

**Regular Meeting Minutes of July 10, 2017  
Bainville Town Council**

**The Regular meeting** of the Bainville Town Council was called to order at 7:00 p.m. by Mayor Dennis Portra at the Bainville Town Hall. Present were: Mandy Hickel, Matt Giese, Dennis Portra and Scott Ross. A **quorum** was established. Also present were Clerk, Nikki Rogers; Public Works Director, Lyle Lambert; City Attorney, Greg Hennessey. Guests included: Lindsey McNabb, Tim Lingle, Toby Romo.

Scott Ross moved to approve the agenda with the addition of Change Order No. 6 under new business. Mandy Hickel seconded the motion. All voted in favor and motion carried.

Scott Ross moved to approve the minutes dated June 12, 2017 as submitted. Matt Giese seconded the motion. All voted in favor and motion carried.

Public Comment—None

Public Works Report

Lyle Lambert, Public Works, gave the following report to the council:

- The Town of Bainville is now online with the new water tank. Some problems happened with excess usage that it is under control now and the tank is full.
- Mr. Lambert is working with Dry Prairie to get new valves in place so the town can use full pressure
- The fence for the tank will start on July 17, 2017 and is the last item on the project list.
- The final total for parts and labor for the repair on 7<sup>th</sup> Avenue came to \$22,854.37
- The old tank is offline but could be used if need be by other entities.
- Burlington Northern Santa Fe would like their water fixed. Mr. Lambert will contact a contractor to start the fix at the curb stop.

Roosevelt County Sheriff's Department Update

Tim Lingle, Roosevelt County Sheriff's Department, stated Devon Hughes is the newest recruit for the eastern side of the county. He just got out of the law enforcement academy and will live in Culbertson.

Local Emergency Planning Committee •

Meeting on July 11, 2017 in Froid at the Community/library building at 2:00 PM

Old Business

- A. Zoning Permits: None
- B. Discussion on a quiet title for the Dorothy Crawley property.—Attorney Hennessey *No new information*
- C. Review and approve Subdivision Plat—Toby Romo

Toby Romo, property owner, asked the council to approve the subdivision plat. He is subdividing his own property. Matt Giese moved to approve the subdivision plat for Toby Romo. Scott Ross seconded the motion. All voted in favor and motion carried.

- D. Discussion on Sewer Impact Fee—Matt Giese

No new information on this item. Item will be removed.

New Business

- A. Zoning Permits:
  - 1. Darrel Rasmussen—Garage

The Council reviewed the building permit. All is in order. Scott Ross moved to approve the building permit for a garage by Darrel Rasmussen. Matt Giese seconded the motion. All voted in favor and motion carried.

B. Budget Calendar—Clerk Rogers

1. **Resolution 149**—Adopt a resolution Fiscal Year 2017-18 preliminary budget and set a public hearing for August 14, 2017.
2. Final adoption of FY 17-18 Budget must be before September 7, 2017

Clerk Rogers stated it is budget time once again. She asked the council to first adopt a resolution for the preliminary budget and set the public hearing for August 14, 2017. She also asked when the council will be available in the next couple of weeks to work on the budget. She will tentatively set a meeting for July 19, 2017. Scott Ross moved to adopt a resolution Fiscal Year 2017-18 preliminary budget and set a public hearing for August 14, 2017. Matt Giese seconded the motion. All voted in favor and motion carried.

C. **Resolution 150**—A resolution adopting the Roosevelt County Hazard Mitigation Plan 2017.

Lindsey McNabb, Roosevelt County DES Coordinator, asked the council to adopt a resolution to approve the Roosevelt County Hazard Mitigation Plan 2017. Scott Ross moved to adopt a resolution adopting the Roosevelt County Hazard Mitigation Plan 2017. Matt Giese seconded the motion All voted in favor and motion carried.

D. Approve drawdown #20 from the following agencies in the amount of:

- \$2,775.97 from the US Army Corp of Engineers (US ACE)
- \$74,747.10 from the State Revolving Fund (SRF) Loan B
- \$155.82 from the State Revolving Fund (SRF) Loan A Forgiven
- \$59,938.96 from Treasure State Endowment Program (TSEP)
- \$8,809.70 from the Community Development Block Grant (CDBG).

Scott Ross moved to approve drawdown #20 in the amount of \$146,322.06. Matt Giese seconded the motion. All voted in favor and motion carried.

E. Approve Invoice 174875 in the amount of \$8,355.82 for Water System Design services and Invoice 174879 in the amount of \$2,203.92 for Grant Administration from Morrison-Maierle.

The council reviewed the invoices. Scott Ross moved to approve Invoice 174875 in the amount of \$8,355.82 for Water System Design services and Invoice 174879 in the amount of \$2,203.92 for Grant Administration from Morrison-Maierle when the money is available. Matt Giese seconded the motion All voted in favor and motion carried.

F. Discuss interest, fees and expenses related to the withholding of pay application 4.

The council reviewed the interest letter from C&C Excavation. The council directed Town Attorney Hennessy to draft an email or letter to Morrison-Maierle.

G. Approve pay request #8 from C&C Excavation in the amount of \$131,522.49 for Water Project 2016.

The Council reviewed pay request #8 from C&C Excavation. Scott Ross moved to approve pay request #8 from C&C Excavation in the amount of \$131,522.49 for Water Project 2016. Matt Giese seconded the motion. All voted in favor and motion carried.

H. Change Order No. 6—Stephanie Seymanski

The council reviewed Change Order 6 and they still have questions. The change order is to lower the new water main under an existing sewer main and to reconnect the sewer main. During installation of the new water main at Sta 1+83, the existing 8-inch clay tile sewer main was damaged. Construction drawings show the existing sewer main to be buried at a depth of over 20 feet whereas the sewer main was actually at approximately the same depth as the new water main. Unbeknownst to all parties, installation of the water main cut right through the sewer main disconnecting it from service. Until this year, there were no users on the sewer main to make the Town aware that there was a problem. A sewage backup resulted in which the Town investigated and then found the problem. This change order covers the repair of the sewer main and lowering of the water main. Scott Ross moved to pay the bills but will not sign the change order until the Town knows who the responsible party is of the repair. Matt Giese seconded the motion. All voted in favor and motion carried.

I. Treasurer's Report:

- Approve claims with checks dated June 12, 2017
- Approve JV, UB Vouchers, and Payroll slips
- Approve cancelling check numbers 11350, 11359, and 11360 due to printing error.
- Review account receivable.
  - Dakotaland

Matt Giese moved to approve the Treasurer's Report with checks dated July 10, 2017 in the amount of \$187,531.05 and cancelling check numbers 11350, 11359, and 11360 due to printing error. Scott Ross seconded the motion. All voted in favor and motion carried.

Scott Ross moved to adjourn the meeting at 8:20 PM. Mandy Hickel seconded motion. All voted in favor and motion carried.

Attest:

Approved By:

/s/Nikki Rogers  
Nikki Rogers, CMC  
Clerk-Treasurer

/s/Dennis Portra  
Dennis Portra  
Mayor