

**Special Meeting Minutes of August 27, 2018
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: Ron Butikofer, Dennis Portra and Scott Ross. Absent was Mandy Hickel, Public Works Director, Lyle Lambert. A **quorum** was established. Also present were Clerk, Nikki Rogers; City Attorney, Greg Hennessey. Guests included: None.

Scott Ross moved to approve the agenda as amended with the addition of two building permits under new business. Ron Butikofer seconded the motion. All voted in favor and motion carried.

Minutes will be available at a later date.

New Business

A. Finalize FY 18-19 Budget

- Discuss Fees
- Discuss applying for Bridge and Road Safety and Accountability Act (BARSAA) funds

Clerk Rogers showed the council revenue vs. expenditure numbers. She also discussed various fees with the council. With the addition to the cemetery, the cemetery fees should be increased to help offset the cost of the engineering. The current fee is \$50.00 for a 16x16 plot.

Clerk Rogers stated the Town of Bainville has an allocation of \$4,644.65 from Montana Department of Transportation to be used for projects. BARSAA funds (Bridge and Road Safety and Accountability Act) is the new fuel tax allocations provided by the 2017 Legislation (House Bill 473).

B. Annual Appropriations for the Fiscal Year 2019 Budget and Capital Improvement Project (CIP).

❖ CIP Projects

- New Community Center
 - Senior Center
 - Museum
 - City Library
 - Office Spaces
 - Council Meeting Space
 - Town Office
 - Emergency Shelter
- Simard Park Infrastructure Plan
 - Public Restrooms
 - Playground Equipment
 - More Picnic Tables
 - Parking
 - Kiosk
 - Splash Pad
 - Tree Dedication
- Trail System for Bikes, Dogs, Walkers, Motor Bikes/ATV's
- Cemetery Project
 - Plot inventory
 - Kiosk for Cemetery
 - Shrubs
 - Retaining Wall
 - Fencing

- Infrastructure:
 - Culvert Rehab-Update Storm Drainage system
 - Replace Water Lines
 - Replace Sewer Lines
 - Create and Replace Sidewalks
 - Street Maintenance
- Economic Development: What can we do to attract businesses to Bainville?
 - Grocery Store
 - Hardware Store
 - Truckstop
- Replace aging equipment
 - Purchase Town Vehicle
 - Welcome to Bainville Sign

Mayor and Council discussed revenues vs. expenditures from Fiscal Year 18 in the general fund. Clerk Rogers asked if she can advertise for a part time Utility Clerk. Mayor Portra stated the position can only be a Temporary Part Time position to make sure the Town has enough money to fund the position. Clerk Rogers indicated the position has already been built in to the expenses of the budget.

Mayor Portra questioned how many hours Public Works has been putting in for various projects. Clerk Rogers provided the Mayor and Council with a break down of their hours for the last fiscal year.

The CIP items will be discussed as money comes available for various projects.

Scott Ross moved to adopt a resolution fixing the annual appropriations for the Town of Bainville, Montana for the Fiscal Year 2018 - 2019 budget. Ron Butikofer seconded the motion. All voted in favor and motion carried.

C. Chuck Hyatt—Deck

The Council reviewed and discussed the permit. Scott Ross moved to approve the permit. Ron Butikofer seconded the motion. All voted in favor and motion carried.

D. Robin Manning—Garden Shed replacement

The Council reviewed and discussed the permit. Scott Ross moved to approve the permit. Ron Butikofer seconded the motion. All voted in favor and motion carried.

Scott Ross moved to adjourn the meeting at 8:45 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