

## City of White Sulphur Springs

The regular meeting of the City Council was held on July 18, 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. Read & Approve - Accept or Reject Minutes

1. April 18<sup>th</sup> Regular Session

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

Pattie Berg made a motion to Accept Minutes, Ron Coleman seconded

2. May 1<sup>st</sup> Meeting – Work Session and Regular Session

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

Lee Blanchard made a motion to Accept Minutes, Rick Ellison seconded

3. May 16<sup>th</sup> Regular Session and Work Session

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

Mayor Rick Nelson stated this will be done at next council meeting.

### F. Unfinished Business - Items for Discussion and/or Action

#### 1. Resolution 2023-4: Planning Grant(s) for a Parks Master Plan. – Great West Engineering Discussion and/or Action

Continued from June 20<sup>th</sup> and July 3<sup>rd</sup> meetings: Discuss and consider for approval resolution authorizing submission of applications for planning and Preliminary Engineering Reports (PER) to MECP and commitment of matching funds for:

a.) City Parks Master Plan

This resolution incorporates informal discussions from prior meetings as to the need to address the City Parks to provide needed infrastructure and other support in these identified areas.

Accept Public Comment

*Motion: Move to approve Resolution 2023-4 authorizing submission of applications for PERs and commitment of matching funds if grants are approved. OR Move to continue to another meeting.*

Pattie Berg made Motion to approve Resolution 2023-4, Ron Coleman seconded. Pattie Berg also stated for projects totaling \$50,000 there is a \$40,000 grant and \$10,000 city match if needed.

### G. New Business- Items for Discussion and/or Action

#### 1. Acknowledge Receipt of Annexation Request and Forward to Planning Board – Bruce Lay

#### Discussion and/or Action

Review and Acknowledge receipt of Annexation Request filed by Bruce Lay for 2 acres just north of Badger St. West. Lot is an irregular shape without streets or other connections. Council to develop a list of questions or issues and refer the request to the City/County Planning Board in accordance with the City Annexation Policy for review and a formal work session to determine a recommendation as to approval with or without special conditions.

#### Accept Public Comment

*Possible Motion: Move to forward Lay Annexation Request to City/County Planning Board for further examination in accordance with the City Annexation Policy and state law and return a recommendation to the City Council with or without special conditions as to Annexation within three months of referral unless sooner reviewed or extended at the request of the Applicant.*

Mike Newhouse on via Zoom (project representative), City Attorney pointed out that Development plan is needed, location and intent. Need approximate location of water/sewer, building with square footage, driveway. Jessica from Great West mentioned possible flood study might be needed. Planning Board will need to approve, 2<sup>nd</sup> Wednesday in August, then to city for approval.

Ron Colman made motion to continue till August 7, 2023 meeting, Pattie Berg seconded

### **2. Request for Land Use Permit/Variance re: Water -- Greg Curry**

#### Discussion and/or Action

Review application from Greg Curry for a variance for a water connection to property between 5<sup>th</sup> and 6<sup>th</sup> Ave SW on Alabama. Per the application and diagram, the request is for a temporary variance to allow a water line to run from the existing main on 5<sup>th</sup> Ave SW through the alley to service the lot on 6<sup>th</sup> Ave. SW. Construction is at the applicant's expense and will be terminated upon extension of a water main by the City on 6<sup>th</sup> Ave SW. The curb stop is for a single residence.

#### Accept Public Comment

*Possible Motion: Move to approve the Land Use Permit/Variance for Greg Curry for Lots 3 & 4 of Block 82 for a temporary main extension with single curb stop for a single residence, which may be a rental but not a VRBO or other short-term rental, to be constructed on Lots 3&4 of Block 82, which is to be removed if and when the City extends the main on 6<sup>th</sup> Ave. SW, at which time the applicant shall eliminate the alley extension and relocate the curb stop at the applicant's expense per the application.*

On 6<sup>th</sup> water line ends by Clayton Welding, water line at Houston feeds the Coop Building and dead ends Alabama & 6<sup>th</sup> Ave SW. Susan will email council a link for MT Cadastral for Maps. Greg Curry will put in 100 ft service line (3/4 inch) down the alley. If at a time a main comes available will have to unhook and hook to the new main line.

Lee Blanchard made a Motion to Approve the Land Use Permit/Variance for Greg Curry, Ron Coleman seconded.

### **3. Discuss Possible Banking Change**

#### Discussion and/or Action

Council to review/discuss possible new account option at Bank of the Rockies which would change the interest rate from 0.03% to up to 3.0 %

#### Accept Public Comment

*Possible Motion: Move to authorize Mayor and City Clerk/Treasurer to pursue a new account and bring back any resolutions necessary to address identified issues.*

Pattie Berg made a motion to approve, if auditor approves, Mayor and City Clerk/Treasurer to pursue New Account, Lee Blanchard seconded

### **4. Resolution 2023-6: Policy on Culverts in City Right-of-Way**

#### Discussion and/or Action

Council to review/discuss Resolution 2023-6 as to a policy regarding responsibility for culverts installed by property owners and others and not the City.

**Accept Public Comment**

*Possible Motion: Move to approve Resolution 2023-6: Policy on Culverts within City Right-of-Way.  
OR Move to continue to another meeting.*

Need language added, city crew needs to approve before installation and guidelines of; including but not limited to: dimensions/pipe size/location/impact of surroundings/material. Lee Blanchard made a motion to approve Resolution 2023-6 as amended by City Attorney, Ron Coleman seconded.

**H. Council Review of Financials**

**I. Claims Signing/Motion to Approve the Bills**

Pay the Bills

Accounting Claim Check #'s 19242-19265 July 5-18 for \$92,523.04

Accounting Journal Vouchers – June 1-30 for \$1,453.21

Payroll & Electronic Check #'s 9489-9500 July 1-15 for \$13,213.54

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.

**WORK SESSION (Starts directly after Business Meeting adjourns)**

**A. Call Work Session Meeting to Order**

**B. Council Discussion:**

**1. City Preliminary 2023-2024 Budget draft**

Council to review current budget needs and project projections and consider budget estimates for the 2023-2024 budget year.

City crew requesting another vehicle, \$20,000 also a generator and forks for loader. Needing to get bids for heating and electrical for City Shop this will need to be factored into budget. Animal Control should reach the 25,000 through donations for shelter. Mandatory that all government meetings need to be recorded by audio will be required by July 2024. Link on City Website to be posted within 5 business days of meeting. Check to see how long recordings need to be kept. Check with website provider about how much storage it can hold. AV Capture for doing the minutes this is running about \$5,000; this is being used in Kalispell and Bozeman. The Council by consensus agreed to regular meeting being on Tuesday August 1<sup>st</sup> instead of August 7<sup>th</sup> due to Shelly being on vacation. Pattie Berg is requesting to hear from the Department Heads for budgeting to say what they need.

**J. Comments/Discussion**

1. Future Business

2. Mayor's Comments—Rick Nelson

Local vet stated that Rabies vaccination is every 3 years after initial first vaccine, she talked to Marc regarding this. The street by Mathis 3 city guys digging for sewer issues, 4 inch sewer line that we didn't know was there, 2-3 houses hooked into this line. Water issues at the State shop took 3 of their days. Friday contractors will be here to start work on City shop possible 2-3 weeks process. Mosquito spray southwest and northwest of town. The Mayor will get with Marc regarding yard clean up to see which ones still need to be done.

3. Council Comments/Discussion

a. President of the Council—Ron Coleman

CDL's need to be done by City crew, this has got to be done, Speed limit signs are up to the Sheriff. Traffic study is up to the Sheriff, per Ted Jones of the MT State Dept. City council could ask Sheriff for a Traffic study to be done. Susan will confirm this.

b. Council Member—Lee Blanchard

Nothing else

c. Council Member—Pattie Berg

Audit was good, no findings. Formal book not done yet. Not seeing the City/County Planning Board agenda's being posted, Liv West is doing all the secretarial stuff for planning board, Susan will be in contact with Liv West regarding getting the city the Planning Board agenda's to be posted. Rebekah is in Treasurer Office. Jess Secrest is the Planning Board Chair. A cone in the middle of the road by church is covering a manhole that is collapsing.

d. Council Member—Rick Ellison

Signs were installed on the stop sign posts, caution children at play, wondering who put those up. No specific liability, per Susan. If not an official sign, it's not enforceable. Susan will mention at the next law enforcement meeting to target that area for extra Patrolling of the area in question.

#### **K. Motion/Vote to Adjourn the Meeting**

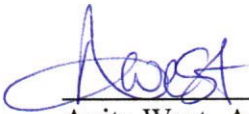
The Mayor asked the Council if there is a motion to adjourn the meeting. Ron Coleman motioned to adjourn the meeting. Pattie Berg seconded the motion. All said Aye. Meeting adjourned at 7:30 pm.



Michelle Stidham—Clerk-Treasurer



Mayor – Rick Nelson



Anita West- Assistant City Clerk