

Regular Meeting Minutes of July 21, 2021 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, 211 Clark Avenue East. Present were: Ron Butikofer, Dennis Portra and Matt Giese. A **quorum** was established. Also present were Clerk, Nikki Rogers; Public Works Director, Lyle Lambert; and City Attorney, Greg Hennessey was absent. Guests included: Bernie Popp, Diane Panasuk, Cora Norton, Jess Malkuch, Patti Malkuch, Duane Rabbe Jr., David Norton, Toby Romo, and Scott Ross.

Matt Giese moved to approve the agenda as submitted. Ron Butikofer seconded the motion. All voted in favor and motion carried.

Matt Giese moved to approve the minutes dated June 21, 2021 as submitted. Ron Butikofer seconded the motion. All voted in favor and motion carried.

Public Comment

Scott Ross asked Mayor Portra if he could be considered the third member of the council until the election time. Mayor Portra stated he would like to see if anyone else is interested in the position and made note.

Public Works Report

Lyle Lambert, Public Works, gave the following report:

- ISO Rating has not changed for the Town of Bainville. If you have questions, please contact him.
- Evans Street and Rhea Avenue storm drainage has been repaired.
- The sewer line between Evans Street and Tubman Street in the alley has been fixed so the camera and jet trailer can travel through the line.
- Storm trees have been picked up around town.
- Mr. Lambert attended a lagoon training on cyber security. They are strongly suggesting putting a fence around the lagoon ponds to prevent any tampering. They are looking into some funds to help with the cost of fencing.

Roosevelt County Sheriff's Department Update--None

Court Report

Judge Hendrickson sent over a report with 2 citations in court for the Town of Bainville.

Legal Issues—No New cases

Policy/Ordinance Review—None

Local Emergency Planning Committee

LEPC meeting will be held August 10, 2021 in Wolf Point. The Committee met and discussed the following: storm shelters and lettering for the school doors has been ordered.

Public Hearing

Resolution—Resolution providing the amendment of the Fiscal Year 2020-2021 budget to acknowledge unanticipated revenues and amend expenditures exceeding the original appropriations.

Matt Giese moved to adopt a resolution providing the amendment of the Fiscal Year 2020-2021 budget to acknowledge unanticipated revenues and amend expenditures exceeding the original appropriations. Ron Butikofer seconded the motion. All voted in favor and motion carried.

Old Business

- A. Discuss the next step in clean up nuisances.—No new information
- Council review of nuisance violations

New Business

A. New Permits:

1. Jason Tollett—Update on approved building permit to use existing service from the Methodist Church or if he needs to pay the impact fee for a new service.

Mr. Tollett is asking if he needs to pay the impact fee to put in sewer and water for his new garage or if the fee is waived. He was under the impression the hookup from the church would transfer over to the shop. Mayor and Council discussed the issue and wondered if there is an utility easement for the property. Clerk Rogers indicated there is an easement on file and provided a copy to the Mayor and Council.

Mr. Butikofer expressed his opinion that the Council take a look at removing the Impact Fee for the sewer. He indicated it is stopping Bainville from growing. Mayor Portra disagreed with him.

There was no water or sewer at the old Methodist Church so by council consensus he would need to pay the impact fee if he would like to have a new connection in his shop. The fee would need to be paid prior to putting one in the shop. If Mr. Tollett has questions, he will need to speak with Mayor Portra.

B. Request from Duane Rabbe Jr. to light off fireworks in August weather permitting and pending any state or county burn ban.

Mr. Lambert indicated Roosevelt County is going into Stage I Fire Restrictions. Mr. Rabbe asked the council if he can shoot off some fireworks in the month of August weather permitting. He has many left-over fireworks from his fireworks stand that he would like to get rid of as soon as he can. Mayor and Council asked if he could wait until New Year's Eve. He indicated he could wait. The Mayor and Council will table the decision.

C. Discussion on FY2022 Budget and Capital Improvement Plan

- Legislative
- Judicial
- Financial

➤ IT infrastructure (See Staff Report)

Clerk Rogers asked the council for a new desktop computer, laptop and council tablets plus implement M365 across the office. With the implementation of M365, the Mayor, Council, Clerk and Public Works will all have town emails. Information from the clerk will be accessible throughout the month via office. All this will be paid for by American Rescue Plan Funds in the amount of \$6000.

Mayor and Council discussed it and indicated to the clerk she can get a computer. None of the council members would like a separate tablet for council business.

- Auditing

An audit will be budgeted and paid for with the ARPA funds.

- Elections
- Counseling Services
- Facilities Administration
- Law Enforcement Services
- Fire Prevention

- Discuss purchasing a Fire Danger Sign: ≈1200.00
Mr. Lambert indicated it would be a good idea to put a sign in the park indicating the fire danger. Several people who do not use social media and computers have been known to call and ask if open burning was allowed.

By Mayor and Council consensus staff will proceed to order the sign.

- Road & Street Services
- Street Lighting

D. Treasurer's Report:

- Approve claims with checks dated July 21, 2021 in the amount of \$31,359.17.
- Approve JV, UB Vouchers and Payroll slips in the amount of \$13,710.11.
- Review delinquent accounts.
- Update on the American Rescue Plan Act of 2021.

1. Discussion on FY2022 Budget and Capital Improvement Plan

- Continue Work Group Discussion June 21, 2021 – Until adopted
- August 9, 2021 Adopt the Budget
- September 9, 2021 Budget needs to be submitted to the State.

Mayor and Council reviewed the treasurer's report. Matt Giese moved to approve the treasurer's report. Ron Butikofer seconded the motion. All voted in favor and motion carried.

Matt Giese moved to adjourn the meeting at 8:42 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