

**Regular Meeting Minutes of July 20, 2015
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. Present were: Matt Giese and Dennis Portra. Scott Ross was present via phone. A **quorum** was established. Also present were Clerk, Nikki Rogers; Public Works Director, Lyle Lambert; City Attorney, Greg Hennessey. Guests included: Abbie Frank, David Norton, Dustin Harmon, Sara Harmon, John Gilligan, and Todd Rand.

Matt Giese moved to approve the agenda with the addition of drawdown #4 for Murtagh Municipal Engineering under Old Business letter D. Mayor Portra seconded the motion. All voted in favor and motion carried.

Matt Giese moved to approve the minutes dated June 8, 2015 as submitted. Mayor Portra seconded the motion. All voted in favor and motion carried.

Public Comment—none

Public Works Report

Lyle Lambert, Public Works Director, stated he would like to still purchase the sewer jet trailer. The council asked for this purchase to be talked about during the next budget meeting.

He reported he will start to order the new street signs for Bainville this week.

He stated the town is still waiting on an electrical manual from Generac to hook up the automatic switch for the generator at the lift station. Cummins electric will be doing the electrical hookup.

Roosevelt County Sheriff's Department Update—none

Old Business

A. Zoning Permits:

1. Fence—Clay Mathews—No property pins found—still pending
2. Fence Permit—Gary McLaughlin—Property Pins location—still pending

B. FY16 Budget

1. Discuss various Fees—tabled until the next budget meeting.
2. **Resolution 132**—Adopt a resolution for preliminary appropriations on FY15-16 budget.

Matt Giese moved to adopt a resolution 132 for preliminary appropriations of the FY 15-16 budget. Scott Ross seconded the motion via phone. All voted in favor and motion carried.

The council would like to meet at the Town Hall on Monday, August 3, 2015 at 7:00 PM in regards to further discussion on the FY 15-16 budget.

C. Continued discussion on a new Town Hall—Still pending

D. Update on Water Project and Funding —Patrick Murtagh

1. **Resolution 133**—Adopt a resolution for designating the Environmental Certifying Official. Matt Giese moved to adopt a resolution for designating the Environmental Certifying Official at the Mayor. Scott Ross seconded the motion via phone. All voted in favor and motion carried.

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2. **Resolution 134**—Adopt a budget authority resolution for Water System Improvements Project

Matt Giese moved to adopt a budget authority resolution for the Water System Improvements Project. Scott Ross seconded the motion via phone. All voted in favor and motion carried.

3. Approve drawdown #4 and Invoice #174 in the amount of \$10,986.75 for engineering services provided by Murtagh Municipal Engineering.—Clerk Rogers

Matt Giese moved to approve drawdown #4 and Invoice #174 in the amount of \$10,986.75 for engineering services provided by Murtagh Municipal Engineering. Scott Ross seconded the motion via phone. All voted in favor and motion carried.

- E. Bainville Farmer’s Market update—Melissa Brown

The council discussed extending the Bainville Farmer’s Market use of the park on Friday nights. Matt Giese moved to approve the extension of the market until the end of August. Scott Ross seconded the motion via phone. All voted in favor and motion carried.

- F. Town of Bainville Welcome Sign—John Gilligan

John Gilligan introduced Dustin and Sara Harmon of Sterling Media Works who will be helping with the development of the Bainville Welcome sign. They are working on checking with the State of Montana on the requirements for along the side of Highway 2.

- G. Bainville Community Association July Celebration Follow-up—John Gilligan

John Gilligan followed up with the council the reports from the July 4th Celebration. Overall, the day was a success.

1. Pig in the Park Fundraiser—Mayor Portra

Mayor Portra gave a report of the fundraiser for the Pig in the Park event on July 4, 2015. The total amount raised for the park was \$1,482.00. The crew served approximately 375 people. The pulled pork was prepared by Big Iron Kitchen (Ernie and Jo Bingham), the Corn on the Cob was donated by Cornholio (Mayor Bryan and Patty Cummins) and salads were made by Beckie Portra and crew. Several positive comments were reported.

New Business

- A. Zoning Permits: None

- B. Special Use Permit—Attorney Hennessy

Greg Hennessy suggested using a building permit with a change to special use permit. Clerk Rogers provided a copy of the current building permit and a copy of an example from the Town of Darby. He will try to have a permit put together for the next meeting.

- C. City Limits Map—Attorney Hennessy

Mr. Hennessy is still gathering information and in contact with Patrick Murtagh of Murtagh Municipal Engineering.

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D. Local Government Study Commission—John Gilligan

John Gilligan is still working on the report from the Local Government Study Commission.

E. New Business Massage Therapy—Abbie Frank

Abbie Frank asked the council to open up a new business in Bainville. She will be working out of one of the cabins in the Welcome Court. She currently is working in Sidney and Williston but would like to move to Bainville. Matt Giese moved to approve the Massage Therapy business pending a follow-up with the County Sanitarian. Scott Ross seconded the motion via phone. All voted in favor and motion carried.

F. Approve a Trench Box for Public Works for water repairs.—Lyle Lambert

Mr. Lambert asked the council to approve purchasing a trench box for water repairs in the amount of \$3740.00. Mayor Portra moved to approve the purchase of the trench box. Scott Ross seconded the motion. All voted in favor and motion carried.

G. Holiday Decorations—Clerk Rogers

Clerk Rogers provided a flyer from Display Sales regarding holiday decorations for the council to review. This item will be discussed at the next budget meeting on August 3, 2015.

H. Treasurer's Report: Approve Claims, JV and UB Vouchers

1. Approve claims #3317-3358 in the amount of \$32,179.65.

The council reviewed the claims. Matt Giese moved to approve claims #3317-3358 in the amount of \$32,179.65. Mayor Portra seconded the motion. All voted in favor and motion carried.

Matt Giese moved to adjourn the meeting at 8:00 PM. Mayor Portra 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