

City of White Sulphur Springs

The regular meeting of the City Council was held on November 21, 2023 at 6:00 P.M. Mayor Rick Nelson called the meeting to order with the following members present:

Ron Coleman
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.

The Mayor asked if there were any Public Comment. There was not.

The Mayor moved the New Business 2. Resolution 2023-13: Adopt Policy on CDL license – Public Works Division to the work session.

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

1. Water System Draft PER document. Collette Anderson, Gt. West Engineering

Discussion and/or Action

Continued from 11/6 meeting: Review and provide comments/amendments as to draft document. Note method for calculating rate is different from initial proposal. Consider adoption of PER as submitted or with alterations to enable submission for transmission line project and other funding upon approval by Rural Development.

Accept Public Comment

Possible Motion: Move to adopt PER as presented and submit as appropriate with proposal for transmission line project. OR, Move to adopt PER as altered by discussion and submit as appropriate with proposal for transmission line project. OR, Move to continue to another meeting.

The water system PER provided to the Council on 11/6 has been edited to reflect a revised user rate increase calculation. The change is related to the use of two new numbers in the rate calculation:

- Changed 644 EDUs to **623 active billed services**
- Changed \$47.94 existing average user cost/month/EDU to **\$52.45 existing average user cost/month/billed service**

To summarize, the city does not currently use an EDU system for calculation of rate charges so trying to equate the system to EDUs is not how the funding agencies will calculate the loan coverage. The proposed user rate increase has been updated to reflect **\$1.43 per month per billed service** in place of the original \$4.18 increase per month per EDU. It is important to note these are just estimates at this time, as the final rate increase will be based on actual construction bid prices and SRF loan coverage calculations. There were minimal changes to the document and Shelly has been provided with a fully revised electronic copy and new hard copy pages for insertion into the hard copy document. For reference, the pages with changes are 4, 60-64, 132, 134, 135,139, and 140. These updated pages are attached to this letter.

The Council will be needing more time to review the PER document. The Mayor said that this item will be on the December Agenda.

2. Sewer Line Easement Request – 300 block East Larime Property – Bruce Lay

Discussion and/or Action

Continued from 11/6 meeting: Applicant is requesting a sewer line easement to connect Lot 7, which is the eastern most portion of the Lay property (Lot 6 is identified as 304 E. Larime and currently has a residential structure), to existing sewer from alley in the 300 block between East Larime and Washington Street. Connection would be to west of property in 3rd Ave. NE sewer line. Council seeking input from Gt. West Engineering as to existing lines in alley, potential for requirement of main extension installation and best practice.

Accept Public Comment

Possible Motion: Move to authorize installation of sewer service line in alley between Larime and Washington Streets connecting to 3rd Ave. NE sewer line at owner's expense. OR, Move to authorize owner to submit a plan for DEQ approval of sewer main extension in alley between Larime and Washington Streets connecting to 3rd Ave. NE sewer line for both properties at owner's expense. OR, Move to continue to another meeting.

It is understood a property owner within the city would like to develop an existing lot located at the 300 block of Larime Street. Based upon available mapping, there appears to be a 6-inch PVC water main located within Larime Street and water service connection could be accomplished in a straightforward manner by a water service line connection to this existing main in Larime Street. Available sewer mapping, however, indicates there is not an available sewer main adjacent to the property proposed for development (sewer map is attached with Lay property marked in red). The nearest sewer main appears to be located in 3rd Avenue NE, flowing to the south. In order to serve the proposed lot with sanitary sewer service, best practice is to install a main extension from the existing line in 3rd Avenue NE in either the alley between Washington Street and Larime Street or within Larime Street. It is not standard practice to install long lengths of service line (that are privately maintained) within public right of way. The practice of running long lengths of service line promotes crowding of pipes in the right of way, does not promote orderly expansion of the system, and promotes the potential for shared service lines which can create capacity concerns and result in sewage backups. Many other communities in Montana maintain engineering design standards or ordinances to guard against this potential situation. Below are examples of standard language that can be found within design standards for cities such as Three Forks, Helena, Kalispell, and Great Falls. "Any extension of an existing City sanitary sewer main must be extended through the entire frontage length of the property to be served, with a standard manhole located at the terminus of the new sewer main." "Improvement Extent: Roadways and utilities shall be constructed from existing facilities to the far property line of the development or such other point within the development that may be specified by the City. Extension of water mains beyond the property line may be required as determined by the City for looping and redundancy. All utilities shall be within a public right-of-way or easement to permit free and unobstructed access." Great West Engineering recommends the city require the developer to extend a sewer main extension to the eastern edge of the proposed property and also recommended the city develop a policy or ordinance to enforce this standard. A sewer main extension will require design by a professional engineer and approval by the Montana Department of Environmental Quality (MDEQ) and the City of White Sulphur Springs. The city may also want to consider development of a permit process for construction within the city right-of-way.

Pattie Berg motioned to authorize the owner to submit a plan to DEQ for approval of a sewer main extension in the alley between Larime Street and Washington Street connecting to the 3rd