

## Regular Meeting Minutes of October 09, 2023

### Bainville Town Council

**The Regular Meeting** of the Bainville Town Council was called to order at 7:00pm by Mayor Toby Romo at the Bainville Town Hall, 211 Clark Avenue East. Present were, Toby Romo, Will Rathbun and Carol Rasmussen. Absent: John Gilligan. A **quorum** was established. Guests included: David Norton, Darrel Rasmussen and UB Clerk, Mary Mune R.

Carol Rasmussen moved to **approve the agenda**, *Will Rathbun seconded, and the motion passed unanimously.*

Carol Rasmussen moved to **approve regular meeting minutes** of September 11, 2023. *Will Rathbun seconded and the motion passed unanimously.*

#### Treasurers Report

- a. Cash Balance Report
- b. Bank Reconciliation Report (*not included*)
- c. YTD Expense vs Budget
- d. YTD Revenue vs Budget.
- e. Petty Cash Spreadsheet for September 2023 *Lyle suggested getting a credit card to use instead of petty cash.*
- f. Bank Statements for September 2023
- g. YTD Receipts from Utility Billing.
- h. Review delinquent accounts.
- i. Approve claims & JVs in the amount of \$23,190.63 – *Carol Rasmussen moved to approve claims & JVs. Will Rathbun seconded. Motion passed unanimously.*
- j. Approve payroll in the amount of \$7,375.52 – *Will Rathbun moved to approve payroll, Carol Rasmussen seconded, and motion carried.*

#### Public Comments or Formal Complaints on items not on agenda.

- David Norton commented that the park is looking better.
- Will Rathbun suggested that we send a flyer out to remind all to tidy up their yards to avoid snakes and mice looking to den up for the winter.

#### Department or Committee Reports

##### Public Works/Fire Chief Report

- Lyle Lambert is working on the Capital Asset list.
- Finishing summer project list.
- Water & Sewer has been installed at Pat Wilson's place.
- Lyle presented the Council with 4 different Quotes for snow blades for winter street maintenance. ACME \$6471, QA \$4987, BOBCAT \$5500, TITAN \$2199 *Will Rathbun moved to approve purchase from Bobcat. Carol Rasmussen seconded, and the motion passed unanimously.*

Roosevelt County Sheriff's Department Update. Citations, updates. *Town needs lights at the lagoon. Will Rathbun moved to approve spending up to \$700 for security lights. Carol Rasmussen seconded, and the motion passed unanimously.*

#### Committee Reports

#### Public Hearing

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Resolution— Adopt a resolution canceling the November 7, 2023, general election for Carol Rasmussen & William Rathbun. *Carol Rasmussen moved to adopt a resolution canceling the November 7 general election for Carol R and William R. Will Rathbun seconded and the motion passed unanimously.*

Adopt a resolution to increase solid waste rates.

- Report from Devin Beal with MAP.

Set a public hearing for November 13 to increase customer water rates. *Will Rathbun moved to set a public hearing for November 13 to increase water rates. Carol Rasmussen seconded, and the motion passed unanimously.*

- Rate study from Devin Beal with MAP.

Adopt a resolution to adopt the mill levy for FY 2023-24 Fiscal year. *Will Rathbun moved to adopt the mill levy resolution for FY 2023-24 Fiscal year. Carol Rasmussen seconded, and the motion passed unanimously.*

**Old Business** (none)

**New Business**

- a. Building Permits:
  - Permit Approval – recommend 2 signatures from Mayor or Council members.
  - Building Permit – AJ Ullmer – wood fence. *Carol Rasmussen moved to approve a permit for AJ Ullmer to fence the backyard.*
- b. Council reviewed the application from Billie Jo Cochran. *Will Rathbun moved to approve application and to hire her as part time Town Clerk (Up to 30 hours per week). Carol seconded the motion to hire Billie Cochran and the motion passed unanimously.*

#### **Mayor's Report:**

Chet McLean is working on the FY23 Annual Financial Report.

The Annual Budget Report was completed by Samantha Mahlen and submitted to the State on September 29<sup>th</sup>. Deadline was October 1

Water loss was 245,000 gallons at 17% in September of 2023. \*Our goal is 10% or less.

- Was 662,000 gallons at 33% in September of 2022.
- Was 2,039,200 gallons at 66% in September of 2021.
- Was 979,200 gallons at 45% in September of 2020.

Mayor Toby Romo moved to adjourn the meeting at 7:25pm.