

Burns Town Council
December 9, 2019

The Burns Town Council met in regular session on December 9, 2019. Members present were Mayor Jim Clark, Council Members Dennis Bastian, Jeff Appleman, Craig McPhie, and Judy Johnstone. Also present was Town Clerk Toni McNamar, Town Maintenance Darius Mandel, and Casandra Morris with Burns EMS.

Mayor Jim Clark called the meeting to order and the Pledge of Allegiance was performed. Members present were informed the meeting was being recorded.

Consent Agenda:

Council Member Johnstone moved to approve the consent agenda consisting of November 12th and November 25th Council Meeting minutes, Town Treasurers report, and the town and utility vouchers. Council Member Bastian seconded this motion. Motion carried.

Ambulance Report:

Casandra Morris with Burns EMS reported that there was a total of 12 calls this month. Burns EMS did not respond to any calls but did one standby at the high school.

Casandra Morris asked for board approval of the Ambulance Officers: Jeff Bartels - Ambulance Supervisor, Jillian Vaudrin - Assistant Supervisor and Casandra Morris -Training. Council Member Johnstone moved to accept the positions. Council Member Bastian seconded this motion. Motion carried.

Casandra reported that the EMS license is due and requested a check in the amount of \$20.00 be wrote to State EMS. Council member Bastian moved to issue a check for the ambulance license renewal. Council Member Johnstone seconded this motion. Motion carried.

Council Member Johnstone asked that Casandra let Jeff Bartels know that the council will review the SOPs after Brandon Kelley has reviewed them. Casandra reported that they sent them to LGLP, and they were happy with them. Council Member Johnstone reported that once Brandon is happy with them the council will review them. Mayor Clark reported that he had spoken with Brandon and Brandon reported that they were better than they were but would look at them more.

Maintenance Report:

The maintenance report was reviewed. Darius reported that Ted has been putting in the new fire exit lights. Darius reported that he has started inventory of all the shop equipment. Dairies reported that the heater guy has been working on heaters and the control panel are not working. and they cannot be adjusted from the computer. We had them come and look at the boiler system in the north building. Council Member McPhie asked that we get the newest updates.

The Council thanked Ted and Darius for the good job of removing snow. Ted cleaned most driveways late into the evening.

Utility Board Report:

Utility Representative Johnstone reported business as usual at the utility board meeting. We will have a special meeting to discuss tap issues on January 6, 2020 at 6 pm.

Council Members Reports:

Council Member Johnstone had nothing to report.

Council Member McPhie had nothing to report.

Council Member Bastian thanked Ted and Darius for the great job with snow removal.

Council Member Appleman had nothing to report.

Old Business:

The council discussed the two bids for roofing that they had previously received. There was concerns with Capitol Roofing time frame and the 50% down that they requested, and their square footage was less then stated in the bid. Weather craft will be able to start shortly on the project and do not require money down. Council Member Bastian moved to accept Weather craft roofing bid of \$67,418.00 for the east end of the roof of the north building. Council Member Appleman seconded this motion. Motion carried.

Jeff Appleman reported that he got the padding on the basketball hoops replaced.

New Business:

Council Member Johnstone moved to give each employee; Ted, Darius, and Toni a \$500 Christmas bonus. Council Member Bastian seconded this motion. Motion carried.

Council Member Johnstone moved to give part time employee Steve Ruybal a \$250 bonus and a \$250 bonus to Heaven Kellner, youth coordinator. Council Member Bastian seconded this motion. Motion carried.

At 7:35 pm Council Member Bastian moved to go into executive session to discuss personnel. Council Member Johnstone seconded this motion. Motion carried.

At 7:46 pm Council Member Johnstone moved to come out of executive session. Council Member Bastian seconded this motion. Motion carried.

Council Member Johnstone moved to give a 2% pay increase to all three employees to start January 1, 2020 Council Member McPhie seconded this motion. Motion carried.

Council Member Bastian reported that the board is very happy with the town employees.

Announcements:

December 23 rd	5:30 pm council meeting
December 25 th & 26 th	Town offices closed
January 1 st	Town offices closed
January 6 th	6 pm Utility board special meeting
January 9 th	6 pm utility board meeting 7 pm council Meeting

At 7:48 Council Member Appleman moved to adjourn. The next meeting will be on December 23rd at 5:30 pm

Mayor James Clark

Attest:

Town Clerk Toni McNamar

Town Mayor and Council

James F Clark	Mayor	307-630-6305
	jclarkburns@outlook.com	
Judy Johnstone	Mayor Pro tem, Utility Board Representative	307-547-3637
Craig McPhie	Streets and Alleys	307-214-4419
Dennis Bastian	Cemetery Board	307-547-3848
	Ambulance Liaison	dennis.bastian@draircraft.com
Jeff Appleman	Council Member	307-275-2772
Harvey Humphrey	Fire Marshall	307-547-3545
Heaven Appleman	Youth Coordinator	307-421-1159

Utility Board Members

Judy Johnstone	Board President	307-547-3637
Ralph Bartels	Board Member	307-631-5077
Harvey Humphrey	Board Member	307-547-3545
Jeff Appleman	Board Member	307-275-2772
Vernon Testerman	Board Member	307-701-2331

Town Employees

Toni McNamar	Clerk/Treasurer	307-547-2206
		307-630-5557
		burnswy@hotmail.com
Darius Mandel	Maintenance	307-287-0537
Ted Kellner	Maintenance	307-286-2771

Office Hours Mon – Thurs 7:00 am – 4pm
Fridays - Closed