

Regular Meeting Minutes of November 9, 2020 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, Chuck Hyatt, Dennis Portra and Travis Wills. A **quorum** was established. Also present were Clerk, Nikki Rogers; Public Works Director, Lyle Lambert and City Attorney, Greg Hennessey via computer. Guests included: David Norton.

Chuck Hyatt moved to approve the agenda with the addition Letter D under New Business Town Survey. Travis Wills seconded the motion. All voted in favor and motion carried.

Chuck Hyatt moved to approve the minutes dated October 12, 2020 as corrected. Travis Wills seconded the motion. All voted in favor and motion carried.

Minute dated October 19, 2020 were not available.

Travis Wills moved to amend the minutes dated August 10, 2020 as submitted. Ron Butikofer seconded the motion. Travis Wills and Ron Butikofer voted aye. Chuck Hyatt voted nay. Motion carried.

Public Comment—None

Public Works Report

Lyle Lambert via computer gave the following report:

- Clinton Street has been completed
- Welcome Court water service has been disconnected. All three curbstops have been located and turned off.
- Tree removal on Evans Avenue is about 99% completed with some work to be done in the spring regarding the sidewalk and stump.

Roosevelt County Sheriff's Department Update—None

Court Report—No new citations for the Town

Legal Issues

1. Discussion on a quiet title for the Dorothy Crawley property—Attorney Hennessy Attorney Hennessy stated the letter has been drafted but has not been sent yet.

Policy/Ordinance Review—Tabled pending opinion from County Attorney

1. Dog at Large Ordinance—Discussion on a leash law
 - **Ordinance**—An ordinance amending Title 8 Animals Chapter 8.04 Dogs by changing 8.04.005 Definitions; adding new sections 8.04.050 Stray Dogs, 8.04.060 Notice to Owner; Reclaim, 8.04.070 Control of Pets, 8.04.080 Quarantine, 8.04.090 Enforcement and Penalty and repealing 8.04.010 and 8.04.040 to conform it to Roosevelt County Ordinance No. 7.
 - Web Complaint dated Sep 24, 2020: Aggressive Dogs—*Contact the Sheriff's office*
 - Web Complaint dated Sep 24, 2020: Dog—*Contact the Sheriff's office*

Local Emergency Planning Committee

- Next LEPC meeting: Virtual Meeting held at 2:00 PM on November 10, 2020—Cancelled due to COVID

Trail Committee Update—None

- Committee Recruitment
- Community Development Block Grant (CDBG) Planning Grant for Trails Plan

Old Business

A. Public Nuisances

- Follow-up on 2020 Nuisances and enforcement

Clerk Rogers was asked to put this item on the agenda in regard to the non-compliant property owners. Does the council want to proceed with enforcement? Chuck Hyatt stated he was waiting on confirmation of the list that existed versus the differences the list that existed or did not exist. Clerk Rogers indicated she is not willing to go around to check properties on the list. Travis Wills asked fellow council members if they are willing to follow on enforcing these nuisances. Ron Butikofer suggested a check list be created to aid in reviewing properties on the list. He suggested a Town employee should be able to go around to properties to see if progress has been made or not.

Mr. Wills expressed his frustration this item will be pushed to the December meeting with no resolution. Attorney Hennessy reviewed the definition of nuisance. Mr. Hyatt stated if there is a property with 1 or 10 violations then they deserve to be on the list. Attorney Hennessy agreed it was a fair statement. He also stated his recollection after the October special meeting, Mr. Butikofer was to review the list and add people if they were supposed to be on the list. Mr. Wills would like to continue on to the enforcement phase. Mr. Butikofer disagreed with Mr. Wills as he would like to start fresh with a new list in the springtime. Mr. Hyatt asked Clerk Rogers if she included the ordinance or just the citation in her letters to the non-compliant people. Clerk Rogers stated she provided the paragraph of the section. Mr. Hyatt then stated it is not the council's responsibility to specify what is wrong with your property as long as the ordinance citation is included in the letter.

Travis Wills motioned to move forward with the enforcement of the properties already stated in the list. Chuck Hyatt seconded the motion. Chuck Hyatt and Travis Wills voted aye. Ron Butikofer voted nay. Motion carried.

Clerk Rogers asked what the next step would be to start the enforcement phase. Mayor Portra stated we need to contact the people and let them know we are going to hire someone to get things cleaned up. Mr. Hyatt asked if the town employees will be doing the cleanup. Mayor Portra stated he is not sure they can do it.

New Business

A. New Permits: None

B. Discuss IT Management with First Call Solutions

Clerk Rogers indicated she would like to implement First Call Solutions in IT Management solutions by adding a firewall and creating Microsoft 365 cloud environment to be able to work remotely for staff and council. Each council member would get a "Town" email so they would not have to use their own personal email. The domain for the email would be @townofbainville.com. The initial set-up project will be reimbursed by the CARES act funds but the ongoing cost will be \$72.00 per month for the Microsoft 365 portion.

Mayor and Council discussed this item and asked Clerk Rogers to submit another bid.

C. Treasurer's Report:

- Approve claims with checks dated November 9, 2020
- Approve JV, UB Vouchers, and Payroll slips,
- Review delinquent accounts and discuss water shutoff during winter months
- Financial Update with Valli—Mr. Hyatt asked for a report from Valli at the next council meeting in December.
- Clerk Rogers indicated she will be going on vacation afternoon of November 13, 2020 through November 30, 2020. The office will be closed during this time.

Chuck Hyatt moved to approve the claims with checks dated November 9, 2020 in the amount of \$25,601.59. Travis Wills seconded the motion. All voted in favor and motion carried.

D. Discussion on proposing a new survey to the Town

Travis Wills would like to send out a survey to the property owners for feedback on what the people in Bainville would like to see improved.

Mayor and Council will bring some suggestions and feedback to the table regarding the survey questions.

Travis Wills moved to adjourn the meeting at 8:23 PM. Chuck Hyatt 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