

NOTICE OF PROCEDURE
Regular Meeting
Town of Baggs
May 27, 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, Jacob Dana, and Mike McAllister. The employees present were Cheyenne Faris and Alex Weber. The visitor present was Gunner Howell.
Mayor, Matt Howell, led the Pledge of Allegiance.

Approval of Agenda: Dana moved to approve the agenda as amended adding site plan for Chaunce Criswell, seconded by Ballinger; motion carried.

Approval of Consent Agenda: Ballinger moved to approve the consent agenda which included the regular meeting minutes of May 13, 2025, employee time sheets for May 3 – 16, 2025, Water/Sewer/Maintenance report for April 2025, Accounts Receivable as of May 22, 2025, Cash Report and Statements of Revenue and Expenditure for April 2025; seconded by Ferguson; motion carried.

Departments:

Faris explained what happened to the tank levels on May 23rd and 24th that the plant showed that it had produced water and computer had the tanks at 30 plus feet. On May 25th, Faris noted that no water had been produced and called Jared Humphreys and Sarah Barber. Faris and Barber went up to the tanks and Barber explained how to read the tank level manually. The tanks were both at 5 feet. They shut down the mixers, posted notices to conserve water, and manually turned on the water plant. On May 27th, Hayden Smith and Faris called Timberline and troubleshoot the power supply battery at the tanks. The tanks were not talking to the water plant, so the water plant did not know to turn on. They ordered the power supply battery for around \$1,000.00. It should be here by the end of the week. Faris stated that before the meeting she checked the tanks, and they are at 31 feet. She asked the Council if they should check all night. The Council advised that she talk to Humphreys about that.

Weber asked about who should be cleaning the TEAL restrooms. One employee does not think it is their responsibility. The Council agreed that all public works employees and the summer employee should be checking the TEAL restrooms.

Weber asked about an invoice that had charged mileage, but the proposal had not included mileage. They agreed not to pay the mileage.

McAllister stated that the wall at the water plant needs to be fixed. The Council needs to have a timeline and a written agreement to when it will be done.

McAllister stated that the mosquito fogger is not working. He will get with Smith to see what the problem is.

Weber stated that the budget is balanced but there will be changes as they get closer to the end of this fiscal year.

McAllister stated that he had talked to Pat Sheehan about making a new road to the water tanks.

Old Business:

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

New Business:

Ferguson moved to approve the bill presentation as presented to pay fourteen checks and electronic checks in the amount of \$18,311.12 from the main checking, seconded by Ballinger; motion carried.

Dana moved to approve Chaunce Criswell's site plan for a fence, seconded by Ballinger; motion carried.

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Mayor Howell opened the public hearing for a livestock permit at 7:47 p.m. With there being no complaints or comments, Mayor Howell closed the public hearing at 7:48 p.m. Dana moved to approve Christine Stock's livestock permit for five chickens, seconded by McAllister; motion carried.

Ferguson noted that for the Public Works Director it should be up to \$34.00 per hour. Ballinger moved to approve the first reading of Ordinance #342 Wages FY2025-2026 as amended, seconded by Ferguson; motion carried.

Adjournment: Ferguson moved to adjourn the meeting at 7:54 p.m., seconded by Ballinger; motion carried.

Mayor

Clerk