

## NOTICE OF PROCEDURE

Town of Baggs  
January 24, 2023

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

Roll Call: Council members present were Matt Howell, Gail Mayer, Shan D Ferguson, and Mike McAllister. Employee present was Alex Foster. Visitors present were Yvonne Johnson, Kassey Westring, and Jon Nelson.

The Pledge of Allegiance was led by Mayor Matt Howell.

**Approval of Agenda:** McAllister moved to approve the agenda as presented, seconded by Mayer; motion carried with all voting aye.

Lew Waldron joined the meeting at 7:01 p.m.

**Approval of Minutes:** McAllister moved to approve the minutes from the January 10, 2023, regular meeting as presented, seconded by Ferguson; motion carried with all voting aye.

### **Visitors:**

Yvonne Johnson, director of Carbon County Economic Development Corporation, showed the Council what CCEDC is doing in Carbon County. She told the Council of future projects and businesses in Carbon County. She would like to have ideas to what the Town of Baggs needs. CCEDC would like to have a representative on their board from the Town of Baggs.

Yvonne Johnson left the meeting at 7:24 p.m.

### **Reports:**

McAllister moved to discuss employee time sheets in executive session at the end of the meeting, seconded by Mayer; motion carried with all voting aye.

Mayor Howell read a text from Sarah Barber, who was unable to attend the meeting. She stated that the vault for North Baggs is in. The Ford 2015 pickup is in the shop. She stated that they are working on a list of meters not reading. She got the chlorine machine back online. The guys from Laramie are coming tomorrow to look at the chlorine machine.

Foster stated that she visited with a gentleman about the police job and sent him an application. She met with the accountant, Kyle Mercer with Cloud Peak Accounting, and hopefully the audit will be completed by the end of February 2023.

Mayer moved to put the Cash Report and Statements of Revenue and Expenditures for December 2022 on file, seconded by McAllister; motion carried with all voting aye.

### **New Business:**

Ferguson moved to approve the bill presentation as presented, paying bills #23422–23435, and electronic checks #88033-88037, and #99498-99499 in the amount of \$15,508.23, seconded by McAllister; motion carried with all voting aye.

Mayor Howell opened the public hearing for Karen Buchanan's special use permit at 7:48 p.m. With there being no comments or complaints, Mayor Howell closed the public hearing at 7:50 p.m.

McAllister moved to approve Karen Buchanan's special use permit for an office at 131 S. Miles Street, Baggs, Wyoming, seconded by Ferguson; motion carried with all voting aye.

McAllister moved to approve 1<sup>st</sup> reading of Ordinance #326 Amending Wages, seconded by Mayer; motion carried with all voting aye.

Jon Nelson, North Fork Engineering, explained that the Town of Baggs decided to go for the \$920,000 loan with a 50% forgivable and use the Specific Purpose Tax monies for match funds.

Kassey Westring, North Fork Engineering, explained the CWSFR application. Mayer moved to approve Resolution 2023-01 Submitting CWSFR Grant, seconded by McAllister; motion carried with all voting aye. Mayer moved to allow Mayor Howell to sign the application, seconded by Ferguson; motion carried with all voting aye,

Jon Nelson and Kassey Westring left the meeting at 8:45 p.m.

The Council discussed the Volunteer Policy that LGLP is recommending and decided to have a workshop on February 7, 2023, at 7:00 p.m.

Ferguson moved to approve the 2023 Mayoral Appointments (SEE ATTACHMENT), seconded by McAllister; motion carried with all voting aye.

Lew Waldron left the meeting at 9:10 p.m.

McAllister moved to go into executive session at 9:11 p.m. with Foster for personnel, seconded by Ferguson; motion carried with all voting aye. McAllister moved to come out of executive session at 10:01 p.m., seconded by Ferguson; motion carried with all voting aye. Mayer moved to approve the minutes from the executive session, seconded by McAllister; motion carried with all voting aye.

Mayor Howell stated that no action was taken in executive session. McAllister moved to approve the employee time sheets for December 31, 2022 to January 13, 2023, seconded by Ferguson; motion carried with all voting aye.

NOTICE OF PROCEDURE

Town of Baggs

January 24, 2023

Page 2

**Adjournment:** Ferguson moved to adjourn the meeting at 10:03 p.m., seconded by Mayer; motion carried with all voting aye.

---

Mayor

---

Clerk