

## Regular Meeting Minutes of October 11, 2021 Bainville Town Council

**The Regular meeting** of the Bainville Town Council was called to order at 7:30 p.m. by Mayor Dennis Portra at the Bainville Town Hall, 211 Clark Avenue East. Present were: Ron Butikofer, Dennis Portra and Matt Giese. A **quorum** was established. Also present were Clerk, Nikki Rogers; Public Works Director, Lyle Lambert; and City Attorney, Greg Hennessey was absent. Guests included: Bernie Popp, Diane Panasuk, Jess Malkuch, Patti Malkuch, and Eric Newton

Matt Giese moved to approve the agenda with the addition of New Business Letter A Number 1 Diane Panasuk—Hot tub shed at 108 Rhea Avenue East. Ron Butikofer seconded the motion. All voted in favor and motion carried.

Matt Giese moved to approve the minutes dated September 13, 2021 as submitted. Ron Butikofer seconded the motion. All voted in favor and motion carried.

### Public Comment

Clerk Rogers stated the town of Bainville mail ballots will be mailed out on October 18, 2021 for the general municipal election.

A web complaint was sent in regarding nuisance dogs and a rooster that crows at all hours of the day. Clerk Rogers forwarded the complaint to the Sheriff's Office to handle.

### Public Works Report

Lyle Lambert, Public Works, gave the following report:

- Interstate Engineering created a plan for the Mayor and Council to review Gracie's low-pressure sanitary sewer service connection to the Town of Bainville's public sanitary sewer force main. Language on the plan indicated the contractor will determine the size of the pipe which the Mayor suggested the contractor go with what pipe is already there. Mr. Lambert will get back to the engineer on the project to make it known. Mayor and Council agreed the language needed to change but the rest of the plan looked good.
- Public works will be building weirs in the lagoon to assure water flow to all cells.
- Mr. Lambert asked to purchase the following equipment:
  - Broom— He feels a broom would be helpful in clearing sidewalks and parking lot at the post office, especially at Simard Park and the Senior Center. Council members were not in favor of purchasing one now.
  - Snow Blower— Mr. Lambert indicated repairs were made to the snow blower last year and they barely made it through the winter. Council members asked for an estimate on the cost of replacing the snow blower
  - Lift—Mr. Lambert stated it was nice to rent a lift to work on the light poles down Clinton Street/Highway 327. To rent it costs 1013.00 or they could purchase the machine for approximately \$16,000. He stated the lift would be used for many different tasks around Bainville like working on the top of the gazebo, cutting trees in alley ways for the garbage truck, and working in the buildings at the lagoon. Council members did not make a decision at this time.

### Roosevelt County Sheriff's Report—None

### Court Report—1 Citation dismissed by the court

### Legal Issues—None

Policy/Ordinance Review--None

Local Emergency Planning Committee

The Committee will be meeting in Poplar on October 12, 2021 at 2:00 PM. They have been discussing the siren project.

Old Business

A. Discuss the next step in clean up nuisances.

- Council review of nuisance violations

Council did not discuss, mayor has been advised on the next steps by city attorney and took it under advisement.

New Business

A. New Permits:

1. Diane Panasuk—Hot tub shed at 108 Rhea Avenue East

Mayor and Council reviewed the permit. Permit was approved pending property line location.

B. Annual Financial Report FY2020

Clerk Rogers gave the Mayor and Council members a copy of the Annual Financial Report for FY 20. She is currently working on FY 2021. Mayor and Council gave consent to have Chet McLean work on the FY 2021 report. They also would like a report from Valli at Sidney Tax Service.

C. Montana League of Cities and Towns Conference Update.

Clerk Rogers attended the League conference virtually. The conference was very informative. Next year the conference is in Kalispell, then in Helena in 2023 and West Yellowstone in 2024.

D. Treasurer's Report:

- Approve claims with checks dated October 11, 2021 in the amount of \$23,134.20.
- Approve JV, UB Vouchers, Payroll slips in the amount of \$10,495.83.
- Review delinquent accounts.
- Update on the American Rescue Plan Act of 2021.

➤ Discussion on possible projects for the ARPA Funding—Did not discuss

➤ Update on Computer Services:

- New Email Rollout for the Town of Bainville

Clerk Rogers stated the new email addresses are created and the Mayor/Council will need to come in to set up their email on their phones.

[dportra@townofbainville.com](mailto:dportra@townofbainville.com)  
[rbutikofer@townofbainville.com](mailto:rbutikofer@townofbainville.com)  
[mgiese@townofbainville.com](mailto:mgiese@townofbainville.com)  
[councilperson@townofbainville.com](mailto:councilperson@townofbainville.com)  
[nrogers@townofbainville.com](mailto:nrogers@townofbainville.com)  
[llambert@townofbainville.com](mailto:llambert@townofbainville.com)

Shared email group:

[council@townofbainville.com](mailto:council@townofbainville.com)  
[cityclerk@townofbainville.com](mailto:cityclerk@townofbainville.com)

Matt Giese moved to approve the claims in the amount of \$23,134.20 and payroll slips in the amount of \$10,495.83.

Matt Giese approved the Treasurer's Report. Ron Butikofer seconded the motion. All voted in favor and motion carried.

Matt Giese moved to adjourn the meeting at 8:45 PM.

Attest:

Approved By:

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

/s/Dennis Portra  
Dennis Portra  
Mayor