

NOTICE OF PROCEDURE

Town of Baggs

December 8, 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 Christina Habel, Samantha Hardzog, and Alex Foster. Visitors present were Lew Waldron and Matt Howell.
 - B. Pledge of Allegiance: The Pledge of Allegiance was led by Mayor Waldron. Michael McAllister joined the meeting at 7:03 p.m.
- II. Approval of Agenda: Ferguson moved to approve the agenda as presented, seconded by Dana; motion carried with all voting aye,
- III. Approval of Minutes:
 - A. November 24, 2020 – Regular Meeting: Wille moved to approve the minutes from the November 24, 2020 regular meeting as amended, seconded by Habel; motion carried with all voting aye.
- IV. Correspondence:
 - A. Other
- V. Visitors:
 - A. Other
- VI. Reports:
 - A. Employee Time Sheets: Wille moved to approve the employees time sheets for the pay period November 21 through the December 4, 2020, as presented, seconded by Ferguson; motion carried with all voting aye.
 - B. Water/Sewer/Maintenance Report – November 2020: Habel stated that she will be starting the apprentice program after the first of the year. Habel stated that the jetter is working that there are a few parts that need to be replaced. Matt Howell explained that there was water left in it and it had frozen. The Council decided to keep the jetter to clean out culverts and drains. Habel asked about how the Council wanted the employees to handle COVID-19. The Council asked Foster to research it. Wille moved to put the Water/Sewer/Maintenance Report for November 2020 on file, seconded by Dana; motion carried with all voting aye.
 - C. Clerk Report – November 2020: The Council and the employees talked about doing a Christmas lunch. Foster asked if the Council would have their meeting on the 22nd of December 2020. Mayor Waldron updated the Council on her meeting with FEMA. Habel moved to put the Clerk Report for November 2020 on file, seconded by Wille; motion carried with all voting aye.
 - D. Code Enforcer Report – November 2020: Hardzog updated the Council on what she has been working on. The Hardzog and Council discussed derelict vehicles. Habel moved to put the Code Enforcer Report for November 2020 on file, seconded by Dana; motion carried with all voting aye.
- VII. Old Business:
 - A. Public Hearing
 - a. 3rd Reading – Ordinance #309 Building Permit Fee: Mayor Waldron opened the public hearing at 7:32 p.m. With there being no comments or complaints, Mayor Waldron closed public hearing at 7:32 p.m. Dana moved to approve 3rd reading of Ordinance #309 Building Permit Fee, seconded by Habel; motion carried with all voting aye.
 - B. Water Plant Filtration Rehabilitation
 - a. MRG-19024 Grant Request #12 - \$1,247.96: Ferguson moved to submit MRG-19024 Grant Request #12 for \$1,247.96, seconded by Wille; motion carried with all voting aye.
 - C. Police Officer Discussion: Ferguson and Foster shared about the interview with Sarah Barber on Friday, December 4, 2020.

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VIII. New Business:

- A. Bill Presentation: Ferguson moved to accept the bill presentation, paying bills #22329 - 22360 and electronic checks #88374 - 88378, in the amount of \$27,022.26 seconded by Habel; motion carried with all voting aye.
Lew Waldron, Mike McAllister, Matt Howell, Christina Habel, and Samantha Hardzog left the meeting at 7:42 p.m.
- B. Executive Session – Personnel: Habel moved to go into executive session at 7:43 p.m. with Foster, seconded by Ferguson; motion carried with all voting aye. Sarah Barber joined the executive session at 8:27 p.m. Barber left the executive session at 8:41 p.m. Habel moved to come out of executive session at 8:51 p.m., seconded by Ferguson; motion carried with all voting aye. Habel moved to approve the minutes from the executive session, seconded by Wille; motion carried with all voting aye. Mayor Waldron stated that no action was taken in executive session. Wille moved to hire Sarah Barber at \$24 per hour for 40 hours per week starting January 4, 2021, seconded by Dana; motion carried with all voting aye.

- IX. Adjournment: Dana moved, at 8:53 p.m., to adjourn the meeting, seconded by Wille; motion carried with all voting aye.

Mayor

Clerk