

Regular Meeting Minutes of November 13, 2023

Bainville Town Council

The **Regular Meeting** of the Bainville Town Council was called to order at 7:00pm by Mayor Toby Romo at the Bainville Town Hall, 211 Clark Avenue East. Present were Toby Romo, Will Rathbun, Carol Rasmussen and John Gilligan. A **quorum** was established. Also present were Billie Jo Cochran and Mary Mune Rathbun. Guests included: Cora Norton, David Norton, and Darrel Rasmussen.

John Gilligan moved to approve the agenda as submitted. Will Rathbun seconded, and the motion passed unanimously.

Will Rathbun moved to approve regular meeting minutes dated October 9, 2023, as amended. Carol Rasmussen seconded and the motion passed unanimously.

Treasurers Report

- a. Cash Balance Report
- b. Bank Reconciliation Report (*not included*)
- c. YTD Expense vs Budget
- d. YTD Revenue vs Budget.
- e. Petty Cash Spreadsheet for October 2023
- f. Bank Statements for October 2023
- g. YTD Receipts from Utility Billing.
- h. Review delinquent accounts.
- i. Approve claims & JVs in the amount of \$23,651.94 - John Gilligan moved to approve claims & JVs. Carol Rasmussen seconded. Motion passed unanimously.
- j. Approve payroll slips in the amount of \$8,632.93 - Will Rathbun moved to approve payroll, John Gilligan seconded, and motion carried.

Public Comments or Formal Complaints on items not on agenda.

- David Norton commented on the Gazebo lights and sewer backup generator.

Department or Committee Reports

Public Works/Fire Chief Report

- Town maintenance vehicle - council discussed the need for a maintenance vehicle in the future.
- Update on snow blade for Bobcat equipment

Roosevelt County Sheriff's Department Update. Citations, updates. None

Committee Reports. None

Public Hearing

Town Credit Card - John Gilligan moved to approve resolution to acquire Town Credit Card for employee use. Will Rathbun seconded and the motion passed unanimously.

Resolution to increase solid waste rates. Report from Devin Beal with MAP.

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John Gilligan moved to set a resolution to increase Solid waste rates. Will Rathbun seconded and the motion passed unanimously. Recommended rate increases will be advertised.

Set a public hearing for December 11, 2023. Rate study from Devin Beal with MAP. John Gilligan moved to set a public hearing for December 11, 2023, to increase customer water rates. Will Rathbun seconded, and the motion passed unanimously. Recommended rate increase will be advertised.

Old Business

Will Rathbun moved to add Billie Jo Cochran as a signer at Opportunity Bank. Carol Rasmussen seconded, and the motion passed unanimously.

New Business

- a. Billie Jo Cochran was sworn in by Mayor Romo as the new Town Clerk.
- b. Building Permits: none
- c. Insurance on softball field for ice skating rink - no motion.
- d. Neptune upgrade. John Gilligan moved to upgrade software and meter reading equipment out of the city Water Fund. Carol Rasmussen seconded, and the motion carried.
- e. Office Furniture, Computer upgrade and purchase Town apparel. John Gilligan moved to purchase office furniture and computers not to exceed \$6,000.00 Will Rathbun seconded, and the motion carried.
- f. Furnace at water house. Will Rathbun moved to approve estimate from Everyday Heating for \$1,874.25 to replace the furnace at the water house. John Gilligan seconded, and motion carried.

Mayor's Report:

Chet McLean is working on the FY23 Annual financial Report.

Review of Town Financials by Samantha Mahlen.

Water loss was 96,630 gallons at 13% in October of 2023. *Our goal is 10% or less.

- Was 384,060 gallons at 36% in October of 2022.
- Was 859,318 gallons at 56% in October of 2021
- was 770,586 gallons at 54% in October of 2020.

Meeting adjourned at 8:45pm