

Regular Meeting Minutes of January 13, 2020
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, 211 Clark Avenue East. Present were: Ron Butikofer, Chuck Hyatt, Dennis Portra and Travis Wills. A **quorum** was established. Also present were Clerk, Nikki Rogers; Public Works Director, Lyle Lambert; City Attorney, Greg Hennessey was absent. Guests included: Ryan VanKerkhove, David Norton, Jason Morgan, Beth Morgan, Suzzane Torgerson.

Chuck Hyatt moved to approve the agenda with a request to add the Pledge of Allegiance to the agenda for every Council Meeting. Travis Wills seconded the motion. All voted in favor and motion carried.

Ron Butikofer moved to approve the minutes dated December 10, 2019 as submitted. Chuck Hyatt seconded the motion. All voted in favor and motion carried.

Public Comment—None

Public Works Report

Lyle Lambert, Public Works, gave the following report:

- An update on the lift station, both the pumps went down and they discovered a check valve was broken. Dakota Pump replaced the check valve when they replaced the pumps. While pumping out the lift station, Lyle Lambert's tailgate of his pickup was damaged. MMIA rejected the claim. Mr. Lambert would like to be reimbursed for a new tailgate which is in the amount of \$1,818.31.

Mr. Lambert discussed after they replaced the pumps and they could not get rid of the sewage that maybe it was a plugged line. Dakota Pump checked the manhole at the lagoon and found a situation with the vault. Mr. Lambert stated there is a four-inch sewer main necked down to a three-inch vault then necked back to four-inch pipe. He would like to put a flow control panel at the lift station instead of being at the lagoon. This modification will increase the cost to \$5,500.00. In the temporary fix, public works has rented/borrowed some concrete blankets from Luke Romo to help insulate the hose until this spring when they can dig up the vault and replace the lines.

Chuck Hyatt moved to approve the flow meter change in the amount of \$5,500.00 and check valve from Dakota Pump and Control. Travis Wills seconded the motion. All voted in favor and motion carried.

Chuck Hyatt moved to reimburse Lyle Lambert for the repair to his tailgate on his pickup in the amount of \$1,818.31. Travis Wills seconded the motion. All voted in favor and motion carried.

Chuck Hyatt moved to approve purchase concrete blankets from Luke Romo in the amount of \$600.00. The motion died lack of second.

- Ron Butikofer asked if it is possible to look into a scraper blade with rippers attachment to break up the ice for the machines. Mr. Lambert stated we only have sand. Mayor Portra asked Mr. Lambert to check into it.

Roosevelt County Sheriff's Department Update

Deputy Ryan VanKerkhove from the Roosevelt County Sheriff's Department, gave the following report:

November: 26 calls

In Town Limits: 7

Out of Town Limits: 19

December: 32 calls

In Town Limits: 13
Out of Town Limits: 19

The Sheriff's office is back to full staff on the east end with 3 officers.

Legal Issues

A. Discussion on a quiet title for the Dorothy Crawley property—Attorney Hennessy—None

Local Emergency Planning Committee

Next LEPC meeting: Tuesday January 14, 2020 in Bainville Culbertson
Postponed to the 21st in Culbertson

Trail Committee Update--None

- Committee Recruitment
- Community Development Block Grant (CDBG) Planning Grant for Trails Plan

Old Business

A. Review the sewer line proposal for Gracie's Bar and Casino at 212 Clinton Street ST N—No Update from the State of Montana DEQ.

B. Discuss the purchase and implementation of Timeclock Plus

Chuck Hyatt discussed there are 5 employees: 1 Full Time, 2 Part Time, and 2 Temporary/Seasonal and asked if it is cost effective to spend \$1,966 plus ongoing costs for time keeping? Mayor Portra is looking for a paper trail on when they are working and when they are not working.

Ron Butikofer motioned to approve the purchase and implementation of Timeclock Plus. Chuck Hyatt seconded the motion. All voted in favor and motion carried.

Mr. Hyatt discussed the Mayor and Council President be set up to sign off on the time sheets.

C. Request from D Panasuk to have water and sewer permanently disconnected at 210 Evans Street—Pending

New Business

A. New Permits: None

B. Edward D. Jones update—Tammie Richardson

Tammie Richardson, Edward D Jones, gave an update of the investment accounts. A couple of securities are maturing in March. For 2019, the end of the year results was up \$9,182.60 value which is about 2.48 percent. The value coming due in March is \$100,000 each and another one is coming due in July for \$44,000.

C. 2020 US Census Awareness—Susan Torgerson

Suzanne Torgerson, US Census Taker, discussed with the council the importance of the 2020 census and asked them to get involved in getting the word out to people in the area. The census is important in regard to federal monies for highways and representation in the House of Representatives. She left information on how to become a census taker.

D. **Ordinance**— An ordinance of the Bainville Town Council amending Title 15 Buildings and Construction Chapter 15.02 Building Regulations to include shipping containers as movable storage structures.

Mayor Portra stated he has an issue the ordinance as it reads regarding the shipping container being in line with the front of the house. Clerk Rogers will check with Attorney Hennessy on striking the paragraph 15.02.040 Placement of Buildings.

- E. Approve and authorize the Mayor to sign an annual inspection agreement with Dakota Pump and Control in the amount of \$700.00 to inspect the pump and control equipment at the main lift station.

Chuck Hyatt moved to approve and authorize the Mayor to sign an annual inspection agreement with Dakota Pump and Control in the amount of \$700.00 to inspect the pump and control equipment at the main lift station. Travis Wills seconded the motion. All voted in favor and motion carried.

- F. Approve the Theodore Roosevelt Expressway Association membership dues in the amount of \$500.00.

Travis Wills motioned to deny paying the Theodore Roosevelt Expressway Association membership dues in the amount of \$500.00. Ron Butikofer seconded the motion. Butikofer and Wills voted in favor and Hyatt voted nay. Motion carried.

- G. Review Town Council meeting schedule and Federal Holidays for 2020.

- Election of President of the Council

Travis Wills moved to name Chuck Hyatt as the President of the Council. Ron Butikofer seconded the motion.

- Appoint members to the following committees:--Pending
 - a) Sewer and Water
 - b) Streets
 - c) Fire
 - d) Police and Public Safety
 - e) Community Development

- H. Treasurer's Report:

- Approve claims with checks dated January 13, 2020
- Approve JV, UB Vouchers, and Payroll slips
- Review Accounts Receivable

Ron Butikofer moved to approve the claims with checks dated January 13, 2020. Chuck Hyatt seconded the motion. All voted in favor and motion carried.

Chuck Hyatt moved to approve the Treasurer's Report. Travis Wills seconded the motion. All voted in favor and motion carried.

Chuck Hyatt moved to adjourn the meeting at 8:55 PM. Ron Butikofer 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