

## City of White Sulphur Springs

The regular meeting of the City Council was held on June 6, 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

### **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. February 15<sup>th</sup> Meeting – Regular Session and Work Session  
*Possible Motion: Move to Accept Minutes as presented or as amended.*  
The Mayor asked if there was a motion to accept the February 15<sup>th</sup> regular session and work session as presented. Pattie Berg motioned to accept the February 15<sup>th</sup> as amended. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.
2. April 4<sup>th</sup> Meeting – Regular Session  
*Possible Motion: Move to Accept Minutes as presented or as amended.*  
The Mayor asked if there was a motion to accept the April 4<sup>th</sup> regular session as presented. Pattie Berg motioned to accept the April 4<sup>th</sup> regular session as presented. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.
3. April 19<sup>th</sup> Meeting – Regular Session and Work Session  
*Possible Motion: Move to Accept Minutes as presented or as amended.*  
The Mayor asked if there was a motion to accept the April 19<sup>th</sup> regular session and work session as presented. Pattie Berg motioned to accept the April 19<sup>th</sup> regular session and work session as presented. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.
4. May 2<sup>nd</sup> Meeting – Regular Session  
*Possible Motion: Move to Accept Minutes as presented or as amended.*  
The May 2<sup>nd</sup> regular session is not ready yet.
5. May 17<sup>th</sup> Meeting – Regular Session and Work Session  
*Possible Motion: Move to Accept Minutes as presented or as amended.*  
The Mayor asked if there was a motion to accept the May 17<sup>th</sup> regular session and work session as presented. Pattie Berg motioned to accept the May 17<sup>th</sup> regular session and work session as presented. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

### **F. Receive/Accept Reports**

1. Sheriff's Report – Sheriff Jon Lopp

Sheriff, Jon Lopp, asked if there were any comments or concerns with the Meagher County Sheriff's Office Complaint Report for the month of May 2022. Jon Lopp said that it was fairly uneventful. The Mayor, Sheriff, and Council discussed the law enforcement for one deputy, parallel parking signs, and tagging vehicles.

2. City Court Report – City Judge Lori Sorenson

City Judge, Lori Sorenson, asked if there were any comments with the May Citation Activity Report and Monthly Case Statistics. Lori Sorenson, said that all four community service people worked 8hrs at the City/County Clean-Up Day.

3. Fire Department Report - City Fire Chief Sam Peeler

None.

4. City Engineer's Report

None.

5. Public Works Report - City Public Works Supervisor Rocky Vinton

Public Works Supervisor, Rocky Vinton, said hopefully next week the City Crew can start patching streets and start to run some tests and fine tune the asphalt zipper starting on Crawford Street and then move forward with milling and repaving the streets for a block to either side of Main Street. Rocky Vinton said on June 21<sup>st</sup> there will be a preliminary inspection of sludge and sampling on the lagoons with five or six people reviewing it. Rocky Vinton said he will be taking his driving part of his CDL test in Great Falls. Rocky Vinton said that Willow Creek is running very low with very high turbidity. Rocky Vinton said that the Lincoln Street Water Main Line Transmission Replacement Project, (the replacement of 1,054 feet of 12" water main, 13 water services, 2 fire hydrants, and associated valves and fittings on 4<sup>th</sup> Street NE Lincoln Street) preconstruction meeting on June 14<sup>th</sup> at 2:00 pm with the contractors C&C Excavation.

6. Animal Control Report – Marc Pryor

None.

7. Parks Committee Report – Pattie Berg

The Parks Advisory Committee plan to lay down and install the panelized tennis court this week.

8. Library Report – Acting Director – Rachel Wahlstrom

The Library Acting Director, Rachel Wahlstrom, introduced herself.

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

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

Discussion and/or Action

Continued from May 2<sup>nd</sup> meeting: Agreement for performing work on PER (Preliminary Engineering Report) which is an update and is needed approximately every 5 years as a means of evaluating the City's needs regarding water projects and to qualify for various grants and loans for the work. Discuss any changes recommended by City Attorney.

Public Comment

*Possible Motion: Move to Approve/Ratify Task Order #2, the Agreement, for services to prepare a Water System PER for the City; OR, Move to authorize Mayor to sign when agreement issues are resolved.*

Susan Wordal said that she is waiting on the MMIA and Great West Engineering, Collette Anderson, alterations language on the Task Order #2 for the Water System PER. The Mayor suggested tabling this until the June 21<sup>st</sup> meeting.

**2. HRDC Housing Study/Action Plan - Tracey Menezes and Meagher County Stewardship**

Continued Discussion from April 19<sup>th</sup> and May 2<sup>nd</sup> and Possible Action

Presentation from HRDC and Meagher County Stewardship regarding the decision to not fund this project. Review discussion from April 19<sup>th</sup> and May 2<sup>nd</sup> and possibly reconsider HRDC's request for additional funds (\$7500) for pursuing Phase 2 as proposed.

Accept Public Comment

*Possible Motion: Move to direct City Attorney to prepare resolution to join Meagher County in Phase 2 of HRDC Housing Study/Action Plan.*

Tracy Menezes of HRDC, Jackson Rose, and several of the Meagher County Stewardship Council members, Katie Boedecker, Ron Burns, Sarah Calhoun, and Lacey Rasmussen presented the Council with a request to proceed and move forward on the second phase of the Housing Study. The first phase of the study covered a needs assessment of the housing in the City and it identified what types of housing were available comparing it to what types are needed to house the City area. The first phase costs were \$15,000 (\$7,500 City and \$7,500 County). At the last meeting the Council had decided that there was not any value in funding the next phase and that it appeared to be an area more suited to the private sector.

The group had a discussion on the struggles of finding housing for workers who came into the area to work at Showdown Ski last year, housing problems with traveling nurses and with housing problems the new teachers had with the school five years ago and that things haven't changed, impacts on vacation rentals and airbnbs, cutting taxes for new buildings of housing, how much property availability is in the City, and rehabilitation of some unused homes on larger lots. It was suggested to possibly use Hard Rock Mining available funds for the next phase of the \$15,000 Housing Study and splitting it by half again possibly. The group thanked the Council for their time and consideration.

The Mayor suggested meeting with the County Commissioners on their next meeting June 14<sup>th</sup> and talk about if they should move forward with phase 2. Pattie Berg motioned to meet with the Commissioners and discuss whether to move forward with the next phase or not. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

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

### **1. Cemetery Board Request**

Discussion and/or Action

Cemetery Board is requesting assistance from the City road crew to help clean up the cemetery. Discuss request and receive input as to present ability of City road crew to assist with this project.

Accept Public Comment

*Possible Motion: Move to authorize City road crew to assist in clean up of cemetery; OR, Move to defer request until after priority projects are completed.*

No one was on zoom to request assistance. The Mayor said that there was a request for the City Crew to help clean up the cemetery. Right now the City does dig graves and the County pays the City \$200 to dig a grave. This is not a City issue though. It in past the City did plow snow for the County when their plow was down and the County helps the City in exchange (the millings paved) trading work. The shape of the cemetery is in tough shape and is in need of some assistance to help clean up the cemetery. There is one full time employee that works the cemetery grounds. There was a lot of negative comments over the Memorial Day weekend over the cemetery maintenance of mowing and weeding not being done. The Mayor said that the request from the Cemetery Board will be tabled as there was no one there to explain what they were requesting.

### **2. Public Works**

Discussion and/or Action

Report from Mayor and Public Works Superintendent as to efforts to hire a temporary Public Works employee. Position announcement was last month and closed on May 26<sup>th</sup>.

Accept Public Comment

*Possible Motion: (In the event efforts to hire were not successful) Move to authorize Mayor to re-advertise or take other steps to fill the position.*

The Mayor said that he hired a temporary Public Works employee and he started today. The Mayor said that the other employee that is down due to a health issue should be able to come back with light duty. The Mayor said that the other two of the City Crew employees will be patching streets. The City Crew will be starting to use the asphalt zipper next week, a block of the Main Street each street both sides. The City will need to know the exact chip seal footage amount to order and get ordered and coming.

### **3. Resolution 2022-7: Adopt Amendment to City Fee Schedule**

Discussion and/or Action

Consider Resolution 2022-7 adopting an amendment to the City Fee Schedule to allow for vendors with a license to be exempt from a business license. Amendment would be effective upon passage.

Accept Public Comment

*Possible Motion: Move to approve Resolution 2022-7 adopting an amendment to the City Fee Schedule.*

The Mayor, Susan Wordal, and Council discussed the City Fee Schedule. A business license verses a vendor license was discussed and the Council decided that if a business had a business license then they would not need a vendor license if they already paid for a business license. Pattie Berg motioned to approve Resolution 2022-7 City Fee Schedule as amended. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

### **4. Review 2021-2022 Budget and begin discussions as to 2022-2023 Budget**

Discussion and/or Action

- a) Presentation of the current 2021-2022 Budget for review prior to end of the fiscal year.
- b) Discussion as to 2022-2023 Budget, budgeting process, identify any issues of concern or focus. Discussion will include questions as to insurance levels/limits available through MMIA, including cyber insurance.

Accept Public Comment

*Possible Motion: Move to schedule budget hearings as discussed for approval of the 2022-2023 Budget on or before September 6, 2022.*

The Mayor and Council reviewed the Cyber Insurance handouts from the MMIA Cyber Coverage quick guide and Alliant Insurance Services, Inc. The Mayor would like the Council to review the current budgets expenditures 2021-2022 as of June 1, 2022 and make a list of changes for the 2022-2023 preliminary budget. This will be tabled until the next work session on June 21<sup>st</sup>.

### **5. Acknowledge SEARCH Grant Fund Allocation/Conditions of Award**

Discussion and/or Action

Review Letter of Conditions related to Notice of Award of SEARCH grant funds through USDA Rural Development Office. Authorize Mayor to move forward with acceptance of funding.

Accept Public Comment

*Possible Motion: Move to accept SEARCH grant funds and authorize Mayor to accept conditions and move forward with next steps.*

The Mayor, Susan Wordal, and Council discussed the letter of Conditions related to the Notice of Award of the SEARCH grant funds through the USDA RD Office. Susan Wordal will talk to Jo Hart and get some clarification on the bottom page of 2, on the bottom page of 5, and page 10 section 5. The Council agreed to approve the acknowledgement of the SEARCH grant conditionally after the City Attorney had a chance to speak with the USDA RD Office and get some clarification and authorize the Mayor to sign the necessary RD forms for assistance of \$30,000 in obtaining the PER with a City match of Hard Rock Mining Funds of \$30,000. Pattie Berg motioned to accept the SEARCH grant funds and authorize the Mayor to accept the conditions and move forward with the next steps, contingent of Susan Wordal speaking with USDA RD and receiving clarification on the Letter of Conditions. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

## **I. Comments/Discussion**

### 1. Future Business

#### 2. Mayor's Comments—Rick Nelson

The Mayor said that he had spoken to the people that are planning on bringing a Dollar Store to the community, they are in the process of purchasing a property, Main Street West by the CO-OP Elevator, for the building and wanted to know if the City would close an alley, abandon the alley, or sell them the alley. The Mayor will visit with the Dollar Store owner and ask them what their intentions are and then he will let the Council know on the next meeting. The Mayor and Council reviewed the yard clean up complaint letter and the 30 days to comply is not up yet so it will have to wait until then to take any action.

Pattie Berg motioned to extend the meeting by 15 minutes. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

### 3. Council Comments/Discussion

#### a. President of the Council—Pattie Berg

It was brought up to have the DOT document ready to go for when Rocky Vinton takes and passes his CDL test on June 22<sup>nd</sup>. It was brought up to look into what the County uses for spot testing and charges for each test to do this.

#### b. Council Member—Ron Coleman

There was a discussion on hitting some of the bad streets like Lincoln Street to use the Asphalt Zipper on. The Streets & Alleys Committee needs to get together and review the worst streets to repair along with on the stretches within the Main Street/either side a block off.

#### c. Council Member—Rick Ellison

Rick Ellison is currently on the Meagher County Stewardship Board and he will be stepping back from the board in the morning.

#### d. Council Member—Lee Blanchard- not here.

## **J. Claims Signing/Motion to Approve the Bills**

### Pay the Bills

Claim Check #'s 18606-18634 May 1, 2022 thru May 31, 2022 for \$11,754.27

18635-18652 June 1, 2022 thru June 6, 2022 for \$114,612.88

Payroll Check #'s 9046-9075 for \$20,938.07


Electronic Check #'s \$6,994.89

Utility Billing System Adjustments \$804.91

05-01-2022 thru 05-31-2022 and 06-01-2022 thru 6-06-2022 were presented for Council's approval. The Mayor asked if there is a motion to pay the bills. Pattie Berg motioned to pay the bills as presented. Rick Ellison 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. Rick Ellison seconded the motion. All said Aye. Meeting adjourned at 9:20 pm.

  
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Michelle Stidham—Clerk-Treasurer

  
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Mayor – Rick Nelson