

## NOTICE OF PROCEDURE

Regular Meeting

Town of Baggs

December 23, 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, Michael McAllister, Jacob Dana, and Trevor Ballinger. Employee present was Alex Weber. Visitor present was Carbon County Sheriff Alex Bakken.

Mayor, Matt Howell, led the Pledge of Allegiance.

**Approval of Agenda:** Dana 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 December 9, 2025, employee time sheets for November 29 – December 12, 2025, Accounts Receivable as of December 18, 2025, Cash Report and Statements of Revenue and Expenditures for November 2025, seconded by Ballinger; motion carried.

### **Correspondence:**

Mayor Howell that he had received a phone call from Lenny Layman. Lenny Layman is starting a Carbon County Multi-Agency Coordination with the municipalities in Carbon County. Mayor Howell asked Lenny Layman to investigate the NOAA measuring device upgrade.

### **Visitors:**

Mayor Howell asked Sheriff Bakken to explain the Carbon County Search and Rescue. Sheriff Bakken explained that he reorganized the Search and Rescue and made two divisions, West and East, and formed a 501c with each division. Baggs Search and Rescue is now part of the West Division.

### **Departments:**

Mayor Howell explained that the wrong actuator was ordered so they had to order the right one. Mayor Howell stated that the leak in the roof in the main water plant building will be fixed next week. He explained that at some point the gas line to the raw building was disconnected. Matt Feldmann will put in a new gas line. The Council stated that they have already decided on the contract conference hours not to be paid.

Weber stated that there is a grant class and asked if the Council wanted her to attend. The Council was for her to attend the class.

### **New Business:**

Ballinger moved to approve the bill presentation as presented to pay seventeen checks and electronic checks in the amount of \$19,756.36 from the main checking, seconded by Dana; motion carried with Mayor Howell abstaining.

Dana moved to approve Valley Ready Mix's site plan for new silo, seconded by McAllister; motion carried.

Sheriff Bakken left the meeting at 7:44 p.m.

Ballinger moved to go into executive session for personnel with Weber at 7:46 p.m., seconded by Dana; motion carried. McAllister moved to come out of executive session at 8:50 p.m., seconded by Dana; motion carried. McAllister moved to approve the minutes from the executive session, seconded by Ballinger; motion carried. Mayor Howell stated that no action was taken in executive session.

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**Adjournment:** McAllister moved to adjourn the meeting at 8:51 p.m., seconded by Ballinger; motion carried.

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Mayor

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Clerk