

NOTICE OF PROCEDURE

Regular Meeting
Town of Baggs
October 28, 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. Employees present were Alex Weber and Cheyenne Faris. The visitors present were Carbon County Sheriff, Alex Bakken, Jon Nelson, Maeve Lally, Cindy Medrano, Rachel McAllister, and AnnaMarie Waldron
Mayor, Matt Howell, led the Pledge of Allegiance.

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

Approval of Consent Agenda: McAllister moved to approve the consent agenda which included the regular meeting minutes of October 14, 2025, employee time sheets for October 4 – 17, 2025, Accounts Receivable as of October 22, 2025, Cash Report and Statements of Revenue and Expenditures for September 2025; seconded by Ferguson; motion carried.

Visitors:

Sheriff Alex Bakken explained that it will cost the Town of Baggs \$90 per hour, and they cannot do no more than 50 hours a month. After some discussion, the Council ask for Sheriff Bakken to write up the MOU.

Cindy Medrano stated that CARES would like to have a Christmas parade and part of the route to be on Hwy 70 and 789 and ending at the Valley Community Center. They are thinking of doing the parade on December 14, 2025. The Council stated that they will need to apply for a permit from Wyoming Department of Transportation as soon as possible.

Cindy Medrano and Rachel McAllister left the meeting at 7:37 p.m.

North Fork Engineering – Jon Nelson:

Nelson stated that FEMA is requesting more information by November 30, 2025. He wanted to verify that the Council is still on board to go after scoping grant for the generator with FEMA. The Council agree that they still want to move forward on the grant. McAllister moved to allow Mayor Howell to sign paperwork for FM-5490-2R WTP Emergency Backup Generator, seconded by Ferguson; motion carried.

Nelson explained about how the two meter pits need to be installed and where.

AnnaMarie Waldron left the meeting at 7:52 p.m.

Departments:

Faris stated that the three phase that Yampa Valley Electric installed has fixed the problem at the lagoon. They received new thermostats for the heaters at the water plant. The Council discussed the door at the water plant. Mayor Howell will ask Matt Feldmann to fix it.

Weber asked about the applications that the Town has received for the maintenance position. The Council agreed that the applicants do not have the qualifications that they are looking for. Weber will contact the applicants and let them know. Weber asked about the November 11, 2025, meeting, it is a holiday. Does the Council want to move the meeting. The Council agreed not to have a meeting on November 11, 2025. Weber asked the Council if they wanted to start looking for a new attorney and ask for letters of interest. The Council agreed to start looking. Weber stated that they have a water account that has not been paid and both husband and wife have passed away. Ferguson moved to forgive the balance and write off the bill, seconded by Ballinger; motion carried.

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New Business:

Ferguson moved to approve the bill presentation as presented to pay twenty checks and electronic checks in the amount of \$36,302.69 from the main checking, seconded by Ballinger; motion carried.

Ballinger moved to approve James and Stacy Petersen's site plan application for a new modular home at 250 Pine Street, seconded by Ferguson; motion carried.

Adjournment: Ferguson moved to adjourn the meeting at 8:41 p.m., seconded by McAllister; motion carried.

Mayor

Clerk