NOTICE OF PROCEDURE
Town of Baggs
January 14, 2025

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. The employee present was Amy Feldmann. Town's engineer, Jon Nelson with North Fork Engineering was present. Visitors present were Trevor Ballinger, Kim Allen, and Lew Waldron. Mayor, Matt Howell, led the Pledge of Allegiance.

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

Anna Waldron entered the meeting at 7:03 p.m.

Approval of Consent Agenda:
McAllister moved to approve the consent agenda which included the regular meeting minutes of December 10, 2024, employee time sheets for November 30, 2024-January 13, 2025, Police Report for December 2024, Clerk Report for December 2024, and Cash Report and Statements of Revenue and Expenditure for November 2024, seconded by Ferguson; motion carried.

Correspondence:
Trevor Ballinger took the oath of office to become a council member.
The council discussed the public officer training course and will work on getting it completed.

North Fork Engineering – Jon Nelson:
Nelson stated that he has the meter pits and will drop them off at the shop and will leave the insulator pads at the Town Hall.   Nelson explained that if we intend to go after the State Revolving Funding (SRF) for water/sewer projects for the next twelve months then the Needs Survey must be submitted by January 31, 2025. Nelson recommended applying if we had projects that would cost over $100,000.00. Nelson recommended to apply next year for this and get prepared/gather information this year. Nelson and the Council discussed funding through the Wyoming Water Development Commission.

Departments:
The council looked over the Baggs Police Department written report for January 14, 2025. Feldmann stated she had nothing else to add for the administrative department.

Old Business:
Ferguson moved to submit Specific Purpose Tax requisition #22 for $3,323.05, seconded by Ballinger; motion carried.

New Business:
Ferguson moved to approve the bill presentation as presented to pay 47 checks and electronic checks in the amount of $55,006.19 from the main checking, seconded by Ballinger; motion carried.
After discussion, McAllister moved to approve the Stanlin Development Out-of-Town Water User Agreement, seconded by Ferguson; motion carried.
Kim Allen, Lew Waldron, Anna Waldron, and Jon Nelson left the meeting at 7:35 p.m.
At 7:37 p.m., McAllister moved to go into executive session with Amy Feldmann for personnel, seconded by Ferguson; motion carried. McAllister moved to come out of executive session at 7:58 p.m., seconded by Ferguson; motion carried. Ballinger moved to approve the minutes from the executive session, seconded by Ferguson; motion carried. Mayor Howell stated that no action was taken in the executive session.

Lew Waldron and Anna Waldron rejoined the meeting at 7:59 p.m.

Ballinger moved to approve the 2025 Appointments, seconded by McAllister; motion carried. SEE ATTACHMENT

Lew Waldron stated he would like to address the sidewalk plowing situation. Ballinger stated that WYDOT is not liable for plowing the sidewalks during the winter, that it is up to the Town to plow them. Ballinger stated it takes them about two hours to plow the sidewalks. Anna Waldron asked if the Town plows them and causes damage to the sidewalk then who is liable for that damage. Ballinger stated it would be the Town's responsibility to fix the damaged sidewalk. Ballinger stated that if the Town hired a contractor, the contractor would have to apply for a permit to work on WYDOT right of ways.

The council stated to advertise for an open council position.

Adjournment: Ferguson moved to adjourn the meeting at 8:16 p.m., seconded by McAllister; motion carried.

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Mayor

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                                          Assistant Clerk