

Regular Meeting Minutes of June 8, 2015 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: Matt Giese, Dennis Portra and Scott Ross. A **quorum** was established. Also present were Clerk, Nikki Rogers; City Attorney, Greg Hennessey Public Works Director, Lyle Lambert was absent. Guests included: David Norton, Todd Rand, Lisa Sullivan, Melissa Brown, Cora Norton, and Scott Walch.

Scott Ross moved to approve the agenda. Matt Giese seconded the motion. All voted in favor and motion carried.

Matt Giese moved to approve the minutes of May 18, 2015 as amended with a correction to New Business Number 5 Matt Giese voted aye and did not abstain from the vote and approved minutes of May 26, 2015 as submitted. Scott Ross seconded the motion. All voted in favor and motion carried.

Public Comment

David Norton asked who is responsible for mowing the ditches, cleaning sidewalks, and boulevards. Mayor Portra stated it is the property owner's responsibility to make arrangements if they cannot do it. The Mayor directed the clerk to make a note in everyone's water bill.

Public Works Report—None

Roosevelt County Sheriff's Department Update-None

Old Business:

A. Zoning Permits:

1. Fence—Clay Mathews—No property pins found and no response from the Property Owner.
2. Fence Permit—Gary McLaughlin—No property pins were found and the renters continued putting up their temporary fence.
3. Manufactured Home and Fence—Mandy Hickel—Ms. Hickel contacted the Clerk and asked if she could submit a modification to the plan. She would like her new house to be turned north and south instead of the original east to west. Matt Giese moved to approve the permit pending a revised site plan be submitted to the council. Scott Ross seconded the motion. All voted in favor and motion carried.

B. FY16 Budget

1. Discussion various Fees. The clerk will check with other towns to find out what kind of fees their local government charges. The clerk mentioned there are only a few plots left in the cemetery. The other section should be plotted and the fees for new plots should be increased to help pay for the survey.

The clerk passed out a copy of the FY 2016 City/Town Entitlement Share Payment in which Bainville will receive \$47,777.63 and Roosevelt County will receive \$834,991.01.

C. Continued discussion on a new Town Hall—None

D. Harmon Annexation Update.

City Attorney Hennessey spoke with the County Surveyor, Pete Olson. He stated there is a punch list which needs to be done but the Annexation has been completed and is recorded at the county. The property should show up on the City Tax rolls, however there is a question as to if the Shotgun Creek Subdivision has been annexed into town.

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- E. Update on Water Project and Funding —Patrick Murtagh
Patrick Murtagh asked the Mayor if the lease has been signed yet with the Berwicks. Mayor Portra stated they have not signed it yet. Mr. Murtagh reviewed with the council how much funding Bainville will be receiving for the Water Tank Project.
- F. Town of Bainville Welcome Sign—John Gilligan
John Gilligan will contact the state after the July 4th celebration to find out what needs to be done.
- G. Bainville Community Association July Celebration—John Gilligan
Mayor Portra stated he is very upset the posters for the July 4th celebration have yet to be fixed. The Pig in the Park is a fundraiser and not a Community Pot Luck.

New Business:

A. Zoning Permits:

- 1. Removal of old shed and build a new shed—Lisa Sullivan

Ms. Sullivan would like to tear down the old shed and build a new shed within her property lines. Mayor Portra stated she has until September 30, 2015 to have the old she removed from her property. Ms. Sullivan also stated she has issues with the person who bought her old house and would like a letter from the town telling her she has a number of days to move it. Matt Giese moved to approve the permit to tear down the old shed and building a new shed. Scott Ross seconded the motion. All voted in favor and motion carried.

Mayor Portra directed the clerk to write a letter to Ms. Sullivan to have the old trailer removed from her property within 14 days.

- 2. Front Porch—Cora Norton

Ms. Norton stated she has torn down the front porch of her house and would like to have it replaced. The porch will be within the property lines and meets the 10 foot setbacks. Matt Giese moved to approve the permit. Scott Ross seconded the motion. All vote in favor and motion carried.

B. Appoint a Council President

Mayor Portra moved to appoint Matt Giese as Council President. Scott Ross seconded the motion. All voted in favor and motion carried.

C. Bainville Farmer's Market update—Melissa Brown

Melissa Brown stated the first Farmer's Market was successful and they would like to continue to use the park. Matt Giese moved to approve using the park until the next regular council meeting in July. Mayor Portra seconded the motion. All voted in favor and motion carried.

D. Water Bill—Scott Sorenson

Mayor Portra gave an overview of the problem with Mr. Sorenson's water bill. The council discussed the problem and many other water bills were in the same situation. The council decided the bill must be paid.

E. Review water shut off procedure

Clerk Rogers reviewed the water shut off procedures with the council as there needs to be further clarification in notifying the office when people want their water shut off.

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- F. Discussion regarding water shuts off at curb stops—Robert Beery
Clerk Rogers asked the council on behalf of Robert Beery to who is responsible for replacing the water shut off at the curb stops. The council discussed the older ones should be done by the Public Works Department but the new ones should be done by the contractor who installed the curb stops.

- G. Treasurer's Report: Approve Claims, JV and UB Vouchers
Matt Giese moved to approve Check #10500-10523 in the amount of \$21,262.97. Scott Ross seconded the motion. All voted in favor and motion carried.

Adjourn

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