

## City of White Sulphur Springs

The regular meeting of the City Council was held on October 18, 2022 at 6:00 P.M. Mayor Rick Nelson called the meeting to order with the following members present:

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. Read & Approve - Accept or Reject Minutes

#### I. August 1<sup>st</sup> Meeting - Regular Session

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

Rick Ellison motioned to accept the August 1<sup>st</sup> minutes as presented. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed.

#### 2. August 16<sup>th</sup> Meeting- Regular Session and Work Session

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

Lee Blanchard motioned to accept the August 16<sup>th</sup> Regular Session and Work Session as presented. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

#### 3. September 6<sup>th</sup> Meeting - Regular Session

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

Lee Blanchard motioned to accept the September 6<sup>th</sup> Regular Session as amended. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

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

#### 1. Review and Award City Shop Bids

Discussion and/or Action

Continued from October 3rd meeting. Review bids for City Shop Building, bid closing 10/17/22, and award to lowest responsible bidder or continue if no qualifying bids or bids exceed budget.

Accept Public Comment

*Possible Motion: Move to award bid to XXX with bid of \$XX,XXX as lowest responsible bidder meeting budget parameters; OR, Move to continue and re-advertise or re-evaluate budget for project.*

The Mayor said that the City received three bids for the City Shop Building, VOD Steel Buildings, MQS, Inc., and Bison Steel Buildings. VOD, from Canada, bid was approximately \$136,340 (40x80 building, erected and included foundation) or \$157,000 with doors, insulation would be an extra \$12,840, MQS Barn Inc. bid was approximately \$80,610 (40x60 building), and Bison Steel Buildings bid was approximately \$67,609 (40x80 building). The Mayor, City Attorney, and Council discussed using the budgeted amount for the City Shop 1/3 each for the

Facility/Water/Sewer funds for \$150,000 total ((\$66,340 (building)+\$32,000 (erected)+\$12,840 (insulation)) and then add the bay doors with the Capital Projects funding. The next fiscal year could add the windows, ventilation, electric, and insulation. Ron Coleman motioned to moved forward with the VOD bid for the City Shop building (\$66,340.39) + erected (\$32,000) + foundation (\$38,000) + insulation (\$12,840.60), and excluding the three bay doors, equals approximately \$150,000 to be funded 1/3 from General Facilities fund \$50,000, 1/3 water fund \$50,000, and 1/3 sewer fund. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed.

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

### **1. Housing Project Proposal Jackson Rose - Burt Hurwitz**

#### Discussion and/or Action

Presentation as to proposed Meagher County Housing Project through the Meagher County Stewardship Council regarding formation of a local coalition to address housing shortages.

#### Accept Public Comment

*Possible Motion: Move to support Meagher County Stewardship Council formation of a local coalition to address/evaluate housing issues and possible solutions.*

Jackson Rose and Burt Hurwitz presented the Council with a proposal draft outlining a process and steps for a local coalition that is led by the Meagher County Stewardship Council (MCSC) to address the housing shortages in Meagher County and White Sulphur Springs. In addition to the MCSC, the coalition will require input and support from a local Housing Coalition that includes County and City Government, Business Leaders, Developers, and other Stakeholders in the community. The Meagher County Housing Project Proposal - Draft included the need, plan of action, steps, roles and responsibilities, housing coordinator job description, proposed project budget, and proposed timeline.

#### Proposed Project Budget:

\$6,300 Housing Coordinator and Compensation

\$5,725 MSCS ED Time

\$1,200 Travel Expenses

\$400 Community Engagement

\$600 Contingency

The total budget would be \$14,250.

Jackson Rose said that he spoke with the Meagher County Commissioners, and they would contribute 1/3 to up to 1/2 of the cost. Jackson Rose asked if the City Council would be willing to be a part of the Housing Project and contribute 1/3 - 1/2 of the project cost. The Mayor and Council discussed using some of the planning funds available in the City budget. The Mayor and Council discussed contributing 1/3 to up to 1/2 of the Housing Project. Lee Blanchard motioned to contribute the funding costs with a minimum of 1/3 and with a possibility of up to 1/2 to support the Meagher County Stewardship Council's formation of a local coalition to address/evaluate housing issues and possible solutions. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

## **H. Council Review of Financials**

The Mayor asked if there was any questions when reviewing the September financials and if there were to bring them to the next meeting.

## **I. Comments/Discussion**

### 1. Future Business

## 2. Mayor's Comments-Rick Nelson

The City was unable to read the Neptune meters do to issues in the software programing and is now obsolete. All of the residents will be receiving an estimated bill. The City purchased the iPad to do the GIS mapping that the City Crew will apply the Neptune iCloud app to the iPad and be able to read the water meters going forward. The Neptune meter reading software is going into a cloud based program that will cost \$4,611.30 to upgrade, that includes an annual subscription (\$1,278), set up fee (\$1,666.65), and on-site training (\$1,666.65). The Black Mountain Software programing will need to be updated costing \$1,500. The Mayor said that with having to update to Neptune meters from Master Meter and the new Neptune Software updating he suggested that the City add an additional \$1 per water resident account to cover the water replacement of new meters next time and place it into a separate account line item, the City had used reserves to replace water meters over the last few years. Susan Wordal will talk to Bond Counsel about raising rates and how that might affect the loans that the City currently has and what the City might need to do when the rate increase happens in the future. The Mayor said that there are about 20ct more Master Meters to change out to Neptune meters.

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

The Mayor asked the Council if there is a motion to adjourn the meeting. Lee Blanchard motioned to adjourn the meeting. Ron Coleman seconded the motion. All said Aye. Meeting adjourned at 7: 10 pm.

### **L. Motion to Adjourn the Regular Session Meeting**

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

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

##### **B. Council Discussion:**

###### **1. City Code Review: Titles 1-3, 4-5**

Resume discussion of identified chapters from May 17 and September 19, and moving on to Title 4-5 with time permitting, suggest revisions, explore options as identified in discussion. The Mayor, City Attorney, and Council reviewed the Title 1-3 Ordinance Code Book (1. Administration, 2. Financial Provisions, and 3. Business and License Regulations) and made suggested language changes at the last couple of Work Session meetings. The Mayor, City Attorney, and Council went through and had discussions with Title 4-5, 4. Health and Sanitation, 5. Public Safety in the Ordinance Code book. Title 4: Health and Sanitation (1. Reserved, 2. Nuisances, 3. Weeds, 4. Garbage and Refuse, and 5. Noise). There was a discussion on 3. Chapter 3: Weeds on a specific date to have grass cut and no longer than 4 inches or apply for a variance with the Mayor (1<sup>st</sup> cutting before June 30th and 2<sup>nd</sup> cutting 2<sup>nd</sup> week in August). There was a discussion on Chapter 4: Garbage and Refuse, 4.4.2 Containers and Disposal of Other Items, that most containers now are more than 30 gallons and have a blue dumpster style container, but Susan Wordal will change the language if some residents are still using the metal 30 gallon, two handled containers. The boxes, papers, tree cutting, and all odd articles shall be crushed and/or bundled in lengths no to exceed five feet and not to exceed 50 pounds in weight, except articles taken in special hauls is now handled by Republic Services so that sentence can be removed from the code book. Chapter 5: Noise was done in 2019. There was a discussion on Title 5: Public Safety (1. Volunteer Fire Department, 2. Animal Control, 3. Deer Control, 4. Offenses, 5. Minors, 6. Open Containers of Alcohol Beverages, 7. Fire Protection, 8. Fireworks, 9. Firearms, 10. Social Hosts, and 11. Public Assemblies). Susan Wordal said that she will be reviewing the Chapter 2: Animal Control section and updating the language. Chapter 3: Deer Control was completed and an action plan was done in 2019. Chapter 4. Offenses, Chapter 5. Minors, and Chapter 6. Open Containers of Alcohol Beverages, go by State Code, but the City can be

more restricted but not less than the State code. Chapter 7: Fire Protection and bum barrel burning of plastics, Susan Wordal will review and change the language of what kind of items can be burned. Chapter 8: Fireworks was completed in 2018. Chapter 9: Firearms, go by State Code. Chapter 10: Social Hosts was done in 2009. Chapter 11: Public Assemblies was completed in 2017. Susan Wordal said if the Council has any changes to let one of the Clerk's know and they can forward it onto her. There were a couple of items that were brought up for changing, for instance, Airbnb fees, Parking (the wrong way/sideways/on a hill/by a stop sign and by intersections), and No Parking enforcements. Susan Wordal will talk with the Sheriff about designing a citation for a Parking Ticket verses a Traffic Ticket (to decide if going with State Codes or City Codes). The City can be more strict but not less strict than State Code. Chapter 11: Public Assemblies was done 2017.

Ron Coleman motioned to adjourn the Work Session meeting and resume the Regular Session meeting. Lee Blanchard seconded the motion. All said Aye. Motion carried and passed.

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

Pay the Bills

Accounting Claim Check #'s 18814-18840 October 1, 2022 thru October 18, 2022 for \$35,319.68  
Accounting Journal Vouchers October I thru October 30- not until November 15, 2022  
Payroll Check #'s 9227-9235 October I thru October 18 for \$8,686.05  
Payroll Electronic Checks October I thru October 18 for \$1,578.01  
Utility Billing System Adjustments Journal Vouchers - not until November 15, 2022  
Received a copy Budget Expenditure/Revenue September 2022

September 1, 2022 thru October 18, 2022 were presented for Council's approval. The Mayor and Council received the Pay the Bills and the monthly September 1, 2022 thru September 30, 2022 Budget Expenditures/Revenues. The Mayor asked if there is a motion to pay the bills. Lee Blanchard motioned to pay the bills as presented. Ron Coleman seconded the motion. All said Aye. Motion carried and passed.

Council Comments/Discussion

a. President of the Council-Pattie Berg

Not in attendance.

b. Council Member-Ron Coleman

There was a discussion about filling in the holes by the new pavement.

c. Council Member-Rick Ellison

Nothing else.

d. Council Member-Lee Blanchard

Garfield Street/2<sup>nd</sup> is a rough patch of street. The Mayor said that the City Crew plans on tearing that street up and patching it.

**D. Motion to Adjourn the Work Session Meeting**

The Mayor asked the Council if there is a motion to adjourn the meeting. Lee Blanchard motioned to adjourn the meeting. Ron Coleman seconded the motion. All said Aye. Motion carried and passed. Meeting adjourned at 8:05 pm.



Michelle Stidham-Clerk-Treasurer



Mayor - Rick Nelson