

## NOTICE OF PROCEDURE

Town of Baggs

May 14, 2024

**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, Scott Allison, Trevor Ballinger, and Mike McAllister. The employees present were Korey Thompson and Alex Foster. The visitors present were Fernanda and Javier Esquivel.

Mayor Howell led the Pledge of Allegiance.

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

**Approval of Consent Agenda:** McAllister moved to approve the consent agenda which included the regular meeting minutes of April 23, 2024, special meeting minutes of April 29, 2024, employee time sheets for April 20 – May 3, 2024, and police report for April 2024, seconded by Ballinger; motion carried.

### **Visitors:**

Allison moved to approve site plan application for Javier Esquivel for a fence at 290 N. Penland Street, seconded by McAllister; motion carried.

McAllister moved to approve the site plan application for Scott Allison for a fence at 445 Whippoorwill Drive, seconded by Ballinger; motion carried with Allison abstaining.

Fernanda and Javier Esquivel left the meeting at 7:05 p.m.

### **North Fork Engineering:**

Nelson presented Change Order #3 for the furnishing and installation of trash basket at the lagoon lift station for an increase of \$3,465.00. He presented Change Order #4 for extended bypass pumping at lagoon lift station during trash basket procurement for an increase of \$6,500.00. Nelson presented Change Order #5 for reconciled quantities for contract close-out for a decrease of \$11,965.00. McAllister moved to approve and Mayor Howell to sign change orders #3-5, seconded by Allison; motion carried.

Nelson presented pay application #3 to Rocky Mountain Sand and Gravel for \$88,001.82.

Allison moved to approve pay application #3 to Rocky Mountain Sand and Gravel for \$88,001.82 and Mayor Howell to sign pay application, seconded by Ferguson; motion carried.

Nelson presented pay application #4 to Rocky Mountain Sand and Gravel for retainage in the amount of \$28,470.85. Ballinger moved to approve pay application #4 to Rocky Mountain Sand and Gravel for retainage that will not be paid out until after advertising and Mayor Howell to sign pay application, seconded by Allison; motion carried. Allison moved to approve, and Mayor Howell to sign the Notice of Final Payment and Certification of Completion, seconded by Ferguson; motion carried.

Nelson explained that the Flamingo Lift Station has a faulty alarm and Charlie Brugger will come and troubleshoot the alarm.

Nelson reminded the Council that ITC will be here to go over the electrical at the water plant on May 29, 2024. He suggested that they have them also look at the transfer switch at the lagoon.

Nelson had talked to FEMA/Homeland Security about a grant for the generators. They suggested a Notice of Interest be sent to them. Nelson and the Council discussed hiring a grant writer with experience of doing a Homeland Security grant.

### **Departments**

Allison moved to ratify hiring of Brianna Howell as Water/Sewer/Maintenance Operator for \$19 per hour for 40 hours a week, seconded by Ballinger; motion carried with Mayor Howell abstaining.

Jon Nelson left the meeting at 7:38 p.m.

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The Council discussed vehicles being driven home. It was agreed that they can take them home when they are on call only.

Thompson presented the Council with a Memorandum of Understanding with High Country Behavioral Health for mental health resources. Allison moved to approve Mayor Howell to sign the Memorandum of Understanding with High Country Behavioral Health for mental health resources, seconded by Ballinger; motion carried. Thompson stated that the Carbon County IT finally got everyone back on to Spillman.

Foster asked the Council if they would like to do a budget workshop. The Council decided to have a budget workshop on May 22, 2024, at 5:00 p.m. Foster reminded the Council that Carbon County Council of Governments is meeting tomorrow, May 15, 2024, in Dixon, WY.

**Old Business:**

McAllister moved to submit Specific Purpose Tax requisition #15 for \$96,771.95, seconded by Ferguson; motion carried.

**New Business:**

Ferguson moved to approve the bill presentation to pay thirty-nine checks and electronic checks in the amount of \$42,465.70 from the main checking, seconded by Allison; motion carried with McAllister abstaining.

Mayor Howell opened the public hearing for livestock permits at 8:29 p.m. With there being no comments or complaints, Mayor Howell closed the public hearing at 8:29 p.m. McAllister moved to approve livestock permits for Christine Stocks for five chickens, Lillie Criswell for nine chickens, and Becka Evans for two turkeys and six chickens, seconded by Ferguson; motion carried.

McAllister moved to approve site plan application for Dale Rodlun at 27 Lash Street for additions to existing house and a new roof, seconded by Ballinger; motion carried.

Mayor Howell opened the public hearing for retail liquor licenses at 8:31 p.m. With there being no comments or complaints, Mayor Howell closed the public hearing at 8:33 p.m. Allison moves to approve Moonshiners LLC dba Cowboy Inn retail liquor license, seconded by McAllister; motion carried. Allison moved to approve Postkutsche Inc. dba Stage Stop retail liquor license, seconded by Ballinger; motion carried.

McAllister moved to approve Resolution 2024-03 Rescinding Water Donations, seconded by Ferguson; motion carried.

**Adjournment:** Ferguson moved to adjourn the meeting at 8:36 p.m., seconded by Ballinger; motion carried.

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Mayor

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Clerk