

NOTICE OF PROCEDURE

Town of Baggs

September 12, 2023

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

Roll Call: Council members present were Matt Howell, Shan D Ferguson, and Mike McAllister. Employees present were Carmen Saenz, Korey Thompson, and Alex Foster. Jon Nelson the Town's engineer was present. Visitors present were Trevor Ballinger, Chaunce Criswell, Dennis Criswell, HD Criswell, Mary Fleming, Robert Huntington, and Dale Wille. Mayor Howell led the Pledge of Allegiance.

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

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

Approval of Minutes: McAllister moved to approve the minutes from the regular meeting on August 22, 2023, as presented, seconded by Ferguson; motion carried.

Correspondence:

AnnaMarie Waldron joined the meeting at 7:04 p.m.

Foster stated that she had not received a written resignation from Jared Wille. Mayor Howell stated that he had received a verbal resignation from Jared Wille. McAllister moved to approve Jared Wille's verbal resignation, seconded by Ferguson; motion carried.

Gail Mayer, Jezria and Dan Latham joined the meeting at 7:05 p.m.

Visitors:

Chaunce Criswell, HD Criswell, Dale Wille, Dennis Criswell, Jezria Latham, AnnaMarie Waldron, Mary Fleming, Jon Nelson, and the Council discussed the Little Snake River Valley Water Supply project.

Dale Wille and Mary Fleming left the meeting at 7:48 p.m.

Reports:

Nelson stated that the parts to put in the North Baggs Water Users and the Town of Baggs vaults were all in. He stated that the pressure test showed no leaks from Spruce Street to Pine Street. McAllister moved to accept the line from Spruce Street to the vaults North of Pine Street depending on the coliform test and do as Jon Nelson recommended, seconded by Ferguson; motion carried.

Chaunce Criswell, Dennis Criswell, HD Criswell, Lew Waldron, AnnaMarie Waldron, Jezria and Dan Latham left the meeting at 8:01 p.m.

Ferguson moved to approve the time sheets from August 12th through September 8, 2023, seconded by Mayer; motion carried.

Saenz stated that she talks to Jared Humphreys, Water/Sewer Contract Operator, daily. The valve is installed and working correctly. She is waiting on WesTech and Electriclor to get together and work on the SCADA programming. Saenz stated that the duck weed at the lagoon is getting bad. Saenz presented the Hach Service Partnership renewal quote for \$6,877.00 to have them come quarterly to check and calibrate turbidity meters. McAllister moved to renew the Hach Service Partnership for \$6,877.00, seconded by Mayer; motion carried. Saenz presented the Council with another quote from Hach for \$20,875.68 to budget for new turbidity meters.

Ferguson moved to put the Water/Sewer/Maintenance Report for August 2023 on file, seconded by McAllister; motion carried.

Mayor Howell would like the council to look at some streets that need work. They will set up a time to look at the streets.

Nelson stated that Rocky Mountain Sand and Gravel should be starting the 2023 Sewer Improvement project in about two weeks. He stated that Cordell Parker and himself came over to look at the electrical part of the project. They came up with a list of parts that they will need for

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around \$5,000. He asked the Council to approve him ordering the parts. Mayer moved to allow Nelson to order the electrical parts that are needed, seconded by Ferguson; motion carried. Nelson stated that he had received the agreement for the Water Meter Replacement Project from D & B Construction and needs the Council's approval to allow Mayor Howell to sign the agreement. Ferguson moved to allow Mayor Howell to sign the agreement between D & B Construction and the Town of Baggs, seconded by Mayer; motion carried. Nelson will be picking up the Gateway system. Nelson talked to D & B Construction about drilling the holes in the meter lids for the antennas for the radio reads. They said that they could do that, so the Town does not need to purchase new lids. Nelson stated that the Council will see this in a change order. Nelson asked the Council to allow Mayor Howell to sign the purchase order for the meters without the lids. McAllister moved to allow Mayor Howell to sign the purchase order to Core & Main for the meters, seconded by Ferguson; motion carried. Nelson will need to purchase a SIM card for the Gateway system from AT&T.

Nelson stated that it was decided to put the SLIB application on hold for now.

Carmen Saenz and Trevor Ballinger left the meeting at 8:31 p.m.

Foster stated that the auditor has requested more information. Amy Feldmann and Foster will be working on getting him the information as soon as possible. Foster stated that she has been working on the Annual Town report for the Department of Audit. Foster updated the Council that they have received a resume from a law firm in Cheyenne. Mayer moved to put on file the Clerk report for August 2023, seconded by Ferguson; motion carried.

Ferguson moved to ratify submitting requisition #5 & 6 to Specific Purpose Tax Joint Powers Board in the amount of \$80,448.46, seconded by Mayer; motion carried.

Ferguson moved to approve submitting requisition #7 to Specific Purpose Tax Joint Powers Board for \$18,432.09, seconded by Mayer; motion carried.

Jon Nelson left the meeting at 8:52 p.m.

Thompson stated that he had attended law enforcement training in Denver, Colorado hosted by the National Tactical Officers Association. He explained to the Council his call logs and an example of his reports. Thompson stated that he had submitted a federal grant for radios with no matching funds. McAllister explained that they need to approve the grants prior to submitting them so that the Town knows what will be required of them. Ferguson moved to ratify submitting the federal grant for radios, seconded by McAllister; motion carried. Mayer moved to put on file the Police report for August 2023, seconded by McAllister; motion carried.

Old Business:

Mayor Howell opened the public hearing for Ordinance #332 at 9:05 p.m. With there being no comments or complaints, Mayor Howell closed the public hearing at 9:05 p.m. McAllister moved to approve and pass 3rd reading of Ordinance #332 Removal of Ordinance 9.08.070 Concealed Weapons, seconded by Ferguson; motion carried.

New Business:

Ferguson moved to approve the bill presentation, paying 44 checks in the amount of \$60,102.39, seconded by McAllister; motion carried.

Adjournment: McAllister moved to adjourn the meeting at 9:07 p.m., seconded by Mayer; motion carried.

Mayor

Clerk