

Regular Meeting Minutes of December 12, 2016
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: Mandy Hickel, Matt Giese, Dennis Portra and Scott Ross. A **quorum** was established. Also present were Clerk, Nikki Rogers; Public Works Director, Lyle Lambert; City Attorney, Greg Hennessey. Guests included: Benjie Butikofer, Angela Benson, Diane Panasuk, Elizabeth Standley.

Mandy Hickel moved to approve the agenda with the addition of the following:

- Dennis Anderson permit under New Business A1.
- Town Council Meeting Calendar for 2017 from Clerk Rogers under New Business Item H.
- New Year's Eve Fireworks dates and times from Clerk Rogers under New Business Item I.

Scott Ross seconded the motion. All voted in favor and motion carried.

Scott Ross moved to approve the minutes dated November 16, 2016 as submitted. Matt Giese seconded the motion. All voted in favor and motion carried.

Public Comment—None

Public Works Report

Lyle Lambert, Public Works director, discussed the following items with the council:

- The new Bobcat Skidsteer has arrived.
- Snow Plow: Plowing Dry Prairie Road to their shed across the cemetery road as a public service.
- Polaris program
- Concrete Chewer in amount of \$2000.00 is on the wish list
- Grader for Bobcat in amount of \$8000.00 was discussed
- Is the council interested in selling Backhoe?

Roosevelt County Sheriff's Department Update—None

Local Emergency Planning Committee—Meeting will be held on December 13, 2016 in Culbertson at 2:00 PM

- Emergency Operation Plan
- PDM

Old Business

- A. Zoning Permits: None
- B. Continued discussion on a new Town Hall—*No new information*
 1. Remodel current building proposal
- C. Discussion regarding contracting services with the County Attorney's office—Attorney Hennessey
Mayor Portra and Clerk Rogers drafted a letter to the County Attorney's office to start the talks between the two offices to see if it is feasible to have the County Attorney's office prosecute the Town of Bainville's case load.
- D. Discussion on a quiet title for the Dorothy Crowley property—Attorney Hennessey
Clerk Rogers provided some information to Attorney Hennessey.

New Business

- A. Zoning Permits—
 1. Dennis Anderson—Moveable Shed

Dennis Anderson submitted a building permit to bring in a moveable shed. The council discussed it and would like more information than what was provided. He needs to submit the size of the shed and redraw the layout with the property pins. He needs to adhere to the 10 foot setback rule.

B. Water Project Update

Lyle Lambert, Public Works, gave an update on the water tank progress. The tank has been completed with walls, floor, and roof. They still need to work on the hatches. The crew will be finishing up removing the forms before the winter shutdown.

C. Approve drawdown in the amount of \$49,443.89 from the following funding agencies:

1. \$27,048.63 from State Revolving Fund (SRF)
2. \$22,395.26 from Community Development Block Grant (CDBG)

Clerk Rogers explained this drawdown will be used for the Morrison Maierle invoices. Scott Ross moved to approve drawdown in the amount of \$49,443.89 from State Revolving Fund (SRF) and Community Development Block Grant (CDBG). Mandy Hickel seconded the motion. Scott Ross and Mandy Hickel voted in favor of the motion. Matt Giese voted against the motion. Motion carried.

D. Discuss payment #4 to C&C Excavation.

Mr. Lambert, Public Works, explained to the council the issues regarding the Payment Application #4 regarding a cold seam. Morrison-Maierle project engineer, Stephanie Seymanski, recommended the town of Bainville pay \$297,528.51 which is \$63,923.90 less than the contractor's payment application. The engineer recommended on waiting until the leak test has been completed to pay for the concrete. The leak test will be performed in the spring time. The Contractor did not agree with the engineer on the revised amount of the payment.

E. Discussion on Town of Bainville logo contest and pictures—Erin Romo—*No new information*

F. Cardboard Recycling Center Program in Bainville—Sherry Welty

1. Christmas Tree Recycle after the holidays

Sherry Welty contacted Mayor Portra regarding a possibility of the Town of Bainville getting a Cardboard Recycling Center Program and possible Christmas Tree Recycling. Mayor Portra suggested the Town visit with their current contracted garbage service, Bowker Enterprises to see if they would have any problems implementing a recycling program.

G. Holiday Decoration Update—Kellen Standley

Elizabeth Standley, Bainville School, updated the council on what is happening with the Holiday decorations. She said the lights have been tough to get to work correctly. The prototype snowflake worked fine but when they ordered the lights for the other snowflakes they were wrong lights. Mr. Standley sent those lights back then the company sent the wrong color lights so he sent those back. After sending lights back and forth, he finally received the ones and will be working on the lights to try and get them up before Christmas.

H. Town Council Meeting Calendar for 2017—Clerk Rogers

Clerk Rogers brought the 2017 meeting calendar to the council. She only had one question regarding the meeting schedule in October. She requested the Town be open on October 9, 2017 which is a legal federal holiday in exchange for taking the day after Thanksgiving off. The council wanted a revised schedule ready for the next meeting.

I. New Year's Eve Fireworks dates—Clerk Rogers

Clerk Rogers brought the New Year's Eve Fireworks issue to the council. The council should set dated for the Fireworks being shot off in celebration of the new year. After much discussion, the council decided to allow fireworks from 1:00 PM on December 31, 2016 to 1:00 AM on January 1, 2017.

J. Treasurer's Report:

- Update on various water accounts
- Approve claims with checks dated December 12, 2016
- Approve JV, UB Vouchers, and Payroll slips

Scott Ross moved to approve the treasurer's report. Mandy Hickel seconded the motion. All voted in favor and motion carried.

Scott Ross moved to adjourn the meeting at 8:55 PM. Mandy Hickel 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