

**Regular Meeting Minutes of August 11, 2021
Bainville Town Council**

The Regular meeting of the Bainville Town Council was called to order at 7:40 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: Cora Norton, Carol Rasmussen, Darrell Rasmussen, Patti Malkuch, Jess Malkuch, Diane Panasuk, and Kirk Panasuk.

Matt Giese moved to approve the agenda with the addition of A. New Business item number 1 from Nick Kuehl--additions at 6 Flynn Avenue East and item number 2 from Danielle Romo—Special Use permit for birthday party at Simard Park. Ron Butikofer seconded the motion. All voted in favor and motion carried.

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

Public Comment

Clerk Rogers announced Trenton Indian Service Area Rabies Clinic will be held at the Firehall on August 23, 2021, from 11:00 – 2:30 PM. She will also be licensing dogs at the same time.

Public Works Report

Lyle Lambert, Public Works, gave the following report:

- Culverts on Evans Street and Rhea Avenue has been completed.
- Culverts have been ordered for Highway Avenue and Duval.
- Water and Sewer Audit will be happening this month.
- Department of Labor was here for an inspection and we did not have any serious violations.

Lyle Lambert left the meeting to attend a fire call.

Roosevelt County Sheriff's Report—None

Kirk Panasuk asked the council as to why we do not have any law enforcement in town. Why are their black marks on our new street? Mayor Portra will reach out to Sheriff Frederick about a couple of concerns in town.

Court Report—None

Legal Issues—Attorney Hennessy was absent from the meeting.

Policy/Ordinance Review--None

Local Emergency Planning Committee

LEPC meeting held: August 10, 2021 at 2:00 PM Wolf Point

Public Hearing

Resolution— A resolution fixing the annual appropriations for the Town of Bainville, Montana for the Fiscal Year 2021 - 2022 budget

- A. September 9, 2021 Budget needs to be submitted to the State
- B. Discussion on FY2022 Budget and Capital Improvement Plan

Parks
Community Public Facility
Cemetery
Weed Control and Insect
Participant Rec Programs
Ambulance
Oil Well Fund

Gas Tax
BARSAA Fund
Police Reserve Training
Sewer Fund
Water Fund
Solid Waste
Capital Improvement
ARPA Fund

Clerk Rogers presented to the council some proposed preliminary numbers and the certified taxable value. Mr. Butikofer asked if the accountant the town hired have a report for us. Clerk Rogers indicated she has yet to find any excess revenue or spending. She also has an idea the numbers have not been lining up in a timely manner due to the software not being updated properly. Black Mountain needs to balance between the modules then it has a “rollover balance sheet” feature that may have not been done prior to considering the budget numbers.

Mayor Portra and Council discussed ways cut \$ 35,000 out of the general appropriations. Clerk Rogers will make the changes and a special meeting will be called to approve the budget.

Some of the capital projects discussed were the following:

- Sewer Project in the alley between Tubman Street and Evans Street. This project depends on when Public Works can camera the sewer line. This project can be done with ARPA Funding.
- Fixing a water valve behind the Welcome Stop
- Purchasing a new lawnmower for the Parks Department.
- Cemetery project providing new fencing and a staking the new portion of the cemetery.
- IT Services project: New computer purchase, M365 Implementation, and email for Mayor, Council and staff. This project can be done with ARPA Funding received.
- Weed Spraying for the noxious weeds in town. Contact Clay Peterson at the Weed District

Old Business

A. Discuss the next step in clean up nuisances.

- Council review of nuisance violations—None
- C Loomis Property—Any interest in possibilities of selling the property.

Clerk Rogers informed the council she received a call from a representative for C Loomis Estate. They are looking for a realtor or someone interested in purchasing the property next to the railroad tracks and cemetery road with the falling down Annex. Mayor and Council discussed it and will keep it in mind.

New Business

A. New Permits:

1. Nick Kuehl—8’ x 46’ Addition and 12’ x 26’ Garage Addition to 6 Flynn Avenue East

Mayor and Council reviewed the permit. Mr. Kuehl is looking to build an addition to the house and an addition to garage. Clerk Rogers asked the council if Mr. Kuehl removes a slab of concrete from his driveway can he put the slab back to its original place which is a few feet into the right a way or does he need to keep it on his property. Mayor Portra with the consent of council added a condition that if the Town needs the said portion of the right a way, then he must give up the area.

Matt Giese moved to approve the permit with the right a way condition on the driveway. Ron Butikofer seconded the motion. All voted in favor and motion carried.

2. Danielle Romo—Special Use Permit for Simard Park

Ms. Romo would like to use Simard Park for a birthday party for her daughter. Mayor and Council discussed it and had no issues. Matt Giese moved to approve the special use permit. Ron Butikofer seconded the motion. All voted in favor and motion carried.

B. Upcoming events:

- Municipal Summit: August 23, 2021 Glasgow MT or August 24, 2021 Sidney MT—Clerk Rogers will attend the Summit in Sidney.
- Montana League of Cities and Towns Conference October 6-8, 2021 Helena MT—Clerk Rogers will attend the conference.

C. Treasurer’s Report:

- Approve claims with checks dated August 9, 2021 in the amount of \$20,587.79.
- Approve JV, UB Vouchers, Payroll slips in the amount of \$11,921.98 and Void Check 12957.
- Review delinquent accounts.
- Update on the American Rescue Plan Act of 2021.

Matt Giese approved the Treasurer’s Report. Ron Butikofer seconded the motion. All voted in favor and motion carried.

Matt Giese moved to adjourn the meeting at 9:04 PM.

Attest:

Approved By:

/s/Nikki Rogers
Nikki Rogers, CMC
Clerk-Treasurer

/s/Dennis Portra
Dennis Portra
Mayor