



Bainville Town Council Meeting Minutes

City Office

211 Clark Ave. East

Monday June 12, 2023, at 7:00 PM

- **Call Meeting to Order**
- **Pledge of Allegiance**
- **Roll Call—Establish a quorum.**
 - X Mayor, Toby Romo
 - X Councilperson, Carol Rasmussen
 - X Councilperson, Nick Tester
 - X Councilperson, Will Rathbun
- **Approval of Agenda**
- **Approval of regular meeting minutes dated June 12, 2023.**
- **Treasurers Report**
 - a. Cash Balance Report
 - b. Bank Reconciliation Report
 - c. YTD Expense vs Budget
 - d. YTD Revenue vs Budget
 - e. Petty Cash Spreadsheet for May 2023.
 - f. Bank Statements for May 2023.
 - g. YTD Receipts from Utility Billing.
 - h. Review delinquent accounts.
 - i. Approve claims, JVs in the amount of \$14,019.10 Approved by Will Rathbun and seconded by Carol Rasmussen. Motion passed unanimously.
 - j. Approve payroll in the amount of \$18,830.18 Approved by Will Rathbun and seconded by Nick Tester. Motion passed unanimously.
- **Public Comments or Formal Complaints on items not on agenda.** Carol Rasmussen asked on behalf of Diane Panasuk, if Diane can spray and put gravel in the ditch across from bar. David Norton asked about rainwater drainage at Flynn. Also, David Norton would like his packet emailed to him before Council meeting. Cora Norton wants a packet for every meeting. Traffic is gotten better up and down Main Street, but now we have motorcycles drug racing through Main Street. April Wills made inquiries about Community yard sale, Town cleanup day. Also working to spruce up the Museum.
- **Department or Committee Reports**
 - A. Public Works/Fire Chief Report: No update from Lyle.
 - B. Roosevelt County Sheriff's Department Update.
 - Citations, updates – possible Contract increase in 2024-2025 for Sheriff's fee.
 - C. Committee reports:
 - Committee on Community Development – per Carol Rasmussen, Committee is working on a Brochure for the Town.
 - Appoint additional Committee member. Carol Rasmussen moved to appoint Jackie Dear and Nick Tester seconded. Motion passed unanimously.
- **Public Hearing**

- A. **Resolution**—Adopt a resolution establishing a late fee for delinquent water services. *Carol Rasmussen moved, Will Rathbun seconded, motion passed unanimously.*
- B. **Resolution** – Adopt an emergency resolution to declare certain days to shoot fireworks within the Town limits. Mayor suggests Friday June 30th at 11:59 a.m. to Thursday July 6 at 11:59 a.m. A County burn ban would overrule this Town resolution. *Carol Rasmussen moved, Will Rathbun seconded, motion passed unanimously.*

- **Old Business**

- **New Business**

- A. Building Permits:

- Pat Wilson – building permit. *Will Rathbun moved to approve, Carol Rasmussen seconded, motion passed unanimously.*

- B. Accept resignation of Clerk Nikki Rogers

Approve check for reimbursement of accrued vacation & sick leave for Clerk. . *Carol Rasmussen moved to approve, Will Rathbun seconded, motion passed unanimously.*

- C. Approval of job description for part-time Utility Billing Clerk/Office Administrator. *Carol Rasmussen moved to approve, Will Rathbun seconded, motion passed unanimously.*

- D. Advertise position for part-time Utility Billing Clerk/Office Administrator. *Will Rathbun moved to approve, Carol Rasmussen seconded, motion passed unanimously.*

- E. Property Improvement Award for 2023. -see attached details. *None provided, no action taken.*

- F. Contract with Sidney Tax Services for Town financial services. *Carol Rasmussen moved to approve, Will Rathbun seconded, motion passed unanimously.*

- G. Approve and authorize the Mayor to sign the Solid Waste Contract with Bowker Sanitation. *Carol Rasmussen moved to approve, Nick Tester seconded, motion passed unanimously.*

- **Mayor's Report:**

- Financial Audit for FY2022.
 - Council approval of FY2022 Audit Report by Bob Denning & Associates.
- Continued work on FY24 budget.
- Summer help is doing a good job at the cemetery. I have received many compliments on their work.
- Repairs on the Park & Senior center lawn have been made and grass will be re-seeded this week.

- **May of 2020** water loss was **1,549,100 gallons**, a 70% loss or \$3176/month loss.
- **May of 2021** water loss was **522,763 gallons**, a 32% loss or \$1072/month loss.
- **May of 2022** water loss was **394,820 gallons**, a 33% loss at \$809/month loss.
- **May of 2023** water loss was **181,200 gallons**, a 22% loss at \$370/month loss.

Meeting Adjourned 8:15pm

Next Regular Meeting will be Monday, July 10, 2023, 7pm. City Office