

NOTICE OF PROCEDURE

Town of Baggs

September 22, 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 Yvonne Johnson, Ben Cozzens, and John Cozzens.
 - B. Pledge of Allegiance: The Pledge of Allegiance was led by Mayor Waldron.
- II. Approval of Agenda: Mayor Waldron asked to add John Cozzens under Visitors. Habel moved to approve the agenda as amended, seconded by Ferguson; motion carried with all voting aye,
- III. Approval of Minutes:
 - A. September 8, 2020 – Regular Meeting: Ferguson moved to approve the minutes from the September 8, 2020 regular meeting as amended, seconded by Dana; motion carried with all voting aye.
- IV. Correspondence:
 - A. Other
- V. Visitors:
 - A. Carbon County Economic Development Executive Director: Yvonne Johnson, the new executive director for Carbon County Economic Development, came to introduce herself and tell a little about her history.
Michael and Rachel McAllister joined the meeting at 7:04 p.m.
 - B. John Cozzens: John Cozzens wanted to make the Council aware that he can help with the electronic of the water plant. If they have an issue, he can remotely trouble shoot it or come in person.
 - C. Michael and Rachel McAllister: They wanted the Council to know that they thought that the permit to add on to their house had been approved. The Town of Baggs had not received a site plan application. They will get one drawn up for the next meeting. The Council thanked them for being upfront about it.
Michael and Rachel McAllister left the meeting at 7:12 p.m.
- VI. Reports:
 - A. Employee Time Sheets: Wille moved to approve the employees time sheets for the pay period August 29 through the September 11, 2020, as presented, seconded by Ferguson; motion carried with all voting aye.
 - B. Water/Sewer/Maintenance Oral Report – September 2020: C. Habel stated that they have advertised for the water restrictions and the fill station being closed. They will post tank levels so everyone will know how the Town is doing on water. They had the lift stations inspected, trimmed trees, and did vehicle maintenance. C. Habel also gave the Council an estimated cost for the fence around the lagoon. After discussion about the fence, the Council decided to look for a grant. Wille moved to accept the Water/Sewer/Maintenance Oral Report for September 2020, seconded by Dana; motion carried with all voting aye.
 - C. Clerk Oral Report – September 2020: Foster stated that she had submitted one audit and will get the other one done this week. Mayor Waldron wants a staff meeting on Friday, September 25, 2020 at 11:30 p.m. Ferguson moved to accept the Clerk Oral Report for September 2020, seconded by Wille; motion carried with all voting aye,
 - D. Code Enforcer Oral Report – September 2020: Hardzog updated the Council on who she is working on concerning weeds and vehicles. Wille moved to approve the Code Enforcer Oral Report for September 2020, seconded by Ferguson; motion carried with all voting aye.
 - E. Cash Report – August 2020
 - F. Statements of Revenue & Expenditure – August 2020: Habel moved to put the Cash Report and Statements of Revenue and Expenditure for August 2020 on file, seconded by Wille; motion carried with all voting aye.

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VII. Old Business:

- A. Park Update: The Council read the letter drafted up requesting funding from Three Forks Ranch. Habel moved to approve the letter to be sent to Three Forks Ranch, seconded by Ferguson; motion carried with all voting aye.
- B. Haunting Drive Thru: C. Habel stated that they have cleared the area for the haunting drive thru. Mayor Waldron stated that she likes the idea of a hayride instead of people individually drive through.

VIII. New Business:

- A. Bill Presentation: Ferguson moved to accept the bill presentation, paying bills #22215 - 22223 and electronic checks #88397 - 88400, and 99626 - 99628 in the amount of \$10,328.42 seconded by Habel; motion carried with all voting aye.
- B. Site Plan Application
 - a. Sue Lee – 190 North Miles – Porch: Habel moved to approve the site plan application for Sue Lee, seconded by Dana; motion carried with all voting aye.
 - b. Ben Cozzens – Lot 29 Riverview Dr. – House
 - i. Changing Zoning from Commercial to Residential: After some discussion, the Council decided to start with the advertising of the zoning change from Industrial to Residential. The site plan application will be reviewed after the approval of the zoning change. Habel moved to advertise for the zoning change, seconded by Wille; motion carried with all voting aye.
- Ben Cozzens and John Cozzens left the meeting at 8:07 p.m.
- C. Signatures for Bank of Commerce: Wille moved to approve Shan D Ferguson be added to the signatures for the Bank of Commerce accounts and taking Dan Cheatham off, seconded by Habel; motion carried with all voting aye,
- D. WYOSTAR Accounts: Foster stated that she knows that the funds in WYOSTAR are not insured. She is waiting on a call from them. She asked if the Council would wait until next meeting until she had more information.
Christina Habel, Yvonne Johnson, Samantha Hardzog, and Alex Foster left the meeting at 8:14 p.m.
- E. Executive Session – Personnel: Ferguson moved to go into executive session at 8:15 p.m., seconded by Wille; motion carried with all voting. Ferguson moved to come out of executive session at 8:44 p.m., seconded by Wille; motion carried with all voting aye. Dana 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. Ferguson moved to set up an interview with Josh Cox as a police officer, seconded by Habel; motion carried with all voting aye.

- IX. Adjournment: Habel moved, at 8:46 p.m., to adjourn the meeting, seconded by Ferguson; motion carried with all voting aye.

Mayor

Clerk