

NOTICE OF PROCEDURE

Town of Baggs

April 8, 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, Trevor Ballinger, and Mike McAllister. Employee present was Alex Weber. Visitors present were Jacob Dana, Daniel and Jezria Latham. Mayor, Matt Howell, led the Pledge of Allegiance.

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

Approval of Consent Agenda: Ballinger moved to approve the consent agenda which included the regular meeting minutes of March 25, 2025, employee time sheets for March 22 - April 4, 2025, and Clerks Report for March 2025; seconded by McAllister; motion carried.

Oath of Office: Jacob Dana expressed interest in being on the Council. Ferguson moved to appoint Jacob Dana to the Council, seconded by Ballinger; motion carried. Dan took the Oath of Office.

New Business:

Ballinger moved to approve Daniel Latham's request for a variance on setbacks, from 10-foot to 5-foot for side yard, Ordinance 17.16.050(b2), seconded by McAllister; motion carried.

McAllister moved to approve Daniel Latham's site plan application for shop and garage at 311 S. Miles Street, seconded by Ferguson; motion carried.

Dana moved to approve Daniel Latham's request for an additional sewer tap at 311 S. Miles Street, seconded by Ballinger; motion carried.

Daniel and Jezria Latham left the meeting at 7:14 p.m.

North Fork Engineering:

Weber stated that she met with Jon Nelson to work on the Project Scoping Application for FEMA but the application was not to be found on the website. Nelson called Ashley with FEMA and she said that it is not available on the website and would email it to Nelson. They extended that due date for the application to June 2, 2025.

Departments:

McAllister stated that Hayden Smith was doing an impressive job. McAllister stated that the heater in the Pretreatment building has not been working, and the Town will need to replace it before next winter. McAllister reported that American West cleaned the Osborne and North lift stations. He stated that the pumps in the Osborne lift station were not working, and the belts were broken. They found a couple of belts to get one pump working. Charlie Brugger will be here next week to fix the other pump and work on North lift station.

McAllister stated that the fire hydrant at the water plant needs to be checked out and a guard put around it.

Ferguson stated that Brianna Memmott quit, and the Council is aware of that. Mayor Howell stated that the old modules are sitting around, and the Council agreed to throw them away. Ferguson moved to purchase the Smartflow Console for the fogger for \$3,370.00, seconded by Dana; motion carried. McAllister moved to hire Sarah Barber as a contract backup operator, seconded by Ferguson; motion carried.

Weber stated that she had nothing to report.

Old Business:

Ballinger moved to submit Specific Purpose Tax Requisition #23 for \$4,536.00, seconded by Dana; motion carried.

New Business:

Ballinger moved to approve the bill presentation as presented to pay thirty-two checks and electronic checks in the amount of \$37,748.21 from the main checking, seconded by McAllister; motion carried.

Mayor Howell opened the public hearing for Jacob Dana's livestock permit at 7:45 p.m. With there being no complaints or comments, Mayor Howell closed the public hearing at 7:46 p.m. McAllister moved to approve Jacob Dana's livestock permit for fifty chickens, seconded by Ballinger; motion carried with Dana abstaining.

McAllister moved to approve the first reading of Ordinance #341 Budget FY2025-2026, seconded by Ferguson; motion carried.

Adjournment: Ferguson moved to adjourn the meeting at 7:48 p.m., seconded by Ballinger; motion carried.

Mayor

Clerk