

## NOTICE OF PROCEDURE

Town of Baggs  
February 23, 2021

### **Out-of-Town Water Users Workshop**

The Out-of-Town Water Users Workshop was called to order by Mayor AnnaMarie Waldron at 6:08 p.m. Council members present were AnnaMarie Waldron, Jared Wille, and Matt Howell. Employees present were Alyssa VanNorman and Alex Foster. Visitor present was Bryce Kunsman. The Out-of-Town Water User Agreement was discussed. The meeting adjourned at 6:55 p.m.

**Call to Order:** The regular meeting of the Baggs Town Council was called to order at 7:00 p.m. by Mayor, AnnaMarie Waldron.

Roll Call: Council member present were AnnaMarie Waldron, Jared Wille, Matt Howell, and Jacob Dana. Employees present were Alyssa VanNorman, Samantha Hardzog, and Alex Foster. Visitors present were Yvonne Johnson, Lenny Layman, Lew Waldron, Kristin Stocks, Jamie Litvinoff, and Jim Kuhns.

Pledge of Allegiance: The Pledge of Allegiance was led by Mayor Waldron.

**Approval of Agenda:** Mayor Waldron asked to add Sewer Lagoon grant request under Old Business and Site Plan Application for Jamie Litvinoff under Visitors. Wille moved to approve the agenda as amended, seconded by Howell; motion carried with all voting aye.

**Approval of Minutes:** Wille moved to approve the minutes from the February 9, 2021 workshop/regular meeting as presented, seconded by Dana; motion carried with all voting aye.

### **Visitors:**

Carbon County Sheriff – Archie Roybal: Sheriff Archie Roybal was unable to attend.

Office of Emergency Management Introduction – Lenny Layman: Lenny Layman introduced himself as the Coordinator for the Carbon County Emergency Management. His mission for Carbon County is prevention, protection, mitigation, response, and recovery. He talked about projects that he is working on with the American Red Cross. Layman talked about forming the C4 Coordination Center and goals for the center. He also brought up the AlertSense that they can notify the public of emergency alerts within the county.

Lenny Layman left the meeting at 7:25 p.m.

Carbon County Economic Development – Yvonne Johnson: Yvonne Johnson, director of Carbon County Economic Development introduced herself to the Council. She talked about the Stepping Stones to Success program and hosting monthly seminars. Johnson talked about the new project that they are hoping to bring to Carbon County, Recycling Center with zero waste.

Yvonne Johnson left the meeting at 7:39 p.m.

**Site Plan Application – Jamie Litvinoff – Lot 9 Riverview Dr. – House:** The Council decided to table it until next meeting, March 9, 2021, so that they have time to do research on the property.

Kristin Stocks, Jamie Litvinoff, and Jim Kuhns left the meeting at 7:50 p.m.

### **Reports:**

Employee Time Sheets: Wille moved to approve the employees time sheets for the pay period January 30 through February 12, 2021, as presented, seconded by Dana; motion carried with all voting aye.

Water/Sewer/Maintenance Oral Report – February 2021: VanNorman stated that WesTech has made some changes and have a few more things to work on. They are going to install new meters for the Stanlin and Cedar Plaza as they are old. VanNorman has been working with Wenck Associates and DEQ on the lagoon project. They hauled snow from the town hall parking lot to the park.

VanNorman stated that Christina Habel will be taking her Lagoon 1 and Water 1 on March 4, 2021. She asked about relining the rock area around the town hall. She stated that the chlorine pump that was installed is working. The Council and VanNorman discussed issues of drainage around town. Dana moved to accept the Water/Sewer/Maintenance Oral Report for February 2021, seconded by Howell; motion carried with all voting aye.

Clerk Oral Report – February 2021: Foster had nothing to report. Wille moved to accept the Clerk Oral Report for February 2021, seconded by Dana; motion carried with all voting aye.

Code Enforcer Oral Report – February 2021: Hardzog updated the Council what happened at court. She stated that she has been working on derelict vehicles and registering dogs. Dana moved to accept the Code Enforcer Oral Report for February 2021, seconded by Howell; motion carried with all voting aye.

Cash Report – January 2021

Statements of Revenue & Expenditure – January 2021: Jared moved to put the Cash Report and Statement of Revenue and Expenditure for January 2021 on file, seconded by Dana; motion carried with all voting aye.

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**Old Business:**

**Derelict Vehicles Ordinance Discussion:** The Council decided that they did not need to change the derelict vehicles ordinance.

**Police Application Update:** Foster stated that she had sent another application out for someone interested in the police officer position. She stated that Timothy Cassidy did accept the offer letter from the Town for the police officer position.

**Sewer Lagoon Improvement Project:** Dana moved to submit AML Project No 71 Grant Request #9 for \$7,656.93, seconded by Wille; motion carried with all voting aye.

**New Business:**

**Bill Presentation:** Wille moved to accept the bill presentation as presented, paying bills #22443 – 22449 and electronic checks #88338 - 88342, in the amount of \$14,481.33, seconded by Howell; motion carried with all voting aye.

**Livestock Permits:** Mayor Waldron opened the public hearing at 8:36 p.m. for Casey and Sammi Staman for 13 chickens. With there being no comments or complaints, Mayor Waldron closed the public hearing at 8:37 p.m. Dana moved to approve the livestock permit for Casey and Sammi Staman, seconded by Howell; motion carried with all voting aye.

**Adjournment:** Dana moved to adjourn the meeting at 8:38 p.m., seconded by Howell; motion carried with all voting aye.

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Mayor

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Clerk