Regular Meeting Minutes of March 13, 2023
Bainville Town Council

The Regular meeting of the Bainville Town Council was called to order at 7:00 p.m. by Mayor Toby Romo at the Bainville Town Hall, 211 Clark Avenue East. Present were: Toby Romo, Nick Tester, Carol Rasmussen and Will Rathbun. A **quorum** was established. Clerk, Nikki Rogers was absent. Guests included: Mary Rathbun, Temp UB Clerk; Cora Norton, Norton and Darrel Rasmussen.

Nick Tester moved to approve the minutes dated March 13, 2023 as submitted. Will Rathbun seconded the motion. All voted in favor and motion carried.

Treasurer's Report:

a. Cash Balance Report *(Included in packet)*
b. Bank Reconciliation Report *(Not in packet)*
c. YTD Expense vs Budget *(Included in packet)*
d. YTD Revenue vs Budget *(Included in packet)*
e. Petty Cash Spreadsheet for February 2023. *(Not in packet)*
f. Bank Statements from February 2023. *(Included in packet)*
g. YTD Receipts from Utility Billing. *(Not in packet)*
h. Review delinquent accounts. *(Not in packet)*
i. Approve claims, JVs in the amount of $23,344.84. Carol Rasmussen moved to approve, Nick Tester seconded, motion passed unanimously.
j. Approve payroll in the amount of $8035.79 Will Rathbun moved to approve. Carol Rasmussen seconded the motion. All voted in favor and motion carried.

Public Comment—None

Public Works/Fire Chief Report

- Water Loss update:
  - The curb stop to the old RV park was shut off on Jan. 27, 2023.
  - Looking back we are seeing a dramatic improvement on our water loss, due to adding meters, shutting off curb stops, replacing old service lines, and shutting off main line valves that are no longer used. Devin with MAPS did a software check and found no issues.

Roosevelt County Sheriff's Report—None

- Citations, updates.

Committee reports - None

LEPC, Sewer impact Fee, Committee on Fire, etc.

- Committee on Streets: Request to impose a sight triangle for all intersections.
- Mayor Romo shared that the Town had applied for a $100,000 grant to purchase playground equipment through a local implement dealer.

Old Business

A. Building Permit changes & updates: see attached. Will Rathbun moved to approve Resolution. Carol Rasmussen seconded the motion. All voted in favor and motion carried.

B. Discussion on Hazardous Material Parking ordinance. *(February 13, 2023 Regular meeting)* Town Policy, Chapter 10.02 Traffic Regulations 10.02.010 & 10.02.020 address Adoption of the Uniform Traffic Act. Our current policy may cover hazardous materials, the Sheriff's department is looking into it and will get back to Mayor Romo. During discussion Nick Tester asked for the council to consider changing this policy to reduce the posted speed limit in town which is currently at 25mph.

New Business

A. Rescinding Resolution No. 11-25-2013-1. See attached resolution. Carol Rasmussen moved to approve Resolution. Will Rathbun seconded the motion. All voted in favor and motion carried.
B. A Resolution to Revise the Fiscal Year 2022-23 Budget. See attached resolution. Will Rathbun moved to approve. Nick Tester seconded the motion. All voted in favor and motion carried.
C. Seasonal workers. Approve job description. (mow & maintain cemetery) Carol Rasmussen moved to approve. Will Rathbun seconded the motion. All voted in favor and motion carried.
    - Clerk will advertise positions.
D. Building Permits:
    - Kathleen Rutledge- Fence. Nick moved to approve the permit after the mayor and president of the council review. Carol Rasmussen seconded the motion. All voted in favor and motion carried.
E. Financial Report:
    - Financial Audit update for FY2022.
    - Rate study update. MAPS is requesting funds to help with the rate study. MAPS is also going to organize the required lead service line update and at the same time we will listen at each curb stop to detect any leaks. MAPS plans to do this work, with the city employees the first week of May.
    - February of 2020 water loss was 842,670 gallons, a 67% loss.
    - February of 2021 water loss was 544,187 gallons, a 53% loss.
    - February of 2022 water loss was 300,208 gallons, a 42% loss.
    - February of 2023 water loss was 24,500 gallons, a 5% loss.
    - The Town Water Fund has lost $75,000 in the last 3 years to unaccounted water.

The mayor thanked the council for their work, which is leading to improvements for the Town. He also said he enjoyed the good working relationship with each of them and said he is enjoying his position as mayor.

Carol Rasmussen moved to adjourn the meeting at 7.53 PM.

Respectfully Submitted by: Mary Rathbun

Attest:

Nikki Rogers, CMC
Clerk-Treasurer

Approved By:

Toby Romo
Mayor