

## NOTICE OF PROCEDURE

Town of Baggs

December 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, Michael McAllister, Scott Allison, and Mark Maloney. Employees present were Carmen Saenz, Dale Rodlun, and Alex Foster. Jon Nelson the Town's engineer was present. Visitors present were Sheriff Deputy Jason Black, Ty Crawford, and AnnaMarie Waldron.

Mayor Howell led the Pledge of Allegiance.

McAllister moved to go into executive session for legal advice and personnel at 7:02 p.m. with Patrick Brady, Town of Baggs' attorney, appearing by phone and Foster; seconded by Allison; motion carried.

Carmen Saenz, Dale Rodlun, Jon Nelson, Jason Black, Ty Crawford and AnnaMarie Waldron left the meeting at 7:02 p.m.

Foster left the executive session at 7:12 p.m.

McAllister moved to come out of executive session at 7:36 p.m., seconded by Scott Allison; motion carried. McAllister moved to approve the minutes from executive session, seconded by Scott Allison; motion carried. Mayor Howell stated that no action was taken in executive session. Carmen Saenz, Dale Rodlun, Jon Nelson, Jason Black, Ty Crawford, AnnaMarie Waldron, and Alex Foster joined the meeting at 7:38 p.m.

**Approval of Agenda:** Allison moved to remove ratify firing of Ty Crawford from the agenda, seconded by Maloney; motion carried. Allison moved to amend the agenda as amended, seconded by Ferguson; motion carried.

**Approval of Minutes:** Ferguson moved to approve the minutes from the regular meeting on November 28, 2023, seconded by McAllister; motion carried.

### **Reports:**

Allison moved to approve the employee time sheets for November 18th to December 1, 2023, seconded by Maloney; motion carried.

Korey Thompson joined the meeting at 7:43 p.m.

Saenz stated that Hach was here today to check the turbidity meter. The alarm for the chlorine is not calling the phone. She suggested that WesTech might need to troubleshoot it. Saenz stated that the skid filters are leaking. She can get a maintenance kit for the filters between \$300 to \$500. They ordered the fuses and got all three for a little over \$700. Maloney moved to put on file the Water/Sewer/Maintenance Report for November 2023, seconded by Ferguson; motion carried.

Nelson is still concerned with the testing of the Gateway system. Everything looks to be working correctly. Yancy Allison will come and check the cables.

Nelson stated that mission systems are here. They will be installed in the lift stations by the second week of January 2024.

Nelson explained the change order #2 for importing and exporting materials. The change order is for \$27,360.00. The change order will include the extending contract time of completion. He presented pay application #2 from Rocky Mountain Sand & Gravel for \$217,246.86. Allison moved to approve change order #2 for \$27,360.00 and pay application #2 for \$217,246.86, seconded by Maloney; motion carried. Nelson stated that there will be another change order for replacing the trash basket and additional by-passing and de-watering. The Council discussed a pigtail for a generator. McAllister moved to have a pigtail made for a generator, seconded by Maloney; motion carried.

Foster stated that the auditor has had health issues, but he hopes to have the Town's audit completed by the end of the week. Allison moved to put the Clerk's report for November 2023 on file, seconded by Ferguson; motion carried.

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Thompson stated that things had slowed down in November, but it is picking up for the holidays. He stated that the radar equipment is repaired and certified. He found an old vehicle cage that he is modifying to fit in the Expedition. Thompson stated that he has ongoing investigations. He is still waiting for a decision on a grant for radios. Allison moved to put on file the Police report for November 2023, seconded by Maloney; motion carried.

**Old Business:**

The Council discussed the PFAS testing. Allison moved to table the discussion until January 2024 meeting, seconded by McAllister; motion carried.

**New Business:**

Ferguson moved to approve the bill presentation, paying forty-one checks in the amount of \$357,833.08, seconded by McAllister; motion carried.

Ferguson moved to approve site plan applications for Eva Giron for fences at 350 Miles Street and 480 Whippoorwill Drive, seconded by McAllister; motion carried.

The Council and employees discussed a Christmas party. It was decided to see how many can attend on December 26, 2023.

Allison moved to approve the Christmas bonuses for the employees as presented, seconded by Maloney; motion carried.

McAllister moved to not have the Council meeting on December 26, 2023, seconded by Ferguson; motion carried.

**Adjournment:** McAllister moved to adjourn the meeting at 8:29 p.m., seconded by Maloney; motion carried.

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Mayor

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Clerk