

## NOTICE OF PROCEDURE

Town of Baggs

August 8, 2023

### **Town of Baggs/North Baggs Water Users Vault Workshop**

The Town of Baggs/North Baggs Water Users Vault Workshop was called to order at 6:00 p.m. by Mayor Matt Howell. In attendance were council members, Matt Howell, Shan D Ferguson, Gail Mayer, and Mike McAllister. Employees present were Jared Wille, Carmen Saenz, and Alex Foster. The Town's engineer, Jon Nelson, was present. North Baggs Water Users present were Bryce and Ana Kunsman, Zach Weber, and Dennis Criswell.

The Town of Baggs and North Baggs Water Users got together to discuss when, where, and how long concerning installing the vaults. They agreed that installing the vaults needs to be done as soon as possible but no later than the end of September 2023. They discussed where the vaults will go. There were suggestions of other places to put the vaults. They decided that they need to investigate other areas. They discussed how long it will take. They agreed to 3 days, one to dig the hole, one to install the vaults and meters, and one to back fill.

The workshop 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 Matt Howell.

Roll Call: Council members present were Matt Howell, Shan D Ferguson, Gail Mayer, and Mike McAllister. Employees present were Carmen Saenz, Korey Thompson, and Alex Foster. Jon Nelson the Town's engineer was present. Visitors present were Mitzi Corson, Kyra Corson, Garret and Desiree Munzing.

Mayor Howell led the Pledge of Allegiance.

**Approval of Agenda:** Ferguson moved to approve the agenda as amended seconded by Mayer; motion carried.

**Approval of Minutes:** Mayer moved to approve the minutes from the regular meeting on July 25, 2023, as presented, seconded by Ferguson; motion carried.

### **Correspondence:**

The Council discussed the sponsorship for Young Life. Ferguson moved to have Foster put together a prize basket as a donation for Young Life, seconded by Mayer; motion carried.

### **Visitors:**

Mitzi Corson explained that Kyra Corson found the leak and they fixed the leak as soon as possible. They asked if they could get some forgiveness on their water bill. Ferguson moved to forgive Kyra Corson's bill according to Resolution 2013-02, seconded by Mayer; motion carried.

Mitzi Corson and Kyra Corson left the meeting at 7:12 p.m.

McAllister moved to approve Garret and Desiree Munzing's site plan to enclose the porch and add on a green house, seconded by Ferguson; motion carried.

Garret and Desiree Munzing left the meeting at 7:14 p.m.

### **Reports:**

McAllister moved to approve the employee time sheets for July 15th through July 28, 2023, seconded by Mayer; motion carried.

Ferguson stated that she would like to go back to having written reports from the Public Works Department and the Police Department.

Saenz stated that part of the water plant lost power. They called Michelle Christopher and Yampa Valley Electric and got it back up. Jared had issues with the pump over the weekend.

Saenz stated that the chlorine issues may be the transmission line. They will be working on that tomorrow, August 9, 2023. Saenz stated that she received a call from U.S. Tractor and the quoted \$2,000 to fix the tractor. Mayer moved to get the tractor fixed, seconded by McAllister; motion carried. Ferguson moved to accept the Water/Sewer/Maintenance oral report for July 2023, seconded by McAllister; motion carried.

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Nelson stated that the Howard Street Main Repair project is completed.

Nelson stated that he met with Rocky Mountain Sand & Gravel to go over the contract. They had concerns about the assessed liquidated damages. Nelson asked the Council to make a motion to agree to suspend contract times after substantial completion as stated in the letter to Rocky, Mountain Sand & Gravel. Ferguson moved to allow Mayor Howell to sign the letter of the changes in the contract, seconded by McAllister; motion carried.

Carmen Saenz left the meeting at 8:00 p.m.

Nelson updated the Council on the Meter Replacement project. He stated that they are ready to order the meters, PRVs and Gateway package. He asked the Council to make a motion to allow Mayor Howell to sign a purchase order up to \$145,000. McAllister moved to allow Mayor Howell to sign a purchase order up to \$145,000 for meters, PRVs, and the Gateway package, seconded by Mayer; motion carried.

McAllister moved to put on file the Clerk report for July 2023, seconded by Ferguson; motion carried.

Thompson stated that he attended the radar instructor class in Rangely, Colorado. He can instruct radar training. He did get a vest that will work. He stated that he is testing the body camera. He asked the Council if he could purchase a new radio for \$4,000. Ferguson moved to allow Thompson to purchase a new radio for \$4,000, seconded by Mayer; motion carried. He asked the Council if he could contact the oilfield companies and ask for a donation for a new vehicle. The Council agreed to allow Thompson to write a letter asking for donations from the oilfield companies. He stated that he had 29 responds in July 2023. McAllister moved to accept the Police oral report, seconded by Ferguson; motion carried.

**New Business:**

Ferguson moved to approve the bill presentation, paying 37 checks in the amount of \$65,081.76 and paying Manual Rodriguez's invoice, seconded by McAllister; motion carried.

Mayor Howell opened public hearing for livestock permits for Blake Herold and Janette Meyers at 8:51 p.m. With there being no comments or complaints, Mayor Howell closed the public hearing at 8:52 p.m. McAllister moved to approve the livestock permits for Blake Herold for 2 horses and Janette Meyers for 2 goats; motion carried.

McAllister moved to approve the first reading of Ordinance 332 Removal of Ordinance 9.08.070 Concealed Weapons, seconded by Ferguson; motion carried.

The Council discussed Resolution 2023-08 Personnel Policy. There were no changes.

The Council discussed Resolution 2023-09 Volunteer Policies. There were no changes.

**Adjournment:** Ferguson moved to adjourn the meeting at 8:59 p.m., seconded by McAllister; motion carried.

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Mayor

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Clerk