

## NOTICE OF PROCEDURE

Town of Baggs  
October 26, 2021

**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 members present were AnnaMarie Waldron, Shan D Ferguson, Jared Wille, Matt Howell, and Jacob Dana. Employees present were Christina Habel and Alex Foster. Visitors present were Melodie Seilaff and Hunter Noon.

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

**Approval of Agenda:** Mayor Waldron asked to amend the agenda adding Sewer Lagoon Improvements including Stantec and AML Project No. 71 grant request #14 for \$20,176.79 under old business. Dana moved to approve the agenda as amended, seconded by Wille; motion carried with all voting aye.

**Approval of Minutes:** Wille moved to approve the minutes from the October 12, 2021, regular meeting as presented, seconded by Howell; motion carried with all voting aye.

**Visitors: Melodie Seilaff - Mayor – Town of Dixon:** Melodie Seilaff asked for an update on what is happening in the water department. Mayor Waldron state that they have one applicant so far. Habel stated that Alyssa VanNorman is pulling her licenses from the Towns of Baggs and Dixon. They will have to find someone with level 3 as a back up operator until the Towns hire and train an operator to level 3. Seilaff suggested contacting WAM for assistance.

### **Reports:**

Employee Time Sheets: Ferguson moved to approve the employees time sheets for the pay period October 9 through October 22, 2021, as presented, seconded by Wille; motion carried with all voting aye.

Water/Sewer/Maintenance Oral Report – October 2021: Habel stated that the mixers for the water tanks should be install late October or the first of November. They started flushing hydrants on October 18, 2021. Wille moved to accept the Water/Sewer/Maintenance Oral report for October 2021, seconded by Dana; motion carried with all voting aye,

Clerk Oral Report – October 2021: Foster stated that she has not received any applications back that she sent out. She stated that the cameras are installed and all are working. Dana moved to accept the Clerk Oral report for October 2021, seconded by Howell; motion carried with all voting aye.

Code Enforcer Oral Report – October 2021: Sarah Barber was not in attendance of the meeting.

Ferguson moved to accept the Code Enforcer's email report, seconded by Wille; motion carried with all voting aye.

Cash Report – September 2021

Statements of Revenue and Expenditure – September 2021: Wille moved to put the Cash Report and Statements of Revenue and Expenditure on file, seconded by Ferguson; motion carried with all voting aye.

### **Old Business:**

Sewer Lagoon Improvements: Wille moved to submit the AML No 71 Grant Request #14 for \$20,176.79, seconded by Dana; motion carried with all voting aye.

### **New Business:**

Bill Presentation: Ferguson moved to accept the bill presentation as presented, paying bills #22777 – 22789 and electronic checks #88225 – 88230, and #99573 in the amount of \$22,454.92, seconded by Wille; motion carried with all voting aye.

The Council discussed hiring out the plowing of the streets.

### **Old Business:**

Brandon Noble with Stantec joined the meeting by phone at 7:21 p.m.

Melodie Seilaff left the meeting at 7:21 p.m.

Brandon Noble with Stantec updated the progress of the lagoon project and issues that have come forth from the contractors.

Chris Lidstone with Stantec joined the meeting by phone at 7:23 p.m.

Chris Lidstone explained the procedure if the issues cannot be resolved.

Brand Noble and Chris Lidstone left the meeting at 7:42 p.m.

Hunter Noon stated that the liner for the cell at the lagoon is scheduled to be installed on November 8, 2021.

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**New Business:**

The Council asked Foster to advertise for bids, the plowing of the snow when we have 3+ inches. The bids will be do by November 9, 2021.

Christina Habel and Hunter Noon left the meeting at 7:56 p.m.

Wille moved to go into executive session with Foster at 7:57 p.m. for personnel, seconded by Dana; motion carried with all voting aye. Ferguson moved to come out of executive session at 8:14 p.m., seconded by Dana; motion carried with all voting aye. Wille moved to approve the minutes from the executive session, seconded by Dana; motion carried with all voting aye. Mayor Waldron stated that no action was taken in executive session.

**Adjournment:** Wille moved to adjourn the meeting at 8:15 p.m., seconded by Dana; motion carried with all voting aye.

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Mayor

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Clerk