting at 8:28 p.m.
- E. Police Officer Discussion: Marilyn Caracena stated that the Town does need a full time police officer.  
Marilyn Caracena, Samantha Hardzog, and Alyssa VanNorman left the meeting at 8:35 p.m.
- F. Executive Session – Personnel: Habel moved to go into executive session at 8:36 p.m. with Foster, seconded by Ferguson; motion carried with all voting aye. Habel moved to come out of executive session at 9:00 p.m., seconded by Ferguson; motion carried with all voting aye. Habel moved to approve the minutes from the executive session, seconded by Ferguson; motion carried with all voting aye. Mayor Waldron stated that no action was taken in executive session. Habel moved to not hire Josh Cox as a part time police officer, seconded by Dana; motion carried with Habel, Dana, and Waldron voting aye and Ferguson and Wille voting nay.

- IX. Adjournment: Habel moved, at 9:03 p.m., to adjourn the meeting, seconded by Dana; motion carried with all voting aye.

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Mayor

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Clerk