

City of White Sulphur Springs

The regular meeting of the City Council was held on May 17, 2022 at 6:00 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. Unfinished Business - Items for Discussion and/or Actions

1. Resolution No. 2022-5 Hard Rock Mining Funds - Request up to \$58,000 For PER Water Update

Discussion and/or Action

Item continued from May 2, 2022 meeting. Council directed City Attorney to prepare resolution to request use of up to \$58,000 in Hard Rock Mining dollars for a PER update. The PER is a Preliminary Engineering Report, which is required as a qualifying document to seek certain grant funds and must be updated every 5 years or so. Great West is waiting for an update on the USDA Rural Development grant, which may reduce the overall amount needed in Hard Rock dollars for the PER. The PER is a \$50,000 item.

Accept Public Comment

Possible Motion: Move to approve Resolution 2022-5 authorizing the City to request use of up to \$58,000 in Hard Rock Mining dollars for funding a PER update.

The Mayor said that Great West Engineering (GWE) is on Zoom and will discuss Task Order No. 2 – Water System Preliminary Engineering Report. The PER is a \$60,000 item. Collette Anderson said that the EJCDC Contract is 74 pages. The City Attorney will review the EJCDC contract and make any changes that are needed. Collette Anderson will be looking at the City's water distribution system, treatment, water supply in detail. The water loss and distribution have been a big concern for the City, so they will be doing a water audit, looking the meter data and comparing it to what is being pumped into the system, do be able to identify where the issues are. Another concern was that Willow Creek being off online to the Sand Filter water system and having to use the well pumps for about a year. GWE will evaluate the whole water system, identify any deficiencies, recommend alternatives, and help prioritize the City's water system's needs. Susan Wordal will review the contract and on the next Council meeting the Mayor will ratify his signature. Pattie Berg motioned to approve Resolution 2022-5 authorizing the City to request use of up to \$58,000 in Hard Rock Mining dollars for funding a PER update. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed.

2. Resolution No. 2022-6 Purchasing Options

Discussion and/or Action

Item continued from May 2, 2022 meeting. Review and approve Resolution 2022-6 implementing a Credit Card Use Policy as part of the City's Purchasing Policy.

Accept Public Comment

Possible Motion: Move to Approve Resolution 2022-6 establishing a credit/debit card use policy as part of the City's Purchasing Policy.

The Mayor, Susan Wordal, and Council discussed the purchasing policy credit card use and procedures with the bank swept account. The Mayor said that the two credit cards would be used for parts and the other one for gas and travel. Pattie Berg motioned to approve Resolution No. 2022-6 establishing a credit/debit card use policy as part of the City's Purchasing Policy. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed.

3. Open City Vehicle Bids

Discussion and/or Action

Continued from May 2, 2022 meeting: open closed bids for 1998 Ford F150 ½ Ton Truck, and award to highest bidder meeting minimum bid price.

Accept Public Comment

Possible Motion: Move to award bid to XXX with bid of \$XX,XXX as highest bidder meeting minimum bid price and authorize City Mayor to execute all necessary paperwork.

The Mayor said that the City did not receive any bids for the 1998 Ford 150 ½ Ton Truck. The Mayor suggested putting an ad on Meagher County Classifies or on social media like Facebook to see if there is any interest.

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

1. Volunteer Fire Department – Fire Truck

Discussion and/or Action

Request from VFD Chief Peeler to inspect and possibly purchase a used Fire Truck using funds from the general fund, capital projects fund or other sources as initial financing, and then, if a truck is purchase, selling an older fire truck and reimbursing those funding sources with the sale amount. Anticipated funds for purchase are \$22,000, anticipated sale amount for older fire truck is approximately \$15,000.

Accept Public Comment

Possible Motion: 1) Move to authorize VFD to investigate acquisition of used Fire Truck using general fund and capital projects funds, and authorizing purchase for no more than \$XX,XXX. 2) Move to authorize VFD to pursue closed bid process to sell used fire truck upon purchase of replacement, with minimum bid price established at \$XX,XXX.

The Mayor said that County and Fire Chief went to Bozeman to look at the fire truck and they said that the truck was what they were looking for and measured it to see if it would fit into their building and it would, but as they looked into it further they found a couple of minor oil leaks and it had originally come from an area where they used salt and it at started to show signs of decay. The price of \$22,000 was a good price but it would cost almost that to fix the needed repairs, so they decided to keep looking for another option.

2. Parks Committee

Discussion and/or Action

A. Adopt-A-Spot Program Approval

Parks Committee desires to create an Adopt-A-Spot Program for community areas around the City to allow individuals, groups, organizations, etc. to engage in beautification projects and demonstrate some community pride. Program calls for a 2-year commitment to the location and a minimum of 4 work-party dates per year for each location/group.

Accept Public Comment

Possible Motion: Move to authorize the proposed Adopt-A-Spot Program and documents as presented or as modified.

The Mayor and Council discussed the Adopt-A-Spot Program. Susan Wordal presented the volunteer waiver and release agreement language for volunteers and minor volunteers including the City of White Sulphur Springs and Meagher County to protect both parties' property. It was suggested to make the form date the year January 1 – December 31. There was a discussion on volunteer worker's comp insurance. Kelly Huffield voiced her approval and the need for the Adopt-A-Spot Program for community in areas that need upkeep. Pattie Berg motioned to authorize the proposed Adopt-A-Spot Program and documents as presented without requiring worker's comp insurance. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

B. Adopt Park Rules/Signs

Parks Committee has proposed language for rules for use and/or signage to advise the public regarding safety and user considerations, specifically for McStravick Park and Bair Pump Track.

Accept Public Comment

Possible Motion Move to adopt proposed signage and user rules for parks as proposed or as modified.

The McStravick Park – Court Rules-Regulations & Bair Pump Track (BMX) rules sign language was reviewed by the Council. The Bair Pump Track sign will be funded by the Meagher County Beautification funds. Pattie Berg motioned to adopt the proposed signage and user rules for the McStravick Park and Bair Pump Track. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed.

C. Park Safety/Fall Zone Funding

Parks Committee is proposing to work on Bair Park, McStravick Park, Spikes Happy Trails, Springs Park and any other locations in terms of assessing safety concerns and accessibility issues and installing necessary infrastructure and other fixtures or accessories and ground cover to improve safety/accessibility. This will involve a bid process and identification of grant and other funding, but may need to be underwritten by the City before full funding has been identified. This will run over a budget cycle but the solicitation of bids and some or all preparation will need to be done during good weather.

Accept Public Comment

Possible Motion: Move to authorize the Parks Committee to pursue bids for safety and accessibility work on the various parks under the City's authority, including pursuing grants for funding, and authorizing a transfer of \$10,000 from Capital Projects fund 4005 to General fund 1000 Parks account 460400 to assist in funding this work.

The Mayor said the Bair Park fall zones are nonexistent and due to the raising costs of fuel costs he approved the purchase cost of \$1,910 for 120 yards (1 ½ semi loads) of engineered fiber wood and delivery, this will be enough to cover the fall zones. The Mayor said that the concrete and delivery would be approximately \$3,000. The engineered fiber wood and concrete would be paid with the Capital Projects Fund (4005) under the parks account (460400) instead of transferring it to the General fund. The Mayor said that the motion should say to move and authorize the Parks

Committee to pursue bids for safety and accessibility work on Bair Park under the City's authority authorizing the use of up to \$10,000 from the Capital Projects fund (4005) Parks account 460400, to assist in funding this work. Pattie Berg motioned to authorize the Parks Committee to pursue bids for safety and accessibility work on Bair Park under the City's authority and authorize the Mayor to the use of up to \$10,000 from the Capital Projects fund to assist in funding this work. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed.

G. Motion/Vote to Adjourn Business Meeting

The Mayor asked if there was a motion to adjourn the regular meeting. Lee Blanchard motioned to adjourn the regular meeting. Pattie Berg seconded the motion. All said Aye. Motion Adjourned at 7:15 pm.

WORK SESSION (Starts directly after Business Meeting adjourns)

A. Call Work Session Meeting to Order

B. Council Discussion:

1. City Code Review: Chapters 1-3

Discuss identified chapters, suggest revisions, explore options as identified in discussion.

The Mayor, Susan Wordal, and Council discussed changes to the City Code Chapters 1-3. There was a discussion on page 16, Numbering of Buildings, Method of Numbering. The County with Great West Engineering is doing the addressing. The County is working from DES mapping to GIS mapping. There was a discussion on page 13, General Penalty provision, any violation, whether to call it a Civil Infraction or a Misdemeanor and not threaten with imprisonment. The Mayor said that there should be something that says that it is up to the discretion of the Judge to impose a fine of /or jail time of. It was suggested to involve the City Judge with the code section. There was a discussion on page 38, Qualifications City Judge. Title 2: Financial Provisions, Chapter 1: Municipal Funds, Section 2.1.2 Capital Improvement Program Fund was discussed. It was discussed to have language definitions on the Capital Improvement Plan (CIP), Community Capital Improvement Plan (CCIP), and the Capital Projects Fund added to the section. The 1.7.7 Public Works Superintendent should be Supervisor.

Susan Wordal said that the latest version of the ordinance codes is on the City's website and American Legal should have printed out those pages that were updated/changed and copies should have mailed out. Since that was not done the Council could just look on the City's website online and switch out the copies within their code book.

There was a discussion on business licenses and when they are due, July 1st each year, and the cost, an ad will go into the newspaper in June letting citizens know of the changes. There was a discussion on including language that if a business has hazard items, to let the Fire Department be aware and review the property. There was a discussion on Airbnb's.

The Mayor said that next work session the Council will discuss Chapters 4-5.

C. Comments/Discussion

1. Future Business

2. Mayor's Comments—Rick Nelson

The Mayor said that Rocky Vinton has been looking into a GIS mapping system, water/sewer/curb stop, for the City. The cost would be approximately \$15,000 with an annual updating fee of approximately \$600-\$700, the costs would come out of the Hard Rock Mining planning funds. The Mayor said that Cyber Insurance, MMIA/Alliant emailed the City and had asked the City if they planned on enrolling into their insurance. The City spoke with our IT department and Alliant is just selling the additional insurance. The Mayor said that Cyber

Insurance is very expensive. There will be more information available on the next Agenda. The Mayor asked about kids selling and if there would be no fee but fill out a vendor license, the Council said that would be ok. The Mayor said that HRDC/Meagher County Stewardship will be on the next Agenda, continuing the discussion on the why it is important to proceed with the next phase on the housing needs assessment. The Mayor said that the tennis court posts have been installed, pouring concrete around it, and when the fencing it done the City Crew will be spreading gravel and then the parking lot will be finished before Memorial Day. The Mayor said that Clean Up Days is Saturday May 21st, 8-12 am the City will do and 12-4 pm the County will do. The City will cover the cost of meals and beverages during Dump Day. The Mayor said that it will be himself, his wife, Rick Ellison, Ron Coleman, Pattie Berg, Rocky Vinton, and Jake Gregory doing the morning shift.

3. Council Comments/Discussion

a. President of the Council—Pattie Berg

None.

b. Council Member—Ron Coleman

None.

c. Council Member—Rick Ellison

None.


d. Council Member—Lee Blanchard

None.

D. Claims Signing/Motion to Approve the Bills

E. 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 8:45 pm.



Michelle Stidham—Clerk-Treasurer



Mayor – Rick Nelson