

City of White Sulphur Springs

The regular meeting of the City Council was held on August 1, 2022 at 7:00 P.M. Mayor Rick Nelson called the meeting to order with the following members present:

Pattie Berg
Ron Coleman
Rick Ellison
Lee Blanchard

A. Call Regular 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. Read & Approve - Accept or Reject Minutes

1. June 21st Meeting – Regular Session and Work Session

Possible Motion: Move to Accept Minutes as presented or as amended.

Not ready yet.

2. July 5th Meeting – Regular Session

Possible Motion: Move to Accept Minutes as presented or as amended

Not ready yet

3. July 19th Meeting – Work Session

Possible Motion: Move to Accept Minutes as presented or as amended

The Mayor asked if there was a motion to approve or reject the Work Session minutes from July 19th as presented. Pattie Berg motioned to approve the July 19th Work Session as Amended. Rick Ellison seconded the motion. All said Aye. Motion carried and passed.

F. Receive/Accept Reports

1. Sheriff's Report – Sheriff Jon Lopp

Not in attendance. The Mayor asked if there was any comments on the Meagher County Sheriff's Office Complaint Report for the Month of July that was emailed. The Council discussed the County animal complaint report from 7-4-2022.

2. City Court Report – City Judge Lori Sorenson

Judge Sorenson handed out the July Report. July was a busier month and has been busy with new and current cases but has not had the time to for the older cases yet. Judge Sorenson has been having a hard time getting all of the paperwork into the system within the 16 hrs a week, so has had to be in her office more days. Community Service is going well getting the Highway and Cemetery cleaned up. Scheduling the Offenders to Community Service with the Supervisors but if they don't show up nothing happens it is up to them to finish up their service within a certain time.

3. Fire Department Report - City Fire Chief Sam Peeler

Not in attendance.

4. City Engineer's Report

The Mayor asked if there was any comments on the report update from Great West Engineer about the RD Search Grant \$30,000 for the Water System PER update, the CDBG Grant \$30,000 for the Capital Improvement Plan (CIP), and the Minimum Allocation ARPA Funds for the Generator that was emailed.

5. Public Work's Report - City Public Works Supervisor Rocky Vinton

Rocky Vinton said that the Lincoln Street Water Main Transmission Project (Phase III) is finally done. Waiting for the Bact T's to come back, last two hookup connections to go, and then the contractors will clean up and repave the street. Willow Creek will hopefully be online next week. The City Crew has been getting streets ready to be paved. After about 7 months of waiting for the water meters they arrived today. There are approximately 32-40 more $\frac{3}{4}$ meters plus about 10 pit meters to change out still. The City Crew will install the two hydrants (2nd/Hampton and Main Street) before starting on the streets. The City Crew will grind up millings for now to fix some of the bigger potholes. The Lagoon has rolled over and is working good, the results from the State will not be available until sometime in September.

6. Animal Control Report – Marc Pryor

None.

7. Parks Committee Report – Pattie Berg

Jen Frazer would like a copy of the call for project quotes in use/fall zones at Bair Park and specs. The Parks Committee will meet next Wednesday.

8. Library Report - Rachel Wahlstrom

Shannon Washburn, Co-Director of the Library reported on the City/County Library. Summertime has been busy. Summer reading program has been going well. Town Pump donated \$1,000, the book sale went well. All of this helps to afford extra programs for the Community. Currently working on getting a handicap button on the door and the air conditioning should be installed in the next few weeks.

G. Unfinished Business - Items for Discussion and/or Actions

1. Task Order #2 for Great West: Water System PER

Discussion - Update

Update on signed contract approved at July 5th meeting.

Accept Public Comment

The Mayor said that the Task Order #2 was not ready yet.

2. Audit 2020-2021

Discussion and/or Action

Discuss recent Audit Findings and Responses from Clerk/Treasurer. Discuss overview policy options as to budget, including scheduling quarterly (monthly?) budget review reports.

Accept Public Comment

Possible Motion: Motion to direct City Attorney to prepare policy resolution to implement policy options discussed.

The Council discussed the last three years Audit findings and recommendations. It was suggested to step up the City's Financial Statement inter controls/processes, JVs and Utility Billing adjustments, over expenditures from accounts at year end, and monthly financial reports. It was discussed on putting out a RFP to do a internal audit on the City's finances, but it would almost cost as much as an Audit (currently would be about \$12,000) does. The Mayor will speak with Local Government Services, Montana State University Extension Associate Director, Ashley Kent, and the League of Cities & Towns to get more information on what kind of help that may be available. It was suggested to have a

consultation with a series of recommendations with a timeline of procedures to implement. The Mayor and Susan Wordal will work on this.

3. 2022-2023 Budget

Discussion

Continued from Work Session of July 19th. Focus on:

- a) Enterprise Accounts
- b) Salary/Pay Rates for Employees
- c) Other budget line items as time permits

Accept Public Comment

No formal action to be taken until all budget discussions concluded.

The Mayor said that the City received the valuation information from the MT Department of Revenue. The mills value is \$1565.66 a mill and getting 147.88 mills or \$231,580 in tax revenue. The City does not what the Special Police District – Law Enforcement mills will be from the County yet. The water and sewer expenditures will be printed out for the Council. The Budgeted appropriations need to be closer to the proposed actual expenditures. There will be having a work session on the Budget on August 16th and the Public Hearing Preliminary Budget on August 23rd.

H. New Business- Items for Discussion and/or Actions

1. Pit Meters

Discussion and/or Action

Discussion re: Water Use and Regulations

Specifically:

- a) **§8.1.10: City Not Responsible** (approved in Ordinance 369 from 4/1/2018, and Ordinance 376 from 9/1/2020), and
- b) **§8.1.3 Size and Furnishing of Materials** (approved in Ordinance 369 from 4/1/2018).

Accept Public Comment

Possible Motion: Motion to direct City Attorney to prepare an ordinance consistent with any proposed language changes.

The Mayor said that there are about 15 of the older pit meter style Master Meter water meters that need to be replaced and updated to the Neptune meter. Right now the City pays for the Master Meter programming and the Neptune Meter System. 8.1.10 City not Responsible, the City shall not be responsible for pipes, appurtenances and fixtures outside the area between the main and the curb stop and/or the property line, whichever is closer to the main. All owners, at their expense, must keep service pipes from curb stop/property line to structure being serviced and all their apparatus, their appurtenances and fixtures in good working order and property protected from frost and other dangers. 8.1.3 Size and Furnishing of Materials, The City shall provide the mains saddle and corporation stop, and may provide, at cost, the service line to the curb stop, and curb stop box and water meter. The Mayor recommends that the City pay for the meter and the pit, with a lid (that is very hard to get) and the owner pays for the excavation and installation. Susan Wordal will draft up a Pit Meter Resolution specifying the City would pay for the meter and pit, and the owner would be responsible for the

excavation and installation. Vickie West would like a list of the obsolete 15 pit meters owners to get together with them and possibly split the costs hiring a licensed plumber and installing the new pit meters.

I. Comments/Discussion

1. Future Business

2. Mayor's Comments—Rick Nelson

The Mayor said that Freedom Days, LLC is working on getting the street closure permits for the Rodeo weekend street dance, safety plan, map, and open container waiver to the City Office. There are two yard clean up letters left to clean up.

3. Council Comments/Discussion

a. President of the Council—Pattie Berg

There was a discussion about the Parks about the fatal flaws that they have been working on since November 2020. The Parks Advisory Committee takes minutes to keep everyone informed and everyone is invited to attend if they would like to.

b. Council Member—Ron Coleman

Ron Coleman asked why the tennis court needs a grandstand. It was clarified that they are bleachers (that are being donated), a little bench, allowing a place for players to set their equipment, bags, water bottles on, and a place to sit and observe during a tournament. Tonight there are two pickle ball courts being painted. Ron Coleman asked because the Merry Go Around is in need of repairs/or replacing it and when they are placing the mat grounding down.

c. Council Member—Rick Ellison

Nothing else.

d. Council Member—Lee Blanchard

There was a discussion about the traffic at the corner on Main Street/Hwy during times that there is an event and how visitors do not know how the traffic flow works, they should make it a four way stop. The Mayor said that he will bring up at the after event meeting with Red Ants Pants Music Festival, to look into bringing up the portable traffic lights from the State to make things better.

J. Claims Signing/Motion to Approve the Bills

Pay the Bills

Claim Check #'s 18679-18723 July 1, 2022 thru July 31, 2022 for \$39247.77

Payroll Check #'s 9114-9151 for \$34,721.08

Electronic Checks for \$7885.58

Utility Billing System Adjustments \$323.80

July 1, 2022 thru July 31, 2022 were presented for Council's approval. The Mayor asked if there is a motion to pay the bills. Ron Coleman 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. Lee Blanchard motioned to adjourn the meeting. Pattie Berg seconded the motion. All said Aye. Meeting adjourned at 8:55 pm.


Michelle Stidham—Clerk-Treasurer


Mayor – Rick Nelson