

City of White Sulphur Springs

The regular meeting and work session of the City Council was held on August 15, 2023 at 6:00 P.M. Mayor Rick Nelson called the meeting to order with the following members present:

Ron Coleman
Lee Blanchard
Pattie Berg
Rick Ellison

A. Call Meeting to Order

B. Roll Call

C. Pledge of Allegiance to Flag

D. Public Comment: Public comment will be accepted on public matters not listed on this agenda and are within the jurisdiction of the City Council and having a significant interest to the public. During a regular session, there will be time after each agenda item for comment about that item.

1. Step up to the podium and state your name and address for the record.
2. Please limit your comments to THREE (3) minutes.

E. Unfinished Business - Items for Discussion and/or Action

1. HRDC Community Needs Assessment Presentation – Dean Williamson – Terry Taylor

Discussion and/or Action

Receive presentation from Dean Williamson/Terry Taylor as to HRDC Community Needs Assessment completion. Answer questions.

Accept Public Comment

Possible Motion: (any motion dependent upon presentation and actions deemed appropriate by Council.)

Terry Taylor, representing HRDC, said that every three years Counties do an assessment by HRDC this comes from the CDBG grant. Terry Taylor handed out the 2022 Community Needs Assessment. Right now, they are drafting the 2023 HDRC Strategic Plan, feedback gathering for outcomes and solutions and a final draft to be shared no later than December 2023.

2. Resolution 2023-8: Montana Department of Transportation – Ted Jones – Discontinuance of 5th Avenue SW between Hancock Street and Garfield Street

Discussion and/or Action

Consider Resolution 2023-8 requested by Montana Department of Transportation as to discontinuance of 5th Avenue SW between Hancock and Garfield Streets. This is a continuation from the Public Hearing and approval of the request from April 18, 2023.

Accept Public Comment

Possible Motion: Move to approve Resolution 2023-8.

This is the final document, Bart LaMont is on Zoom. No discussion on this matter.

Lee Blanchard made motion to approve Resolution 2023-8, Ron Coleman seconded.

F. New Business- Items for Discussion and/or Action

1. Presentation by Kelly Huffield – Race for this Place – proceeds going to the New Animal Shelter

Discussion and/or Action

Receive presentation from Kelly Huffield as to final results of Race for this Place and accept any proceeds for the City's New Animal Shelter.

Accept Public Comment

Possible Motion: Move to accept proceeds as donation to City's New Animal Shelter.

17th annual Race for this Place, the money raised is being donated to the Animal Shelter, 90 financial donors. The race is in the morning and BBQ in the evening, there was 85 sponsors this year.

Hoping that next year the money can go to the parks for playground equipment. \$25,000.00 is the amount being donated. Kelly Huffield is requesting the City to set up a special account just for this money. Marc Pryor stated that the money will help with the interior of the building such as electricity and water, the building should be here next Friday. The animals will be comfortable and safe. A spreadsheet will be made up to show cost and how the money is used.

Pattie Berg made a motion to accept proceeds as a donation to City's New Animal Shelter and be put into a separate fund, Lee Blanchard seconded as amended.

2. Sewer Main Tap Application – Owner request to install new line -- Brent Beckman

Discussion and/or Action

Consider request filed by Brent Beckman of 104 Houston Street to remedy a sewer issue, and review by Gt West Engineering as to feasibility of proposal or alternatives.

Accept Public Comment

Possible Motion: Motion to authorize property owner to proceed with new line installation; OR, Motion to authorize Gt West Engineering to submit design for City to install replacement; OR, Motion to continue discussion.

The homeowner has submitted a sewer line application to run own service line to tie with the main.

The owner has this property on the market and wants to be able to disclose that there is no water/sewer problems. Great West informed that this would need to be Engineered and DEQ approved. The City employee's could do this project without hiring a contractor. Time frame is about a week for Great West, a week to 10 days for DEQ, the City crew 2 days. Should have project done by end of September.

Pattie Berg made a motion to authorize Great West Engineering to submit a design for City to install, Ron Coleman seconded.

3. Presentation of Audit Report for FY 2021-2022

Discussion and/or Action

Consider Audit Report from Strom and Associates.

Accept Public Comment

Possible Motion: (any motion dependent upon recommendations in audit and actions deemed appropriate by Council.)

The last page of Audit Report prior year finding status 3 in 2021, the current fiscal year 2021-2022 no finding. Page 29 regarding MMIA and Workman's Comp. The Cities Workman's Comp is Montana State Fund not MMIA.

Lee Blanchard makes a motion to accept the Audit Report as discussed, Ron Coleman seconded.

4. Consider Possible Purchase of 2004 Ford Truck for City Public Works.

Discussion and/or Action

Discuss purchase of 2004 Ford Truck with welder, air compressor, generator, and service box for \$18,000. Bid process or single source question.

Accept Public Comment

Possible Motion: Move to authorize Mayor to purchase 2004 Ford with accessories. OR, Move to solicit bids before purchase.

Council members received information about a pickup truck, this comes with welder, a box, generator, air compressor. The purchase price is listed at \$21,500.00 but will be sold to the City for \$18,000.00 since the City has purchased other equipment from this seller. Pattie Berg is requesting a Carfax report on this vehicle.

Lee Blanchard made a motion to authorize Mayor to purchase a 2004 Ford with accessories pending Carfax report and with visual inspection, Ron Coleman seconded.

G. WORK SESSION: City Preliminary 2023-2024 Budget

Council to finish review complete formulation of 2023-2024 Budget for consideration. Receive any information available as to available funds from the State. Schedule any necessary public hearings to adopt budget.

City Preliminary 2023-2024 Budget dated 8/15/2023, put together by Shelly and the Mayor. Av Capture \$450.00 per month which is \$6,000.00 per year. IT recommendations are 1 new laptop and 3 desktops. Email computer bids to council members. Engineering services, Ron Coleman and the Mayor met with Collette, Jessica, and Cody. The concern was the \$10,000.00 task order to handle other engineering services was exceeded by \$5000.00. This was due to the subdivision and annexation planning. Another Task order for \$3,000.00-\$5,000.00 should cover the additional engineering services. Increase General Services to \$15,000.00 from \$10,000.00. The Parks committee came up with a budget request. Asking for funds to fix Bair Park again, Master Plan could be funded by Montana Coal Grant this is not eligible but apply for the CDBG Grant for Master Plan. The Mayor heard back from Surveyor it would be \$3,000.00-\$3500.00 for Short Park. Willow Creek, town to tank project, we need to follow Great West recommendations on how to clean the gravel/sand or change the diameter of the sand just a short-term fix. Next year go after funding for new walkway and flushing. When the final PER comes out that will have the recommendations as well. The Mayor had lunch with the Governor and talked about infrastructure. The electricity for the shop will go out for bid soon budget \$40,000.00. Heating/cooling for the shop \$15,000.00 with Paddock. The council will review 8/15 figures and make any changes. Tuesday August 29th will be the Preliminary Budget approval this a public hearing. Tuesday September 6th special meeting Final Budget at 6:00 p.m. Pattie Berg is asking the council and the attorney to look into possible Legislature passing a new rule on Preliminary Budget Notices having to give a figure per household for \$100,000.00 to \$200,000.00 house value. September work session review fee schedule, land use permit prices, and water rates increase. We also need a new Scata System. The Bond Council will be involved in the Tank to Town project.

H. Comments/Discussion

1. Future Business

2. Mayor's Comments—Rick Nelson

Starting at the 1st meeting in September the Sheriff and Public Works will give monthly reports; City Court, Engineer, Library, Fire, Animal Control, Parks, Housing will give quarterly reports. May and June all will give reports for budgeting purposes. Emails will be sent out to these departments of the change. Written or verbal reports would be allowed. Regarding public comment at last meeting the issue was sink hole in alley; Ron Coleman, the Mayor, and the City Crew went to look at the alley in question it's the nicest alley in town. Stop sign that was laying down due to it being cemented into the. The No Plowing Snow sign was laying in the right of way. An individual picked up the sign and took it home. New Flagpole will be put in that is 25 feet cost is \$900.00 funds will come from the business licenses. The new flagpole will be moved out away from the building. Flags will be replaced on Main Street as well. Walls are up at City Shop, tomorrow insulation and putting metal, windows, doors will be started. The Mayor spoke with an HVAC individual and an Electrician to get ballpark numbers for budgeting purposes. These two items should go out for bid in October sometime. Radiating tube heating is the best for heating, more efficient, per HVAC individual.

3. Council Comments/Discussion

a. President of the Council—Ron Coleman

Ron will talk to American Legion about flags for main street. Ron suggested getting Commercial door opening bids for the big doors at the shop. The City Crew is patching potholes with millings and patch mix.

b. Council Member—Lee Blanchard

Couple of residents said Thank You for doing something to their street. Greg (homeowner) was not happy how the alley had been fixed. This was bladed but the homeowner is upset about the rocks.

c. Council Member—Pattie Berg

Letters were sent out on the 8th of August regarding the alley notification for people to remove their stuff. The homeowners have until one or before the 21st of August to have their stuff moved. Triangle was in the area; they have another job to do that will take about a week which will be to the 21st deadline. Triangle will then get vault moved; the City Crew will get tree moved. The alley will then be open for access. This is to access the back of the property through the alley. Pattie Berg will not be here the 3rd Tuesday in September.

d. Council Member—Rick Ellison

2004 Ford truck, he has someone that could look at the truck in Glendive. The Mayor is ok with this person to look at the truck and make sure it is in good working order. An individual was upset and wondering why the new city shop was built right up against the overhead door of the old one. The overhead door of the new building matches up with the old one. The overhead door is still useable on the old shop.

I. Council Review of Financials

J. Claims Signing/Motion to Approve the Bills

Pay the Bills

Accounting Claim Check #'s 19288-19294 June 2-15 for \$30,409.12

Accounting Journal Vouchers – July 1-31 included in next month's report (initialed most of them, but not done yet)

Payroll & Electronic Check #'s 9526-9537 June 1-15 for \$9,281.78

Received a copy Budget Expenditure/Revenue July 2023

June 2-15, 2023 were presented for Council's approval. The Mayor and Council received the Pay the Bills and the monthly July 1, 2023 thru July 31, 2023 Budget Expenditures/Revenues will be included in the next report. The Mayor asked if there is a motion to pay the bills. Pattie Berg motioned to pay the bills as presented. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed.

K. Motion/Vote to Adjourn the Meeting

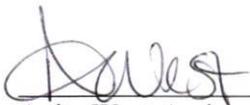
The Mayor asked the Council if there is a motion to adjourn the meeting. Ron Coleman motioned to adjourn the meeting. Pattie Berg seconded the motion. All said Aye. Meeting adjourned at 8:04 pm.



Michelle Stidham—Clerk-Treasurer



Mayor – Rick Nelson



Anita West-Assistant City Clerk