

NOTICE OF PROCEDURE

Town of Baggs
November 24, 2020

Call to Order: The Zoom regular meeting of the Baggs Town Council was called to order at 7:14 p.m. by Mayor, AnnaMarie Waldron.

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. Visitor present was Marilyn Caracena.

Approval of Agenda: Foster asked to have grant request for the Sewer Lagoon Project added under old business. Habel moved to approve agenda as amended, seconded by Ferguson; motion carried with all voting aye.

Approval of Minutes: Ferguson moved to approve the minutes from the November 10, 2020 regular meeting, seconded by Wille; motion carried with all voting aye.

Reports:

Employee Time Sheets: Wille moved to approve the employee time sheets for the pay period November 7 through November 20, 2020, as presented, seconded by Dana; motion carried with all voting aye.

Water/Sewer/Maintenance Oral Report – November 2020: VanNorman stated that WesTech got the call out alarm installed. They are working on the chlorine levels as they had some issues with the chlorine pump. John Cozzens started working on the lift station on Flamingo to get up on SCADA system. Loyd Harrison attended the virtual conference on November 17th and 18th. Wes Lee came to look at the jetter's motor. Wille moved to accept the Water/Sewer/Maintenance Oral Report for November 2020, seconded by Habel; motion carried with all voting aye.

Linda Fleming joined the meeting at 7:18 p.m.

Visitors

Linda Fleming – Snake River Press: Linda Fleming stated that the Snake River Press would like to receive the minutes from the council meeting a couple of days after the meeting instead of after the minutes have been approved.

Linda Fleming left the meeting at 7:25 p.m.

Reports:

Clerk Oral Report – November 2020: Foster asked the Council if they wanted her to send the minutes to the Snake River Press after the meetings. Wille moved to continue sending the approved minutes to the Snake River Press, seconded by Habel; motion carried with all voting aye. Foster stated that they are trying to have everyone wear masks into the town hall. Ferguson moved to accept the Clerk Oral Report for November 2020, seconded by Wille; motion carried with all voting aye.

Code Enforcer Oral Report – November 2020: Hardzog updated the Council on what happened at court. She is now working on getting dogs registered and livestock permits. Habel moved to accept the Code Enforcer Oral Report for November 2020, seconded by Dana; motion carried with all voting aye.

Cash Report – October 2020

Statements of Revenue & Expenditure – October 2020: Wille moved to put on file the Cash Report and Statements of Revenue and Expenditure for October 2020, seconded by Ferguson; motion carried with all voting aye.

Old Business:

2nd Reading - Ordinance #309 Building Permit Fee: Dana moved to approve second reading of Ordinance #309 Building Permit Fee, seconded by Habel; motion carried with all voting aye.

Sewer Lagoon Improvement Project – AML Project No. 71 Grant Request #6 - \$10,767.87: Wille moved to submit AML Project No. 71 Grant Request #6 for \$10,767,87, seconded by Ferguson; motion carried with all voting aye.

New Business:

Bill Presentation: Ferguson moved to accept the bill presentation, paying bills #22314 – 22328 and electronic checks #88375, 88379, 99617, and 99618 in the amount of \$19,885.59, seconded by Wille motion carried with all voting aye.

Gail and Julie Mayer joined the meeting at 7:40 p.m.

Kevin Moser joined the meeting at 7:47 p.m.

Wyoming Rural Water Apprenticeship Program: VanNorman explained that WARWS and Department of Labor have band together to start a Wyoming Rural Water Apprenticeship program. Michelle Christopher stated that employees that will sign up to get into the program, will have online,

NOTICE TO PROCEDURE

Town of Baggs

November 24, 2020

Page 2

books, and hands on to help them get certified. VanNorman stated that it is a two-year course and will cost \$2,000 plus wages, travel time, food, and lodging per person. She also stated that there are grants to help with the cost. The Council asked if Habel could get Christina on so they could ask her questions. Christina Habel joined the meeting at 8:00 p.m. The Council asked if she would be interested in signing up in the program. She stated that she thought it would be a good idea. Ferguson moved to commit to the program, seconded by Dana; motion carried with all voting aye. Christine Habel and Michelle Christopher left the meeting at 8:13 p.m.

Old Business:

Request for Payment of Sewer Line: Mayor Waldron stated that she had talked to Jeff Vandas and he clearly remembers hooking up the sewer to the tap when Glasgow's owned the property in 1996. He sent Mayor Waldron an email to that effect. Kevin Moser stated that the pipe was factory cut 8 inches before the tap but there was no pipe in the tap. Wille moved to not pay for the sewer line as it is no fault of the town as it was done correctly to begin with, seconded by Habel; motion carried with all voting aye. Ferguson asked about if the town needs to report the leak of sewage into the ground. She asked VanNorman to inform DEQ.

Gail Mayer, Julie Mayer, and Kevin Moser left the meeting at 8:39 p.m.

New Business:

Christmas Bonuses: Wille moved to give the employees bonuses as presented including Britteny Foster, seconded by Ferguson; motion carried with all voting aye.

Marilyn Caracena, Alyssa VanNorman, and Samantha Hardzog left the meeting at 8:40 p.m.

Habel moved to go into executive session at 8:40 p.m. with Foster, seconded by Dana; motion carried with all voting aye. Ferguson moved to come out of executive session at 8:49 p.m., seconded by Habel; motion carried with all voting aye. Wille moved to approve the minutes from the executive session, seconded by Habel; motion carried with all voting aye. Mayor Waldron stated that no action was taken in executive session.

Habel moved, at 8:50 p.m., to adjourn the meeting, seconded by Ferguson; motion carried with all voting aye.

Mayor

Clerk