

## NOTICE OF PROCEDURE

Town of Baggs

December 10, 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, Scott Allison, Trevor Ballinger, and Mike McAllister. The employees present were Brianna Memmott, Korey Thompson, and Alex Foster. Town's engineer, Jon Nelson with North Fork Engineering was present. Visitors present were Kayla Cloutier, Wes and Melanie Lee.

Mayor, Matt Howell, led the Pledge of Allegiance.

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

**Approval of Consent Agenda:** McAllister moved to approve the consent agenda which included the regular meeting minutes of November 26, 2024, and employee time sheets for November 16-19, 2024, Police Report for November 2024, and Water/Sewer/Maintenance Report for December 2024, seconded by Allison; motion carried.

**New Business:** Allison moved to approve Wes and Melanie Lee's site plan application for a storage garage at 450 Lee's Haven, seconded by Ballinger; motion carried.

Wes and Melanie Lee left the meeting at 7:05 p.m.

**North Fork Engineering – Jon Nelson:** Nelson stated that he updated software at the fill station. The meter pits that he ordered are in and he will pick them up by the end of December 2024. Nelson and the Council discussed the water meter at Little Rascals Preschool. He stated that the surge protectors were installed last week at the water plant.

### **Departments**

McAllister stated that there are leaks at the water plant mostly at the fittings. The Council discussed different options as to fix the issues.

Thompson did not have anything to add to the written report. He stated that November was a slow month.

Foster asked about the street signs that WYDOT removed from during their aprons and sidewalk project. Ballinger stated that it is up to the town to reinstall those street signs. He suggested that they use brackets and attach them to the stop sign. Allison moved to approve the transfers from Bank of Commerce to WYOSTAR in the amount of \$863,734.75, seconded by Ballinger; motion carried.

### **Old Business:**

Mayor Howell opened public hearing for Ordinance #340 Flood Damage Prevention at 7:42 p.m.

With there being no comments or complaints, Mayor Howell closed the public hearing at 7:43 p.m. McAllister moved to approve and pass Ordinance #340 Flood Damage Prevention, seconded by Ballinger; motion carried.

### **New Business:**

Ballinger moved to approve the bill presentation as presented to pay 44 checks and electronic checks in the amount of \$28,100.15 from the main checking, seconded by Allison; motion carried.

Mayor Howell opened the public hearing at 7:45 p.m. for Becka Evan's livestock permit. With there being no comments or complaints, Mayor Howell closed the public hearing at 7:45 p.m.

Allison moved to approve Becka Evan's livestock permit for two turkeys and six chickens, seconded by McAllister; motion carried.

Kayla Cloutier, Brianna Memmott, Korey Thompson, Jon Nelson, and Alex Foster left the meeting at 7:50 p.m.

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**Executive Session:** At 7:53, McAllister moved to go into executive session, seconded by Ballinger; motion carried. Allison moved to come out of executive session at 8:48 p.m., seconded by Ballinger; motion carried. Allison moved to approve the minutes from the executive session, seconded by Ballinger; motion carried. Mayor Howell stated that no action was taken in the executive session.

**Adjournment:** Ballinger moved to adjourn the meeting at 8:49 p.m., seconded by Allison; motion carried.

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Mayor

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Clerk