

**Regular Meeting Minutes of September 14, 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, Dennis Portra and Scott Ross. A **quorum** was established. Also present were Clerk, Nikki Rogers; Public Works Director, Lyle Lambert; City Attorney, Greg Hennessey. Guests included: John Gilligan, Benjie Butikofer, DW Groethe, and Mandy Hickel.

Matt Giese moved to approve the agenda with the addition of New Business A. Zoning Permits #5 DW Groethe—Building Permit. Scott Ross seconded the motion. All voted in favor and motion carried.

Matt Giese moved to approve the minutes dated August 10, 2015 as submitted. Scott Ross seconded the motion. All voted in favor and motion carried.

Public Comment—None

Public Works Report

Lyle Lambert, Public Works Director, discussed the following with the council:

- They have cleared trees for site lines on a few street corners.
- The Sewer Jet Trailer has arrived and if the council has any questions they are available to answer them. The council did not have any questions at this time.
- The street signs can possibly be installed on September 15, 2015 pending the 811-One Call.
- He discussed a right of way issue with MacBain as there is a conflict with the water line coming in from MacBain.
- He asked if the council would like to purchase more water meters as the installation of the first twenty meters went smooth. The council stated Mr. Lambert will need to talk with Mr. Murtagh to find out if there might be any money in the upcoming water project to purchase the rest of the meters.
- Mr. Lambert asked the council if they have thought about what to do with the old water tank. He has been asked by members of the community who might want to purchase the tank. The council stated they have not thought about it and will wait until the project has been completed before making a decision.
- He mentioned a citizen has asked for a stop sign at the intersection of Duval and Flynn. This will be on the next agenda.
- Public works would like to look into putting some gravel on the streets of Bainville. The council agreed to get 6 loads of gravel to stock pile and work on the streets.

Old Business

A. Zoning Permits:

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

B. Continued discussion on a new Town Hall—*No News*

C. Update on Water Project —Patrick Murtagh—*None*

D. Bainville Farmer's Market update—Melissa Brown—*None*

E. Special Use Permit—Attorney Hennessy

Attorney Hennessy stated he handed the clerk a revision of the Special Use Permit and asked if she could make the necessary changes. The clerk will revise the permit and email a copy to Mr. Hennessy.

F. City Limits Map—Attorney Hennessy—Still waiting on Murtagh Engineering.

- G. Discussion regarding contracting services with the County Attorney's office.—Attorney Hennessy Mayor Portra will need to contact County Attorney Jordan Knudsen to discuss some terms regarding the boundaries around Bainville.
- H. Update on building for lawnmower, weed eater, and other tools.—Lyle Lambert  
Mr. Lambert stated he found a shed made in Great Falls for sale in Sidney for the cost of \$5000 to \$5500.

New Business

A. Zoning Permits:

1. Ramp from Garage to House—Phyllis Berge—Mayor Portra approved the ramp for Ms. Berge.
2. Gracie's Bar and Casino—Paula Swearingen—The council discussed the sign and the placement of the sign. Matt Giese moved to approve the sign pending a letter from the State of Montana Department of Transportation stating they have no problems with the sign. Scott Ross seconded the motion. All voted in favor and motion carried.
3. Roof—Darrel Rasmussen—The council discussed the roof and Mr. Rasmussen is not changing the structure but is re-roofing his house. The council unanimously approved his permit.
4. Animal Permit for horses north of BNSF tracks—Diane Panasuk—Clerk Rogers stated in the ordinances there are special permits for certain animals and horses are on the list. She will develop an Animal Permit to use for future animals. The council discussed the permit and it was unanimously approved.
5. Door replacement and fix front porch deck—DW Groethe—He would like to change the door and floor of his front porch. Matt Giese moved to approve the permit. Scott Ross seconded the motion. All voted in favor and motion carried.

B. Ratifying Local Government Study Commission

The council discussed adding another council member to the council to become compliant with state law. Mandy Hickel stated she would be interested in serving on the council. Scott Ross moved to add one council member. Matt Giese seconded the motion. All voted in favor and motion carried.

Scott Ross moved to appoint Mandy Hickel to serve as the third member of the council. Matt Giese seconded the motion. All voted in favor and motion carried.

Mandy Hickel was sworn in but will need to contact the county to find out her term limits.

C. Charging base rate with water disconnected.

Attorney Hennessy stated the funding for the water projects depends on all service hookups even the snowbirds and inactive users. The language in the water code will need to be clarified to match the resolution.

D. September LEPC Meeting and upcoming October LEPC Meeting in Bainville—Benjie Butikofer

Benjie Butikofer gave an update of the LEPC meeting held in September. She indicated the next meeting will be in Bainville at the Fire Hall on October 13, 2015.

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

The council discussed the claims. Matt Giese moved to approve the claims in the amount of \$68,039.47. Scott Ross seconded the motion. All voted in favor and motion carried.

1. Approve drawdown #5 in the amount of \$ 15,554.43 for Murtagh Municipal Engineering, Inc.

Mayor Portra moved approve drawdown #5 in the amount of \$15,554.43 and pay Invoice #184 in the amount of \$14,985.00 to Murtagh Municipal Engineering, Inc. Scott Ross seconded the motion. All voted in favor and motion carried.

F. Upcoming Trainings and Conferences: Montana League of Cities and Towns Conference in Bozeman October 7-9, 2015

Clerk Rogers will attend the Montana League of Cities and Towns Conference in Bozeman, October 7-9, 2015.

G. Department of Homeland Security-Certified Courses on Isolation and Quarantine for Rural Communities in Glasgow; 8am to 5pm on October 26 - 27, 2015

Lyle Lambert will attend the training in Glasgow on October 26-27, 2015.

Matt Giese moved to adjourn the meeting at 8:15 PM. Scott Ross 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