

City of White Sulphur Springs

The regular meeting of the City Council was held on October 17, 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

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. Unfinished Business - Items for Discussion and/or Action

1. Task Order #7: Houston Street Sewer Replacement

The Mayor said that Jessica Salo submitted the deviation requests for the 6-inch main, clean out versus manhole, and updated plans/design work report on the Houston Street sewer extension project and they are just waiting on final approval from DEQ for construction of the new sewer main. The Mayor said that they hope to have the approval letter from DEQ by Friday to be able to move forward with installation.

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

1. Open/Review Sealed Bids for Heating/Electrical Installation at New City Shop – Award Bid.

Discussion and/or Action

Open and review sealed bids for Heating/Electrical Installation at New City Shop.

Consider award to lowest responsible bidder.

Accept Public Comment

Possible Motion: Move to Award bid to [Contractor] subject to contract finalization, OR Move to continue discussion to another meeting.

The Mayor said that the City received one bid for a heating system from Paddock Heating & Cooling for the New City Shop for \$16,000 on October 12th at 8:30 am.

ESTIMATE

Paddock Heating and Cooling
403 PO Box
White Sulphur Springs, MT 59645

Paddockheatingandcooling@gmail.com
+1 (406) 661-3776



City Shop

Bill to
City Shop

Estimate details
Estimate no.: 1132
Estimate date: 10/12/2023

#	Date	Product or service	SKU	Amount
1.		Shwank Tube heaters Provide and install 3) 30' 80k btu propane Shwank premiere infrared tube heaters, with all venting to spec and fresh air from outside. includes 3) T-6 Honeywell thermostats, and hangers as necessary		\$13,500.00
2.		Gas line Provide and install all gas line and necessary connections		\$2,500.00
			Total	\$16,000.00

Note to customer
Thank you for your business.

There was a discussion on the contract being contingent on warranties and completion dates. Susan Wordal will talk with Paddock Heating & Cooling and finalize the needed language. Pattie Berg motioned to award the bid of the heating system of the New City Shop to Paddock Heating & Cooling subject to contract finalization and including a mutual agreement on the warranty of schedule. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed. The Mayor said that there were two electrical bids submitted to the City, Master Electric Construction LLC and Sun-Lite Electric. The Master Electric Construction LLC bid for electrical for \$25,000 was submitted on October 13th at 4:55 pm.

The Sun-Lite Electric, Ron Sorg, bid for electrical for \$20,050 was submitted on October 13th at 3:35 pm. Ron Sorg's bid was very detailed that included the product and had separate circuits for plugging in the equipment, and the warranty information was provided.

The Mayor will submit a Northwestern Energy new construction request for the New City Shop. Susan Wordal will talk with Sun-Lite Electric, Ron Sorg, and finalize the needed language. Pattie Berg motioned to award the electrical installation bid of the New City Shop to Sun-Lite Electric subject to contract finalization, including a mutual agreement on the warranty of schedule, and any needed change orders required. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed. The Mayor said that he will have the materials on site next week to do the inside frame work so that the electrician can do the electric part of the project of which should take 4-5 days to complete.

2. Parks Recreational Master Plan – Application for a CDBG Planning Grant

Discussion and/or Action

Approve for filing an application for CDBG Planning Grant as part of developing a Parks Recreational Master Plan.

Accept Public Comment

Possible Motion: Move to approve for filing an application for CDBG Planning Grant as discussed, OR Move to continue discussion to another meeting

The City Parks Advisory Committee Chair, Tressa Blair, approached the Council for approval of filing an application to a CDBG Planning Grant for putting together a Parks Recreational Master Plan. A Master Plan is needed before the Parks Committee can apply for any State, Federal, or Private Grants to fund improvements within the City Parks & including the 2 mile around donut area in County. In the past there have been discussions about possibly having a cross country ski walking or walking paths in the City Parks & including the 2-mile donut areas. Most Park grant applications will not qualify for or be funded unless the Municipality has a Master Plan to guide the work. The Parks Committee reviewed the Glendive Parks Recreational Master Plan and created and molded it into what would work for the City of White Sulphur Springs' Parks.

City of White Sulphur Springs

Recreation Master Plan CDBG Grant Request

Budget Justification Narrative:

Professional Planning Activities - \$31,170

Great West Engineering has agreed to help the City of White Sulphur Springs (Client) develop a Recreation Master Plan. To begin with, Great West will compile previous trail and park planning results and gather input from project stakeholders. Next, Great West will create draft park concepts, draft the plan, and get feedback from the public. Once they have presented the plan to the city, Great West will revise it based on initial feedback and input from the city. Members of the Client's Parks Committee will facilitate the public open houses. Great West will finalize the plan up to 90%, meet with the city, and complete the master plan. The exact scope of work will be determined after the city has contracted with the Montana Department of Commerce for the CDBG grant.

The following estimates are based on having two planners and a GIS specialist involved in each activity. We used a \$165 per hour per team member for planning purposes.

- Kickoff meeting between the City of White Sulphur Springs to discuss the project goals, roles, responsibilities, and tasks.
 - 17 hours include preparation, travel, and attending the meeting.
 - \$2,800